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# 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020101001 - Administration Unit</b>	<b>22,138,822</b>
<b>11001 - Central GoG &amp; CF</b>	<b>22,138,822</b>
420101 - 16.6 Dev. effect.actable & transparent insts at all levels	5,287,138
00201 - Management and Administration	5,287,138
00201000 - Management and Administration	5,287,138
Soft Capex	5,287,138
085101 - Internal management of the organisation	5,210,616
<b>22101 - Materials and Office Consumables</b>	403,416
2210101 - Printed Material and Stationery	303,416
2210111 - Other Office Materials and Consumables	100,000
<b>22102 - Utilities</b>	627,897
2210201 - Electricity charges	481,045
2210202 - Water	43,106
2210203 - Telecommunications	43,106
2210204 - Postal Charges	4,310
2210205 - Sanitation Charges	56,330
<b>22103 - General Cleaning</b>	117,226
2210301 - Cleaning Materials	117,226
<b>22105 - Travel and Transport</b>	465,342
2210502 - Maintenance and Repairs - Official Vehicles	43,106
2210503 - Fuel and Lubricants - Official Vehicles	120,717
2210505 - Running Cost - Official Vehicles	86,209
2210514 - Foreign Travel- Per Diem	100,000
2210515 - Foreign Travel Cost and Expenses	115,310



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>22106 - Repairs and Maintenance</b>	255,608
2210603 - Repairs of Office Buildings	21,551
2210605 - Maintenance of Machinery and Plant	212,506
2210623 - Maintenance of Office Equipment	21,551
<b>22107 - Training, Seminar and Conference Cost</b>	1,677,331
2210708 - Refreshments	215,000
2210709 - Seminars/Conferences/Workshops - Dome	1,362,331
2210710 - Staff Development	100,000
<b>22113 - Insurance Premium</b>	63,796
2211304 - Insurance of Vehicles	63,796
<b>31112 - Non-Residential Buildings</b>	1,150,000
3111204 - Office Buildings	1,150,000
<b>31122 - Other machinery and equipment</b>	250,000
3112208 - Computers and Accessories	150,000
3112212 - Air Condition	100,000
<b>31131 - Infrastructure Assets</b>	200,000
3113108 - Furniture and Fittings	200,000
<i>085501 - Internal Audit Operations</i>	76,522
<b>22107 - Training, Seminar and Conference Cost</b>	76,522
2210708 - Refreshments	25,000
2210709 - Seminars/Conferences/Workshops - Dome	51,522
<b>420103 - 16.7 ens responsive, incl &amp; rep dec-mkg at all levs</b>	<b>54,015</b>
<b>00201 - Management and Administration</b>	<b>54,015</b>
<b>00201000 - Management and Administration</b>	54,015



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

Soft Capex	54,015
085205 - Personnel and Staff Management	54,015
<b>22107 - Training, Seminar and Conference Cost</b>	54,015
2210708 - Refreshments	15,000
2210709 - Seminars/Conferences/Workshops - Dome	39,015
<b>Unspecified Policy</b>	<b>16,797,669</b>
<b>00201 - Management and Administration</b>	<b>16,797,669</b>
<b>00201000 - Management and Administration</b>	16,797,669
Soft Capex	16,797,669
Unspecified Operations	16,797,669
2111001 - Established Post	6,339,882
<b>21112 - Other Allowances</b>	10,046,201
2111202 - Bicycle Maintenance Allowance	336
2111203 - Car Maintenance Allowance	25,200
2111213 - Watchman Allowance	77,012
2111220 - Top-Up Allowance	18,000
2111221 - Training Allowance	1,339,969
2111223 - Basic PE Related Allowances	3,596,096
2111225 - Boards /Committees Allowance	2,765,056
2111227 - Clothing Allowance	60,229
2111233 - Entertainment Allowance	58,985
2111234 - Fuel Allowance	222,277
2111236 - Housing Subsidy/Allowance	260,511
2111238 - Overtime Allowance	40,380



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020101001 - Administration Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2111245 - Domestic Servants Allowance	121,229
2111247 - Utility Allowance	68,040
2111255 - Market Premium	1,392,881
<b>21115 - Compensation Arrears</b>	<b>411,586</b>
2111501 - Established Post Arrears	411,586



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020102001 - PPME Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304304 - Osu Klotey

