

# MEDIUM TERM EXPENDITURE FRAMEWORK (MTEF) FOR 2019-2022

# MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS

PROGRAMME BASED BUDGET ESTIMATES
For 2019









# MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS



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# **Ministry of Finance**

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The MOCRA MTEF PBB Estimates for 2019 is also available on the internet at: www.mofep.gov.gh



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# 1.5. Appropriation Bill

Summary of Expenditure by Sub-Programme, Economic Item and Funding

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA) YTD: Year Total 2019 | Currency: GH Cedi Version 1



# PART A: STRATEGIC OVERVIEW OF THE MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS

# 1. NMTDPF OBJECTIVES

The NMTDPF objectives that are relevant to the Ministry of Chieftaincy and Religious Affairs are as follows:

- Maintain a stable, united and safe society.
- Build a prosperous society.
- Create opportunities for all Ghanaians
- Safeguard the natural environment and ensure a resilient, built environment.

# 2. GOAL

The Ministry exists to develop effective interface between Government, Religious Bodies and Civil Society on matters relating to Chieftaincy and Religious Affairs for the promotion of Peace and Good Governance.

## 3. CORE FUNCTIONS

The core functions of the Ministry of Chieftaincy and Religious Affairs are;

- Initiate and formulate policies, taking into account the needs and aspirations of the people
- Undertake development planning in consultation with the National Development Planning Commission (NDPC) and
- Co-ordinate, monitor, evaluate the efficiency and effectiveness of the Sector

## **SPECIFIC FUNCTIONS**

- To formulate policies and initiate programmes geared towards the promotion of the Chieftaincy institution and, religious tolerance and good governance.
- To undertake activities and support the government policies in consultation with NDPC.
- To coordinate the activities and programs of the National and Regional Houses of Chiefs and religious bodies towards the development of Chieftaincy and Religious Sectors.
- To undertake the progressive study, interpretation and codification of customary law with the view to evolving in appropriate cases, a unified system of rules of customary law and compilation of lines of succession applicable to each stool and skin.



# 4. POLICY OUTCOME INDICATORS AND TARGETS

Outcome Indicator	Unit of Measurement	Ba	seline	L	atest Stat (2017)	us	Target	
Description		Year	Value	Year	Target	Actual	Year	Value
Chieftaincy Disputes reduced (SDG Target 16.6, 16.a)	Percentage of disputes resolved		4.1%		10%	4.3%		40%
Reduce Activities of Illegal mining and other activities that harm the environment (SDG Target 15.1, 15.3)	Percentage of chiefs and rural communities in Galamsey prone areas sensitized		45%		80%	70%		90 %
Strengthen engagement with Traditional Authorities in development and governance (SDG Target 16.2, 16.6)	Number of Traditional Authorities engaged		248		250	152		1,200
Documentation of rightful successors to stools and skins (SDG Target 16.6, 16.a)	Number of L.I on lines of succession to Stools/Skins.	2016	11 Draft L. Is	2017	11 L.Is	11 Draft L. Is	2022	50 L.Is
Minimize harmful customary practices (witch camps, FGM, widowhood rites)  (SDG Target 5.3)	Number of harmful practices reduced		Research report prepared		Research Report	Research Report		Develop and implement guidelines on harmful practices
Peaceful co- existence of Religious bodies (SDG Target 16.7)	Number of peace building programmes coordinated		3		2	-		4
Strengthen Religious Faith (Christian, Islamic and Traditional Religions) (SDG Target 16.7)	Number of Religious Pilgrimages coordinated		1		2	1		4



# 5. EXPENDITURE TRENDS IN 2018

The Ministry was allocated a budget of GH¢34,328,798.00 and GH¢39,807,632.00 for 2017 and 2018 financial years respectively to implement its planned programmes and activities

Total expenditure as at the end of the 2017 financial year amounted to GH¢ 29,808,624.63 out of this amount, Compensation of Employees accounted for GH¢ 28,579,117.18 and GH¢561,810.12 was expenditure on Goods and Services. There was no release of funds for Capital Expenditure.

Actual expenditure on Employee Compensation as at 30th September, 2018 amounted to GH¢ 23,051,234.95 whilst an amount of GH¢1,572,705.34 was released by MOF for Goods and Services. An amount of GH¢ 392,596.61 has so far been spent on Capital Expenditure. A breakdown of the expenditure is shown in the table below:

No.	Economic classification Item	Budget GH¢	Release GH¢	variance GH¢	% variance
1.	Compensation of Employees	34,858,622.00	23,051,234.95	11,807,387.05	33.87
2.	Goods and Services	2,949,010.00	1,572,705.34	1,376,304.66	46.67
3.	Capital Expenditure	2,000,000.00	392,596.61	1,607,403.39	80.37
Total		39,807,632.00	25,016,536.90	14,791,095.10	37.16

For 2019 financial year the Ministry hopes to spend an amount of GH¢ 42,502,066.00 to implement planned programmes and operations.

# 6. KEY ACHIEVEMENTS IN 2018

# PROGRAMME-MANAGEMENT AND ADMINISTRATION

- The Estate unit undertook a number of repairs of the ministry's assets. These included photocopiers, air-conditioners, printers and some electrical gadgets/fittings. Routine checks and servicing were done on all vehicles.
- On the 18th and 19th June, 2018 the Ministry of Chieftaincy and Religious Affairs in collaboration with the Inter-Ministerial Sub-Committee on illegal mining organized a two (2) day sensitization workshop on illegal mining "Galamsey" at the International Conference Centre for Chiefs and Queen mothers drawn from communities affected by "Galamsey" activities. This second workshop was to take stock of what the committee has achieved since the exercise started about a year ago.



