

# **National Commission for Civic Education**

## **Fifth Annual Report 1998**

# COMMISSION MEMBERS



**MR. LAARY BIMI**  
*Chairman*



**MRS. DORIS OCANSEY**  
*Deputy Chairman, F&A*



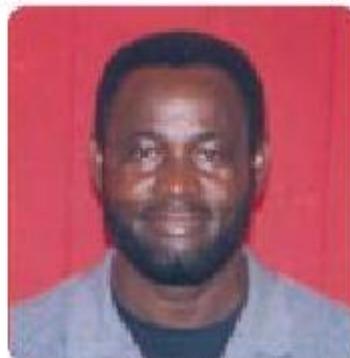
**MRS. AUGUSTINA AKOSUA AKUMANYI**  
*Deputy Chairman, Programmes*



**MR. E. K. T. ADDO**  
*Member*



**MAMA ADOKUWA-ASIGBLE IV**  
*Member*



**MR. KWAME OPOKU-AFRIYIE**  
*Member*

## From the Chairman

The year under review happens to be my first year at the helm of affairs at the Commission. I took office after very traumatic events in the Commission in the preceding year. The Commission lost its first Chairman, Mr. Chris Hesse, and also its Director of Public Education. May I take this opportunity to pay a special tribute to Mr. Chris Hesse for the invaluable work done in laying the foundation of the Commission as well as the hard work the Director of Public Education did as can be gleaned from the records of the Commission. May they rest in perfect peace.

No sooner had I assumed office than I realised that there were signs of institutional and personality inertia that had affected the Commission, which were still a drawback to the efforts of the men and women, about 1,600 spread across all the regions of Ghana, who were straining every sinew to nurture and consolidate the traits and culture of democracy in the citizenry of Ghana.

The institutional inertia of the Commission, in my opinion, is the result of:

- a. The history of the Centre for Civic Education of the National Liberation Council/ Progress Party era.
- b. The fact that many of us were the civic educators in the PNDC era.

These undeniable historical processes continue to influence the perception of some people about the NCCE. However, while the previous governments created the civic education institutions to expatiate on their political programmes, the NCCE is a constitutional creation with stated limits and institutional independence. Consequently, we challenge all lovers of democracy to monitor the programmes and activities and to assist it carry out the very important functions of the Commission. Were they to do this they would come to the realisation that the Commission is not as they perceive it to be. The personality inertia is public knowledge to the Honourable House. The Commission consciously and deliberately addressed these and one can report that tremendous advances were made in erasing or limiting their drawback effects. It is my sincere hope that the new momentum generated will continue into the coming year and beyond.

One other problem the NCCE encountered in 1998 was the relatively low funding by the State. We do recognise that in the face of competing demands on the national budget, it may be impossible to meet all our budgetary needs. That notwithstanding a little more attention needs to be given to institutions such as the NCCE which have roles to play in the sustenance of democracy. It is my belief that the security of this country, as well as its future, lies in the maintenance of our democratic institutional arrangements. Democracy connotes order, peace, progress and development: and where there is development there is general happiness. It is against this backdrop that I urge all Ghanaians to commit themselves to supporting the democracy-enhancing institutions.

The 1992 Constitution, specifically Article 252, provides for the establishment of the District Assemblies Common Fund (DACF). The push that the DACF has given to development in the country is common knowledge. A survey undertaken by the Commission in October 1997 on the Performance of District Assemblies reveals the tremendous boost the DACF has given to local development efforts. We may have to redefine development to include the state of people's appreciation of their social, political, economic and cultural values and the determined execution of their responsibilities and the vigorous defence of their rights as well as their active participation in governance.

Where a people do not own and participate in their governance there is always the danger of societal conflict and sometimes violent conflict. Violent conflict of any kind and dimension has the negative effect of stifling and stalling human development. Whatever may therefore be done and at what cost to sustain and consolidate the current peaceful democratic environment ought to be done. It is in this regard that the role of the democracy-enhancing institutions become crucial.

The National Commission for Civic Education (NCCE), the Electoral Commission (EC), the National Media Commission (NMC) and CHRAJ have crucial roles to play in the sustenance of democracy and with it social peace. We would, thus, humbly suggest to Parliament to examine the possibility of enacting a law similar to the DACF for the democracy- enhancing institutions.

While expressing our sincere gratitude to all our benefactors, especially the Ford and Konrad Adenauer Foundations which, during the year under review, provided invaluable support for our work, it is our expectation that the media, whose support is particularly crucial to the success of our efforts, would show real signs of positive collaboration towards the building of sustainable democratic society where rights and responsibilities ought to be appreciated as being similar to two sides of the same coin.

I wish to express my deepest gratitude to the staff of the NCCE for their support in fulfilling the Commission's mandate and who, in spite of trying and sometimes frustrating working conditions, strain every sinew to instill the traits of democracy in the citizenry of Ghana.



**Laary Bimi**  
**(CHAIRMAN)**

# Introduction

The NCCE has been mandated by the Constitution to perform certain broad functions as can be found in Article 233 of the Constitution and section 2 of Act 452. (Refer to Chapter 19 of 1992 Constitution and Act 452).

The major social service offered by the Commission is civic education leading to the creation of awareness on constitutional provisions of the 1992 Constitution.

The Commission recognises that the mandate to provide adequate and relevant education on constitutional provisions is an important one since they provide the basis for the respect for the principles, objectives, rules and procedures for organizing the affairs of the State, Government and the wider society. The Ghanaian society has a lot to gain from civic education on a wider, deeper scale as envisaged by the NCCE.

It is to meet these goals that the Commission, in the year under review, carried out the varied programmes, with greater or lesser success, as determined by a combination of factors.

# SECTION A

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## Programmes

The programmes report covers activities undertaken by the Public Education, Research and Public Affairs departments of the Commission.

### A1 Public Education Activities

At the beginning of the year, the Commission approved a number of public/civic education activities throughout the country. These were:

- (1) Civic Education towards District Assemblies and Unit Committees Elections.
- (2) Civic Education on the Functioning of Institutions of State such as the Judiciary, Parliament, the Police etc.
- (3) Civic Education on Value Added Tax (VAT).
- (4) Seminar with National House of Chiefs.
- (5) Workshop with Non-Formal Education Division of the Ministry of Education.
- (6) Intensification of Civic Education Clubs' Activities.
- (7) Civic Education on Vision 2020.
- (8) Follow-up on Pilot Project on the Teaching of the 1992 Fourth Republic Constitution in Basic Schools.
- (9) National Consultative Workshop on Civic Education.
- (10) Workshop on Women's Participation in Constitutional Democracy.
- (ii) Public Education on the Situation of Refugees and Internally displaced Persons.

Due to inadequate releases of approved funds by the Ministry of Finance, some of the above-mentioned activities were shelved.

The following civic education activities were undertaken from January to December 1998:

- i Civic Education on Value Added Tax (VAT);
- ii Civic Education Towards District Assemblies and Unit Committees Elections;
- iii National Consultative Body
- iv Intensification of Civic Education Clubs Activities.
- v Seminar with National House of Chiefs.

## **A1.1 Public Education on Value Added Tax (VAT)**

### **A1.1.1 Value Added Tax (VAT) Public Education Committees**

Value Added Tax (VAT) public education committees were established in all districts and regions. Membership of the committees included various stakeholders, including the NCCE, the Trades Union Congress, Market Women's Associations, Association of Ghana Industries, Ghana Union of Traders, Ghana National Chamber of Commerce, Internal Revenue Service, and the Information Services Department. The NCCE staff became the driving force behind the activities of these committees.

The VAT Secretariat, recognising the dynamism of NCCE officials and the important role they could play in the success of the new tax regime, organised a seminar for 150 senior staff of the Commission at the Cocoa Research Institute at Bunso, Tafo, to expose them to various issues and aspects of VAT. Thereafter training sessions were conducted at three different centres for NCCE field officers to likewise deepen their knowledge on the VAT law.

### **A1.1.2 Educational Materials**

The VAT Secretariat provided the NCCE with educational materials for distribution to its district offices.

Among the materials provided were:

- i Why VAT for Ghana?
- ii VAT: a General Guide
- iii VAT: Keeping of Records and Accounts
- iv VAT: Retail Schemes.

### **A1.1.3 Workshops, Seminars and Lectures**

NCCE officials, armed with knowledge from the seminar and the booklets provided by the VAT secretariat, went very zealously to the field adopting workshops, seminars and lectures as strategies for dissemination among citizens at various levels. The education was centred on:

- What is VAT;
- importance/objectives of VAT;
- Why VAT in Ghana;
- how VAT works;
- The rights of consumers;
- exemptions under VAT;
- Those qualified to charge and collect VAT.

### **A1.1.4 Durbars**

The Commission members led VAT education teams to the regions.

- (i) Mr. Laary Bimi (Chairman) went to Northern, Upper East and Upper West regions;
- (ii) Ms. Doris Ocansey (Deputy Chairman, F&A) went to the Volta Region;
- (iii) Dr. J.E. Oppong (Deputy Chairman in-charge of Programmes) went to Greater Accra and Eastern regions;
- (iv) Mr. E.K.T. Addo to Ashanti Region;
- (v) Mama Adokuwa Asigble IV went to the Central and Western regions; and
- (vi) Mr. Kwame Opoku-Afriyie went to the Brong Ahafo Region.

While in the regions assigned to them the Commission Members, accompanied by the Regional Directors, went round towns addressing various durbars on the new tax regime. In their speeches they stressed that since the Government's main source of revenue is taxation, if there should be any development it would depend to a large extent on the public understanding and preparation to accept VAT. From the durbars addressed by the Commission members it became clear that education on VAT needed to be sustained even well after the implementation of the system.

For example, the Central Regional durbar on VAT was held at Abura Dunkwa in the Abura-Asebu-Kwamankese District. The function was attended by Chiefs, Heads of Department, Opinion Leaders and Workers from all parts of the Region. Mama Adokuwa Asigble IV, Commission Member, the NCCE Regional Director, Mr. Ferdinand Anku; the VAT Regional Director, Mr. Otabil; the Central Regional Director of Education, Mr. Budu Prah; and the District Chief Executive of Abura-Asebu-Kwamankese District were among dignitaries who spoke at the ceremony.

The educational activities carried out by the NCCE and other organisations in the Public Education Committees at various levels created considerable awareness on the VAT this time round and the need for its implementation.

## **A1.2 District and Unit Committee Elections**

The 1997 Annual Report of the NCCE indicated that the Commission undertook extensive civic education on the Unit Committee Elections in anticipation of their taking place in December that year. They however could not come off because of *technical problems* relating to the Constitutional Instrument which set out the modalities for the conduct of those elections throughout the country.