<b>0020102001 - PPME Unit</b>	<b>2,542,396</b>
<b>11001 - Central GoG &amp; CF</b>	<b>2,542,396</b>
430102 - 16.7 ens responsive, incl & rep dec-mkg at all lev	150,040
00203 - Human Resource Management	150,040
00203003 - Performance Management	150,040
Soft Capex	150,040
085301 - Budget Preparation	35,000
<b>22107 - Training, Seminar and Conference Cost</b>	35,000
2210709 - Seminars/Conferences/Workshops - Dome	35,000
085701 - Management and Monitoring Policies, Programmes and Project	40,040
<b>22107 - Training, Seminar and Conference Cost</b>	40,040
2210708 - Refreshments	10,040
2210709 - Seminars/Conferences/Workshops - Dome	30,000
085702 - Evaluation and Impact Assessment Activities	75,000
<b>22107 - Training, Seminar and Conference Cost</b>	75,000
2210708 - Refreshments	25,000
2210709 - Seminars/Conferences/Workshops - Dome	50,000
<b>Unspecified Policy</b>	<b>2,392,356</b>
00203 - Human Resource Management	2,392,356
00203003 - Performance Management	2,392,356
Soft Capex	2,392,356
Unspecified Operations	2,392,356
2111001 - Established Post	1,192,356
<b>21112 - Other Allowances</b>	<b>1,200,000</b>



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020102001 - PPME Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304304 - Osu Klotey

2111225 - Boards /Committees Allowance
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1,200,000
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## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020103001 - Career Management Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304304 - Osu Klotey

<b>0020103001 - Career Management Unit</b>	<b>7,603,562</b>
<b>11001 - Central GoG &amp; CF</b>	<b>7,603,562</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	6,150,039
00203 - Human Resource Management	6,150,039
00203001 - Recruitment and Promotions	6,150,039
Soft Capex	6,150,039
085204 - Recruitment, Placement and Promotions	6,150,039
22107 - Training, Seminar and Conference Cost	6,150,039
2210708 - Refreshments	150,039
2210709 - Seminars/Conferences/Workshops - Dome	6,000,000
Unspecified Policy	1,453,523
00203 - Human Resource Management	1,453,523
00203001 - Recruitment and Promotions	1,453,523
Soft Capex	1,453,523
Unspecified Operations	1,453,523
2111001 - Established Post	1,453,523



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020105001 - Recruitment, Training Development Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304304 - Osu Klotey

<b>0020105001 - Recruitment, Training Development Unit</b>	<b>651,953</b>
<b>11001 - Central GoG &amp; CF</b>	<b>651,953</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	150,039
00203 - Human Resource Management	150,039
00203002 - Training and Development	150,039
Soft Capex	150,039
085206 - Manpower Skills Development	150,039
22107 - Training, Seminar and Conference Cost	150,039
2210708 - Refreshments	50,039
2210709 - Seminars/Conferences/Workshops - Dome	100,000
Unspecified Policy	501,914
00203 - Human Resource Management	501,914
00203002 - Training and Development	501,914
Soft Capex	501,914
Unspecified Operations	501,914
2111001 - Established Post	501,914



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020106001 - Research, Statistics and Information Management Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

<b>0020106001 - Research, Statistics and Information Management Unit</b>	<b>1,459,002</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,459,002</b>
430102 - 16.7 ens responsive, incl & rep dec-mkg at all lev	150,039
00203 - Human Resource Management	150,039
00203004 - Information Management	150,039
Soft Capex	150,039
085801 - Research and Development	150,039
<b>22107 - Training, Seminar and Conference Cost</b>	150,039
2210708 - Refreshments	50,039
2210709 - Seminars/Conferences/Workshops - Dome	100,000
<b>Unspecified Policy</b>	<b>1,308,963</b>
00203 - Human Resource Management	1,308,963
00203004 - Information Management	1,308,963
Soft Capex	1,308,963
Unspecified Operations	1,308,963
2111001 - Established Post	1,308,963