- As a follow up to the Galamsey workshop organized for chiefs the Inter-Ministerial Sub-Committee on Illegal Mining and officials from the Ministry of Chieftaincy and Religious Affairs have visited eight (8) regions namely; Ashanti, Brong-Ahafo, Eastern, Central, Western, Northern, Upper East and Upper West Regions.
- The Ministry in April and May commissioned the Management Services Division (MSD) to undertake a job evaluation and draw up scheme of service for the class and grades of the various grades for Registrars, Secretaries, Bailiffs and Clerks. In addition, to facilitate the recruitment of lawyers for the Houses of Chiefs, the Management Services Division (MSD) was also tasked to create a legal class and its consequent scheme of service.
- The Ministry as part of its objective of service to the general public engaged the media, the Daily Graphic on Thursday 28th June, 2018 to conduct an interview with the Minister which was subsequently published on 31st June, 2018. The engagement enabled him explain the objectives of the Ministry, the functions and the role the Ministry plays in building cohesion.
- The Ministry organized a retreat for Assistant National Registrars at Ada from 7th 10th March, 2018. The purpose of the retreat was to take stock of activities of the Ministry and the regional houses of chiefs for 2017, their achievements, challenges and planned programmes for 2018.
- On the 18th-25th July, 2018 the Ministry organized a two (2) week training workshop
  for Assistant Regional and Assistant Traditional Council Registrars at the University
  of Ghana, Legon. The training workshop was to build participants capacity in
  Management and Alternative Dispute Resolution in order to discharge their duties
  efficiently and effectively.
- Forty (40) Regional/ Asst. Regional Registrars and 40 Traditional Council Registrars also had training in management and leadership roles as well as alternative dispute resolution.
- Leadership Training programme was conducted for 20 Officers from the Ministry and the Houses of Chiefs. Issues treated were managerial and leadership roles of Officers. The aim of the training programme was to identify two different roles Officers must play for effective supervision of staff.
- The Ministry facilitated the recruitment of eight (8) new staff who have assumed duty. The purpose of the exercise was to augment the staff deficit the Ministry was faced with.
- The Ministry organized its maiden meeting with accounting officers from the Regional Houses of Chiefs on 10th May, 2018 at the Ministry's conference room. The meeting was used to educate the accounting Officers on the Public Financial Management Act, the Public Procurement Act and the practices and procedures of the Controller and Accountant General in relation to Accounts.
- The Ministry compiled and submitted its Annual Progress Report (APR) for 2017 to National Development Planning Commission (NDPC).



- The Ministry has also submitted its 1st, 2nd and 3rd Quarter Budget Performance Reports for 2018 to Ministry of Finance.
- On Wednesday 4th July, 2018 the Ministry met with the Parliamentary Select Committee on Youth, Sports and Culture to report on what the Ministry has achieved during the first half of 2018 and the challenges encountered.
- The Ministry submitted the Sector Medium Term Development Plan (SMTDP) for 2018-2021 to NDPC. This comprehensive document spells out the programmes, activities and projects that the Ministry intends to undertake for 2018 to 2021.
- A monitoring exercise was carried out in six (6) Traditional Councils in the Western and Ashanti Regions by a team of officers from the Ministry. The team visited Shama, Sekondi and Ahanta Traditional Councils in the Western Region. In the Ashanti Region the team visited Offinso, Bekwai and Ejisu Traditional Councils.

## PROGRAMME- CHIEFTAINCY & RELIGIOUS AFFAIRS

- The Ministry did series of follow-ups on eleven (11) draft Legislative Instruments on codification of lines of succession to stools and skins at the Office of the Attorney General and Ministry of Justice and has received response. This was forwarded to the National House of Chiefs for their comments. The House verified the accuracy of the information contained in the draft and the document has been re-submitted to the Office of the Attorney General and Ministry of Justice for onward transmission to Parliament.
- The National House of Chiefs entered Nine Hundred and Fifty-Nine (959) names of chiefs in the National Register of Chiefs.

The Ministry inaugurated seven (7) traditional councils namely: Battor, Nyagbo, Afife, Adaklu, Ziavi, Logba, Wusuta Traditional Councils in the Volta Region.

- The Research Directorate organized workshops for Paramount Queen Mothers in the Ashanti and Brong-Ahafo Upper West, Upper East and the Northern Regions to sensitize them on socio-cultural issues and the Chieftaincy Act, 2008 (Act 759) and Alternative Dispute Resolution (ADR) mechanisms and the roles that they can play to strengthen the Chieftaincy Institution.
- During the period under review 17 chieftaincy cases were settled.
- The Ministry facilitated 200 Christian pilgrims to the State of Israel in September, 2018.
- The Ministry is in the process of submitting a memorandum on religious pilgrimages to cabinet seeking approval to draft a legislation.
- The Ministry is the process of drafting a National Policy on Religion in collaboration with the National Developing Planning Commission.