On February 20, 1998 the Electoral Commission announced its timetable for the conduct of the elections. Filing of nominations of candidates for the Unit Committees Elections was held between March 9 and 10, 1998 and those for the District Assembly elections were made between March 19 and 20, 1998. The voting date for the Unit Committee as well as the District Assembly Elections was fixed for May 26, 1998.

Consequently, the NCCE, from March 1, 1998, mounted vigorous educational exercises on the District Assemblies and the Unit Committees elections. Since District Assembly elections had been held on two previous occasions (1988 and 1994) but the Unit Committee elections were being held for the first time, more attention was paid to education on the latter.

### **A1.2.1 Educational Materials**

The Commission produced a 17-page handbook on the Unit Committee. The Ministry of Local Government and the Japanese Government sponsored the printing of two sets of the brochure. The 17-page handbook, among others, dealt with issues such as:

- What is a Unit Committee?
- Who qualifies to be a member of a Unit Committee?
- Why are all the members of the Unit Committee not elected?
- What are the roles and functions of the Unit Committees? And
- How do Unit Committees operate?

### **A1.2.2 Public Educational Activities**

The education took the form of durbars, street announcements, house-to-house campaign and other inter-personal approaches. The message sent across to the electorate dealt with:

- The Essence of the Unit Committee Elections.
- The Composition and Functions of Unit Committees.

- The Relationship between the Unit Committee and other structures which advise it like Area Councils and District Assemblies. The Need for the electorate to critically examine and scrutinise candidates so as to elect responsible and dedicated people to represent them in the Unit Committees and District Assemblies.
- The fact that Unit Committee and District Assembly Elections were to be nonpartisan.

Given the complexity of the Unit Committee Elections which were being held for the first time, the NCCE, though mainly concerned with the *Why of the Election* at some places, took up the issue of the *How of the Election* which was mainly the task of the Electoral Commission. Using pictorial illustrations on the process of voting and practical demonstrations, officers were able to deepen the people's understanding of the voting process. Officers also explained the *Dos and Donts* on the election day to the electorate.

### **A1.2.3 Radio and Television**

Officers appeared on *Adult Education* and *Talking Point* programmes on GTV to explain aspects of the elections to the people.

The NCCE, in conjunction with the GTV, produced a 30-seconds TV animation on the structure of the New Local Government System. This was shown regularly on GTV.

The Commission also produced Tit-Bits (catchy slogans) which were rolled regularly on GTV. Some of these read:

- In May this year, Unit Committees and the District Assemblies elections will take place in the whole country.
- The place you live is *one* of the 16,000 Units in the country.
- Your unit will elect *10 people* in your community. In addition 5 will be nominated to form a Unit Committee.
- Your Unit Committee is the most important body which will take care of the needs in your community.
- This is an opportunity for you to share your good ideas with your community, by presenting yourself as a candidate.
- Go to the nearest Electoral Commission office and find out how you can be *nominated now* for the *elections* in May.
- The Unit Committee is a government right at your doorstep. Your good ideas from your Unit will begin to effect changes in the upper structures of government.
- You can make a difference to the fortunes of this country by serving your community
- Be a candidate or support the nomination of a candidate in your Unit.

The 1998 NCCE calendar also provided some basic information on the structure of the new local government system, more especially Unit Committees.

Even though the Electoral Commission postponed the elections once again from May 26 to June 23, 1998 the NCCE continued with its education exercise.

Despite the educational effort the voter turn-out was low. This was attributed to voter fatigue and the usually general apathy in local level elections the world over. However, the NCCE has not been able to conduct any research to authenticate the above assertion.

### **A1.3 National Consultative Body (NCB)**

The NCB held two meetings during the year of review. The first was on February 18, 1998 and the second on December 16, 1998.

The agenda for the February 18, 1998 meeting included the review of the NCCE programmes for 1998, examination of the NCCE's educational materials towards the District/Unit Committee Elections and the NCB's involvement in the launching of the Educational Programme on the elections and other activities of the NCCE. This meeting being the first after the passing away of Mr. Chris Hesse, NCCE Chairman from 1994-1997, was marked with a minute's silence in his memory.

Ms. Doris Ocansey, Deputy Chairman, in her welcome address explained that the delay in calling the first NCB meeting for the year was due to the difficult circumstances under which the Commission was operating. The demise of the Chairman, Mr. Chris Hesse, and a general lack of funds/resources, she stated, were some of the major problems of the Commission.

The Chairman of the NCB, Mr. Justice Kingsley-Nyinah, sympathised with the Commission and pledged on behalf of members to stand by the NCCE in its difficult times. He, however, appealed for the change in organisation, purpose and direction to ensure friendship, understanding and unity within the Commission.

The Commission's programme for the year was tabled for discussion. The items included: the roundtable Conference on findings of the Research Department's survey to assess the performance of District Assemblies; Civic Education on the functions of institutions of state e.g., the Judiciary, Parliament, the Police etc; Joint Seminar with Chiefs and Queenmothers with an objective to reduce the spate of Chieftaincy disputes; Workshop with Non-Formal Education Division of the Ministry of Education with an objective of broadening the scope of civic education to both literate and illiterate sections of the population; the intensification of civic education clubs activities through debates, quizzes, roundtable discussions, lectures and community/social activities that bother on selfless service and patriotism.

The other areas of the programme for the year included: The teaching of the Constitution in schools with the pilot programme already in progress in three districts of the Central Region; Women's Participation in Constitutional Democracy, Research on Police Duties, Research on the role of Parliament, Civic Education on Ghana: Vision 2020, the Citizens' Mail Bag. Preparations towards the District

Assembly/Unit Committee Elections, and the Civic Education on the Value Added Tax (VAT) and the NCB's involvement in the 1998 programmes and beyond.

The comments and views of members on the programmes were varied and diverse.

On the question of paucity of resources, members made several suggestions. These included a general education to change the indifferent attitude and low rating that citizens, especially corporate bodies, give to civic education; holding of a round-table meeting with Media Houses to discuss their social service role in promoting civic education on their airwaves and pages; the creation of civic education platforms in the churches, mosques etc; and a structured, systematic lobbying of Parliament.

On Civic Education on the functions of institutions of State, members felt there was an urgent need to do that. The important role of the Council of State was emphasised by members. Some members thought the NCCE could do well to remove the controversy surrounding that role.

On the Teaching of the Constitution in schools, members urged the NCCE to ensure the successful implementation so that the concept can be replicated in other districts of the country.

On Women's participation in politics, it was acknowledged that the number of women in national/political activities was very insignificant and urged the NCCE to work to improve the situation. The research on Police duties was to help design appropriate education for the Police as well as the Public. On the research on the role of Parliament, it became clear that the public's expectation from Members of Parliament was beyond what they could offer in terms of logistics and materials.

On the Value Added Tax (VAT) some members wondered whether the NCCE was constitutionally obliged to do civic education on it. Others however felt that once a bill became law (an Act of Parliament) it was within its mandate to do education on it.

On Vision 2020, the members acknowledged the terse and technical language of the document and urged the authorities to simplify it for a better understanding. The Citizens' Mail Bag was aimed at obtaining a direct feedback from the public on the impact of NCCE's educational programme through the Mail system. The implementation of this concept was too expensive and had to be dropped.

The second meeting of the NCB was held on December 16, 1998. It was the first time Mr. Laary Bimi addressed a meeting of the NCB since assuming the role as NCCE Chairman.

In his address, Mr. Laary Bimi apologised for the long delay in holding NCB meetings and recounted a number of problems facing the Commission. Two of them were internal managerial problems and poor funding of the Commission. The low logistical support for the NCCE, the chairman stressed, was affecting activities of the NCCE.

The Chairman of the NCCE also explained the content and form of the NCCE Strategic Plan for 1999-2009. He said despite extensive work involved, the Plan did not resolve the funding shortfalls of the Commission. The strategic

plan, he stated, contained programmes to address the issues of lawlessness, indiscipline and crime as sources of threat to the success of democracy in Ghana.

Mrs. Justice Ivy Ashong-Yakubu who chaired the session was not happy with the failure of the NCCE to pursue the proposals made by the Law and Order Subject Mater Committee in 1997. She said the Commission's inability to follow up programmes as recommended by the Law and Order Committee was creating a perception that the NCCE springs up only during electioneering periods even though the scope of civic education was more than that.

As a way of general comments members of NCB invariably sympathised with the NCCE about lack of money. They nevertheless urged the Commission to do its best with the limited resources available. They also called on the NCCE to collaborate more effectively with other bodies to maximize the utilization of its resources and cut down on costs. It was also urged to include the members from the security agencies in the planning of civic education programmes in view of their special role in the democratic process. The NCCE was also asked to expand its educational scope to discourage all tendencies that support ethnic stereotyping and hegemony in our society. Political and Religious tolerance was to be encouraged at all times. Unfortunately, however, none of the political parties (who are members of the NCB) was present. The NCCE was in that connection tasked to impress on political party representatives to avail themselves of the NCB's meetings.

#### **A1.4 Civic Education Clubs**

During the year under review, many districts focused attention on strengthening existing Civic Education Clubs (CECs) and establishing new ones in schools and communities. Many schools organized quiz competitions, based on the Constitution, current affairs and local issues. Below are some specific activities undertaken by some CECs in some regions:

##### **A1.4.1 Brong Ahafo Region**

In Brong Ahafo, quiz competitions were the focus of activities of CECs. The Regional and District Offices collaborated with District Assemblies which donated awards for winners of quiz competitions.

##### **A1.4.2 Ashanti Region**

The Region recorded 50 CECs that were operating effectively. On March 20, 1998 six CECs from Asanteman Secondary, Kumasi High, Technology Secondary, Adventist Day Secondary, Kumasi Sec. Tech., and St. Louis Secondary School were jointly inaugurated.

Quiz competitions involving eight CECs were held in Kumasi. The finals were on by Kumasi High School. The Kumasi Metropolitan Office organised students from five schools in the metropolis to undertake an educational tour of Cape Coast Castle, Elmina Castle and Kakum National Park. Twenty Students of T.I. Ahamadiyya Secondary School, Effiduase-Asokore, on July 14 1998, visited the Regional Office to familiarise themselves with the functions and activities of the Commission.

### **A1.4.3 Greater Accra Region**

The Region organised 21 activities for CECs. The students of Accra Academy and Accra High went on excursion to Accra Psychiatric Hospital. Members of the PRESEC, Legon CEC undertook excursion to Cape Coast and Elmina Castles. CECs in Dangme West organised sporting activities among themselves.