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration HQ  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020201001 - Administration HQ</b>	<b>6,984,700</b>
<b>11001 - Central GoG &amp; CF</b>	<b>6,897,302</b>
430102 - 16.7 ens responsive, incl & rep dec-mkg at all lev	707,189
00202 - Institutional Development	707,189
00202002 - Institutional Strengthening	707,189
Soft Capex	707,189
002001 - Executive Support Services	707,189
<b>22101 - Materials and Office Consumables</b>	60,000
2210101 - Printed Material and Stationery	30,000
2210111 - Other Office Materials and Consumables	30,000
<b>22102 - Utilities</b>	86,000
2210201 - Electricity charges	40,000
2210202 - Water	6,000
2210203 - Telecommunications	30,000
2210205 - Sanitation Charges	10,000
<b>22103 - General Cleaning</b>	10,000
2210301 - Cleaning Materials	10,000
<b>22105 - Travel and Transport</b>	105,659
2210502 - Maintenance and Repairs - Official Vehicles	20,000
2210503 - Fuel and Lubricants - Official Vehicles	60,659
2210505 - Running Cost - Official Vehicles	25,000
<b>22106 - Repairs and Maintenance</b>	40,000
2210623 - Maintenance of Office Equipment	40,000
<b>22107 - Training, Seminar and Conference Cost</b>	175,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration HQ  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2210701 - Training Materials	5,000
2210709 - Seminars/Conferences/Workshops - Dome	90,000
2210710 - Staff Development	80,000
<b>22113 - Insurance Premium</b>	<b>30,530</b>
2211304 - Insurance of Vehicles	30,530
<b>31112 - Non-Residential Buildings</b>	<b>100,000</b>
3111204 - Office Buildings	100,000
<b>31131 - Infrastructure Assets</b>	<b>100,000</b>
3113108 - Furniture and Fittings	100,000
<b>Unspecified Policy</b>	<b>6,190,113</b>
<b>00202 - Institutional Development</b>	<b>6,190,113</b>
<b>00202002 - Institutional Strengthening</b>	<b>6,190,113</b>
<i>Soft Capex</i>	6,190,113
<i>Unspecified Operations</i>	6,190,113
2111001 - Established Post	3,405,288
<b>21112 - Other Allowances</b>	<b>2,400,908</b>
2111203 - Car Maintenance Allowance	17,640
2111213 - Watchman Allowance	38,506
2111222 - Watchman Extra Days Allowance	70,440
2111223 - Basic PE Related Allowances	1,328,888
2111227 - Clothing Allowance	31,450
2111233 - Entertainment Allowance	31,450
2111234 - Fuel Allowance	117,634
2111236 - Housing Subsidy/Allowance	137,926



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration HQ  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2111245 - Domestic Servants Allowance	66,125
2111247 - Utility Allowance	36,288
2111255 - Market Premium	524,561
<b>21115 - Compensation Arrears</b>	<b>383,917</b>
2111501 - Established Post Arrears	294,881
2111503 - Allowances Arrears	89,036
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>87,398</b>
<b>430102 - 16.7 ens responsive, incl &amp; rep dec-mkg at all lev</b>	<b>87,398</b>
<b>00202 - Institutional Development</b>	<b>87,398</b>
<b>00202002 - Institutional Strengthening</b>	87,398
<i>Soft Capex</i>	87,398
<i>002001 - Executive Support Services</i>	87,398
<b>22101 - Materials and Office Consumables</b>	22,000
2210101 - Printed Material and Stationery	12,000
2210111 - Other Office Materials and Consumables	10,000
<b>22102 - Utilities</b>	15,398
2210203 - Telecommunications	15,398
<b>22105 - Travel and Transport</b>	40,000
2210503 - Fuel and Lubricants - Official Vehicles	40,000
<b>22107 - Training, Seminar and Conference Cost</b>	10,000
2210709 - Seminars/Conferences/Workshops - Dome	10,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00203 - Public Records and Archives Administration Department  
**Organisation:** 0020301001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020301001 - Administration Unit</b>	<b>26,449,824</b>
<b>11001 - Central GoG &amp; CF</b>	<b>18,696,701</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>5,633,987</b>
<b>00202 - Institutional Development</b>	<b>5,633,987</b>
<b>00202003 - Records Management</b>	5,633,987
<i>Soft Capex</i>	5,633,987
<i>002005 - Management of Public Records</i>	5,633,987
<b>22101 - Materials and Office Consumables</b>	110,000
2210101 - Printed Material and Stationery	60,000
2210111 - Other Office Materials and Consumables	50,000
<b>22102 - Utilities</b>	82,000
2210201 - Electricity charges	52,000
2210202 - Water	20,000
2210203 - Telecommunications	10,000
<b>22105 - Travel and Transport</b>	220,000
2210502 - Maintenance and Repairs - Official Vehicles	100,000
2210503 - Fuel and Lubricants - Official Vehicles	80,000
2210511 - Local Travel Cost	40,000
<b>22106 - Repairs and Maintenance</b>	30,000
2210606 - Maintenance of General Equipment	30,000
<b>22107 - Training, Seminar and Conference Cost</b>	191,987
2210709 - Seminars/Conferences/Workshops - Dome	141,987
2210710 - Staff Development	50,000
<b>31112 - Non-Residential Buildings</b>	1,200,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00203 - Public Records and Archives Administration Department  
**Organisation:** 0020301001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