# WORKSHOP ON ILLEGAL MININIG AT ACCRA INTERNATIONAL CONFERENCE **CENTRE**







# MINISTRY'S MEDIA ENGAGEMENT



# TRAINING WORKSHOP FOR REGISTRARS AT ADA





# TRAINING WORKSHOP FOR PARAMOUNT QUEENMOTHERS IN THE ASHANTI **REGION**







# INAUGURATION & SWEARING IN OF TRADITIONAL COUNCIL MEMBERS IN BATOR AND NYAGBO TRADITIONAL COUNCILS IN THE VOLTA REGION













# 2.6 Budget by Chart of Account

6.0- Programme, Sub-Programme and Natural Account Summary

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
Programmes - Ministry of Chieftaincy and Religious Affairs	42,502,066	42,502,066	42,502,066	42,502,066
02801 - Management and Administration	29,381,589	29,381,589	29,381,589	29,381,589
02801001 - General Administration And Finance	28,990,666	28,990,666	28,990,666	28,990,666
21 - Compensation of employees [GFS]	27,211,151	27,211,151	27,211,151	27,211,151
22 - Use of goods and services	829,515	829,515	829,515	829,515
31 - Non financial assets	950,000	950,000	950,000	950,000
02801002 - Human Resource	211,279	211,279	211,279	211,279
21 - Compensation of employees [GFS]	29,503	29,503	29,503	29,503
22 - Use of goods and services	181,776	181,776	181,776	181,776
02801003 - Policy; Planning; Budgeting; Monitoring and Evalu	144,264	144,264	144,264	144,264
21 - Compensation of employees [GFS]	24,264	24,264	24,264	24,264
22 - Use of goods and services	120,000	120,000	120,000	120,000
02801004 - Internal Audit	35,380	35,380	35,380	35,380
22 - Use of goods and services	35,380	35,380	35,380	35,380
02802 - Chieftaincy & Traditional Affairs	13,120,477	13,120,477	13,120,477	13,120,477
02802001 - Customary Law	355,223	355,223	355,223	355,223
22 - Use of goods and services	355,223	355,223	355,223	355,223
02802002 - Traditional Authority Management	10,620,398	10,620,398	10,620,398	10,620,398
21 - Compensation of employees [GFS]	9,850,288	9,850,288	9,850,288	9,850,288
22 - Use of goods and services	770,110	770,110	770,110	770,110
02802003 - Dispute Resolution	2,009,856	2,009,856	2,009,856	2,009,856
21 - Compensation of employees [GFS]	1,805,924	1,805,924	1,805,924	1,805,924
22 - Use of goods and services	203,932	203,932	203,932	203,932





# 2.6 Budget by Chart of Account

6.0- Programme, Sub-Programme and Natural Account Summary

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802004 - Religious Affairs	135,000	135,000	135,000	135,000
22 - Use of goods and services	135,000	135,000	135,000	135,000



# PART B: BUDGET PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

# 1. Budget Programme Objective

To manage policy development and the implementation of the Ministry's plan for effective and efficient service delivery.

# 2. Budget Programme Description

The Programme seeks to formulate, implement and efficiently monitor the Ministry's Programmes and policies. To do this, the main operations carried out included:

- developing a comprehensive Annual Budget and an Action Plan
- providing logistics to ensure smooth running of the MDA
- Ensuring adequate human resource management to enhance the delivery of management services in line with the Ministry's Strategic Plan
- Organizing training and development Programmes to improve efficiency of the Ministry and its Institutions.
- Ensure the development, implementation, monitoring and evaluation of all programmes under the Ministry
- Coordinating and monitoring all chieftaincy related projects and activities.
- Auditing all financial transactions

This programme comprises five main sub-programmes namely, General Administration and Finance, Human Resource, Policy, Planning, Budgeting, Monitoring and Evaluation, Research Statistics and Information Management and Internal Audit.

General Administration and Finance: The sub-Programme is responsible for coordinating the activities of the Ministry, financial Management and the provision of other general services.

Human Resource: this sub-programme is responsible for recruiting, retaining and developing competent personnel as well as monitoring and evaluation of staff performance to enhance delivery of services.

Policy Planning Budgeting Monitoring and Evaluation: This sub-programme involves developing, implementing, monitoring and evaluation of policies, programmes and projects of the Ministry and its Departments. It is also responsible for the preparation of the Ministry's Budget.

Research Statistics and Information Management: This sub-programme is responsible for carrying out research activities and information dissemination on behalf of the Ministry. Internal Audit: this sub-programme is responsible for monitoring compliance and ensuring value for money through the implementation of internal controls.





# 2.6 Budget by Chart of Account

6.0- Programme, Sub-Programme and Natural Account Summary

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02801 - Management and Administration	29,381,589	29,381,589	29,381,589	29,381,589
02801001 - General Administration And Finance	28,990,666	28,990,666	28,990,666	28,990,666
21 - Compensation of employees [GFS]	27,211,151	27,211,151	27,211,151	27,211,151
22 - Use of goods and services	829,515	829,515	829,515	829,515
31 - Non financial assets	950,000	950,000	950,000	950,000
02801002 - Human Resource	211,279	211,279	211,279	211,279
21 - Compensation of employees [GFS]	29,503	29,503	29,503	29,503
22 - Use of goods and services	181,776	181,776	181,776	181,776
02801003 - Policy; Planning; Budgeting; Monitoring and Evalu	144,264	144,264	144,264	144,264
21 - Compensation of employees [GFS]	24,264	24,264	24,264	24,264
22 - Use of goods and services	120,000	120,000	120,000	120,000
02801004 - Internal Audit	35,380	35,380	35,380	35,380
22 - Use of goods and services	35,380	35,380	35,380	35,380



# BUDGET SUB-PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

# **SUB-PROGRAMME 1.1: General Administration and Finance**

# 1. Budget Sub-Programme Objectives

- To effectively coordinate the activities of the various Directorates and Institutions within the Ministry
- To efficiently manage the financial and human resources of the Ministry
- To provide and manage logistics for effective service delivery

# 2. Budget Sub-Programme Description

This sub-Programme looks at the coordination of activities of the Ministry and its Directorates and Institutions as well as considers the financial management practices through the Office of the Chief Director.