### **A1.4.4 Northern Region**

The annual quiz competition (that started in 1996) was held at Yendi Samba from November 2 to December 15. Nine Junior Secondary Schools in Yendi participated. Questions were set from seven subject areas of the BECE syllabus. The last round of the competition dealt with civic and current affairs where questions were asked on the Constitution and VAT. The District Director of GES donated 30 books, which together with a trophy donated by the NCCE were presented to the winning school. Similar competitions were organised in other districts,

In Tolon a mammoth clean-up activity was undertaken by the Tolon Civic Education Club in conjunction with the Tolon Youth Association on February 29, 1998 at Tolon. About 500 people using brooms etc. cleaned up Tolon and its surrounding areas.

### **A1.5 Seminar with National House of Chiefs**

The National Commission for Civic Education (NCCE) has, since its inception in 1993, sought to build bridges with a number of social, political, religious and economic institutions.

Recognising that every Ghanaian belongs to one traditional setting or the other, and every traditional organization revolves around a chief who is not only the socio-religious leader but also the hub around whom development takes place in the traditional area, the Commission decided on having close working relations with chiefs.

The NCCE's policy of close interaction with the chiefs and queenmothers of the country led to the organisation of a workshop. The objective here was to enable chiefs/queenmothers and civic educators work together to achieve the goals and objectives of their respective statutory missions. This, the Commission believes, could be achieved when operatives of the NCCE and traditional rulers (a) have in-depth knowledge of the customary laws and practices of their areas of operation; (b) collaborate and co-operate in the dissemination of civic messages to the people using the most suitable channels of communication; (c) examine critically the customary beliefs, laws, practices and values with a view to abolishing clearly obnoxious and dehumanising ones in conformity with the provisions of the 1992 Constitution on human rights; and (d) help the chieftaincy institution to streamline procedures and lines of succession and effectively minimize the incidence of disputes in the institution.

The NCCE, in collaboration with the National House of Chiefs, and with the sponsorship of the Konrad Adenauer Foundation (KAF), a German NGO, organised a two-day workshop for chiefs, queenmothers and some women opinion leaders and civic educators in Kumasi from April 28 to 29, 1998. The workshop was held on the theme *Borrowing from our Traditions to Enrich Constitutional Democracy*.

The following papers were delivered at the workshop:

- (i) *The Content of the Constitution —Some Specific Aspects* by Ms. Doris Ocansey, Deputy Chairman (Programmes);
- (ii) *Harmonisation of Customary Laws with the Provisions of the Fourth Republican Constitution* by Prof. George P. Hagan of the Institute of African Studies, University of Ghana, Legon; and
- (iii) *The Traditional Leadership Position of the Chief and his Place in Civic Education* by Nana Addo Dankwa, Okuapenhene and Paramount Chief of the Akuapem Traditional Area.

Prof. Max Assimeng was the moderator for the workshop.

At the end of the Workshop, the NCCE and the National House of Chiefs agreed to collaborate in the following areas:

- i. the establishment of institutional links between the NCCE and the National House of Chiefs; and
- ii. mapping out a common action plan for the harmonization of customary laws: and the provisions of the Constitution as seen from the perspective of Civic Education.

As a follow up to this workshop, a round table meeting was held at the NCCE conference room, Accra, from August 20 to 21, 1998 where both institutions initiated a joint research project on Customary Laws and Practices Relating to Enstoolment/Enskinment in Ghana.

## **A1.6 Important Conferences/Workshops attended by Commission Members and Staff**

### **A1.6.1 Speaker's Breakfast Forum**

The Chairman of the NCCE, Mr. Laary Bimi, on November 2, 1993 addressed the sixth speaker's Breakfast Forum.

Participants at this forum included Ministers of State, Members of Parliament, the Diplomatic Corps and Civil Society. The forum was held on the theme, *Role of the NCCE and the Ghana National Commission on Children in National Development*.

The Chairman in his paper gave a brief history of civic education in Ghana and the establishment of the NCCE. He enumerated the functions of the NCCE and stated that the Commission had since its inception educated and sensitised the general population to major national issues including Unit Committees, District Assembly and Parliamentary and Presidential elections. The Commission has also taken up the task of educating the public on environmental sanitation, Value Added Tax (VAT), political and religious tolerance.

The Chairman also spoke on a number of research projects undertaken by the Commission. He pointed out that the NCCE's performance had been adversely affected by a myriad of problems and inadequacies. These included a perennial internal friction, lack of co-operation at the top echelon of the Commission, inadequate financial resource base, lack of office accommodation, especially at the Headquarters, and in some regions and districts, lack of vehicles and other logistical requirements and inadequate media support for the dissemination of civic education messages.

The Chairman ended his paper with an appeal to Parliament and all stakeholders for support to enable the NCCE to achieve its goals within the context of its functions, mission and objectives.

Participants urged the NCCE to prioritise its areas of civic education instead of trying to do everything with its limited resources. They also urged the state to consider resourcing the Commission and urgently providing it with office accommodation

### **A1.6.2 National Institutional Renewal Programme**

As part of the preparation towards the implementation of the National Government Programme, the Chairman and his Deputies were invited to participate in a National Institutional Renewal Programme workshop held at the Volta Hotel, Akosombo, from March 26 to 27, 1998. The purpose of the workshop was to validate programme support objectives, key actionable areas and inputs and indications as they relate to institutional programme expectations. It was also aimed at strengthening governance institutions like the NCCE to effectively carry out their respective mandates under the 1992 Constitution of Ghana and to enhance capacity of citizens and civil society to participate effectively in decision making processes at all levels.

The workshop provided Mr. Laary Bimi, the Chairman of the Commission, and Ms. Doris Ocansey, Deputy Chairman of the NCCE, the opportunity to brief Chief Executives of various organisations on the mandate of the NCCE and how it has tried to meet that goal. The constraints facing the NCCE were also highlighted and many participants sympathised with the Commission and called on the authorities to do something about them.

### **A1.6.3 PACENET 1998**

The 1998 PACENET was held on the theme *Practical Approaches to Civic Education in Africa — Methods and Materials that Work*. The conference examined many issues including:

- a practical presentation on how to conduct successful workshops on civic education,
- the use of theatre in Civic Education,
- problems and Possibilities in Implementing new ideas in civic education,
- networking -concrete, practical steps to sharing information and resources.

The Conference, which lasted from September 7 to 10, 1998, also examined experiences in developing countries using civic education materials developed by Benin, Kenya and South Africa. The NCCE was represented by Mr. Kwaku Baa Owusu.

#### **A1.6.4 Workshop on Alternative Dispute Resolution**

The NCCE Deputy Chairman of the NCCE, Dr. J.E. Oppong, participated in an international seminar and workshop on *Alternative Dispute Resolution* organised by the California State University of Sacramento in collaboration with the Legon Centre for International Affairs and the Ghana Bar Association. It was held from July 20-28, 1998 at the Labadi Beach Hotel and Miklin Hotel, both in Accra. The main goal of the seminar and the workshop was to train stakeholders in dispute resolution, exchange of ideas and experience, identification of new directions, establishment and publishing of guidelines and standards for alternative dispute resolution practice. Participants were from Ghana, Nigeria, Senegal, Benin, Tanzania, South Africa and the OAU Division on Conflict Management.

#### **A1.6.5 Workshop on FCUBE Programme**

The Ghana Education Service on September 28, 1998 held a one-day national seminar for Media Houses and selected organisations on the FCUBE programme. The seminar was to inform the media about the implementation process of the FCUBE and the role of the media in the Programme. The workshop also targeted public education agencies like the NCCE to draw up strategies to support and enhance the achievement of the objectives of the programmes in the areas of (i) Access and participation (ii) Quality of teaching and (iii) Management for efficiency, and finding ways of disseminating information and educating target audiences on the Free Compulsory Universal Basic Education (FCUBE) programme. Mr. Abeiku Sagoe represented the NCCE at the meeting.

At the plenary meeting Mr. Abeiku Sagoe made proposals as to the part the NCCE could play in informing and educating target audiences about the FCUBE Programme. His proposals were accepted and the Ministry of Education promised to make a follow-up. The Ministry however did not follow up.

#### **A1.6.6 Public Forum Organised by the Ghana Academy of Arts and Sciences**

The Ghana Academy of Arts and Sciences in collaboration with the Friedrich Ebert Foundation of Germany (FES) Accra, from September 28 to 30, 1998 organised a public forum on *Human Resource Development in Ghana*. The NCCE participated in the forum, which was held at the British Council Hall, Accra. Papers were delivered on:

- i. Human Resource: the Development Equation*, by Professor S.A. Amoah of GIMPA,
- ii. Mobilising Resources for the Attainment of Vision 2020*, by Dr. A.I. Abdulai of the School of Administration, University of Ghana, Legon,

- iii. *Human Resource Development for Self Development*, by Mr. Kwasi Abeasi, Director-General of the Private Enterprise Foundation and
- iv. *Human Resource Development and the Missing Link* by Dr. G.M. Afeti, Principal, Ho Polytechnic.

A symposium was organised on September 30, 1998 to end deliberations. The topic was *Current State of Secondary Education and Human Resource Development*. Speakers included Professor J.S. Djangmah of Accra and Dr. F.K. Buah, former Headmaster of Tema Secondary School. Mr. Napoleon Agboada, Deputy Director for Public Education, attended the symposium.

#### **A1.6.7 Conference of Regional Ministers**

The Chairman of the NCCE, Mr. Laary Bimi, was invited to address the 13th Meeting of the conference of Regional Ministers. The conference took place from November 22 to 26, 1998 at the Residency in Kumasi. The Chairman of the NCCE spoke on the topic *Public Education Programmes. Relationship between NCCE Staff and Regional Ministers and District Chief Executives*. The NCCE Chairman stressed the need for a cordial and functional relationship between government authorities and civic educators for effective civic education work in the regions.

The Regional Ministers expressed sympathy with the Commission, and expressed the hope that in the not too distant future the executive will deal with them.

#### **A1.6.8 Workshop on Programme for Rural Action**

From November 23 to 26, 1998, the Acting Director of Public Education, Napoleon Agboada, participated in a workshop on Programme for Rural Action. It was organised by GTZ, a German agency for technical co-operation. The workshop focused on ways in which districts could access and manage consultancy and technical services, build institutional memory towards improving integrated development planning. It further sought to improve financial management and revenue mobilisation in the district, promoting private and public sector partnerships and instituting self-organisation and self-initiated development in communities. The knowledge acquired at the workshop was to help civic educators to conduct their education around concrete projects in the communities.

