

APPROVED 2025 ANNUAL ACTION

S/N	(PBB)	Sub-Programme	Broad Activity	Location	Time Frame (2025)				Cost				Programme Status		Implementing Agencies / Dept.	
					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
1	Management and Administration	Central Adm.	Board/Committees/Commission Allowance/ General Assembly	Central Adm	X	X	X	X			1,098,350		√		Cent. Adm.	Assembly members and Heads of Depts
2			Organise Sensitization Program for 150 women on domestic violence against women and early child marriage	municipal wide	X	X	X	X			13,915		√		Gender Desk officer	DOVSU
3			Support Girl's education awareness and sensitize market women on the consequences of worse form of child labour	Major Markets	x	x	x	x			15,000		√		Gender Desk officer	SWCD, DOVSU, NCCE
4			Organise seminars/ conference/ workshops/ meetings	Central Adm.	X	X	X	X			295,378		√		ASHMA	Heads of Depts/Units
5			Pay Library and subscription, postal charges, bank charges	Central Adm.	X	X	X	X			18,975		√		ASHMA	Heads of Depts/Units
6			Pay hotel Accommodation	Central Adm.	X	X	X	X			63,305		√		Cen. Admi	Finance

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
7	Management and Administration	Central Adm.	Pay Donations, Awards	Central Adm.	X	X	X	X			101,200		√		ASHMA	Heads of Depts/Units
8			Pay allowances for official Assignment (Honorarium, out of station allowance, T&T)	Central Adm.	X	X	X	X			755,205		√		Cen. Admi	Finance
9			Support Traditional Council	Central Adm.	X	X	X	X			50,000		√		Budget Unit	Finance Dept.
10			General Maintenance	Central Adm.	X	X	X	X			598,345		√		Central Admin	HoDs
11			Procure fuel and lubricants for official vehicles	Central Adm.	X	X	X	X			379,500		√		Central Admin	Finance Dept.
12			Printing Materials and Stationery	Central Adm.	X	X	X	X			506,000		√		Cen. Admi	Finance
13			Foreign Travel cost and expenses	Central Adm.	X	X	X	X			63,250		√		Cen Admi	Finance Dept.
14			Local Travel cost and expenses	Central Adm.	X	X	X	X			63,250		√		Cen Admi	Finance Dept.

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15	Management and Administration	Central Adm.	Pay utility Charges	Central Adm.	X	X	X	X			270,710		√		Cen. Admi	Finance
16			Official celebrations/ceremonial functions, state protocol service/ end of year	Municipal-wide	X	X	X	X			495,000		√		Cen. Admi	Finance
17			Payment of Transfer Grants	Central Adm.		X	X		126,500				√		Cen. Admi	Finance
18			Pay External consultants	central Adm.	X	X	X	X			37,950		√		Cen. Admi	external consultants
19			Preparation and submission of Annual Audit Risk Plan	ASHMA	X						10,000				Internal Audit Unit	
20			Prepare and submit internal audit reports	ASHMA	X	X	X	X			50,000		√		Internal Audit Unit	
21			Procure office facilities, supplies and accessories	Central Adm.	X	X	X	X	253,000				√		Procurement Unit	Budget

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22	Management and Administration	Central Adm.	Counterpart fund (Construction of Artisana Village)	IDA	X	X	X	X	172,500					√	ASHMA	Partners
23			Support to lower Structure	Municipal-wide	X	X	X	X	196,551.91				√		Central Admin	Finance Dept
24			Pay Assembly members mobilization	Municipal-wide	X	X	X	X			265,650		√		Budget Unit	Finance Dept
25			Pay Assembly members' community engagement	Municipal-wide	X	X	X	X			180,642		√		Budget Unit	Finance Dept
26			Support to community initiated projects	Municipal-wide	X	X	X	X	389,208.30				√	√	Mgt	Budget
27			Support to security services	Central Administration	X	X	X	X	172,500				√		Mgt	Security service

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28	Management and Administration	Central Adm	Organise 4 Town Hall meetings	Municipal-wide	X	X	X	X	123,970				√		ISD	Planning
29			Quarterly MCE's visit to electoral areas	17 Electoral Areas	X	X	X	X	64,515				√		Central Admin	General public
30			Organise public education on the functions of the Assembly	Municipal-wide		X	X	X			30,360		√		PRCC	General public
31			Undertake collection of producer price index (PPI) data for inflation calculation	Municipal wide (industries)	X	X	X	X			6,600		√		MSS	Ghana Statistical Service (GSS)
32			Collection of data from departments, units, agencies and institutions	Municipal wide	X	X	X	X			8,800		√		MSS	Transport
33			support women to undertake income generating activities	Municipal wide	X	X	X	X	50,600				√		MP	AshMA
34			Train Youth in bio digester, leather works and soft ware, CCTV and setelite installation and hard ware engineering.	Municipal wide	X	X	X	X	88,000				√		MP	NBSSI

