

# NACAP 2017 MONITORING AND EVALUATION FRAMEWORK FOR REPORTING NACAP

## [A] BACKGROUND INFORMATION

1. Name of Implementing Partner: .....
2. Date of submission (DD-MM-YY): .....
3. Reporting Period: .....

## [B] INSTRUCTIONS FOR USE OF THE M&E Framework

- i. All indicators are for NACAP activities implemented in 2017, the reporting year.
- ii. Implementing Partners are requested to report on the indicators that relate to them.
- iii. The status of implementation should be recorded in the Results/ status of implementation column.
- iv. Implementing Partners who encounter significant challenges in the implementation of their planned activities may record them on a separate sheet, which should be annexed to the report.
- v. Implementing Partners and Organizations should submit their quarterly reports within two weeks after the end of a quarter to the Chairman, MONICOM at CHRAJ with copies to the Office of the President.
- vi. The addresses for submission are as follows:

Address for Submission:	Copy to:
CHAIRMAN (MONICOM)	THE CHIEF OF STAFF
C/O THE COMMISSIONER	OFFICE OF THE PRESIDENT
CHRAJ, P.O. BOX AC 489,	FLAGSTAFF HOUSE,
OLD PARLIAMENT HOUSE,	KANDA,
J.E.A. MILLS HIGH STREET,	ACCRA
ACCRA	EMAIL:
EMAIL:	(i) <a href="mailto:requests@presidentsecretariat.gov.gh">requests@presidentsecretariat.gov.gh</a>
(i) <a href="mailto:nacap@chrajghana.com">nacap@chrajghana.com</a>	
(ii) <a href="mailto:fdrahman@chrajghana.com">fdrahman@chrajghana.com</a>	

- vii. Reporting tool can be downloaded from: [www.chrajghana.com](http://www.chrajghana.com)

## NACAP 2017 MONITORING & EVALUATION REPORTING FRAMEWORK

<b>GENERAL ROLES (ACTIVITIES) OF IMPLEMENTING PARTNERS</b>						
<b>Broad Activity</b>	<b>Specific Activity</b>	<b>Indicator for Specific Activity</b>	<b>Frequency of Data Collection</b>	<b>Data Source</b>	<b>Data Disaggregation</b>	<b>Result (Status of Implementation)</b>
Implement NACAP.	Budget for implementation of NACAP	Number of implementing partners budgeting for implementation of NACAP.	Quarterly		Regional, MDAs, MMDAs	Budgeted Gh¢70,000 for the implementation of the ff:  (i) Sensitization for 200 staff  (ii) Training on Code of Conduct and Promoting awareness on whistleblowing.
	Designate Schedule Officers for NACAP	Number of schedule officers designated.	Annually		Male & Female, Regional	Mr. Kwesi Amadu (Prin. Admin. Officer), has been designated the Liaison Officer
	Sensitize staff on NACAP	Number of implementing partners sensitizing staff on NACAP.	Semi-Annually		Regional, District, Male & Female, MDAs, MMDAs	Two sensitization programmes organized for 200 staff members in February and October, 2016
	Report on implementation of NACAP	Number of implementing partners reporting on implementation of NACAP.	Quarterly		Regional, District, Community Media	NACAP data collection/ reporting tool completed and submitted to CHRAJ on 8 <sup>th</sup> May, 2016

