

NORTH TONGU DISTRICT ASSEMBLY
ANNUAL ACTION PLAN FOR 2020

Adopted MDAs Goal(s):

Programmes/ Sub-programmes	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time schedule				Indicative Budget			Implementing Agencies	
					1st	2nd	3rd	4th	GoG	IGF	Donor	Lead	Collab.
MANAGEMENT & ADMINISTRATION (General Administration)	Organize Statutory committee meetings of the Assembly	Battor		4No. Statutory committee meetings, 3No. EXECO meetings, 4quarterly Entity Tender Committee					326,690.00			NTDA	MLGRD
	Organise yearly Official celebrations (Independence, senior citizens, May Day, my first day at school etc)	District Wide		No. of yearly Official celebrations organised					30,000.00	30,000.00		NTDA	MLGRD
	Organization of National festivals for art and culture and exhibition (Volta fair and NAFAC)	District Wide		District participated in National festivals for art and culture and exhibition (Volta fair and NAFAC)					50,000.00			NTDA	MLGRD

Purchase of Computer hardware and accessories (2NO Laptop, 2NO Printers, 3NO Desktop computer, 2NO Voice recorders, 2NO UPS, 2NO 2 Terabyte External Hard Drive and 1 NO HP Scanner) and repairs	Battor		No. of Computer hardware and accessories repaired and new ones purchased					68,000.00			NTDA	MLGRD
Purchase of Sanitary items, Office consumables/A4, Tonners etc	Battor		No. of Sanitary items, Office consumables /A4, Tonners etc					10,000.00			NTDA	MLGRD
Uniform and equipment for security unit at NTDA (12No Uniform, 12No. Overall, 12No. Torchlight, 12No.	Battor		Uniform and equipment for security unit at NTDA purchased					30,000.00			NTDA	MLGRD
Purchase of office furniture (15NO Air Conditions, 3NO Tables, 3NO Swivel Chairs, Consumables for DCE's residence e.g Kitchen ware, bedsheets etc/ 1No.Office Cabinet and Office Shelve) for Assembly Hall and other office	Battor		Office equipment bought					68,737.50			NTDA	MLGRD

Support the Celebration of National Events and Festival	District Wide		Celebration of National Anniversaries and Festivals supported					50,000.00	7,000.00		NTDA	MLGRD
Strengthen Sub-District structures to function well.Eg. Procure Office	Area Councils		Sub-District Structures supported					50,000.00			NTDA	MLGRD
Organize 4No. Town hall meetings with two sub-district	All ACs		Improved Service delivery and Local governance					60,000.00			DPCU	MLGRD
Organize 4No. Sensitization programmes on the National Anti-Corruption Action Plan (NACAP)	Battor		Reduction in corruption					10,000.00	5,000.00		NTDA	MLGRD
Support to Decentralised Dept.	District Wide		Decentralized departments supported					50,000.00			NTDA	MLGRD
Support the Implementation Ghana Productive Safety Net Project (GPSNP)	Battor		Reduction in poverty					25,000.00			NTDA	MLGRD
Procurement of office supplies and consumables	Battor		Office supplies and consumables supplied					20,000.00	10,000.00		NTDA	MLGRD
Procure and maintain office equipment and logistics	Battor		Enhanced staff performance					40,000.00	10,000.00		NTDA	PPA

Finance	Monitoring of Revenue Barriers/Intensify supervision of all	District Wide		Revenue Barriers in the District Monitored					10,000.00	10,000.00		NTDA	Budget Unit/Finance
	Establishment of 4No. Revenue check points	District Wide		4No. revenue check points established					30,000.00			NTDA	Finance
	Train Revenue Collectors and Taskforce in Revenue Mobilization skills and Techniques	District Wide		No. of Revenue Collectors Trained					25,000.00			NTDA	Budget Unit/Finance
	Public education and sensitization for ratepayer (fee fixing)	District Wide		No. of Public education and sensitization for ratepayers organised					15,000.00			NTDA	Budget Unit/Finance
	Update of revenue database	Battor		Revenue database updated						15,000.00		NTDA	Revenue Unit
	Valuation of property for property rate	Battor		No. of properties Valued					10,000.00			NTDA	Revenue Unit
	Purchase logistics for revenue collectors including motorbikes	Battor		logistics for revenue collectors including motorbikes Procured								NTDA	Finance
	Planning and Budgeting	Facilitates the preparation of 2020 Fee Fixing Resolution, Annual Action Plan and Composite Budget	Battor		2020 Fee fixing Resolution, Annual Action Plan and composite budget prepared					25,000.00			NTDA