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35	Management and Administration	Central Adm	Construct CHPs compound	Oko Mante	X	X	X	X	632,500				√		MP	Works dept
36			Procure exercise Book mathematical set	Municipal wide	X	X	X	X	77,000				√		MP	Edu. Directorate
37			Support celebrations	Municipal wide	X	X	X	X	506,000				√		MP	AshMA
38			Sponsorship (Education)	Municipal wide			X		63,250				√		MP	Education Directorate
39			Health screening and enrol the aged and vulnerable on the NHIS	Municipal wide	X	X	X	X	50,000				√		MP	NHIS

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40	Management and Administration	Central Adm	Organise revenue performance review	ASHMA		X	X				30,000		√		Finance Unit	Budget
41			Undertake Monitoring and supervision of Revenue mobilization activities	Ashaiman	X	X	X	X			23,000		√		Finance	Budget
42			Revenue Mobilisation mob-up through revenue task force	Ashaiman			X	X			50,000		√		Finance	Budget
43			Training of Revenue Collectors	ASHMA		x		x			30,000				finance	Budget
44			Printing of bills (BOP & Property rate)	ASHMA	X	X	X	X			50,000		√		Finance	Budget
45			Prepare and validate quarterly and annual accounts	ASHMA	X	X	X	X			30,000		√		Finance U	

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46	Management and Administration	Human Resource	Pay salaries of casual labourers	Central Adm.	X	X	X	X			1,068,684.65		√		HR	Finance
47			Provide 2-day training on LGS Protocols	Central Adm.	X				15,180				√		HR	HoDs and Management
48			Sponsor 3 middle mgt staff to attend Short term programmes	Central Adm.			X					37950	√		HR	Middle staff mgt
49			Pay Staff welfare and medical expenses	Central Adm.	X	X	X	X			79,695		√		HR	Finance
50			Organise orientation for 2025-2026 national service personel	Central Adm.			X				6,325		√		HR	Units/dept heads
51			Organise 2No. Staff durbar	ASHMA forecourt	X			X	5,500		12,650		√		HR	Mgt
52			Sponsor 3 staff for continuous professional development	ASHMA		X	X	X	40,000				√		HR	ICAG, GIP

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53	Management and Administration	Planning, Monitoring and Evaluation. Budgeting	Organise education on Payment of Taxes and Rates for 60 youth groups, churches and Mosques	Municipal-wide	X	X	X	X			10,120		√		Budget Unit	Planning
54			Prepare and gazette 2026 FFR	Central Adm.			X	X	120,000				√		Budget Unit	MPCU, Assembly members, stakeholders
55			Prepare 2026 composite AAP and Budget	Central Adm.		X	X		151,800				√		Planning and Budget Units	MPCU, Assembly members
56			Prepare and submit Quarterly and annual progress report	Central Adm.	X	X	X	X			12,650		√		Planning	HODs/Units
57			Organise mid-year and annual performance review	Conf. hall ASHMA	X		X				30,000		√		Planning	HODs/Units
58			Monitoring and evaluation of Assembly programmes and projects	Municipal-wide	X	X	X	X	165,000				√		Planning Unit	MPCU members

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59	Management and Administration	Planning/Budgeting, Monitoring and Evaluation	Serminars/conferences/workshops/meetings expenses-management, budget committee, MPCU, MEOC, SPAM, entity tender committees, NHOC and other technical committee meetings	Central Adm.	X	X	X	X			88,000		√		ASHMA	Planning, Budget Unit and HODs
60			Prepare 2026- 2029 MTDP			X	X	X			300,000				Plannin g, budget	HODs, Assembly, Members
61			Undertake PUBLIC HEARING ON THE MTDP AND BUDGET	Central Adm.	X	X	X	X			150,000		√		Plannin g, budget	HODs, Assembly, Members