#### **A1.6.9 Fiftieth Anniversary of the United Nations Declaration on Universal Human Rights**

In commemoration of the fiftieth anniversary of the United Nations Declaration on Universal Human Rights which fell on December 10, 1998, the NCCE, in collaboration with the Faculty of Law, University of Ghana, Legon, organised a series of radio discussions aimed at informing and educating citizens on a number of human rights issues and their relevance to Ghana. The programme which was held from December 2 to 10, 1998 was sponsored by the Konrad Adenauer Foundation (KAF). Topics discussed included:

- *Significance of United Nations Declarations of Universal Human Rights in Ghana;*
- *Economic, Social and Cultural Rights in the 1992 Constitution, and*

*Civic Awareness of Human Rights Issues: Prospects, Aim and Challenges under the 1992 Constitution.*

The discussants were:

Mr. Emile Francis Short, Commissioner of the Commission on Human Rights and Administrative Justice;

- Dr. Quashigah of the Faculty of Law, University of Ghana;
  - Dr. J.E. Oppong, Deputy Chairman (Programme);
  - Mr. Napoleon K. Agboada, acting Director of Public Education; and
  - Mrs. Edith Fanny Kumah, Deputy Director (Public Education).
- Mr. Abeiku Sagoe, Public Education Officer, was the host for the programme.

#### **A1.6.10 National Population Council (NPC) Seminar for the Dissemination of Status Report**

The National Population Council (NP C) invited the NCCE to attend and participate in a seminar for the Dissemination of a *Status Report* at the Teachers' Hall on July 23, 1998. The Status Report was a research work carried out in the area of Population, Human Resource and Development, Planning and Policy in Ghana from 1960 to 1996. Professor Benneh, a former Vice-chancellor of University of Ghana and current Chairman of the NPC, launched the report. The report was to help researchers working on literature review, the media personnel and other users in their work. Officers of the Research Department effectively participated in the programme and benefited tremendously from it.

#### **A1.6. 11 Public Forum on the Spate of Religious Conflicts**

The NCCE on August 6, 1998 participated in a public forum on the *Spate of Religious Conflicts* organised by the National Commission on Culture at the National Theatre in Accra. The Forum brought together various religious groups and other stakeholders in an effort to stem the tide of religious intolerance that has erupted in certain parts of the country resulting in the destruction of life and property. Main speakers at the forum were Bishop Palmer Buckle of the Catholic Secretariat, Maulvi Mohammed Ibm Salih, Deputy Head of Ahmadiyya Muslim Mission, Dr. Darteh Kumordzie of Hu Yehwe Society, Mr. Yaw Poku Dankwa, a Social Commentator, and Dr. Elom Dorvlo, Acting Head, Department of the Study of Religions, University of Ghana, Legon.

#### **A1.7 Donation**

On September 26, 1998, the Ghana Society for the Blind held a fundraising dinner as part of its efforts to build a financial base to train the blind and visually impaired so that they may live dignified, meaningful and relatively independent lives. The NCCE donated one hundred thousand cedis (¢100,000.00) towards the realisation of the stated objective.

## A1.8 Regional Programmes

All the Regional and District offices undertook public education towards District Assembly and Unit Committee Elections and Civic Education on Value Added Tax (VAT). Apart from these national activities, the regions executed specific programmes. The details of activities undertaken by the regions are presented below:

Region	Activity	Target Group
Volta	Seminars, workshops, rallies on: Environmental degradation/ protection. Constitutional provisions. Formation and strengthening of Civic Education Clubs (CECs) with the communities and second cycle institution. Introduction of civic education programme on <i>Volta Star FM</i> , Production of <i>Volces</i> , a news letter of Volta Region office of the NCCE. NCCE-MLGRD joint effort to train District Assembly and Unit Committee members.	Traditional Authorities, Chiefs, Opinion Leaders, Assembly members, Market women, Retailers/Traders, Identifiable bodies, Senior Secondary School, CEPS, The Medium Mortar Regiment, Hoteliers and hairdressers Associations, Churches, Ghana Society for Teenagers in Distress.
Brong Ahafo	Regional seminars, rallies and workshops on: Sanitation, Quiz programmes for Civic Education Clubs in secondary schools alongside their Educational programmes.	Assemblymen, Urban/Area Councils, Unit Committees, Traditional rulers, Market women, Identifiable groups, Institutions, Youth Associations.
Western Region	Seminars, rallies, workshops and meetings on: Girl child education, The issue of house helps, Violence against women, street children, women empowerment, women in politics. The Regional Director, Mr. Sam Banyah and his Deputy, Mr. A.L Aggrey were among the resource persons who participated in the orientation course for District Assemblies. The Director lectured at the forum at Sefwi Wiaso and	Traditional rulers, police and other security agencies, market women, youth association, churches, mosques and other identifiable groups.

	Wassa West Districts, while the Deputy Director (F&A) lectured at Nzema East. The District Assembly and Sub-District Structures in the new Local Government System an overview. Roles, Rights and Responsibilities of Assembly Members Relationships among key players in the Local Government Systems, etc.	
Upper East Region	Education on: Prevention of Cerebro-spinal Meningitis (C.S.M), Cholera, Political and Religious Tolerance, participation in a workshop organized by the Ghana Legal Literacy and Resource Foundation by the Faculty of Law, University of Ghana, Legon, sponsored by the Hanns Seidel Foundation. The theme of the workshop was “ Conflict Management and Resolution”	Traditional rulers, police and other security agencies, market women, youth association, churches, mosques and other identifiable groups.
Greater Accra	Seminars, durbars, rallies, radio talk shows on: Individual Rights, freedoms and obligations under the 1992 Constitution, Environmental Protection and sanitation, Causes, effects and prevention of Bush fires, The functions of the police, police/ civilian relationship.	Assemblymen, Urban/Area Councils, Unit Committees, Traditional rulers, Market women, Identifiable groups, Institutions, Youth Associations.
Upper West Region	Seminars, workshops, durbars on: Directive Principles of State Policy, Integrated and Sustainable Economic Growth in relation to Upper West Vision 2020, Health related issues e.g. CSM, Environmental degradation and protection.	Heads of Department, chiefs, G.P.R.T.U., traders, teachers, identifiable groups/ associations, Civic Education Clubs etc.
Ashanti	Seminars, workshops, durbars, rallies and talk shows on : Environmental protection, the Rights of the Child, police/civil relationship	Assemblymen, Urban/Area Councils, Unit Committees, Traditional rulers, Market women, Identifiable groups, Institutions, Youth Associations.

Eastern	Durbars, seminars, workshops, street announcements on: Code of Contact for Public Officers, Importance of the Family, Intestate Succession law, causes, effects and prevention of bush fires, functions of the police, police/civilian relationship	Traditional rulers, police and other security agencies, market women, youth association, churches, mosques and other identifiable groups.
Central	Seminars, workshops, durbars, rallies and talk shows on: Individual Rights, freedoms and obligations under the 1992 Constitution. Environmental protection and sanitation, causes, effect and prevention of bush fires, the function of the police. The region organised a seminar for women at the Sasakawa Centre, University of Cape Coast on October 21, 1998. The seminar was held on the theme Empowerment of Women: A Key Factor in Ghana's Democratic Dispensation. A total of 320 women drawn from various and groups from the region attended. The keynote address was delivered by Mr. Kojo Yankah, Central Regional Minister. Two papers were delivered by the resource persons: <ul style="list-style-type: none"> <li>· Socio-cultural imbalances: An obstacle to women's empowerment, By Dr. E.S. Mensah Prah, Sociology Department, University of Cape Coast.</li> <li>· Educating the women: A Necessary tool for nation building by P.A.K Badu Pra, Regional Director, GES.</li> </ul> Other sub-topics treated included: Girl Child Education, Issues of House Helps, Women in Politics and Women in Employment.	Identifiable Institution like market women association, traditional rulers, opinion leaders, police service and Civic Education and Youth associations.
Northern	Seminars, workshops, durbars on: Intestate Succession Law, Causes, effects and prevention of bush fires, functions of the police, police/civil relationship	Assemblymen, traditional rulers, market women, identifiable groups, institution, youth associations.

## **A1.9 Radio Programmes**

Radio and Television are two of the very effective means by which people's perceptions, opinions and views can be influenced and changed. Radio has the advantage of reaching wider fields while Television has the added ability to influence through motion pictures. The use of radio to sensitize citizens has therefore been recognised as one of the most effective and less expensive methods of sharing civic education messages. The NCCE since 1994 has been using radio to do just that. The spread of FM stations has led to competition among the stations and every single station is working out ways to be in business. As a result, radio station managements are demanding that NCCE sponsors its programmes. Public Organisations like GBC and its FM Stations have also adopted new policy outlook that requires sponsorship in order to sustain programmes. Unfortunately it appears that Ghanaian sponsors do not see the economic benefits in sponsoring civic education on radio. The NCCE, which is already cash-strapped, finds itself unable to support the civic education spots that were initially given gratis. As a result these programmes are gradually being taken off the airwaves.

Yet it is obvious that an examination of the various civic education radios spots either still running or suspended shows great potentials in their ability to cause positive democratic trends.

### **A1.9.1 National Headquarters**

*Civic Agenda* ran for only half of the year in view of a couple of pertinent problems that beset it.

The emergence of Frequency Modulation (FM) transmission services shifted public interest from the short wave which was itself suffering from persistent breakdown. Radio 2 finally went off the air completely in due course. GAR did not position itself to put *Civic Agenda* on air with its schedules already planned and sponsored.

By the end of September in the year the programme silently went to sleep. Before then however issues like Women's Participation in Politics, Civic Education Clubs as a focal point for the dissemination of civic knowledge, Religious Tolerance, Rule of Law, Law and Order in society' etc. were discussed on the programme.

### **A1.9.2 Ashanti Region**

The NCCE office continued to use *Garden City Radio* spots to sensitise citizens to various topics between the two programmes — *Omanba Pa* and *Civic Forum*. Topics included:

- Police and Civilian relations.
- The rent situation in Ghana.
- Agreeing to disagree.
- Freedom of speech in Ghana.
- Unit Committee Elections.
- District Assembly Elections.
- Indiscipline in public life.
- Religious Indiscipline.
- Chieftaincy Disputes.
- Noise Pollution.

- Women's involvement in the Local government machinery.
- The tax system in Ghana.
- Funerals.
- VAT—scope and coverage.
- FCUBE.

Resource persons were drawn from the NCCE (regional and metropolitan), the Police Service, Electoral Commission, Christian Council/Catholic Secretariat, GES, ISD, VAT Secretariat, Rent Control Office, GPRTU, Town and Country Planning.