Undertake quarterly monitoring and evaluation of development projects/programmes	District Wide		Monitoring conducted					20,000.00	5,000.00		NTDA	MLGRD
Co-ordinate Flagship Programmes of Government	District Wide		Programme Objectives achieved					30,000.00		20,000.00	NTDA	MLGRD /MoE/MoGCSP
Review MTDP, Annual Action plans, Composite budgets, and Revenue Improvement Action Plans (RIAP)	Battor		Plans review to reflect current policies					15,000.00	5,000.00		NTDA	MLGRD
Prepare and implement Operation and Maintenance Plan (Servicing and Maintenance of Assets)	Battor		Operation and Maintenance Plans Prepared and Implemented					300,000.00	10,000.00		DPCU	MLGRD
Gazetting of Fee-fixing resolutions	Battor		Fee-fixing gazzetted					5,000.00			NTDA	MLGRD

Adopted MDAs Goal(s): SOCIAL DEVELOPMENT

Programmes/ Sub-programmes	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time schedule				Indicative Budget			Implementing Agencies	
					1st	2nd	3rd	4th	GoG	IGF	Donor	Lead	Collab.

Objective: Enhance inclusive and equitable access to, and participation in quality education at all levels

Social Services Delivery (Education Youth)	Completion of 1No. 6unit classroom block with auxiliary facilities at Torgorme-Azagonorkope	Torgorme-Azagonorkope		1No. 6unit classroom block with auxiliary facilities completed					104,004.93			NTDA	MoE/MP/NGO
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&Sports & Library Services)	Completion of 1No. 6unit classroom block with auxiliary facilities (KVIP, urinal)	Dorfor Agorweme		1No 6unit classroom block with auxiliary facilities completed					83,167.87			MoE	NTDA
	Completion of 1No. 2-unit KG block with ancillary facilities (KVIP, urinal)	Tornu-Jordan Asimekope		1No. 2-unit KG block with auxiliary facilities completed					104,722.87			MoE	NTDA
	Re-roofing of Volo SHS	Volo		Volo SHS re-roofed					78,544.00			NTDA	MoE
	Construction of 1No. 3-Unit classroom block with ancillary facilities (2seater KVIP, Urinal, Electricity, rain gutters, fun and	Avedzi		1No 6-unit classroom block with auxiliary facilities completed					309,000.00			NTDA	MoE
	Construction of 1No 3unit classroom block at Volo DA Junior High School	Volo		1No 3unit classroom block					250,000.00			NTDA	MoE
	Organise public sensitisation on teenage pregnancy	District wide		Public sensitisation on teenage pregnancy organised					3,921.00			NTDA	MoE
	Educational support for at least 30 needy but brilliant students	District wide		No. of brilliant but needy students supported						68,642.25		NTDA	MoE
	Select 30 students based on performance to represent the district at regional STMIE camp	Battor		30 students selected for participation					6,000.00			GES	NTDA

	Intensify supervision and monitoring of Teaching and Learning activities at all levels	District Wide		Improved performance					20,000.00			GES	NTDA/MP
	Organize District Best Teacher Awards	District Wide		Award presented to best teacher						5,500.00		GES	NTDA
	Support my first day at school programme	District Wide		My first day at school programme supported					10,000.00	3,500.00		GES	NTDA
	Support DEOC monitoring activities	District Wide		DEOC monitoring activities supported						10,000.00		GES	NTDA
	Support sports and cultural activities in the District	District Wide		Cultural and sporting activities Improved					5,000.00	12,000.00		NTDA	CNC/GES
	Procure logistics for 4No CHPS Compounds (Deve, Nyatikpo, Dedukope, Alabonu and Nyatikpo)	Deve, Nyatikpo, Dedukope, Alabonu		Logistics for Deve CHPS Compound Procured					100,000.00			DHD	NTDA
	Construction of 1No 2-bedrooms semi-detached nurses quarters at Aveyime	Aveyime		1No. 2-bedroom Semi-Detached nurses quarters constructed							300,000.00	NTDA	DHD
Health	Organize Health Oversight, Rapid Responds, Health Management, Audit Committees and PHEMC meetings	Battor	3	4 Health oversight committee, 4 Rapid responds committee, 2 Audit Committee Meetingsorganised and PHEMC established					31,950.00			DHD	NTDA/DHMT