The main operations include the following:

- the Ministry's policies and programmes
- Institute a legal framework for regulating the mandate of the various Houses of Chiefs and Traditional Councils
- Provide logistics for the smooth running of the Ministry and its Departments
- Ensure compliance with accounting procedures and timely financial reporting
- Ensure proper accounting records
- Ensure the proper management of assets, liabilities, revenue and expenditures

The sub-programme is delivered by General Administration, Accounts and Stores units.

A total number of 25 staff are responsible for delivering this sub-programme. The main source of funding is GoG. Beneficiaries of this sub-programme are the Ministry and its Directorates and Institutions.



#### 3. **Budget Sub-Programme Results Statement**

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimates of future performance.

		Past Y	ears	Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Policies and Programmes coordinated	Number of coordinated programmes	3	12	12	12	12	12
Financial	Monthly financial reports prepared by	15th of ensuing month	15th of ensuing month	15th of ensuing month	15th of ensuing month	15th of ensuing month	15th of ensuing month
reports	Financial statements prepared by	31st March	31st March	31st March	31st March	31st March	31st March
Contractors and suppliers paid	Paid by	90 days after receipt of invoice	90 days after receipt of invoice	90 days after receipt of invoice	90 days after receipt of invoice	90 days after receipt of invoice	90 days after receipt of invoice

#### **Budget Sub-Programme Operations and Projects** 4.

The table lists the main Operations and Operations to be undertaken by the Sub-Programme.

Operations							
Undertake sanitation and waste							
management							
Conduct Internal Management of the							
Organization.							
Review Management of Asset Register							
Dispose of Government Assets							
Review Legal and Administrative							
Framework							
Review Contractual Obligations and							
Commitments.							
Organize Tender Committee Meetings							
Organize Evaluation, Entity Meetings and Bid Openings							
Procure Goods and Services							
Procure Works							
Procure Consultancy							

Projects
Construction of office building (HQ)
Procurement of office equipment i.e. computers and accessories , photocopiers, furniture and fittings
Continue ongoing projects of Regional offices buildings i.e National, Ashanti, Central, Brong Ahafo, Volta and Upper East





# 2.8. Budget by Chart of Account

# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02801001 - General Administration And Finance	28,990,666	28,990,666	28,990,666	28,990,666
21 - Compensation of employees [GFS]	27,211,151	27,211,151	27,211,151	27,211,151
22 - Use of goods and services	829,515	829,515	829,515	829,515
31 - Non financial assets	950,000	950,000	950,000	950,000



# BUDGET SUB-PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

**SUB-PROGRAMME 1.2: Human Resource** 

# 1. Budget Sub-Programme Objective

To facilitate the recruitment, placement and improve the capacity of employees of the Ministry

# 2. Budget Sub-Programme Description

The sub Programme considers the Human Resource Management practices of the Ministry. These include:

- Recruitment of competent human resource to enhance the delivery of Management
- Services in line with the Ministry's Strategic Plan.
- Organizing training and development Programmes to improve efficiency of the
- Ministry and its Directorates and Institutions.
- Monitoring and evaluation of staff performance appraisal in the Ministry and reporting on personnel performance.

The sub-programme is delivered by the Human Resource unit of the Ministry.

A total number of 3 staffs are responsible for delivering this sub-programme. The main source of funding is GoG. Beneficiaries of this sub-programme are the staff of the Ministry and its Directorates and Institutions.



# 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Pas	st Years	Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Skills of Staff Enhanced	Number of staff trained	33	82	42	45	50	55
Staff Replaced	Number of staff replaced	2	8	35	37	4	45
Staff Promotion	Number of Staff promoted	50	141	65	60	60	65
Recruitment	Number of Staff recruited	105	8	120	125	125	125
Staff Audit	Completed by	-	31 <sup>st</sup> December				

# 4. Budget Sub-Programme Operations and Projects

The table lists the main Operations and Operations to be undertaken by the Sub-Programme.

Operations	Projects
Develop Human Resource Database	No Projects
Implement Scheme of Service Training.	
Conduct Recruitment, replacement and promotions of Registrars, Court Clerks, Bailiff and Auxiliary staff for National/ Regional/ Traditional councils.	
Organize Manpower Skills Development Dispose of Government Assets	
Organize Local and Foreign Training Programmes for Staff.	





# 2.8. Budget by Chart of Account

# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02801002 - Human Resource	211,279	211,279	211,279	211,279
21 - Compensation of employees [GFS]	29,503	29,503	29,503	29,503
22 - Use of goods and services	181,776	181,776	181,776	181,776



# BUDGET SUB-PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

# **SUB-PROGRAMME 1.3: Policy, Planning, Budgeting, Monitoring and Evaluation**

# 1. Budget Sub-Programme Objectives

- To co-ordinate the preparation and implementation of the Ministry's policies, Programmes and projects
- To coordinate the preparation of the Annual Estimates of the Ministry
- To monitor the implementation of programmes, policies and projects in accordance with agreed performance frameworks

# 2. Budget Sub-Programme Description

The sub-programme coordinates the analysis, development and implementation of the Ministry's policies, programmes and projects. It is also responsible for the preparation of the budget of the Ministry. It involves setting the strategic direction for the development of the Chieftaincy and Traditional Institutions and also develops plans which form the basis for service delivery. The main operations of this sub-programme include:

- Development, implementation, monitoring and evaluation of the Ministry's policies and programmes
- Developing and implementing Programmes that recognize social, traditional, unity and diversity and indigenous values as instruments for national identity, cohesion and development.
- Routine updating of the Ministry's Strategic Plan
- Preparing the Annual Budget for the Ministry
- Monitoring the budget approved by Parliament and ensuring that each Programme uses the allocated budget resource in accordance with its mandate.

