

# REVISED ANNUAL ACTION PLAN 2020

## THEMATIC AREA: ECONOMIC DEVELOPMENT

### ADOPTED DISTRICT GOAL(S): BUILD A PROSPEROUS SOCIETY

NO.	PROGRAMMES/SUB-PROGRAMMES	ACTIVITIES (OPERATIONS)	LOCATION	BASE LINE	OUTPUT INDICATORS	QUARTERLY TIME SCHEDULE				INDICATIVE BUDGET		IMPLEMENTING AGENCIES		
					INDICATORS	Q1	Q2	Q3	Q4	GOG	IGF	DONOR	LEAD	COLLABORATING
1.	<b>PROGRAMME 1: ECONOMIC DEVELOPMENT</b>	Organize 4No. District Implementation Support Team (DIST) meetings	Entire Municipality		4 No. DIST meetings organized	X	X	X	X		12,000.00		Trade & Industry Dept.	Ministry of Trade and Industry ( 1D1F)
2.	<b>SUB-PROGRAMME 1: Trade, Industry and Tourism Services</b>	Organize 3No. entrepreneurial skills training workshops for women groups	Entire Municipality		3 No. Training workshops organized	X	X	X			10,000.00		Trade & Industry Dept.	Central Administration NBSSI
3.		Organize vocational skills training for unemployed Youth	Entire municipality		Youth trained on vocational skills	X					10,000.00		Trade and industry Dept.	NBSSI
4.	<b>SUB-PROGRAMME 2: Agricultural Services and Management</b>	Organise one Municipal Agricultural Planning Session and technical review meeting with 30 stakeholders	Selected stakeholders		30 stakeholders met	X					30,00.00		Municipal Agriculture Department	CSIR MOFA
5.		Educate 20 livestock farmers on zoonotic diseases	Entire Municipality		20 livestock farmers educated		X				3,600.00		Municipal Agriculture Department	MOFA
6.		Conduct mass vaccination on rabies for 150 dogs and 50 cats. 1000 sheep and goats on PPR and CBPP	Entire Municipality		Sensitization and Vaccination done on 150 dogs,50 cats, 1000 sheep and goats			X			3,200.00		Municipal Agriculture Department	MOFA
7.														

		Train 20 back yard farmers on compose preparation and application.	Entire Municipality		20 farmers trained		X	X			2,000.00		Municipal Agriculture Department	MOFA
8.		Provide 3 rabbit production groups with logistics to increase rabbit production.	Maamobi		30 farmers and staff trained	X	X	X	X		3,000.00		Municipal Agriculture Department	MOFA
9.		Train 20 women in agro food processing and marketing in post-harvest handling of produce.	Maamobi market		20 Processors trained.			X	X		2,000.00		Municipal Agriculture Department	MOFA
10.		Train 30 food commodity sellers on the health hazards caused by food adulteration	Entire Municipality		30.food commodity sellers trained	X	X	X	X		2,000.00		Municipal Agriculture Department	MOFA
11.		Organize one Farmers' Day celebration	Entire Municipality		One farmers Day organized by Dec, 2020.				X		80,000.00		Municipal Agriculture Department	MOFA
12.		Train 40 livestock farmers on improved housing structures for ruminants	Entire Municipality		40 Livestock farmers trained.			X	X		2,500.00		Municipal Agriculture Department	MOFA
13.		Train 40 livestock farmers on record keeping.	Entire Municipality		40 livestock farmers trained		X	X			2,500.00		Municipal Agriculture Department	MOFA
14.		Embark on tree planting exercise for selected basic schools.	3 selected schools		Trees planted in selected schools.	X	X	X	X		5,000.00		Municipal Agriculture Department	MOFA
15.		Organise 14 extension Officers to conduct 2112 home and farm visits	Entire Municipality		2112 home and farm visits conducted.	X	X	X	X	19,200.00			Municipal Agriculture Department	MOFA
16.		Organize sensitization and training on climate change mitigation			Climate Change Mitigation and Adaptation									

		and adaptation for Assembly members	Entire Municipa lity		Training Organized	X	X				5,000.00		Municipal Agriculture Department	MOFA
<b>TOTAL</b>										<b>19,200.00</b>	<b>112,000.00</b>			

**THEMATIC AREA: SOCIAL DEVELOPMENT**  
**ADOPTED MDAS GOAL(S): CREATE OPPORTUNITIES FOR ALL GHANAIS**

NO.	PROGRAMMES/SUB-PROGRAMMES	ACTIVITIES (OPERATIONS)	LOCATION	BASE LINE	OUTPUT INDICATORS	QUARTERLY TIME SCHEDULE				INDICATIVE BUDGET		IMPLEMENTING AGENCIES		
					INDICATORS	Q1	Q2	Q3	Q4	GOG	IGF	DONOR	LEAD	COLLABORATING
17.	<b>PROGRAMME 1:</b> SOCIAL SERVICES DELIVERY  <b>SUB-PROGRAMMES I:</b> <i>Social Welfare and Community Services</i>	Supervision and registration of Early Childhood Development Centers to establish a Data base for ANMA	Entire Municipality		Early Childhood Development Centers registered and licensed.		X	X	X		1,000.00		Social Welfare & Community Development. (SWCD)	
18.		Identify street children who shall be offered counselling and referrals	Entire Municipality		Street children reintegrated into families		X	X	X		1,500.00		SWCD	NGO
19.		Organize LEAP beneficiaries to access quarterly releases from MGSP.	Entire Municipality		LEAP Beneficiaries receive their bi monthly stipends	X	X	X	X			1,500.00	SWCD	MGC&SP GSFP Disability council
20.		Social Education on Child Rights and Early Marriage, Women Right and Domestic Violence, Child labour and trafficking	Entire Municipality		Communities and general public sensitized.	X	X	X	X			5,000.00	SWCD	NCCE & CHRAJ