	Completion of CHPS Compound at Alabonu	Alabonu		CHPS Compound Completed					191,935.70			DHD	NTDA
	Implement HIV/AIDS Action Plan (Organise of World AIDS Day annually)	Battor		Improved health care delivery					7,000.00			DHD	GAC
	Support District response initiative on HIV/ AIDS, Malaria/TB Prevention and other Health Related Activities in the	District Wide		District Response Initiative on HIV/ AIDS, Malaria Prevention and other Health Related Activities in the District					20,000.00			NTDA	GAC/ DHMT/ NGO
	Monitor the activities of NGOs/CBOs, PMTCT and ART sites and HIV School Alert Programme	District Wide		All CBOs/NGOs into HIV identified and monitored, all PMTCT and ART sites monitored and					5,000.00			NTDA	GAC/ DHMT/ NGO
Social Welfare and Community Development	Provision of financial support and technical aids, assistive devices and equipments for PWDs	District Wide		PWDs provided with financial and skill supports					50,000.00			DSWCD	Federation of Disabled
	Celebration of World Disability Day	District wide		World Disability Day celebrated					10,000.00			SW&CD	GFD
	Management and follow up on 35 Child protection cases in the District.	District wide		Child protection cases followed up					5,000.00			SW&CD	CHRAJ/ Judicial Service

	Organize public sensitization programmes on child labour and child trafficking, domestic violence, marriages, family laws etc	District Wide		Rights of children protected					10,000.00		SW&CD	CHRAJ/ Judicial Service/ GPS
	Quarterly meetings of District Fund Management Committee & Ghana Federation of the Disables	Battor		No. of Meetings organised				10,000.00			SWCD	Min. of Gender and Social Protectio n/MP
	Support the implementation of LEAP programme in the District	District Wide		Reduction in poverty				15,000.00			Min. of G Social Protectio n	Dept of SW and Com. Dev.
	Capacity building for caterers on hygiene, nutrition and food preservation	Battor		Capacity for caterers built				6,000.00		6,000.00	Min.G Social Protectio n	SWCD
	Undertake regular monitoring of Ghana School Feeding Programme	District wide		Increased school enrolment				8,000.00			NTDA	DEO
	Undertake skills training and entrepreneurship and apprenticeship programmes for 800	District Wide		Women economically empowered				8,000.00	6,000		NTDA	NBSSI/B AC
	Awareness creation on women participation in governance and	District Wide		No. of women politically empowered					9,000.00		DSWCD	NCCE

	Carry out 4No. sensitization programmes on gender equality	District Wide		No. of women politically empowered					5,000.00	3,000.00		Dept of SW & CD	NCCE
	Update of DESSAP	District Wide											
	Construction of 2No. public animal pound at Juapong and Battor	Juapong and Battor		2No. public animal pound constructed					25,000.00			NTDA	DEHU
	Construction of 10-seater institutional WC at Juapong R.C	Juapong		10-seater institutional WC constructed					140,000.00			NTDA	DEHU
	Completion of 1No. 12 Seater W/C Toilet at Juapong Market	Juapong		1No. 12 Seater W/C Toilet at Juapong Market completed					165,480.00			NTDA	DEHU
	Construction of 8-seater institutional WC at Dorfor Adidome	Dorfor Adidome		8-seater institutional WC constructed					100,000.00			NTDA	DEHU
	Promote Hygiene Education, Inspection and in-door and out-door spraying/ Screening of food vendors	District wide		No. of Food and drink vendors screened					4,000.00			DEHU	MLGRD
	Observe National Sanitation Day	District wide		National Sanitation Day celebrated					12,000.00			DEHU	MLGRD

Promote Hygiene Education, Inspection and in-door and out-door spraying	District wide		Hygiene education and out-door spraying					324,392.00			DEHU	MLGRD
Acquisition of liquid waste disposal site	District wide		Liquid waste Disposal site acquired					15,000.00			DEHU	MLGRD
Supervise the cleansing of drains, streets, markets, car parks and weeding of road sides and open spaces	District wide		Cleansing of drains, streets, markets, car parks and weeding of road sides and open spaces done					10,000.00			DEHU	MLGRD
Develop and implement strategies to end open defecation and promote National	District wide		At least two communities declared ODF					5,000.00			DEHU	UNICEF
Pay for fumigation Exercise & Sanitation improvement package/Provision to cater for management of landfilled site by Waste Landfilled Company Ltd	District wide		Fumigation Exercise paid					250,000.00			NTDA	ZOOMLI ON
Inspection and Education on Water and Food Hygiene Interventions.	District wide		Water and Food Hygiene Interventions education carried out					320,000.00			NTDA	ZOOMLI ON