The sub-programme is delivered by the Policy, Planning, Budgeting, Monitoring and Evaluation Directorate of the Ministry. The total number of staff responsible for delivering this sub-programme is three (3). The main source of funding is GoG. Beneficiaries of this sub-programme are the Ministry and its Directorates and Institutions.



#### 3. **Budget Sub-Programme Results Statement**

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Past	Years		Pr	ojections	
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Sector Plans Developed	MTDP developed by 31st Dec	1	1	1	1	1	1
Monitoring Reports prepared	Number of Monitoring report prepared by 31 <sup>st</sup> Dec	4	4	4	4	4	4
	Annual Progress Report prepared by	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.
	Annual Performance Report prepared by	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.	28 <sup>th</sup> Feb.
Annual Budget Estimates prepared	Prepared by 30 <sup>th</sup> Sept	30 <sup>th</sup> Sept.	30 <sup>th</sup> Sept.	30 <sup>th</sup> Sept.	30 <sup>th</sup> Sept	30 <sup>th</sup> Sept	30 <sup>th</sup> Sept

#### **Budget Sub-Programme Operations and Projects** 4.

The table lists the main Operations and Operations to be undertaken by the Sub-Programme.

		Operations				
Publish	Publish and disseminate Policies and					
Programm	nes of t	he Ministry.				
Review P	Review Policies, Programmes and Activities of the					
Ministry.						
Organize	Budget	Committee Me	eetings			
Conduct	Budget	Preparation Ac	tivities			
Prepare P	erform	ance Reports				

Projects
No Projects





# 2.8. Budget by Chart of Account

# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02801003 - Policy; Planning; Budgeting; Monitoring an	144,264	144,264	144,264	144,264
21 - Compensation of employees [GFS]	24,264	24,264	24,264	24,264
22 - Use of goods and services	120,000	120,000	120,000	120,000



# BUDGET SUB-PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

**SUB-PROGRAMME 1.4: Internal Audit** 

#### 1. **Budget Sub-Programme Objective**

To ensure compliance with internal controls.

#### 2. **Budget Sub-Programme Description**

The Internal Audit sub programme is responsible for ensuring compliance with internal controls. This is carried out through monitoring and auditing financial transactions and preparation of internal audit reports. The functions of this sub-programme include:

- Auditing financial transactions of the Ministry.
- Undertaking audit visits to the various Houses of Chiefs
- Preparation and submission of reports to management for necessary action.
- Performing social

The sub-programme is delivered by the Internal Audit Directorate of the Ministry. A total number of 2 staff is responsible for delivering this sub-programme. The main source of funding is GoG. Beneficiaries of this sub-programme are the Ministry and its Departments.

#### 3. **Budget Sub-Programme Results Statement**

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Past Years		Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Audit Reports	Number of Audit reports	4	4	4	4	4	4

#### 4. **Budget Sub-Programme Operations and Projects**

The table lists the main Operations and Projects to be undertaken by the sub- Programme

Operations	Projects
Undertake financial and non-financial audits of the Ministry.	





# 2.8. Budget by Chart of Account

# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02801004 - Internal Audit	35,380	35,380	35,380	35,380
22 - Use of goods and services	35,380	35,380	35,380	35,380



# BUDGET SUB-PROGRAMME SUMMARY

# PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

**SUB-PROGRAMME 1.5: Research, Statistics and Information Management Directorate (RSIM)** 

# 1. Budget Sub-Programme Objective

To undertake research activities in the form of data collection, compilation and analysis for policy formulation and to disseminate information on the Ministry's policies and activities.

# 2. Budget Sub-Programme Description

The Directorate is responsible for carrying out research activities and information dissemination on behalf of the Ministry. Data is collected, compiled and analyzed to inform policy decisions that is geared towards development of the Chieftaincy and Religious Sectors, and the nation as a whole.

The Ministry's policies, programmes and activities are communicated to stakeholders and the general public. To ensure continuous improvement of service delivery, feedback mechanisms have been provided to receive client comments and suggestions.

The sub-programme is delivered by the Research Statistics and Information Management Directorate of the Ministry. A total number of 8 staff are responsible for delivering the sub-programme. The main source of funding is GoG.