3111204 - Office Buildings	1,200,000
<b>31121 - Transport equipment</b>	900,000
3112101 - Motor Vehicle	900,000
<b>31122 - Other machinery and equipment</b>	2,600,000
3112208 - Computers and Accessories	100,000
3112211 - Office Equipment	2,500,000
<b>31131 - Infrastructure Assets</b>	300,000
3113108 - Furniture and Fittings	300,000
<b>Unspecified Policy</b>	<b>13,062,714</b>
<b>00202 - Institutional Development</b>	<b>13,062,714</b>
<b>00202003 - Records Management</b>	13,062,714
<i>Soft Capex</i>	13,062,714
<i>Unspecified Operations</i>	13,062,714
2111001 - Established Post	7,776,564
<b>21112 - Other Allowances</b>	4,787,933
2111203 - Car Maintenance Allowance	35,280
2111213 - Watchman Allowance	6,418
2111222 - Watchman Extra Days Allowance	108,530
2111223 - Basic PE Related Allowances	3,147,224
2111227 - Clothing Allowance	5,242
2111229 - Acting Allowance	80,000
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	22,003



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00203 - Public Records and Archives Administration Department  
**Organisation:** 0020301001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2111238 - Overtime Allowance	98,994
2111245 - Domestic Servants Allowance	11,021
2111247 - Utility Allowance	6,048
2111255 - Market Premium	1,242,325
<b>21115 - Compensation Arrears</b>	<b>498,217</b>
2111501 - Established Post Arrears	498,217
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>7,753,123</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>7,753,123</b>
<b>00202 - Institutional Development</b>	<b>7,753,123</b>
<b>00202003 - Records Management</b>	<b>7,753,123</b>
<i>Soft Capex</i>	7,753,123
<i>002005 - Management of Public Records</i>	7,753,123
<b>22101 - Materials and Office Consumables</b>	<b>600,000</b>
2210101 - Printed Material and Stationery	500,000
2210111 - Other Office Materials and Consumables	100,000
<b>22102 - Utilities</b>	<b>20,000</b>
2210201 - Electricity charges	15,000
2210202 - Water	5,000
<b>22103 - General Cleaning</b>	<b>24,000</b>
2210302 - Contract Cleaning Service Charges	24,000
<b>22104 - Rentals/Lease</b>	<b>50,000</b>
2210404 - Hotel Accommodations	50,000
<b>22105 - Travel and Transport</b>	<b>670,000</b>
2210502 - Maintenance and Repairs - Official Vehicles	80,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00203 - Public Records and Archives Administration Department