Acquisition of waste disposal site (10 plots)	District wide		waste disposal site (10 plots) acquired					20,000.00			DEHU	NTDA
Intensify enforcement of regulations on noise and air pollution, including open burning. Promote the use of environmentally friendly methods and	District wide		Regulations on noise and air pollution					20,000.00			DEHU	NTDA

Adopted MDAs Goal(s): ENVIRONMENT, INFRASTRUCTURE AND HUMAN SETTLEMENTS

Programmes/ Sub-programmes	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time schedule				Indicative Budget			Implementing Agencies	
					1st	2nd	3rd	4th	GoG	IGF	Donor	Lead	Collab.
Infrastructure Delivery Management (Spatial Planning)	Preparation of Battor-Aveyime-Mepe and Juapong township layout	Battor, Aveyime, Mepe and Juapong		Township layout prepared					50,000.00	9,000.00		PPD	TAs/ land owners/ Assembl
	Public education on procedures in obtaining permit	District wide		No. of educational programmes					10,000.00			PPD	DPCU
	Scale-up the Street Naming and Property Addressing System	District Wide		Well planned communities					100,000.00			PPD	NTDA
	Undertake 4 no. public sensitization programmes on Physical development	District Wide		Well planned communities					25,000.00	8,000.00		PPD	HR Unit/ DPCU

	Organise twelve (12) Technical committee meetings/Spatial planning committee meetings	Battor		4No. Technical/SPC Meetings Organised/No. of Building permits granted				10,000.00			PPD	NTDA
	Acquisition and registration of land for government/Assembly projects	District wide		Documents on the properties.				50,000.00			NTDA	PPD/ TAs/ Lands Comm/ Assembly Members
	Construction of office complex for the BAC/REP	Battor		Office complex constructed				172,000			REP	NTDA
	Rehabilitation of Assembly complex	Battor		Office complex rehabilitated				350,000			NTDA	MLGRD
	Procure and install 50kv generator for Assembly block	Battor		50kv generator Procured and installed				90,000.00			NTDA	MLGRD
	Purchase of 1No. motor bikes for	Battor		1No. of motor bikes bought				5,000.00			NTDA	MLGRD
Infrastructure Delivery and Management (Works)	Construction of 1No.2-bedroom semi-detached bungalow for district Magistrate Court at Aveyime	Aveyime		1No.2bedroom semi-detached bungalow for district Magistrate Court at Aveyime Constructed				300,000.00			NTDA	MLGRD
	Construction of District Court at Battor	Battor		1No. District Court at Battor Constructed					620,000.00		NTDA	MLGRD

	Construction of Police Station at Volo	Volo		1No. Police station at Volo Constructed				84,990.65			NTDA	MLGRD
	Completion of 1No Afridev Hand Pump type borehole	Gborkope		1No Afridev Hand Pump type borehole				50,000.00			NTDA	MLGRD
	Spot improvement, Reshaping of 12km feeder roads and sectional gravelling	Podoe-Avedzi, Telapenu-Avedotoe		Maintenance carried out on the road (Podoe junction to Avedzi (2km) and Telapenu to Avedotoe (10km)				300,000.00			NTDA	DFR
	Undertake road safety activities (Speed rumps, Rope rumps etc)	District wide		Road safety activities undertaken				50,000.00			NTDA	DFR
	Sensitization of Motor riders and Drivers in the District	District wide		Motor riders and Drivers in the District sensitized				40,000.00			NTDA	DFR
	Construction of foot bridge at Tornu Asimekope	Asimekope		Footbridge at Tornu Asimekope constructed				200,000.00			NTDA	MLGRD
	Spot improvement of Ayiwata junction to Ayiwa feeder road (3.5km gravelling and 1No 8m culvert)	Ayiwata		3.5km gravelling and 1No 8m culverts construction completed					410,000.00		NTDA	MLGRD
	Rehabilitation and Installation of Streetlights	District Wide		Street lights rehabilitated and functioning well				75,000.00			NTDA	MLGRD

	Support Rural Electrification Project/Extension of Electricity	District Wide		Rural Electrification Project Supported					50,000.00			NTDA	ECG/ MoEP
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Economic Development (Agricultural services and Management)	Organize farmers day celebration to award hard working farmers	District Wide	1	Farmers Day Celebrated					30,000.00			DOA	NTDA
	Construction of small earth dams at Deve	Deve		One small dam completed						437,890.88		NTDA	MLGRD/ GPSNP
	Facilitate access to small ruminant (sheep & Goat)	District wide	2	No. of farmers (male, female) helped to access small ruminants.					50,000.00		2,200.00	DoA, DAO, AEAs FARMERS	DOA
	Carry out Extention Activities Under MAG	District Wide		MAG Activities Carried out							125,905.70	DOA	NTDA
	Facilitate the formation of 16 FBOs and revive 10 non-	District wide	35	No. of FBOs formed No. of FBOs revived						2,000.00		DOA	FBOs, NTDA
	Conduct 3,840 farm and home visit to farmers in the district	District Wide	3000	No. farm and home visits conducted							3,400.00	DoA, DAO, AEAs FARMERS	NTDA