### **A1.9.3 Eastern Region**

The Eastern Regional NCCE initiated a civic education programme dubbed *Time with NCCE* on their local FM radio, Radio Z in Koforidua on December 16, 1998. Between this date and the end of the year, the NCCE treated topics including:

- Role and functions of the NCCE.
- Why it is beneficial for citizens to know the Constitution.

### **A1.9.4 Greater Accra Region**

The Dangme East District initiated a civic education spot on Radio Ada in May 1998. Issues on which citizens were sensitized included:

- The Tax obligations of citizens.
- Value Added Tax.
- Religious and Political Tolerance
- Peace, Stability and Reconciliation

### **A1.9.5 Upper West Region**

The Upper West Regional office of the NCCE initiated a civic education programme on a local FM radio station, *Radio Progress*, established in Wa in 1997.

Dubbed *Civic Agenda*, the programme started in earnest on September 12, 1998 with their maiden discussion on the 1992 Constitution of Ghana. Other topics dealt with within the year on *Radio Progress* included:

- The role of the Police in the maintenance of law and order in our society.
- Public expectations of the role of the Police in our society.
- Women's Empowerment.
- Environmental Protection and Sanitation.
- Special Rights of Women and Children.

Resource persons were drawn from CHRAJ, the NCCE, Ministries of Health, Education, the Clergy and the general public.

## **A2 Research Activities**

### **A2.1 Introduction**

The Research Department was most determined during the year under review to carry out surveys and other researches to assist the Commission to discharge its constitutional mandate through conducting the necessary researches into problems considered important to the work of the NCCE and the nation as a whole.

At the beginning of the year, the Research Department outlined three major projects to carry out. These were:

- (i) A Survey to Determine Public Perception on the Role and Functions of the Ghana Police Service;
- (ii) A Survey to Assess the Performance of Parliament of the Fourth Republic; and
- (iii) A Survey to Assess the Impact of Civic Education Clubs.

The Department was unable to carry out even a single one of these surveys due to the non-availability of resources.

The only major activity organised by the Department during the year under review was a round table conference that discussed the findings of a survey conducted by the NCCE on the *Assessment of the Performance of District Assemblies*. A Computer Literacy Training was also organised for Regional Research Officers.

### **A2.2 Round Table Conference to Discuss the Report on the Performance of District Assemblies**

The Research Department found it necessary to organise a round table discussion to examine the findings of the survey report on an *Assessment of the Performance of District Assemblies*. It was held on March 17, 1998 at the Teachers' Hall in Accra.

The objectives of the research were to enable the Commission to scientifically study the performance of the Assemblies. The study was to help unearth the root causes of some of the problems and constraints confronting the Assemblies for redress, thereby enabling the Assemblies to perform their roles more effectively.

A total of 50 people participated in the round table discussion. A total of 50 participants drawn from 15 identifiable bodies and organisations among whom were the Management Development and Productivity Institute (MDPI), National Institutional Renewal Programme (NIRP), 31st December Women's Movement (31st DWM), Integrated Social Development Centre (ISODEC), National Council on Women and Development (NCWD), Ghana Journalists Association (GJA), Ministry of Local Government and Rural Development (MLGRD), National Association of Local Authorities of Ghana (NALAG), Federation of Muslim Women of Ghana (FOWAG), Women in Broadcasting (WIB), University of Ghana, Legon, and the NCCE critically examined the findings of the survey. Also in attendance was the Ministry

of Local Government with 20 participants being the largest representation and the District Chief Executives for Tamale Municipality, Shama-Ahanta Municipality, Upper Denkyira, Dangme East, Berekum, Hohoe, Sunyani, Jirapa Lambuisie and Ahafo Ano North.

Mr. Dan Akushie, the Greater Accra Deputy Regional Minister, chaired the opening ceremony. The Chairman of the NCCE, Mr. Laary Bimi, delivered the welcome address in which he drew participants' attention to the constitutional responsibilities of the NCCE. He pointed out that the round table conference was to discuss the findings of the research conducted by the Commission and issues arising there from.

It was his hope that discussions at the round table conference and conclusions reached would go a long way to deepen the interpretation of the research findings and thereby enhance the Commission's ability to use the information in its public education programmes.

The keynote address was delivered by Hon. Francis Korbieh, Deputy Minister of Local Government and Rural Development. He commended the Commission and said he was quite satisfied with the report and its findings. Prof. Assimeng, the discussant, led the review of the survey report. He stated that the Report, which covers 148 pages, has eight chapters, in addition to references, and three Appendices. In addition, the Report is less mystifying because it contains only 20 tables.

On the specific issues that the Report dealt with, Prof. Assimeng listed the following:

- a) Level of knowledge about Assemblies;
- b) The extent of information flow;
- c) The usage of the common fund, and transparency in the disbursement thereof;
- d) Revenue mobilization and management;
- e) Linkages of assemblies with (emergent) lower level power structures such as town council and unit committees; and even horizontal levels of linkages with, for instance, other District Assemblies, and Traditional Authorities;
- f) The idea of development, its conceptualisation, prioritisation, management and monitoring;
- g) The role of women in the Assemblies, their active participation, the extent to which issues of gender significance are understood and articulated, and problems of women participation in certain parts of the country;
- h) Achievements, constraints and prospects for the future.

**On Women participation**, the discussants pointed out that there was marginalization of women in the District Assemblies. Out of 5,400 Assembly members only 486 or 7.5 per cent are women and indeed, that is a distortion of the reality because the 7.5 percent include government appointees. In fact, only 152 that is 2.4 percent are elected assembly members.

**Turning to sources of revenue**, 80.4 per cent of respondents regarded basic rates as the major source of revenue, 206 mentioned levies, 8.3 per cent mentioned market tolls and 4.5 mentioned property rates. To Prof. Max Assimeng, it is quite clear that the District Assemblies, in Ghana have different sources of revenue depending on their resource base. On the issue of the ₵200.00 basic rates being currently paid by the citizen, 53.5 per cent of the respondents were in favour of its increment whilst 45.3 per cent were not in favour. The data show that it is about time that the basic rate was increased from the current ₵200.00 level.

**On an assessment of the District Assemblies**, 8.3 per cent of respondents regarded the performance as excellent, 49.3 percent said it was good, 20.8 per cent said it was fair whilst 12.3 said it was poor. The discussant was quite impressed with the 51.8 per cent who said the assembly performance was good or excellent. He was however worried about those who described the assemblies' performance as poor because people would prefer to say the performance is fair if they were not in a position to assess. The discussant expressed the view that if the district assemblies are to be the ultimate planning bodies in their districts then they must be well equipped both in terms of facilities and personnel.

**On Resource Mobilisation**, the Report pointed out that some districts, especially the less deprived ones, have relaxed in their revenue generation effort with the coming of the District Assemblies Common Fund (DACF). However, after many deliberations on the issue the general opinion was that since there is no statistical base to make deductions from, it is hypothetical to say that with the DACF, districts have slackened in their revenue mobilization effort. There was a need for research to be carried out on this issue.

**On basic rates**, participants were unanimous that it should be increased. They endorsed the research findings, which indicated that the ₵200.00 currently being paid was unrealistic. Whilst agreeing to the decision to increase the rates, some participants emphasized the need for each district to critically examine its own resource base to see ways of generating revenue.

**On Knowledge of District Assemblies Common Fund**, 63.1 per cent of respondent said they were aware of projects funded from the fund, 24.4 per cent were not aware of any project whilst 17 per cent did not respond. According to the discussant there seemed to be a lingering concern about the fairness of the deliberations on the use of the DACF. From the report, as many as 40.5 per cent of the Assembly members said the deliberations on the use of the common fund were not fair. According to the discussants there seems to be a problem about understanding of the allocation, disbursement and use of the common fund. The public must be educated on these issues.

**On Use of District Assembly Common Fund**, the report indicated the respondents concern for the misuse of the DACF. A number of District Chief Executives however responded that the Ministry of the Local Government identified items under which the common fund should be spent. There are therefore checks and balances in the system.

A participant pointed out that the problem was with the definition of the concept of development, the Ministry of Local Government and Rural Development took a broader view, and the Ministry of Finance adopted a narrow view limiting it to capital development.

On suggestions in the Report for a Committee to oversee the disbursement of the DACF, another participant also explained that there was no need for it because the Finance and Administration Committee of the District Assemblies takes responsibility for all finances of the administration including the DACF.

On the issue of misapplication of the common fund it was pointed out that there are enough checks and balances. The District Assemblies submit returns to the Administrator of the Common Fund, the budget they produce on the use of the common fund is submitted to the Administrator of the common fund and copies are lodged with the bank where the DACF is kept.

Participants agreed that there was need for public education on the procedure for disbursement of the DACF because many people were ignorant of very basic issues. The District Assemblies were encouraged to collaborate with the NCCE in this effort.

The role of the chief in the assembly was considered important. It was agreed that more chiefs or their representatives should be nominated to the Assembly. It was also realized that there was a low level of women participation in the work of the District Assemblies. The importance of the pace of decentralization at District Assemblies was also deliberated upon. The new Local Government Service Act was thought to help achieve this aim.

## **A2.3 Research Activities in Regions and Districts**

### **A2.3.1 Ashanti Region**

#### **A2.3.1 Study on Child Neglect**

The study on *Child Neglect—Causes and Effects* was conducted in November 1997. It was the second major research activity undertaken by the Research Department of Ashanti NCCE.

The major aim for the study was to unearth the major causes and effects of the problem of child neglect, and to elicit suggestions for its solution. The Commission hoped to use the information for its public education activities, and at the same time draw attention to the condition of (neglected) children in the communities and create awareness of the rights of children.

The main instrument used for eliciting information from respondents was the

questionnaire. It was a five-page document containing 38 questions. In pursuance of the research objective, a section was reserved for children. The issues raised in the questionnaire bordered mainly on conditions considered to be a case of child neglect, causes of child neglect, the incidence of child neglect, significant effects of child neglect and suggestions for dealing with the problem of child neglect.

The survey was carried out in all the 18 districts of the region. One thousand, one hundred and forty (1,140) questionnaires were administered in all the eighteen districts: each district received 60 questionnaires with the exception of Kumasi Metropolis that had 120. It must be reiterated that the number of questionnaires for distribution was highly restricted by financial and logistical constraints. Looking at the very large sizes of the Districts which consist of numerous towns and villages, it is an admitted fact that the 1,140 questionnaires that were distributed could not be representative enough—for the Region. Respondents included males and females of diverse social, political, religious, cultural, occupational and educational backgrounds.

This report provides views on basic requirements for children's proper upbringing, conditions considered to be a case of child neglect and major causes of child neglect in the society. It also presents information on the incidence of child neglect in the communities, people's knowledge of provisions on the rights of a child and the extent to which the provisions are being complied with, as well as significant effects of the problem of child neglect.