**GENERAL ROLES (ACTIVITIES) OF IMPLEMENTING PARTNERS (CONT'D)**

<b>Broad Activity</b>	<b>Specific Activity</b>	<b>Indicator for Specific Activity</b>	<b>Frequency of Data Collection</b>	<b>Data Source</b>	<b>Data Disaggregation</b>	<b>Result (Status of Implementation)</b>
Take measures to prevent corruption and abuse of office within public, private and not-for-profit sector organizations/ institutions.	Strengthen internal control measures to reduce opportunities for corruption.	Number of Audit Committees and other audit structures trained.	Annually		Regional, District	230 ARICs established and receiving training from IAA. ARIC is functional. CEO undertook unannounced visits to the district Offices on inspection.
	Establish safe reporting systems/ mechanisms at work places.	Number of institutions with safe reporting systems/ mechanisms.	Annually		Regional, District	Application to use sole source method submitted to PPA and granted.
	Act expeditiously on reports of corruption and misconduct in the work place.	Number of corruption complaints/ misconduct received.	Daily, Weekly, Monthly		Regional, District, Male & Female, Media	An online reporting system in place; 4 complaint boxes placed at vantage points under the control of Mrs. Felicia Botswe (Snr. HR Officer).
		Number of investigations/ actions undertaken on acts of corruption / misconduct.	Daily, Weekly, Monthly		Regional, District, Male & Female, Media	Action commenced within a week on 5 reported cases of corruption and misconduct.
		Number of prosecutions/ sanctions undertaken.	Annually		Regional, District, Media	5 cases of misconduct were investigated and disciplinary action taken against 4 persons who

						were found liable.
	Develop and publicize sexual harassment policies at the work place.	Sexual harassment policies developed and publicized at the work place.	Daily, Weekly, Monthly		Regional, District	A sexual harassment policy has been developed. 200 Leaflets and 100 flyers developed and 40 staff members at HQ sensitised.
	Introduce measures to control absenteeism, lateness and moonlighting.	Measures to control absenteeism, lateness and moonlighting introduced.	Annually		Regional, District	Electronic clocking devise introduced in March 2016 and supervision increased at various departments and units. Queries were issued to 4 affected staff.

## STRATEGIC OBJECTIVE 1

STRATEGIC OBJECTIVE 1: TO BUILD PUBLIC CAPACITY TO CONDEMN AND FIGHT CORRUPTION AND TO MAKE CORRUPTION A HIGH- RISK LOW- GAIN ACTIVITY								
Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Agency		Results /Status of Implementation
						Lead	Collaborating	
Organize regular public education and awareness programmes on the evils of corruption and the ethos of anti-corruption in MDAs, general public, and private sector organizations.	Organize regular public education and awareness programmes in MDAs	Number of programmes organized in MDAs	Monthly		National, Regional, District, Male & Female	CHRAJ	MDAs	46 sensitization programmes on evils and ethos of corruption for 100 public officers.
	Organize public education and awareness programmes for the general public nationwide	Number of programmes organized for the general public	Monthly		National, Regional, District, Male & Female, Print, Electronic, Social Media	CHRAJ, PEF CSOs	MDAs	15 community radio programmes and 5 publications in Graphic, Times and on <a href="http://www.chraighana.com">www.chraighana.com</a>
	Organize programmes for Private Sector nationwide	Number of programmes organized for Private Sector Organizations	Monthly		National, Regional, District, Male & Female	CHRAJ, PEF	CSOs	10 sensitisation programmes organized for 40 Heads and Senior Executives of Private organizations b PEF.
	Organize programmes for CSOs nationwide	Number of programmes organized for CSOs	Monthly		National, Regional, District, Male & Female	CHRAJ, PEF	CSOs	761 public awareness programmes on corruption and Whistleblower Act organized at the District level
Create Public fora /community outreach/clinics at District Level.	Conduct outreach programmes in selected district.	Number of outreach programmes.	Quarterly		District	CHRAJ, GACC	NCCE, MMDAs, RCCs, PSC	20 outreach programmes in 15 districts
Introduce anti-corruption sermons/ teachings in Places of Worship.	Engage umbrella bodies of Faith Based Organizations on introduction of	Number of umbrella bodies of Faith Based Organizations engaged.	Quarterly		FBOs, Regions, District	CHRAJ CSOs		

**STRATEGIC OBJECTIVE 1: TO BUILD PUBLIC CAPACITY TO CONDEMN AND FIGHT CORRUPTION AND TO MAKE CORRUPTION A HIGH- RISK LOW- GAIN ACTIVITY**

Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Agency		Results /Status of Implementation
						Lead	Collaborating	
	anti-corruption sermons/teachings in places of worship.						FBOs NDPC	5 umbrella bodies of Faith-Based organisations introduced to, and trained on NACAP.
Organise awareness raising programmes on the negative impact of money laundering and financing of terrorism on sustainable development and security for the general public.	Organise workshops and seminars on Anti-money laundering/ countering the financing of terrorism for vulnerable sectors and key institutions	Number of workshops and seminars organized	Quarterly		Workshop reports	FIC EOCO BoG Securities and Exchange Comm. Police	Banks GBA Non-Banking Financial Institutions	3 zonal workshops and 2 seminars organized
	Organize sensitization programmes on negative impact of money laundering and financing of terrorism for the public through the media.	Number of media programmes organized (print, electronic, social).	Quarterly		Regional, District		Media	6 media programmes organized (1 print, 3 electronic and, 2 on social media).

**STRATEGIC OBJECTIVE 2: TO INSTITUTIONALIZE EFFICIENCY, ACCOUNTABILITY AND TRANSPARENCY IN THE PUBLIC, PRIVATE AND NOT-FOR-PROFIT SECTORS**

Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Partner		Result (Status of Implementation)
						Lead	Collaborating	
Conduct systemic examination of vulnerable institutions MDAs and Public Institutions to identify and plug loopholes.	Build capacity of system reviewers.	Number of officers trained.	Annually		Regional, Male & Female	CHRAJ,	GACC, EOCO, MDAs and Public Institutions	29 officers trained.
	Identify institutions to conduct systemic investigations.	Number of institutions identified and reviewed.	Annually		MDAs, MMDAs	CHRAJ,	GACC, EOCO, MDA, Public Institutions	45 institutions identified and reviewed.
Introduce computerised and net-based system in all revenue collection/ generation Agencies.	Implement the computerised and net-based system.	Number of revenue collection/ generation agencies implementing the computerized and net-based systems.	Annually		National, Regional, District	GRA, MOF, MDAs, MMDAs, CHRAJ	NITA, C&AGD	15 revenue collection/ generation agencies implementing the computerized and net-based systems.
	Educate the general public on the computerised and net- based system.	Number of programs organized to educate the public.		4 sensitization programmes organized to educate the public.				
Simplify procedures of tax assessment, collection and payment verification.	Organize educational programs on the procedures on tax assessment, collection and payment verification.	Number of educational programs organized.	Annually		National, Regional, District	GRA, MOF	C&AGD, NITA, MDAs, MMDAs, IAA, IIA	6 sensitization programmes organized.

**STRATEGIC OBJECTIVE 2: TO INSTITUTIONALIZE EFFICIENCY, ACCOUNTABILITY AND TRANSPARENCY IN THE PUBLIC, PRIVATE AND NOT-FOR-PROFIT SECTORS**

Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Partner		Result (Status of Implementation)
						Lead	Collaborating	
Develop and implement user-friendly, efficient and effective tax administration systems.	Implement user-friendly, efficient and effective tax administration systems.	User-friendly and efficient tax administration systems implemented.	Annually		National, Regional, District	GRA, MOF	C&AGD, NITA, MDAs, MMDAs	User-friendly and efficient tax administration systems in place and functional.
Build capacity of MDAs for transparent use of public resources.	Organize training for newly constituted Entity Tender Committees (ETCs) of MDAs on public procurement processes.	Number of ETCs trained.	Annually		National, Regional, Male & Female	PPA	MDAs, CSOs	16 ETCs of MDAs trained on public procurement processes.
	Conduct technical audit of utility organizations to protect utility consumers from over billing and other irregularities.	Technical audit conducted.	Annually			CSIR, Regional Maritime Academy, KNUST	Consumer Protection Agency, Min. of Power, PURC	Technical audits were conducted on 5 utility organizations

**STRATEGIC OBJECTIVE 3: TO ENGAGE INDIVIDUALS, MEDIA AND CIVIL SOCIETY ORGANIZATIONS IN REPORTING AND COMBATING CORRUPTION**

Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Partner		Result (Status of Implementation)
						Lead	Collaborating	
Educate Media Practitioners and NGOs on anti-corruption methods, practices and challenges of fighting corruption	Organize sensitization programmes for Media establishments on anti-corruption methods, practices and challenges of fighting corruption.	Number of media establishments benefiting from education.	Annually		Regional, Print, Electronic, Social Media, Male & Female	GJA, NMC	CHRAJ, EOCO	CHRAJ carried out sensitization programmes for 25 media houses in the Upper West region at Wa during the period
	Organize sensitization programmes for NGOs on anti-corruption methods, practices and challenges of fighting corruption.	Number of NGOs benefiting from education	Annually		Regional; NGOs; Male & Female	GACC, GJA, NMC	CHRAJ, EOCO	A Hundred (100) NGOs were sensitized on anti-corruption methods, practices and challenges of fighting corruption nationwide.
Develop, and implement a Code of Ethics/Conduct for Journalists and Media Establishments.	Review the GJA Code of Conduct/Ethics for Journalists.	Code of Conduct reviewed.	Annually		National	CHRAJ, GJA	Media Organizations	Code of Conduct reviewed.
Develop Whistle Blowing and other reporting mechanism (e.g. complaints and suggestion boxes, hotlines).	Set up hotlines and web based platforms for reporting impropriety.	Number of implementing partners that have set up hotlines and web based platforms.	Annual		National	CHRAJ, Ghana Police Service, NACOB, BNI, GRA, EOCO	PSC, OHCS, MDAs, PEF, Private Sector Organizations	Guidelines on receiving and processing of Whistleblower disclosures developed and published on <a href="http://www.chrajghana.com">www.chrajghana.com</a>
Undertake awareness-raising programmes for the public	Develop materials for use by multimedia channels.	Number of audio/visual & text content materials produced.	Bi-Annual		National	CHRAJ	GACC, CSOs, AG, NCCE	
	Organize TV & Radio discussions on NACAP and strategies to combat corruption	Number of TV and Radio discussions organized.	Quarterly		Regional; District; MDAs; MMDAs			One (1) programme hosted at VIASAT 1 TV by CHRAJ & GACC

STRATEGIC OBJECTIVE 4: To Conduct Effective Investigations and Prosecutions of Corrupt Conduct								
Broad Activity	Specific Activity	Indicator for Specific Activity	Frequency of Data Collection	Data Source	Data Disaggregation	Implementing Partner		Result (Status of Implementation)
						Lead	Collaborating	
Ratify and domesticate international conventions relating to corruption, money laundering and transnational organized crime.	Implement the recommendations of the Anti-Money Laundering National Risk Assessment Report.	Number of recommendations implemented.	Annually		National	FIC	EOCO, A-G, OoP, NSCS, JS, GPS, MDAs, GRA (CEP), Ministry of Interior	3 recommendations of the Anti-Money Laundering National Risk Assessment Report, implemented.
	Participate international cooperation and related meetings on the Anti-Money Laundering, illicit financing and countering the financing of terrorism.	Number of international cooperation and related meetings participated in.	Annually		International & National	FIC, CHRAJ, EOCO	OoP, Judicial Service, A-G, Ministry of Foreign Affairs, Min. of Interior, GRA (Customs).	CHRAJ participated in 5 international cooperation and related meetings during the period.
	Participate in IRG Session; 2017 COSP; and meetings of subsidiary groups on UNCAC.	Participate in IRG Session; 2017 COSP; and meetings of subsidiary groups on UNCAC.	Annually		International	CHRAJ, EOCO, OoP	Judicial Service, Min. of Foreign Affairs, A-G, FIC.	CHRAJ during the reporting period, participated in IRG Session; 2017 COSP; and meetings of subsidiary groups on UNCAC.
	Implement recommendations of UNCAC 1st Cycle Review.	Number of recommendations of the 1st cycle UNCAC review implemented.	Annually		National	A-G, Parliament of Ghana	Anti-Corruption Agencies, OoP.	2 recommendations of the 1st cycle UNCAC review were implemented during the reporting period
	Complete Review of Indonesia.	Review of Indonesia completed.	Annually		International & National	CHRAJ	MDAs, CSOs	Review completed.