**Organisation:** 0020301001 - Administration Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2210503 - Fuel and Lubricants - Official Vehicles	40,000
2210505 - Running Cost - Official Vehicles	100,000
2210509 - Other Travel and Transportation	200,000
2210511 - Local Travel Cost	100,000
2210514 - Foreign Travel- Per Diem	50,000
2210515 - Foreign Travel Cost and Expenses	100,000
<b>22106 - Repairs and Maintenance</b>	<b>1,216,692</b>
2210603 - Repairs of Office Buildings	1,116,692
2210623 - Maintenance of Office Equipment	100,000
<b>22107 - Training, Seminar and Conference Cost</b>	<b>2,160,000</b>
2210701 - Training Materials	200,000
2210709 - Seminars/Conferences/Workshops - Dome	1,860,000
2210710 - Staff Development	100,000
<b>31121 - Transport equipment</b>	<b>900,000</b>
3112101 - Motor Vehicle	900,000
<b>31122 - Other machinery and equipment</b>	<b>1,722,431</b>
3112208 - Computers and Accessories	960,000
3112211 - Office Equipment	762,431
<b>31131 - Infrastructure Assets</b>	<b>390,000</b>
3113108 - Furniture and Fittings	390,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00204 - Procurement and Supply Chain Management Department  
**Organisation:** 0020401001 - Procurement Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020401001 - Procurement Unit</b>	<b>11,007,830</b>
<b>11001 - Central GoG &amp; CF</b>	<b>11,007,830</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	807,189
00202 - Institutional Development	807,189
00202004 - Procurement Management	807,189
Soft Capex	807,189
085402 - Tendering Activities	807,189
<b>22101 - Materials and Office Consumables</b>	99,000
2210101 - Printed Material and Stationery	27,000
2210111 - Other Office Materials and Consumables	72,000
<b>22102 - Utilities</b>	67,309
2210201 - Electricity charges	30,000
2210202 - Water	13,000
2210203 - Telecommunications	6,000
2210204 - Postal Charges	18,309
<b>22103 - General Cleaning</b>	10,000
2210301 - Cleaning Materials	10,000
<b>22104 - Rentals/Lease</b>	22,000
2210403 - Rental of Office Equipment	22,000
<b>22105 - Travel and Transport</b>	38,000
2210502 - Maintenance and Repairs - Official Vehicles	13,000
2210503 - Fuel and Lubricants - Official Vehicles	25,000
<b>22106 - Repairs and Maintenance</b>	20,000
2210603 - Repairs of Office Buildings	5,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00204 - Procurement and Supply Chain Management Department

**Organisation:** 0020401001 - Procurement Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2210623 - Maintenance of Office Equipment	15,000
<b>22107 - Training, Seminar and Conference Cost</b>	<b>302,000</b>
2210701 - Training Materials	10,000
2210704 - Hire of Venue	15,000
2210708 - Refreshments	35,000
2210709 - Seminars/Conferences/Workshops - Dome	192,000
2210710 - Staff Development	50,000
<b>22109 - Special Services</b>	<b>5,000</b>
2210910 - Trade Promotion / Publicity	5,000
<b>22113 - Insurance Premium</b>	<b>43,880</b>
2211304 - Insurance of Vehicles	43,880
<b>31112 - Non-Residential Buildings</b>	<b>72,000</b>
3111204 - Office Buildings	72,000
<b>31122 - Other machinery and equipment</b>	<b>88,000</b>
3112208 - Computers and Accessories	32,000
3112211 - Office Equipment	26,000
3112212 - Air Condition	30,000
<b>31131 - Infrastructure Assets</b>	<b>40,000</b>
3113108 - Furniture and Fittings	40,000
<b>Unspecified Policy</b>	<b>10,200,641</b>
<b>00202 - Institutional Development</b>	<b>10,200,641</b>
<b>00202004 - Procurement Management</b>	<b>10,200,641</b>
<i>Soft Capex</i>	10,200,641
<i>Unspecified Operations</i>	10,200,641



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00204 - Procurement and Supply Chain Management Department

**Organisation:** 0020401001 - Procurement Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2111001 - Established Post	6,517,359
<b>21112 - Other Allowances</b>	<b>3,683,282</b>
2111213 - Watchman Allowance	19,253
2111223 - Basic PE Related Allowances	2,476,930
2111227 - Clothing Allowance	15,725
2111233 - Entertainment Allowance	15,725
2111234 - Fuel Allowance	58,817
2111236 - Housing Subsidy/Allowance	67,891
2111245 - Domestic Servants Allowance	33,062
2111247 - Utility Allowance	18,144
2111255 - Market Premium	977,735



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00209 - Institute of Technical Supervision  
**Organisation:** 0020901001 - Headquarters-General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

<b>0020901001 - Headquarters-General Administration</b>	<b>3,126,533</b>
<b>11001 - Central GoG &amp; CF</b>	<b>2,771,276</b>
Unspecified Policy	2,771,276
00203 - Human Resource Management	2,771,276
00203002 - Training and Development	2,771,276
Soft Capex	2,771,276
Unspecified Operations	2,771,276
2111001 - Established Post	1,763,483
<b>21112 - Other Allowances</b>	968,746
2111201 - Motorbike Allowance	840
2111202 - Bicycle Maintenance Allowance	336
2111203 - Car Maintenance Allowance	15,120
2111222 - Watchman Extra Days Allowance	6,048
2111223 - Basic PE Related Allowances	659,366
2111229 - Acting Allowance	26,760
2111255 - Market Premium	260,276
<b>21115 - Compensation Arrears</b>	39,047
2111501 - Established Post Arrears	39,047
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>355,257</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>355,257</b>
00203 - Human Resource Management	355,257
00203002 - Training and Development	355,257
Soft Capex	355,257
085206 - Manpower Skills Development	355,257