### ***Findings:***

#### *Perception of a Child and Basic Requirements for Children's Proper Upbringing*

A little over fifty percent (51.1 per cent) of all respondents perceived a child as any person between 1 and 15 years of age. Three hundred and ninety-nine (37.4 per cent) respondents stated that a child is a person below 18 years of age. The majority of respondents, constituting 45.0 per cent mentioned adequate food/shelter/clothing, supervision and formal education as the three most important basic requirements for children's proper upbringing; 45.4 per cent of the males and 44.5 per cent of females shared this opinion. Responses in favour of parental supervision, love and family life education were in the minority. Interestingly, 0.9 per cent of both males and females made that choice: In terms of age distribution, many of over 50 years, representing 49.4 per cent of respondents in that age group selected adequate food/shelter/clothing parental supervision and formal education.

#### *Conditions Considered as being Cases of Child Neglect*

In listing any condition they considered to be a case of child neglect, as many as 724 respondents (67.8 per cent) included lack of parental supervision. Again, as many as 705 or 66.0 per cent of the 1,068 total respondents included non-provision of basic needs. In what might be described as surprising, only 211 (19.8 per cent) respondents mentioned lack of love from parents.

#### *Causes of Child Neglect in the Communities*

Six factors were provided for respondents to select any three that they considered as the most important causes of child neglect. Separation/divorce, financial problems and absence/death of parents attracted the highest frequency; 31.1 per

cent respondents selected that combination. It is interesting to note that none of the respondents selected having too many children, “a problem child” and abandoned role of extended family. It is also worth noting that as many as 90.8 percent of the respondents included separation/divorce in their selection with 84.7 percent including financial problems in their selection. Comparatively, more men than women included separation/ divorce in their selection. Again, more men than women mentioned financial problems.

#### *Knowledge of Compliance with Provisions on the Rights of a Child*

Out of the 1,068 respondents, 656 or 61.7 per cent said they knew of some laws concerning the rights of a child; 405 or 37.9 per cent said they did not know of the existence of such laws. The study revealed a strong relationship between level of education and knowledge of the laws. In proportionate terms, the majority of the polytechnic and university graduates said they knew of the laws. They were followed by secondary school leavers, basic school leavers and those with no formal education, in that order.

In terms of sex of respondents, it was found out that for the males, with the exception of those between 18 -20 years, at least 60 per cent of respondents in any of the age brackets stated that they knew of laws on children’s rights. In the case of the females, less than 35 per cent of respondents in age groups 18 - 20 and 51 - 60 said they knew of the laws and for each of the remaining age groups, less than 52 per cent said so. As to the extent to which three (3) specific rights of the child are being complied with, it was revealed that, to a majority of respondents, the rights were being complied with.

#### *Effects of Child Neglect*

Almost all the respondents were unanimous in asserting that the most significant effect is the fact that victims of neglect become a social nuisance. They get involved in drug addiction, armed robbery, child delinquency, begging, truancy, prostitution, teenage pregnancy, unsafe abortion/early marriages. A few others stated that children who are neglected have no bright future; they will not be gainfully employed and will suffer poverty. With regard to vulnerable groups, 56.3 per cent of respondents mentioned children between 13 - 17 years of age. On the incidence of child neglect in the communities, 38.8 per cent of all respondents stated that it is high, 31.5 per cent said it is very high whilst 5.1 per cent stated that it is very low. In fact, 70.3 per cent of respondents indicated that it is either high or very high.

#### **Recommendations**

- (i) Busy parents need to reschedule their activities so that they can spend enough time with their children at home and impart moral values to them.
- (ii) Parents must accept their responsibility to provide for their children and other dependants.
- (iii) Couples must always endeavour to sustain their marriages; for the sake of the child/children, couples should always endeavour to do this even under very challenging circumstances.
- (iv) Family life education must be intensified so that parents; especially husbands understand the need to be more responsible for their families.

### **A2.3.1.2 Research on Sanitation Status of Ejura Township**

During the first quarter of the year, Ejura-Sekyeredumasi undertook a research on the *Sanitation Status of Ejura Township*.

The aims and objectives of the research were:

- To identify the areas that are having serious sanitation problems, isolate the causes and to suggest possible solutions to solving them.
- To encourage the communities as a whole to promote good sanitation in the district capital.
- The questionnaire was the main instrument used. The low educational background of most respondents made Research Assistants to use Asante/Twi as the basic and common medium of communication.

#### **Findings:**

##### *Toilet/KVIP Facilities*

There are limited toilet facilities catering for the residents in times of nature's call. The result is that many people, especially children, defecate just around the toilet area with adults doing the same anyhow in the various bushes in the town.

The inadequate remuneration for the toilet attendants or keepers does not motivate them to keep the toilets tidy. Further, the delay in removing the waste to its dumping site causes most of the reservoirs to spill over emitting very horrible odour.

##### *Butchers' Facilities*

The meat houses do not have net-proof, allowing flies to settle on the meat, which is a health hazard.

Because of lack of proper place/facilities for storage of unsold meat for the day, meat that sometimes becomes unwholesome as a result is sold to the unsuspecting customers the next day.

##### *Market Place Interaction*

The lack of refuse containers in the market and its surroundings make market women, buyers and sellers throw rubbish all over the market. When sweepers sweep they heap the rubbish at various points and this again scatters to the market.

#### **Recommendations**

In order to improve upon the apparent poor sanitation status of the district capital, the NCCE District Office in its report recommends the following:

- (i) Institute massive continuous public education in the town to sensitise the people to the need for proper sanitation culture.
- (ii) Construct more toilets in the town to cater for the ever-increasing population.

- (iii) The sanitation bye-laws must be rigorously enforced to bring those who flout the laws to book.
- (iv) Improve sanitation status of the butchering houses with anti-flies fittings.
- (v) Provide refuse containers for immediate mass use.
- (vi) Necessary attention must be given to the grievances of toilet attendants.
- (vii) Improve the drainage system in the town to eliminate stagnant waters that serve as breeding places for mosquitoes.

### **A2.3.1.3 Research on Causes and Effects of Low Revenue Mobilisation in Bosomtwe-Atwima-Kwanwoma District Assembly**

The survey was undertaken in July 1998 by personnel of the Bosomtwe-Kwanwoma District Office of the NCCE.

The major objective of the study was to find out why the traditional sources of revenue were not generating enough revenue for the district and to use the research findings to educate the populace on the need to pay their taxes and also educate them on the sharing of the Common Fund.

The survey therefore attempted to determine the following:

- The district assembly's traditional sources of revenue.
- Assess the Performance of the District Assembly in terms of Revenue Mobilisation.
- What the tax payers think about the way their taxes are used.
- Whether there should be an increase in the ₵200 Basic Rate levied by the District Assembly.
- Suggestions for improving revenue mobilisation in the district.

The questionnaire was the main research instrument used to collect information from the respondents. Sixty questionnaires were administered in twenty-one towns and villages in the district. The number of questionnaires administered was restricted due to the financial position of the district.

#### **Findings:**

**Types of Taxes Paid by Respondents:** Out of 60 people interviewed, 58 or 96.7 per cent of respondents mentioned basic rate as being one of the taxes they pay yearly; Thirty-six out of the sixty people mentioned property rate; fifty per cent or 30 out of the sixty respondents mentioned licences; 24 to 40 percent of the respondents pay market tolls; 12 out of the 60 respondents mentioned *exporting fees*; eight or 13.3 per cent pay Building permit or Artisan fees with only two (2) out of those interviewed mentioned loyalties on Palm Wine and raffia as tax paid to the district assembly.

**Assessment of the Performance of the District Assembly in terms of Revenue Mobilisation:** A total of 32 out of 60 or 53.3 per cent of the respondents said that

the performance of the District Assembly in terms of revenue mobilisation was fair. Twenty or 33.3 per cent of them said it was poor. Seven respondents or 11.7 per cent said it was good. No respondent indicated that the Assembly's performance was excellent while only one person did not respond to the question.

**Opinion on use of the District Assembly Revenue:** Out of the sixty people who responded to this question, 33 or 55 per cent said that the revenues obtained by the Assembly were judiciously used. Twenty-four or 40 per cent felt that the revenues obtained were being misused.

Respondents who said that the revenues collected were being wasted cited high expenditure on fuel and protocol, embezzlement and inflation of contract prices.

Should the ₦200 Basic Rate levied by the District Assembly be increased? Thirty-five or 58.3 per cent of respondents out of sixty said that the ₦200 rate should not be increased. Twenty-five respondents said that the amount should be increased considering the present economic situation. This they felt would help the District Assembly in its development efforts.

**Suggestions for improving revenue mobilisation in the District:** The respondents made various suggestions for improving revenue mobilisation in the District. Out of 57 respondents, 17 or 29.8 per cent of the respondents opted for tax education. Sixteen or 28.1 per cent called for a monitoring system. Eleven respondents were of the view that tax evaders must be put before the district tribunal. Seven respondents called for the empowerment of the Unit Committees to collect the various taxes on behalf of the District Assembly. Two respondents called for the strict use of genuine receipt books in order to maximise receipts. Other suggestions were that collectors should be paid salaries that would motivate them to collect more; taxes should be increased and markets should be built by the District Assembly to make taxable traders easily accessible.

### **Recommendations**

The Report concluded with the following measures that should be implemented by the Assembly as a means of improving revenue mobilisation:

- Revenue data should be updated by the District Assembly and Area Councils.
- Revenue collection machinery should be properly strengthened with the view of removing all avenues for frauds and irregularities.
- Annual awards for best collectors should be instituted to motivate them to collect more.
- Revenue mobilisation and the prosecution of defaulters should be intensified.

### **A2.3.2 Volta Region**

In early 1998, the Volta Regional Office compiled a document: *Research Findings of Programmes Department for the Period 1995-1997*. The document presented preliminary research findings made by the district offices of the Commission. Due to financial constraints none of the District offices was able to undertake full blown researches into the issues. A breakdown of the issues is presented below:

**Akatsi:**

Police brutalities persist in various forms in the district, among this are, unlawful arrests and detentions beyond the stipulated 48 hours as prescribed under the 1992 Constitution. Further research needs to be undertaken to establish the nature and forms of Police brutalities in the District.

**Hohoe:**

There is an increasingly high rate of moral degeneration among the youth and this finds expression in the increase in teenage pregnancy and high rate of school dropout at the basic level. Among these factors are too much exposure to video/night clubs. There is a need to undertake further research into causes of moral degradation among the youth of the area.