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62	Social Service Delivery	Education, Youth Sport and Library	Organize My First Day at School for P1 and KGs	Ashaiman			X		30,000				√		GES	ASHMA/GHS
63			Organize STMIE Clinics	Ashaiman				X	45,000				√		GES	AshMA
64			Organize Students Cultural festival	Ashaiman		X			40,000						MED	GES/ASHMA
65			Support for BECE/ Municipal Mock exam	Ashaiman			X		170,000				√		GES	AshMA
66			Organize Municipal Sporting Activities	Ashaiman	X				40000				√		MED	GES

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67	Social Service Delivery	Education, Youth Sport and Library	Awareness creation on Functional literacy/ JHS and SHS remedial classes	Lebanon Z1-Z5, Jericho, Ashaiman Township	X	X	X	X			10800		√		CEA	ASHMA
68			Establish 16 English classes 2 local language classes	Ashaiman New Town, Middle East, Official Town, Roman Down, Tulaku, Adakordzi			X				3,600		√		CEA	GES/Community Development
69			Undertake Quarterly Monitoring and Evaluation Exercise		X	X	X	X			6,000		√		CEA	ASHMA
70			Assesement of Learners , Graduation		X	X	X	X			9,000				CEA	ASHMA
71			Undertake Remedial Classes for JHS and SHS leavers		X	X	X	X			5,400		√		CEA	ASHMA

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72	Social Service Delivery	Public Health Services and Management	Undertake roll back malaria programme (monitoring, screening and treatment, operational research, data validation and management)	Municipal-Wide		X			230,400				√		AMHD	ASHMA
73			Organize half year annual performance review	Municipal Wide		x	x				60000		√		AMHD	ASHMA
74			Support for Immunisation Programmes		x	x	x	x			50000		√			
75			Undertake HIV/AIDS programme (support) screening, monitoring, training, data validation etc.)	Municipal-wide	X	X	X	X	80,000.00				√		AMHD	GAC/NACP
76			Caryout disease surveillance and control and containment activities	Municipal wide	X	X	X	X	13,225			√		MHD		

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77	Social Service Delivery	Environmental Health and Sanitation Services	Desilt minor drains in the CBD	Ashaiman	X	X	X	X	770,000				√		MEHO	Zoomlion
78			Sweep streets in the CBD	Ashaiman	X	X	X	X	48,000						MEHO	Zoomlion
79			Procure cleaning materials for Assembly	Ashaiman		X	X	X	110,000				√		MEHO	Cent. Adm.
80			Organize 12 monthly clean-up exercise	Ashaiman	X	X	X	X	132,000				√		MEHO	Zoomlion, A/M
81			Conduct medical screening of 5,000 food vendors	Municipal-wide			X	X			11,000		√		MEHO	Cent. Adm., MHD, A/M
82			Prosecute sanitary offenders (Operation clean your frontage)	Municipal-wide	X	X	X	X			50,000		√		MEHO	Distr. Court
83			Organise 3 public education on environmental health promotion	Municipal wide	X	X	X	X			18,975		√		MEHO	NCCE

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84	Social Service Delivery	Environmental Health and Sanitation Services	Bury unclaimed paupers	Ashaiman	X	X	X	X			50,000		√		MEHO	
85			Conduct fumigation exercises	Municipal wide		X	X	X	75,000				√		MEHO	
86			Conduct premises inspection	Municipal wide	X	X	X	X	5,500						MEHO	
87			Organise 4 No. evacuation of solid waste at unauthorised areas	Municipal wide	X	X	X	X	120,000		50,000		√		MEHO	
88		Birth and Death Registration Services	Undertake birth and death activities		X	X	X	X			50,000		√		Birth and Death Dept.	ASHMA

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89	Social Service Delivery	Social Welfare and Community Services	Undertake child non maintainace cases, family reconciliation/counseling	Ashaiman	X	X	X	X				8000	√		SWCD	Family heads/opinion leaders
90			Monitor the utilization of 3% of the DACF given to PWDs and other programmes	Municipal-wide	X	X	X	X	34,600				√		DSW	Disability committee
91			Monitor LEAP payment bi-monthly	Ashaiman	X	X	X	X	5,750				√		SWCD	ASHMA
92			Organise ISS delivery stakeholder meeting	Ashaiman		X						6000	√		SWCD	Stakeholders
93			Undertake Juvenile Justice Administration	Ashaiman	X	X	X	X	6,900				√		SWCD	Police, Judicial Service
94			Reintegrate missing/abandoned Children with families	Ashaiman	X	X	X	X	8,050				√		SWCD	NGOs/SOS