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00209 - Institute of Technical Supervision  
**Organisation:** 0020901001 - Headquarters-General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

<b>22101 - Materials and Office Consumables</b>	30,000
2210101 - Printed Material and Stationery	30,000
<b>22102 - Utilities</b>	26,000
2210201 - Electricity charges	10,000
2210202 - Water	6,000
2210203 - Telecommunications	10,000
<b>22103 - General Cleaning</b>	10,000
2210301 - Cleaning Materials	10,000
<b>22105 - Travel and Transport</b>	70,000
2210502 - Maintenance and Repairs - Official Vehicles	20,000
2210505 - Running Cost - Official Vehicles	30,000
2210509 - Other Travel and Transportation	20,000
<b>22106 - Repairs and Maintenance</b>	25,000
2210603 - Repairs of Office Buildings	15,000
2210623 - Maintenance of Office Equipment	10,000
<b>22107 - Training, Seminar and Conference Cost</b>	194,257
2210709 - Seminars/Conferences/Workshops - Dome	179,257
2210710 - Staff Development	15,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00210 - Government Secretariat School-Parent  
**Organisation:** 0021001001 - General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - Unspecified Location

<b>0021001001 - General Administration</b>	<b>7,197,662</b>
<b>11001 - Central GoG &amp; CF</b>	<b>6,022,916</b>
Unspecified Policy	6,022,916
00203 - Human Resource Management	6,022,916
00203002 - Training and Development	6,022,916
Soft Capex	6,022,916
Unspecified Operations	6,022,916
2111001 - Established Post	3,662,830
<b>21112 - Other Allowances</b>	<b>2,122,471</b>
2111203 - Car Maintenance Allowance	7,560
2111213 - Watchman Allowance	6,418
2111222 - Watchman Extra Days Allowance	56,793
2111223 - Basic PE Related Allowances	1,421,173
2111227 - Clothing Allowance	5,242
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	22,377
2111245 - Domestic Servants Allowance	11,021
2111247 - Utility Allowance	6,049
2111255 - Market Premium	560,990
<b>21115 - Compensation Arrears</b>	<b>237,615</b>
2111501 - Established Post Arrears	237,615
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>1,174,746</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	1,174,746



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00210 - Government Secretariat School-Parent  
**Organisation:** 0021001001 - General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

<b>00203 - Human Resource Management</b>	<b>1,174,746</b>
<b>00203002 - Training and Development</b>	1,174,746
<i>Soft Capex</i>	1,174,746
<i>085206 - Manpower Skills Development</i>	1,174,746
<b>22101 - Materials and Office Consumables</b>	219,626
2210101 - Printed Material and Stationery	169,626
2210102 - Office Facilities, Supplies and Accessories	20,000
2210111 - Other Office Materials and Consumables	30,000
<b>22102 - Utilities</b>	147,500
2210201 - Electricity charges	85,000
2210202 - Water	40,000
2210203 - Telecommunications	8,500
2210204 - Postal Charges	6,000
2210205 - Sanitation Charges	8,000
<b>22103 - General Cleaning</b>	40,000
2210301 - Cleaning Materials	40,000
<b>22105 - Travel and Transport</b>	75,000
2210509 - Other Travel and Transportation	35,000
2210514 - Foreign Travel- Per Diem	20,000
2210515 - Foreign Travel Cost and Expenses	20,000
<b>22106 - Repairs and Maintenance</b>	90,000
2210603 - Repairs of Office Buildings	70,000
2210623 - Maintenance of Office Equipment	20,000
<b>22107 - Training, Seminar and Conference Cost</b>	100,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00210 - Government Secretariat School-Parent

**Organisation:** 0021001001 - General Administration

**Government Function:** 70131 - General Personnel Services

**Location:** 0000000 - Unspecified Location

2210709 - Seminars/Conferences/Workshops - Dome	80,000
2210710 - Staff Development	20,000
<b>31112 - Non-Residential Buildings</b>	300,000
3111205 - School Buildings	300,000
<b>31122 - Other machinery and equipment</b>	130,000
3112208 - Computers and Accessories	80,000
3112211 - Office Equipment	50,000
<b>31131 - Infrastructure Assets</b>	72,620
3113108 - Furniture and Fittings	72,620