# 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Past	Years	Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Coordinate and facilitate Research activities	Number of reports produced	4	4	4	4	4	4
Collect and compile relevant Research data	Number of reports produced	-	4	4	4	4	4
Conduct Media Relations	Number of Media reports produced		4	4	4	4	4
Develop photo gallery of projects and activities	Number of photo albums produced	-	1	1	1	1	1

# 4. Budget Sub-Programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub- Programme.

Operations
Organize workshops for Traditional Authorities
Facilitate codification of lines of succession to stools and skins
Facilitate the passage of L.I on Membership of Regional Houses of Chiefs
Assessment of New Traditional Council Offices
Compile data on activities of Houses of Chiefs.
Acquire and update the Ministry's Software infrastructure.
Software Licensing and Support
Train Staff on new technology
Engage Stakeholders in Ministry's activities

Projects				
No Projects				



# BUDGET PROGRAMME SUMMARY

# PROGRAMME 2: CHIEFTAINCY AND RELIGIOUS AFFAIRS

#### 1. **Budget Programme Objectives**

- To ensure speedy adjudication of Chieftaincy cases pending before the National and Regional Houses of Chiefs, Traditional and Divisional Councils
- To strengthen the management of Traditional Authorities, National and Regional
- Houses of Chiefs, Traditional and Divisional Councils
- To minimize Chieftaincy related conflicts and
- To ascertain general and specific customary laws pertaining to the various traditional areas in the country

#### 2. **Budget Programme Description**

This Programme comprises of three main sub-Programmes namely; Customary law, Traditional Authority Management and Dispute Resolution.

Customary Law is a research activity which involves the collection of data, codification of lines of succession and registration of Chiefs and Queen mothers. Reports/findings on codification of lines of succession are summarized into draft Legislative Instruments for the attention of Parliament. A Chieftaincy bulletin is published and all names entered in the National Register of Chiefs.

Traditional Authority Management creates an enabling environment for Traditional Authorities to operate freely, effectively and efficiently, especially at the outbreak of violent chieftaincy disputes/ clashes. It is about recognizing Traditional Institutions such as the National House of Chiefs, the 10 Regional Houses of Chiefs, and the about 300 Traditional and Divisional Councils; and providing the platform to develop. Traditional Authorities, being opinion leaders in the society, function as advocates. The Chiefs serve on various statutory bodies at the National, Regional and District levels. Traditional Authorities are provided the requisite logistics, training, advisory services and incentive packages needed to perform these meritorious functions.

Dispute Resolution is where Chiefs perform statutory functions appropriate to a judge, with the view to giving judgment(s) on matters affecting Chieftaincy, including determining or seeking determination on contested issue(s). Committees, such as the Judicial, Arbitration, ADR (Alternative Dispute Resolution) and Ad-hoc Committees are set up to deal with issues as and when they arise.

The Programme however faces challenges in its operations including inadequate staff. Other challenges include delays in adjudication of Chieftaincy disputes, inadequate office. accommodation for Traditional and Divisional Councils, lack of cooperation between chiefs and their subjects, inadequate funding and logistics.



The Chieftaincy and Religious Affairs Directorate, the various Houses of Chiefs, Traditional and Divisional Councils are directly responsible for carrying out this programme. The main source of funding is GoG. A total number of 644 staff is responsible for delivering this programme. Beneficiaries of this programme are the Chiefs, Queen mothers and the general populace.





# 2.6 Budget by Chart of Account

6.0- Programme, Sub-Programme and Natural Account Summary

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802 - Chieftaincy & Traditional Affairs	13,120,477	13,120,477	13,120,477	13,120,477
02802001 - Customary Law	355,223	355,223	355,223	355,223
22 - Use of goods and services	355,223	355,223	355,223	355,223
02802002 - Traditional Authority Management	10,620,398	10,620,398	10,620,398	10,620,398
21 - Compensation of employees [GFS]	9,850,288	9,850,288	9,850,288	9,850,288
22 - Use of goods and services	770,110	770,110	770,110	770,110
02802003 - Dispute Resolution	2,009,856	2,009,856	2,009,856	2,009,856
21 - Compensation of employees [GFS]	1,805,924	1,805,924	1,805,924	1,805,924
22 - Use of goods and services	203,932	203,932	203,932	203,932
02802004 - Religious Affairs	135,000	135,000	135,000	135,000
22 - Use of goods and services	135,000	135,000	135,000	135,000



### PROGRAMME 2: CHIEFTAINCY AND RELIGIOUS AFFAIRS

**SUB-PROGRAMME 2.1: Customary Law** 

## 1. Budget Sub-Programme Objectives

- To codify the lines of succession to each stool/skin.
- To establish and maintain a database of Traditional Rulers.
- To preserve and reform the customary laws of the country.

### 2. Budget Sub-Programme Description

The sub-Programme looks at the set of rules and regulations that are formulated by tradition to govern the general behavior, activities and practices of a community. The main operations undertaken include research into lines of succession, ascertaining general and specific customary laws pertaining to the various Traditional Areas in the country. Reports/findings of such research are summarized into draft legislative Instruments for the approval of Parliament.

The sub-programme also seeks to register Chiefs and Queen mothers for the establishment of a database of Traditional rulers in the country. The National House,

10 Regional Houses of Chiefs, 300 Traditional and Divisional Councils are responsible for delivering this sub-programme.

The main source of funding is GoG. Beneficiaries of this sub-programme are the Traditional Authorities and the general populace

Low level of cooperation between the Chiefs and the community and inadequate logistics remain the major problems for the achievement of this sub-Programme.



### 3. **Budget Sub-Programme Results Statement**

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Past Years		Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Codification of lines of succession to stools/skins	Number of L.Is developed	11 draft L.Is	11	25	25	25	25
Sensitize Traditional Authorities to repackage Festivals	Festivals repackaged	-	-	3	3	3	3
National Register of Chiefs	Number of C.D Forms entered into the National Register	858	959	1000	1000	1000	1000
Profile Customary land ownership in Ghana	Traditional areas profiled	-	-	20	20	20	20

### 4. **Budget Sub-Programme Operations and Projects**

The table lists the main Operations and Projects to be undertaken by the sub- Programme.