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95	Social Service Delivery	Social Welfare and Community Services	Inspect early childhood centers/registration	Ashaiman	X	X	X	X	4,600				√		SWCD	GES/Environmental Health
96			Collaborate with NHIS to register 90% of registered PWDs and other identified indigins onto Free NHIS	Ashaiman		X	X	X	4,500				√		SWCD	NHIS, Assembly Members, NGO's, Education
97			Provide vocational skills for PWDs	Mun. Wide	X	X	X	X	60,000				√		SWCD	PWDs, GDO, DOVSU
98			Conduct 4no. sensitization programme at child welfare clinics on child protection using the Child Protection Community Facilitation Toolkit	Mun. Wide	X	X	X	X				8000	√		SWCD	AMHD

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99	Social Service Delivery	Social Welfare and Community Services	Organise ten (10) mass meetings, Home Visits and Demonstrations for 600 participants. (550 women and 50 men).	Selected Electoral Areas	X	X	X	X	3,450			4600	√		SWCD	Zoomlion, Ghana national Fire Service
100			Organise two (2) Workshops on Skills Training and Extension Services for 200 participants. (160 women and 40 men).	Selected Electoral Areas		X	X		4,600			6,000	√		SWCD	NBSSI

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101	Infrastructure Development and Management	Urban Roads and Transport Services	Gravelling works of selected roads	Municipal-wide	X	X	X	X	1,000,000				√		Urban Roads	beneficiary communities
102			Surfacing works on of selected roads	Community 22, Afariwa-Newtown Roads		X	X	X	2,000,000				√		Urban Roads	
103			Routine maintenance repairs ,Grading, minor drainage desilting, pothole patching, Road safety/ traffic management.(GHANA ROAD FUND)	Municipal wide	X	X	X	X	632,500				√		Urban Roads	Works Dept.

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104	Infrastructure Development and Management	Urban Roads and Transport Services	Organise two (2) stakeholders' meetings to facilitate institutional collaboration between the enforcement unit of the Assembly and other enforcement agencies on traffic management			X	X				22,000		√		UPTU	Institute of Transport, MFO
105			Organise 2 No. capacity programmes for transport operators and other stakeholders on road safety	municipal wide	X		X		4,175				√		UPT	GPS
106			Update Passenger Transport Database					X			5,060		√		UPTU	UPTU staff
107			Regulate activities of vehicle terminals / route monitoring		X						11,000		√		UPTU	UPTU staff

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108	Infrastructure Development and Management	Spatial Planning	Secure document on Assembly lands	ASHMA	X	X	X	X	100,000						PPD	TDC and others
109			Fascilitate the preparation of Spatial Development Framework and structure plan for the Municipality		x	x	x	x			200,000		√		PPD	
110			Sensitisation of the general public on planning and permit related issues		x	x	x	x			20,000				PPD	PPD, MWD, Assembly Members
111			Prepare spatial developemt framework, structure plan and local plans for selected communities	Municipal wide. Maamomo, Lebanon Sector 1 & 2		X	X	X			52,750		√		PPD	TSC, SPC, Landowners, TDC

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112	Infrastructure Development and Management	Public Works and Housing Management	Construction of Fencewall around Community 22 School	Community 22	X	X	X		1,000,000				√		Works Department	Education Service
113			Completion of Police Station (Phase II)	Ashaiman Jericho		X	X					1,000,000	√		Works Department	Police Service
114			Construction of Security Post and Client Service Unit Block	Ashaiman Municipal Assembly	X	X	X				1,200,000		√		Works Department	City Guards / Client Service Unit
115			Development of Community 22 Market	Community 22	X	X	X	X					√		Works Department	Market Traders
116			Construction of Phase II of Girls dormentery	ASHASEC	X	X	X	X	1,000,000			√		Works	GES	Physical Planning Department
117			Construct and Complete Phase II of 20-bed capacity isolation ward	Ashaiman Polyclinic Roman Down	X				200,000			√		AMHD	MHD	
118			Fencing of the Sports Stadium	Roman Down	X	X	X	X	700,000			√		Works	Municipal Sports	
119			Maintenance of Public Infrastructure	Municipal wide	X	X	X	X			500,000		√		Works Department	Municipal Departments and Units

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120			Construction of 2-storey office complex for ASHMA	ASHMA	X	X	X	X						√	Central Gov.	ASHMA
			Payment of retention-Construction of fence wall	Presby Schoo, Roman Down	X								119,000	√		