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

<b>0021101001 - General Administration</b>	<b>6,990,889</b>
<b>11001 - Central GoG &amp; CF</b>	<b>4,415,110</b>
Unspecified Policy	4,415,110
00203 - Human Resource Management	4,415,110
00203002 - Training and Development	4,415,110
Soft Capex	4,415,110
Unspecified Operations	4,415,110
2111001 - Established Post	2,613,591
<b>21112 - Other Allowances</b>	<b>1,613,417</b>
2111213 - Watchman Allowance	12,835
2111222 - Watchman Extra Days Allowance	29,703
2111223 - Basic PE Related Allowances	1,024,619
2111227 - Clothing Allowance	10,483
2111233 - Entertainment Allowance	10,483
2111234 - Fuel Allowance	39,212
2111236 - Housing Subsidy/Allowance	48,296
2111245 - Domestic Servants Allowance	22,041
2111247 - Utility Allowance	11,290
2111255 - Market Premium	404,455
<b>21115 - Compensation Arrears</b>	<b>188,102</b>
2111501 - Established Post Arrears	188,102
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>2,575,779</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	2,575,779
00203 - Human Resource Management	2,575,779
00203002 - Training and Development	2,575,779



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

Soft Capex	2,575,779
085206 - Manpower Skills Development	2,575,779
<b>22101 - Materials and Office Consumables</b>	375,923
2210101 - Printed Material and Stationery	235,923
2210113 - Feeding Cost	140,000
<b>22102 - Utilities</b>	180,000
2210201 - Electricity charges	130,000
2210202 - Water	50,000
<b>22103 - General Cleaning</b>	60,000
2210301 - Cleaning Materials	60,000
<b>22105 - Travel and Transport</b>	175,000
2210502 - Maintenance and Repairs - Official Vehicles	50,000
2210505 - Running Cost - Official Vehicles	100,000
2210515 - Foreign Travel Cost and Expenses	25,000
<b>22106 - Repairs and Maintenance</b>	50,000
2210603 - Repairs of Office Buildings	50,000
<b>22107 - Training, Seminar and Conference Cost</b>	459,671
2210701 - Training Materials	20,000
2210709 - Seminars/Conferences/Workshops - Dome	389,671
2210710 - Staff Development	50,000
<b>31112 - Non-Residential Buildings</b>	170,000
3111204 - Office Buildings	170,000
<b>31122 - Other machinery and equipment</b>	800,000
3112208 - Computers and Accessories	200,000



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

3112211 - Office Equipment	600,000
<b>31131 - Infrastructure Assets</b>	305,185
3113108 - Furniture and Fittings	305,185



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00212 - Internal Audit Dept.  
**Organisation:** 0021201001 - Internal Audit Dept. Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0000000 - UnSpecified Location

<b>0021201001 - Internal Audit Dept. Unit</b>	<b>1,017,802</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,017,802</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	250,196
00202 - Institutional Development	250,196
00202005 - Internal Audit Management	250,196
Soft Capex	250,196
085501 - Internal Audit Operations	250,196
<b>22101 - Materials and Office Consumables</b>	30,000
2210101 - Printed Material and Stationery	20,000
2210111 - Other Office Materials and Consumables	10,000
<b>22107 - Training, Seminar and Conference Cost</b>	220,196
2210701 - Training Materials	10,000
2210708 - Refreshments	90,000
2210709 - Seminars/Conferences/Workshops - Dome	110,196
2210710 - Staff Development	10,000
<b>Unspecified Policy</b>	<b>767,606</b>
00202 - Institutional Development	767,606
00202005 - Internal Audit Management	767,606
Soft Capex	767,606
Unspecified Operations	767,606
2111001 - Established Post	451,588
<b>21112 - Other Allowances</b>	316,018
2111203 - Car Maintenance Allowance	2,520
2111213 - Watchman Allowance	6,418



## 2026 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00212 - Internal Audit Dept.

**Organisation:** 0021201001 - Internal Audit Dept. Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0000000 - UnSpecified Location

2111223 - Basic PE Related Allowances	169,483
2111227 - Clothing Allowance	5,242
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	23,537
2111245 - Domestic Servants Allowance	11,021
2111247 - Utility Allowance	6,048
2111255 - Market Premium	66,901