Operations
Organize sensitization workshop for traditional authorities to modernize the celebration of festivals to boost local businesses.
Identify History and customary land ownership in Traditional Areas.
Codify customary laws and lines of succession to stools/skins

Projects	
No Projects	





# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802001 - Customary Law	355,223	355,223	355,223	355,223
22 - Use of goods and services	355,223	355,223	355,223	355,223



### PROGRAMME 2: CHIEFTAINCY AND RELIGIOUS AFFAIRS

### **SUB-PROGRAMME 2.2: Traditional Authority Management**

### 1. Budget Sub-Programme Objectives

- To improve the management of Traditional Authorities
- To promote cohesion between Chiefs, Civil Societies and Government

### 2. Budget Sub-Programme Description

Traditional Authority Management programme is responsible for providing Traditional Authorities with the requisite logistics, advisory services and incentive packages needed to perform their functions. This involves the allocation of resources to the institution to organize meetings, workshops/seminars, training Programmes as well as the provision of incentive packages to the Traditional Authorities.

The sub-programme is also responsible for coordinating and facilitating the activities of Traditional Authorities. It does this by providing administrative support to Traditional Authorities, organizing capacity building programmes for Traditional Authorities and staff as well as advocacy programmes on social issues

The National House, 10 Regional Houses of Chiefs, 300 Traditional and Divisional Councils are responsible for delivering the activities of this sub-programme. The main source of funding is GoG. Beneficiaries of this sub-programme are the Traditional Authorities and the general populace.

The challenges faced in delivering this sub-programme include inadequate staff, lack of requisite training for existing staff, inadequate office accommodation and logistics.



## 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

		Past	Years	Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Awareness creation	Number of advocacy Programmes organized	4	10	15	20	20	20
Chieftaincy Institutions resourced	Grants paid by the end of every quarter	2	4	4	4	4	4
	Number of Logistics provided	-	11	30	30	30	30
Traditional Authorities Trained	Number of Training programmes	1	3	3	3	3	3

# 4. Budget Sub-Programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub- Programme.

Operations	Projects
Organize workshops for Traditional Authorities on the Chieftaincy Act 2008 (Act 759) and Child Labour.	Acquire parcels of land, design office accommodation for traditional councils.
Organize workshops for Traditional Authorities on environmental degradation	Procure office for existing National, regional houses of chiefs and Traditional councils.
Resource Traditional Authorities to undertake awareness creation activities on government policies	Renovation of office building i.e. Western, Northern, Upper East and Greater Accra
Resource Chieftaincy Institutions to enhance service delivery.	Procure 6 cross country and 6 Pick-up Vehicles
	Provide 6 Office Accommodation





# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802002 - Traditional Authority Management	10,620,398	10,620,398	10,620,398	10,620,398
21 - Compensation of employees [GFS]	9,850,288	9,850,288	9,850,288	9,850,288
22 - Use of goods and services	770,110	770,110	770,110	770,110



### PROGRAMME 2: CHIEFTAINCY AND RELIGIOUS AFFAIRS

### **SUB-PROGRAMME 2.3: Dispute Resolution**

### 1. Budget Sub-Programme Objective

To speed up the adjudication and settlement of chieftaincy cases

### 2. Budget Sub-Programme Description

The National House of Chiefs, 10 Regional Houses of Chiefs and 300 Traditional and Divisional Councils under this sub-Programme resolve disputes. Chiefs perform judicial functions similar to judges in giving judgements on matters affecting Chieftaincy by determining contested issue(s). Committees such as the Judicial, Arbitration, ADR (Alternative Dispute Resolution) and Ad-hoc are set up to deal with issues as and when they arise.

Judicial Committees are set up specifically to adjudicate on matters affecting chieftaincy, whilst Arbitration Committees resolve civil cases among subjects within a traditional area. Alternative Dispute Resolution (ADR) provides an alternative means to resolving conflicts. The methodology involves the institution of a panel of not more than 5 members who are themselves members of the Houses of Chiefs, Traditional and Divisional Councils. Registrars (Staff) assists Chiefs in the performance of this duty as Secretaries.

Expeditious adjudication of Chieftaincy disputes by Judicial Committees, inadequate staff (Legal Counsels, Court Clerks, etc), lack of security for judicial members, inadequate trained staff on legal matters, etc are the challenges faced in the delivery of this subprogramme. The main source of funding is GoG. Beneficiaries of this sub- programme are the Chiefs and the populace.



# 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-Programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

			Past Years		Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022	
Cases adjudicated	Number of Judicial cases settled	35	14	40	45	50	55	
	Number of ADR cases settled	-	3	60	65	70	75	

# 4. Budget Sub-Programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub- Programme.

Operations							
Provide financial support for judicial Committee.							
Recruit Counsel for Houses of Chiefs							
Organize Capacity building workshops on Alternative Dispute Resolution							





# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802003 - Dispute Resolution	2,009,856	2,009,856	2,009,856	2,009,856
21 - Compensation of employees [GFS]	1,805,924	1,805,924	1,805,924	1,805,924
22 - Use of goods and services	203,932	203,932	203,932	203,932



### PROGRAMME 2: CHIEFTAINCY AND RELIGIOUS AFFAIRS

**SUB-PROGRAMME 2.4: Religious Affairs** 

### 1. **Budget Sub-Programme Objectives**

- Promote inter-faith collaboration and harmony
- Facilitate pilgrimage
- Co-ordinate religious activities to enhance peaceful co-existence among religious groups.