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121	Economic Development	Agricultural Services and Management	Pay Office Administrative expenses (Utilities, stationary, GPS, equipment repairs, vehicle and motorbike running and maintenance.	Ashaiman	X	X	X	X	6,760			42,000		√	Agric	ASHMA RAD
122			Organize National Farmers' Day.	Ashaiman				X			150000		√		Agric	ASHMA
123			Organize extension, research, and statistics activities.	Ashaiman	X	X	X	X	5,000		17,000	30,200	√		Agric	MAG,
124			Organize six (6) capacity building and six (6) trainings sessions for Agric staff.	Ashaiman	X	X	X	X	12,000			35,000	√		Agric	MAG, GOG, IGF
125			Production and productivity improvement	Ashaiman	X	X	X	X	6,000			38,160	√		Agric	MAG, GOG

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
126	Economic Development	Agricultural Services and Management	Mechanisation, irrigation and water management	Ashaiman		X	X					60,000	√		Agric	private investor
127			Establish 4 demonstration fields to assist 80 farmers (50 males and 30 females)	Ashaiman	X	X	X	X				8,000	√		Agric	MAG, GOG, OTHERS
128			Early warning system and emergency preparedness	Ashaiman	X	X	X	X			5,000	7,000	√		Agric	MAG, GOG, OTHERS
129			Agribusiness Development	Ashaiman	X	X	X	X			5,000	10,000	√		Agric	NBSSI

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
130	Economic Development	Trade Industry and Tourism Services	Business Counselling	Municipal wide	X	x	X				12000		√		BAC TEAM	SWCD, Local Soap manufacturers
131			Training in Bio Gas Construction	Municipality wide		x						8000	√		BAC TEAM	Service providers, beneficiaries
132			Training in Lather Making	Municipality wide		x			8,000				√		BAC TEAM	MFO
133			Exhibition/ Fair	ASHMA Conf. Hall				X			10000		√		BAC TEAM	MEHO
134			Youth Summit	ASHMA Conf. Hall		X						10000	√		GEA	Planning Unit
135			Consultative Meeting with regulatory agencies	Municipal-wide			X				5,000		√		GEA	GEA/ Ghana Co-operative Credit Unions, Greater Accra Co-operative Transport Union, DOA

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
136	Economic Development	Trade Industry and Tourism Services	CBT in Bead Making	Municipal-wide				x			8,000		√		GEA	Social Welfare
137			Organise Trade and Industry Committee	Municipal-wide	X	X	X	X			8,000		√		SME MEMBERS	

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
138	Economic Development	Trade Industry and Tourism Services	Undertake art and craft exhibition	Municipal-wide	X	X	X	X			8,800				Art and Culture	Planning
139			Organise symposium on art education for basic schools	Municipal-wide	X	X	X	X			2,200				Art and Culture	GES
140			Organise food bazaar and contest in additional dishes, regional festival of art and culture.	Municipal-wide	X	X	X	X			11,000				Art and Culture	Tribal Heads

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
141	Environmental Management	Disaster Prevention and Management	Organise quarterly public education on disaster prevention and management	Municipal-wide	X	X	X	X	25,000				√		NADMO	Central Admin, ISD, GES, Security Services, Religious Bodies, GHS, Opinion/Traditional Leaders, GNFS, NCCE
142			Undertake Vulnerability and risk assessments	Municipal-wide	X	X	X		12,500				√		NADMO	
143			Identify and Map out Hazard areas	Municipal-wide	X	X					4,600		√		NADMO	
144			Organise mid-year and annual performance review meetings with stakeholders: DMC (15), HOD (6), ZC/ZS (14)	Municipal-wide			X		5,750				√		NADMO	
145			Greening Ashaiman	Municipal-wide	X	X	X	X	58,650				√		NADMO	
146			Dredging of Gbemi river basins	ASHMA	X	X			115,000				√		NADMO	

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					Q1	Q2	Q3	Q4	GOG	DACF	IGF	Others	New	On going	Lead	collaborating
146	Environmental Management	Disaster Prevention and Management	Organise simulation exercises in collaboration with relevant organisation	Municipal wide		X	X	X	9,200				√		NADMO	Central Admin, ISD, GES, Security Services, Religious Bodies, GHS,
147			Organised Training and capacity building for all NADMO staff in Disaster Mgt and mitigation procedures	ASHMA Conf. Hall		X	X		6,900				√		NADMO	Opinion/Traditional Leaders, GNFS, NCCE

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