**Denu:**

The concept of decentralisation is not well understood by Assembly members hence the usual conflict in the execution of policies and programmes. Further research needs to be undertaken to collate information on residents' knowledge of the Decentralisation concept and how best to make the concept meaningful to them.

**Sogakofe (South Tongu):**

Though there has been much talk about the need for girl-child education and attempts to address issues such as parental neglect, traditional belief that gives preference to the boy-child, education over that of the girl-child, etc., yet the situation is not encouraging. There is the need to research into impediments to the girl-child education to see ways to improve upon things.

**Adidome (North Tongu):**

There has been much talk about the Trokosi System and many NGOs have emerged, all with the aim of changing the situation. In spite of this, not much seems to have happened in terms of improvement in conditions of those being held in bondage. The district office plans to undertake special research on *The Impact of NGOs in Transforming the Trokosi System in the Southern Sector of the Volta Region*.

**Nkwanta:**

The District office noticed the existence of a number of obsolete cultural practices perpetuated against women in the district. One of this is forced marriages which is prevalent in the district. The two types of marriage systems practised by some Konkombas living in the northern sector of the district can be cited as an example. Two of these are the *Betrothal* and the *Exchange types* of marriages.

*The Betrothal Type* of marriage is a contract type of marriage made against the future while the *Exchange Type* of marriage that occurs among the Konkomba involves exchange of sisters.

The district office hopes to undertake further research into the form and nature of these marriage types and what can be done about them. The office believes that these two types of marriages violate the Fundamental Human Rights of women.

## **Kete Krachi**

The degradation of the environment is going on at an alarming rate, the District Office wishes to research the causes and what can be done.

### **A3.2.3 Eastern Region**

#### **A3.2.3.1 Survey on the Utilisation of District Assemblies Common Fund**

The survey was conducted in three towns, namely Begoro that is the district capital, Bosuso Southern sector and Dedesewirako for the Northern sector.

The purpose of the survey was to find out the impact and benefit the communities derive from the establishment of the District Assemblies Common Fund.

The survey revealed that the communities had not directly benefited from the Common Fund as 52 per cent of respondents claimed that projects undertaken are not what the communities' need most while 65 per cent said, that their felt needs were not taken into consideration before projects are established. Their needs as identified are good drinking water while the Executive ranked education as the assembly's development priority in terms of financing. This may be the result of the assembly having its own project priority criterion.

Projects being undertaken by the assembly include Assembly Offices and a hall, District health management team offices, guesthouse, transit quarters and markets.

The common fund is being used for the building of infrastructure to strengthen administration or to improve the revenue generation base.

A total of 80 per cent of respondents rated as good the performance of their assembly members.

Generally the view of the respondents despite the DACF is that the district is underdeveloped.

#### **Recommendations**

- (i) To ensure a rapid development of the district, the road network must be improved to open up the rural areas while encouraging the farmers to increase production of foodstuffs because there will be ready market for their produce.
- (ii) The water problem must also be tackled, especially along the Afram Lake where Bilharzia is very common. Drilling of boreholes or the construction of dams to provide good drinking water should be addressed urgently.
- (iii) The communities must be encouraged to undertake self help projects and the assembly must complement their efforts to complete the projects. This will make the assembly aware of the needs of the people because they initiated the projects. All Assembly projects should have as the basis the people's needs.

- (iv) The modalities for the disbursement of the common fund and the mechanism for selecting of projects to be funded with the District Assemblies Common Fund should be made known to Assembly members and the communities. There should be transparency and judicious use of the DACF.

### **A3.2.3.2 Survey on the Effectiveness of the Ban on Atidja Method of Fishing**

In 1990 an attempt was made by the organs of the revolution to enforce the law which bans the use of any fishing gear below the size of two (2) inches and the *Atidja* method of fishing in the Dedeso Electoral Area. Some people's nets were seized while others were prosecuted and fined. The reasons assigned for that action was that the *Atidja* in particular was causing (a) deforestation (b) water pollution (c) depletion of the fish stock in the lake.

The district office Of the NCCE therefore attempted to find out from the people whether they are aware of the above-mentioned hazards and the existence of the law and how the law can be made effective and enforced. Three towns, namely Dedeso, Petefour and Agavedzi with a sample population of about four thousand (4,000) people were selected for the survey. The questionnaire was the main instrument used. A total of 54 questionnaires were administered among (i) Assembly members (executives) 5; (ii) Fishermen 24 and (iii) Community 25.

#### **Findings:**

**On Deforestation:** The survey indicated that the *Atidja* method of fishing is contributing to deforestation in the area 43 of the 54 respondents or 79 per cent attested to this fact in the absence of bush fires.

**Health/Water Pollution:** The practice of *Atidja* renders the water of the lake unsafe for human consumption. This was revealed by 30 out of the 49 or 61 per cent respondents. The survey revealed that 2 or 3 persons in every household of 6 or 8 contract the disease. Nineteen (19) or 39 per cent of respondents disagree that *Atidja* greatly contributes to spread the bilharzias. They insisted that the disease was prevalent in the area long before the introduction of the *Atidja* method of fishing. According to them it is the weeds and trees submerged by the lake that are the cause.

**Depletion of Fishing Stocks:** Sixty-eight (68 per cent) or 17 out of 24 fishermen respondents agreed that the *Atidja* method of fishing is depleting the fish stock in the lake. This is the result of the net sizes being used (children net) which traps the young fishes and also the eggs that are laid in the sticks are destroyed thereby adversely affecting their breeding culture. Of the community responses of 25 or 92 per cent indicated that the ban on *Atidja* is a necessary tool to control the bad fishing practice showing also that the ban is justified.

**Penalties:** All the executive members of the District Assembly and the community felt prosecution/fine and seizure of fishing gears respectively should be enough deterrent to the operators. Others however felt education was the answer.

#### **Observation/Recommendation:**

- i. The rate at which people are infected by the bilharzias disease in the survey

catchment area is alarming. Unfortunately carriers of the disease are reluctant to disclose or attend hospital for cure.

- ii. In consultation with the FAO/PPP (Food and Agriculture Organisation/ Peoples Participation Programme) an NGO concerned with poverty alleviation in the rural areas of the district is prepared to assist in the introduction of an alternative method of fishing to the fishermen. The District Assembly is therefore requested to assist the district office of the Commission with funds to carry on with the project.
- iii. The ban by the Government of the *Atidja* method of fishing is justified and in the right direction but not effective. For the law to be operative there is greater need for all stakeholders to promote functional education of the fishermen of the long term social environmental effects of the *Atidja*. There is the need for further consultation to ensure that the ban becomes effective.

### **A3.2.4 Western Region**

The survey on *An Assessment of the Impact of VAT Public Education and the Unit Committees and District Assembly Elections in the Shama-Ahanta East Metropolis* was undertaken by the Western Regional office of the NCCE in October 1998. The study was carried out in the Shama-Ahanta East Metropolis. The survey was the main instrument used. A total of 160 questionnaires were distributed.

The survey sought to determine scientifically how public education has gone down with the people in the Shama-Ahanta East Metropolis and their perception and attitude towards the final stage (Unit Committees) of the Local Government system.

The survey specifically sought to find out:

- (i) the percentage of people who have heard about VAT and understand it;
- (ii) their perception on VAT and its educational programmes in progress;
- (iii) peoples perception of the NCCE and its work in the Western Region; and
- (iv) the general participation in the district assembly and unit committees election and their perception on the system and what they are prepared to offer.

### **Findings:**

Out of the 156 respondents interviewed 95 per cent have heard of the Value Added Tax, 48 per cent of respondents spoke positively about the new tax system, 18.9 per cent have negative perception about VAT while as much as 32.8 per cent remain indifferent or would not respond to a question seeking to know their perception on the Value Added Tax. 60 per cent of respondents felt the introduction of VAT would have either a positive or negative effect on their live, while 71.2 per cent of respondents believe there will be infrastructural development in the country when VAT is introduced and most respondents also believed that it would widen the tax base and consequently bring funds into the economy. Many respondents suggested extensive education of the modalities of the Value Added Tax through the many available channels of education. On the Unit Committee/District Assembly concept, a good majority find it very good and therefore most people have given various suggestions on how to improve their local units by their preparedness to put in efforts to help the democratic process to find its roots deep in the society.

## SECTION B

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### Finance and Administration

#### B1 Administration

##### B1.1 Introduction

The main focus of the Finance and Administration Department for the year under review was giving direction to the work of the Commission and enforcing discipline and hard work.

##### B1.2 The Commission

###### B1.2.1 Appointment of a New Chairman

In February 1998, the appointment of a new Chairman in the person of Mr. Laary Bimi was announced by the Government. In March 1998 the new chairman met a cross-section of the staff of the Commission at Bunso Cocoa College, where the Commission was holding a three-day review seminar. In attendance were District Directors, Regional Directors, Head Office Directors and Commission Members. Addressing the meeting, Mr. Laary Bimi spoke about the need for a review of work done so far, the state of logistics and logistical requirements and the direction he would like to go. He ended by saying that he saw himself as player-coach of the NCCE team that could “sink or swim together”.

In April 1998, the new Chairman together with his two deputies, Ms. Doris Ocansey (Deputy Chairman in-Charge of Programmes) and Dr. J.E. Opong (Deputy Chairman in Charge of Finance and Administration) paid courtesy calls on editors and management of the State-owned media houses namely *Daily Graphic* and *Ghanaian Times*; the offices of all the registered political parties, the Speaker of Parliament and the majority and minority leaders and the Office of the Attorney-General.

In July, August/September 1998, the Chairman and other Commission Members and Directors and Deputy Directors at the National headquarters and Regional Directors met in Kumasi for a mid-year review meeting. The meeting, among others, examined such issues as chain of command in the Commission, relationship between levels of operation, channels of communication, need for openness and transparency in carrying out certain administrative decisions and resources for work.

At the end of the meeting the Chairman announced that as a way of providing a new vista for work the Commission had accepted his proposal to swap portfolios of his two deputies. Dr. J.E. Oppong takes over Programmes while Ms. Doris Ocansey goes to Finance and Administration. The chairman closed the meeting with an assurance that he had been adequately educated enough through the exchanges.

### **B1.2.2 Meetings of Commission**

During the year under review the Commission held 12 regular and two emergency meetings.

The Commission for the first time held a meeting outside the national headquarters on June 19, 1998. All the Commission Members attended the meeting. Before the meeting, the Chairman met all the ten regional directors at the City Hotel, Kumasi, and later in the day met all the 18 Ashanti district directors at the Conference Hall of the Ashanti Regional Office. At this meeting the Chairman appealed to them to be up and doing. The Chairman on June 19, 1998 after the Commission meeting, met staff of the Ashanti Regional Office. He appealed to them to be punctual at work and also try to be nonpartisan in their activities.