### 2. **Budget Sub-Programme Description**

The sub-programme seeks to promote inter-faith dialogue and peaceful co-existence for national development and transformation. The main activities and operations undertaken include research into patterns of behaviours influenced by faith of adherents, various norms and practices that are barriers to peaceful co-existence for National cohesion and integration.

The sub-programme seeks to facilitate pilgrimage of adherents of faith to undertake religious and faith trips to the place of origin to enhance understanding of the respective faith and belief for tolerance and formulation for national development.

The sub-programme also looks at the various relief efforts of existing religious bodies to offer poverty alleviation and support to government in promoting relief and social protection. The activities and programmes include:

- Taking stock of programmes of the religious bodies
- Examining the system of operation
- Develop a common platform for collaboration and implementation of relief efforts.



# 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance whilst the projections are the Ministry's estimate of future performance.

		Past Years		Projections			
Main Outputs	Output Indicator	2017	2018	Budget Year 2019	Indicative Year 2020	Indicative Year 2021	Indicative Year 2022
Religious Pilgrimages organized	Number of participants	22	198	250	300	350	400
Inter-faith dialogue organized	Number of inter-faith dialogue organized by 31st Dec	-	1	2	2	2	2

# 4. Budget Sub-Programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub- Programme.

Operations

Projects

Operations
Organize (2) inter-faith dialogues in a year.
Organize workshop for Religious bodies on peaceful co-existence and national development
Prepare National Policy on Religion
Organize annual pilgrimage to Holy sites

Projects	
No Projects	



# 8 - Sub-Programme and Natural Account

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)

Funding: All Source of Funding Year: 2019 | Currency: GH Cedi

	2019	2020	2021	2022
02802004 - Religious Affairs	135,000	135,000	135,000	135,000
22 - Use of goods and services	135,000	135,000	135,000	135,000





# **1.6. Appropriation Bill**Summary of Expenditure by Cost Center, Economic Item and Funding

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)
Year: 2019 | Currency: GH Cedi
Version 1

		909	ט			1GF			Funds / Others	Others			Donors		
	Compensation of employees	Goods and Services	Capex	Total	Compensation of employees	Goods and Services	Сарех	Total	Statutory ABFA		Others	Goods and Services	Сарех	Total	Grand Total
028 - Ministry of Chieftaincy and Religious Affairs (MCRA)	38,921,130	2,630,936	000'056	42,502,066											42,502,066
02801 - Headquarters	27,108,118	1,660,248	950,000	29,718,366											29,718,366
0280101 - Gen. Admin	27,108,118	1,660,248		28,768,366											28,768,366
0280101001 - Gen. Admin	27,108,118	1,660,248		28,768,366											28,768,366
0280103 - Chieftaincy			950,000	950,000											950,000
0280103001 - Chieftaincy			950,000	950,000											950,000
02803 - National House of Chiefs	11,813,012	970,688		12,783,700											12,783,700
0280301 - Gen. Admin	666,428	89,248		755,676											755,676
0280301001 - Gen. Admin	666,428	89,248		755,676											755,676
0280302 - Greater Accra Regional House of Chiefs	1,461,573	88,144		1,549,717											1,549,717
0280302001 - Greater Accra Regional House of Chiefs	1,461,573	88,144		1,549,717											1,549,717
0280303 - Volta, Regional House of Chiefs	848,323	88,144		936,467											936,467
0280303001 - Volta, Regional House of Chiefs	848,323	88,144		936,467											936,467
0280304 - Eastern Regional House of Chiefs	975,853	88,144		1,063,997											1,063,997
0280304001 - Eastern Regional House of Chiefs	975,853	88,144		1,063,997											1,063,997
0280305 - Central Regional House of Chiefs	1,189,047	88,144		1,277,191											1,277,191
0280305001 - Central Regional House of Chiefs	1,189,047	88,144		1,277,191											1,277,191
0280306 - Western Regional House of Chiefs	1,243,616	88,144		1,331,760											1,331,760
0280306001 - Western Regional House of Chiefs	1,243,616	88,144		1,331,760											1,331,760
0280307 - Ashanti Regional House of Chiefs	1,632,837	88,144		1,720,981											1,720,981
0280307001 - Ashanti Regional House of Chiefs	1,632,837	88,144		1,720,981											1,720,981
0280308 - Brong Ahafo Regional House of Chiefs	1,882,156	88,144		1,970,300											1,970,300
0280308001 - Brong Ahafo Regional House of Chiefs	1,882,156	88,144		1,970,300											1,970,300
0280309 - Northern Regional House of Chiefs	584,180	88,144		672,324											672,324
0280309001 - Northern Regional House of Chiefs	584,180	88,144		672,324											672,324
0280310 - Upper East Regional House of Chiefs	553,175	88,144		641,319											641,319



# **1.6. Appropriation Bill**Summary of Expenditure by Cost Center, Economic Item and Funding

Entity: 028 - Ministry of Chieftaincy and Religious Affairs (MCRA)
Year: 2019 | Currency: GH Cedi
Version 1

		909	<sub>G</sub>			1GF	_			Funds / Others			Donors		
	Compensation of employees	Compensation Goods and of employees Services	Сарех	Total	Compensation of employees	Goods and Services	Сарех	Total	Statutory	ABFA	Others	Goods and Services	Capex	Total	Grand Total
0280310001 - Upper East Regional House of Chiefs	553,175	88,144		641,319											641,319
0280311 - Upper West Regional House of Chiefs	775,824	88,144		896'898											896'898
0280311001 - Upper West Regional House of Chiefs	775,824	88,144		896'898											896'898





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