	Conduct 350 monitoring and supervisory visit to AEAs engaged in Block Farm/crops and Livestock demonstrations	District Wide	350	No. of Monitoring and supervisory visits conducted. No. of AEAs supervised.				4,400.00			DoA,	NTDA, DAO, AEAs FARME RS
	Carry out routine field work supervision, planning and coordination	District Wide		No. of field work supervision organised				15,000.00		12,000.00	DOA	NTDA
	Carry out 24 demonstrations on rice, maize, cassava and pepper	District Wide	4	No. of demonstrations carried out						4,800.00	DOA	NTDA
	Organise a farmers fora in four (4) zones	District Wide		No. of Farmer's forum held				10,000.00			DoA	NBSSI/ MTI, DAO, AEAs FARME RS
	Carry out 3 - one, one(1) day training on good agricultural practices(GAPs) for 50 farmers in cassava, rice, maize and pepper production	District Wide	2	No. of farmers trained				9,000.00			DOA	NTDA
Trade and Industry	Organize training in advocacy skills, formation and strengthening of	District Wide		Sustaining LBA/FBO				1,912.50			REP	NTDA,B AC

	Training of apprentices under A2E intervention	District Wide		No. apprentices trained					12,000.00			REP	NTDA,B AC
	Business Counselling	District wide		No. of People Counseled					3,000.00		15,000.00	REP	NTDA,B AC
	Organize a 10-day industrial study tour	District wide		60 People undertake a 10-day industrial study tour					8,500.00			REP	NTDA,B AC
	Organize Internship program	Battor		Internship program for 15 clients.					2,000.00			REP	NTDA,B AC
	Provision of Business Development Service (BDS) tools.	District wide		Provision of BDS tools for LBAs					1,987.50			REP	NTDA,B AC
	Provision of start-up kits for graduate apprentices	District wide		Provision of start-up kits for graduate apprentices					2,175.00			REP	NTDA,B AC
	Provision of farm based tools for farm institute trainees	District wide		Farm based tools provided for farm institute trainees					2,775.00			REP	NTDA,B AC

Adopted MDAs Goal(s):

Programmes/ Sub-programmes	Activities (Operations)	Location	Baseline	Output Indicators	Quarterly Time schedule				Indicative Budget			Implementing Agencies	
					1st	2nd	3rd	4th	GoG	IGF	Donor	Lead	Collab.
Environmental and Sanitation Management (Disaster	Establish and maintain 15 hectors of mango and cashew afforestation site in three (3) communities	Volo, Dadome, Kosive		30 hectors of economic tree established							625,000.00	DoA	MLGRD/ GPSNP

Prevention and Management)	Organized Disaster Prevention Education on various types of disaster and climate changes in 50 communities	District wide	Disaster prevention education on various types of disasters had been conducted,					8,000.00			NADMO	NTDA
	Identification and Education of Safe Havens for Potentially Affected People	District wide	No. of Communities educated and safe havens identified					4,000.00			NADMO	NTDA, Police, GNFS
	Organize education on covid-19 pandemic disease across the district	District wide	Education on Covid-19 Pandemic organised					10,000.00			NADMO	NTDA
	Public education organized on bush fire prevention	District wide	Sensitization programme on bush fire organised					10,000.00			NADMO	NTDA
	Sensitization programme on how to minimize the effects and causes of flood, damages in flood prone communities in the District	District Wide	Sensitization programme organised					3,000.00			NADMO	NTDA
	Education on how to minimize the effects of pests and insects infestation on crops in the District	District Wide	Sensitization programme organised					5,000			NADMO	NTDA/DoA
	Support the provision of relief items for disaster victims	District Wide	No. of Disaster victims supported					6,000.00			NTDA	NADMO

(climate change)	Organise Public education on climate change, vulnerability and adaptation mechanisms	District Wide		Climate change impacts mitigated					8,000.00			NADMO	NTDA
	Tree Planting in schools and communities in the District to serve as wind breaks	District Wide		No. of Trees planted					7,000.00			NADMO	NTDA

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