### **B1.3 Personnel Matters (Staffing Position)**

During the year 1998, 68 appointments (both senior and junior grades) were made. In the same period 29 members of staff left the Commission through resignation, retirement, vacation of post/dismissal or death. The staff strength as of December 31, 1998 was 1,429.

### **B1.4 Training Programmes**

#### **B1.4.1 Medium Term Expenditure Framework (MTEF)**

The year 1998 saw the introduction of *Medium Term Expenditure Framework (MTEF)* by the Government of Ghana as part of the Restructuring process of the Managerial, Financial and Administrative machinery of the Civil Service. The NCCE got seriously involved in all the seminars mounted for the MTEF concept. As part of efforts to introduce a new budgetary system a workshop was organised for senior officers of public institutions, including the NCCE at the Shangri-La Hotel, Accra, from July 7 to 9, 1998 by the Ministry of Finance with some Regional Directors and Directors at the Head Office and the Executives attending. The Commission also benefited from the Output Budget Preparation as against the old incremental system of budgeting.

From August 31, 1998 to October 1, 1998 a series of workshops to help the NCCE draw up its strategic plan was organised by consultants appointed by the Ministry of Finance. Senior personnel of the Commission participated in the workshop that was held at the NCCE Conference Room in Accra. It was at this workshop that the Commission thoroughly assessed itself to enable it to perform its constitutional tasks creditably.

### **B1.4.2 Computer Literacy Training for Research Officers**

The Commission in July 1998 organised an eleven-day intensive training in Computer Literacy for its Regional Research Officers with financial assistance from the Ford Foundation. The course started on July 20, 1998 and ended on July 31, 1998. The Data Processing Manager at the Electoral Commission in Accra was the resource instructor. The course, in the general opinion of participants, was well run and would be of much benefit to all of them. The Research officers expressed the hope that more computers would be purchased for use at the Headquarters and the Regional offices to improve their work.

### **B1.4.3 Refresher Course for Senior Civic Educators**

A two-day refresher course for 130 senior civic educators was organised jointly by the NCCE and the Management Development and Productivity Institute (MDPI). It was held in May, 1998 at the Bunso Cocoa Research Institute. The topics taught included the following:

- (i) Effective Techniques for Public Speaking;
- (ii) Human Relations and Communications;
- (iii) The Letter and Spirit of the 1992 Constitution;
- (iv) Maximising Resource Use for Higher Productivity; and
- (v) Records Keeping and Report Writing.

The course sharpened the skills of participants and helped to improve performance of staff. Staff who participated in the course were very happy for the opportunity offered them by the Commission to update and improve their knowledge. They called for more of such training courses.

## **B2 Finance**

### **B2.1 Opening Balance**

The Commission continued to maintain four (4) Accounts as detailed below:

Main Subvention A/C	-	¢96,114,519.44
Car Loan A/C	-	¢10,597,484.81
Programmes A/C	-	¢30,770,472.08
US Dollar A/C	-	¢ <u>40,003,928.70</u>
<b>Total</b>	-	¢ <b><u>177,486,405.03</u></b>

It is pertinent to state that the Bank Balances were reconciled at the end of the previous year.

### **B2.2 Subvention for 1998**

The Commission continued to rely mainly on Government of Ghana Subvention for its operations. During the fiscal year 1998 the approved budget estimates for the Commission was ¢6,698,737,656 made up of:

Personnel Emoluments	¢4,953,230,497
Recurrent Expenditure	¢1,400,507,159
Capital -	¢ <u>345,000,000</u>
	¢ <b><u>6,698,737,656</u></b>

The capital vote was made up of:

Construction of H/O building	¢150,000,000
Bungalow for Dep. Chairman	¢90,000,000
Ho office	¢ <u>30,000,000</u>
	¢ <u>270,000,000</u>
Equipment	60,000,000
Furniture	¢75,000,000
	¢ <u>345,000,000</u>

As has been the trend no releases of the approved budget estimates were made during the year.

#### **Subvention Releases**

Personnel Emoluments	-	¢5,862,444,191.01
Items 2—5	-	¢846,913,700.38
Sub-Total	-	¢ <u>6,709,357,951.39</u>
<i>Add</i>		
Donor Fund (\$75,000)	-	¢172,600,000
Other Income	-	¢ 314,500
<i>Total Releases</i>	-	¢ <b><u>6,882,272,451.39</u></b>

6. The Excess of ¢909, 213,694.01 on PE, releases cover salary incremental during the year 1998.

7. The Donor Funds of ¢172,600,000 were from the Ford Foundation (\$75,000) to support Human capacity building of the Commission.

The breakdown of other incomes is as follows:

Proceeds from sale of calendars	-	¢79,500
Sale of old tyres	-	¢235,000

## B2. 3 Income and Expenditure

The overall income and expenditure for 1998 stood as follows:

Items	Release/Income (¢)	Expenditure (¢)	Over/Under Expenditure (¢)
Personnel Emoluments	5,862,444,191	5,862,444,191	-
Items 2-5			
Travel and Transport	296,450,000	499,204,368.38	-202,754,386.38
General Admin. Expenses	172,480,000	310,455,480.63	-
M'ce. Rep. and Removal Exp.	26,950,000	47,025,772.18	-
Other Expenditure	388,627,159	158,048,123.29	+ 20,075,772.18
	6,746,951,350	6,877,177,953.48	-130,226,603.48

It could be seen from the above statement that there was over expenditure of ¢13 million cedis over the funds released by the Ministry of Finance during the year 1998. Viewed against the approved budget of ¢1,400,507,159 for the year, a deficit release of ¢516 million reflects. This could not be said to be adequate support to our planned programmes.

## B2.4 Closing Balance

The balances in these accounts as of the beginning of the year were ¢630,179,071.99. The breakdown is as follows:

### Bank of Ghana

1 Main Subvention Accounts	¢592,473,027.22
2. Staff Car Loan Account	¢ 6,940,157.40
3. Programmes Account	¢1,149,902.00

### Ghana Commercial Bank

4. Miscellaneous Account	¢29,615,985.37
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**Total** **¢630,179,071.99**

## SECTION C

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### Conclusion

The year under review was a particularly difficult one for the Commission as lack of funds adversely affected the work of the Commission.

The late releases of funds affected the work of the Commission to the detriment of the country as a whole. As of the end of April the Commission had not received funds from the Ministry of Finance to enable it to intensify educational activities on the Unit Committee and District Assembly elections. The Commission was also unable to undertake various research activities that had been planned for the year; basic capital needs such as vehicles and equipment could not be procured; office accommodation could not be provided for the Commission.

Another area in which poor funding is affecting the Commission is its ability to acquire basic capital needs such as vehicles, equipment and office accommodation; things which are most needed for work. Clearly it is impossible for the Commission to achieve the planned goals with this low level of funding.

In spite of these stark constraints the Commission was able to undertake civic education on the District Assembly and Unit Committee Elections.

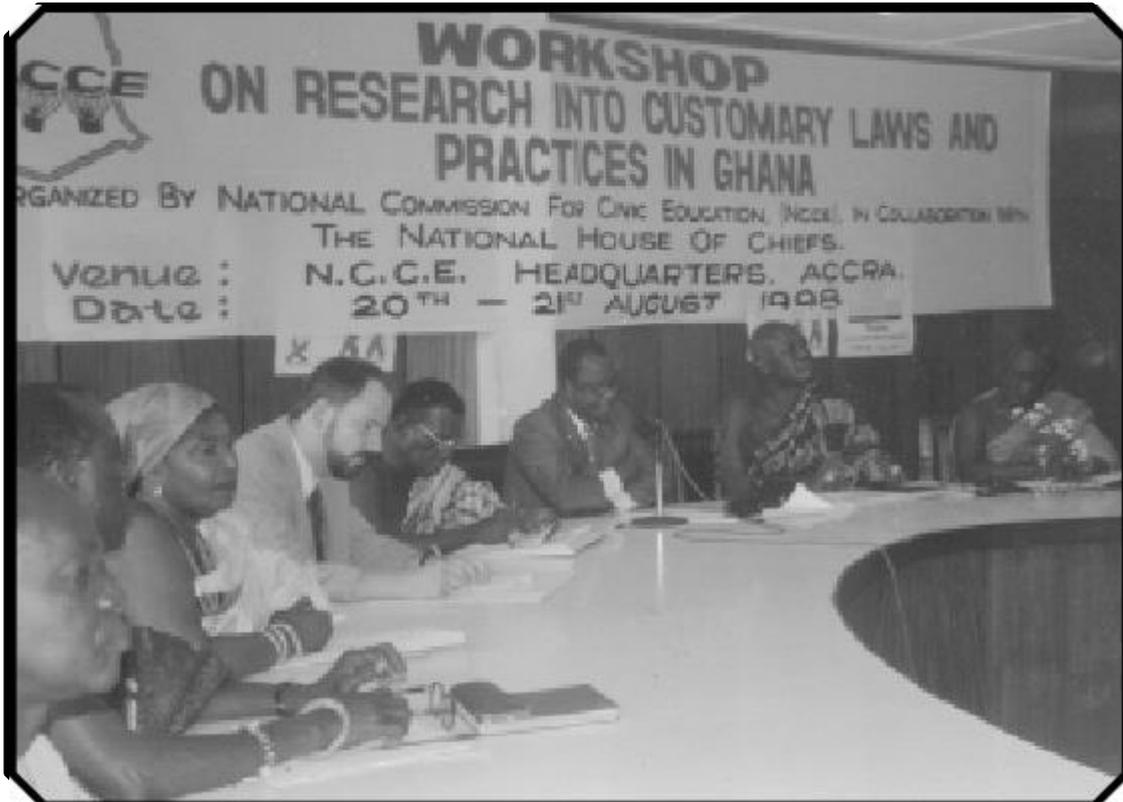
It is the hope of all that the coming year will see an improvement in the financial position of the Commission.



July 31, 1998: Mr. Laary Bimi, Chairman of the NCCE, and other dignitaries at a seminar organized by the NCCE for women's groups on the theme 'Women Participation in Decision Making' at the Social Centre of St. Peters Cathedral, Kuamsi.



A syndicate group discussion of participants at the seminar organized by the NCCE for women's groups on the theme 'Women Participation in Decision Making' at the Social Centre of St. Peter's Cathedral, Kuamsi.



August 21, 1998: Mr. Laary Bimi, Chairman of the NCCE, addressing a workshop on Research into Customary Law and Practices in Ghana held at the conference Room of the NCCE .



August 21, 1998: A group picture of participants in a workshop on Research into Customary Law and Practices in Ghana.