21.	SUB-PROGRAMME 2: Education, Youth & Sports and Library Services	Social Education on Cybercrime and trafficking within the communities	Entire Municipality		Incidence of Youth related social problems reduced		X				1,500.00		SWCD	EOCO, NCCE & CHRAJ
22.		Mobilize PWD for disbursement of DACF and enroll them on NHIS			DACFD disbursed to PWD	X	X	X	X		100,000.00		SWCD	MGC&SP GSFP NHIS office Disability council
23.		Identify, Register and Monitor Non-Governmental Organizations (NGOs) in the Municipality			Up to Date Information on NGOs is created for the Municipality. Money is generated.		X	X	X		1,500.00		Social Welfare & Community Development	Central Administration
24.		Intensify public education on HIV/AIDS activities.			Programmes organized for PWHHD		X	X	X		3,500.00		Social Welfare & Community Development	Central Administration
25.		Organize circuit science fair in Science, Technology, Engineering, Mathematics, Innovation and Education (STEMIE)	Entire municipality		Circuit science fare on organized	X					3,000.00		Municipal Education	Metro Education Office
26.		Organize a capacity building workshop for teachers within the municipality	Entire Municipality		2No workshops for teachers organized			X	X		10,000.00		Municipal Education	Central Admin
27.		Continuation of 3 storey 18 classroom block on Unity School Compound	Maamobi		3 story 18 classroom block completed	X	X	X	X	500,000.00	50,000.00	200,000.00	Municipal Works Department	GETFUND
28.		Re-construction of Kotobabi 13 and Unity JHS			Construction completed	X	X	X	X	600,000.00	50,000.00		Works Department	Municipal Education Directorate

29.		Organize Independence Day Celebration	Entire municipality		Celebrations organized	X							Municipal Education Directorate	Central Admin
30.	SUB-PROGRAMME 3: Public Health Services and Management	Conduct monthly health education on importance of immunization and Child Welfare Clinic (CWC) in the communities	Entire municipality		10% increase in attendance of CWC clinics	X	X	X	X	2,500.00			Municipal Health Directorate	GHS/MOH WHO UNICEF
31.		Provide health logistics and upgrade the existing ones in various communities.	Entire Municipality		Health facilities and logistics increased		X	X	X	5,000.00			Municipal Health Directorate	
32.		Conduct monthly health education on prevention of malaria and epidemic prone diseases eg. cholera	Entire Municipality, Selected communities		10% reduction in diarrhea cases at the out-patient department	X	X	X	X	3,500.00			Municipal Health Directorate	GHS/MOH WHO UNICEF
33.		Organize health talks on non-communicable diseases in 2 mosques and 2 churches in each quarter	Selected mosques and churches		Health talks organized	X	X	X	X	3,000.00			Municipal Health Directorate	GHS/MOH WHO UNICEF
34.		Monitor 2 CHPS zones and 2 health facilities in each quarter	Selected CHPS zones and health facilities		Health facilities monitored and data improved by 80%	X	X	X	X	2,500.00			Municipal Health Directorate	GHS/MOH WHO UNICEF

**THEMATIC AREA: ENVIRONMENT, INFRASTRUCTURE AND HUMAN DEVELOPMENT**

**ADOPTED MDAS GOAL(S): SAFEGUARD THE NATURAL ENVIRONMENT AND ENSURE A RESILIENT, BUILT ENVIRONMENT**

NO.	PROGRAMMES/SUB-PROGRAMMES	ACTIVITIES (OPERATIONS)	LOCATION	BASE LINE	OUTPUT INDICATORS	QUARTERLY TIME SCHEDULE				INDICATIVE BUDGET		IMPLEMENTING AGENCIES			
					INDICATORS	Q1	Q2	Q3	Q4	GOG	IGF	DONOR	LEAD	COLLABORATING	
35.	<b>PROGRAMME1: INFRASTRUCTURE DELIVERY AND MANAGEMENT</b>  <i>SUB- PROGRAMME : Spatial Planning</i>	Organize Six sub-Technical Committee Inspections	Municipal Office		6 no.Inspection Organized	X	X	X	X		7,000.00		PPD	Works/ Cent. Admin	
36.		Greening and beautification of the communities	Entire Municipality		Greening of communities done		X	X			20,000.00		PPD	Central Admin	
37.		Organize Four Technical Planning Committee Meetings	Municipal Office		4No Technical Planning Committee Meeting organized	X	X	X	X		5,000.00		PPD	Works/ Cent. Admin	
38.		Organize Four Spatial Planning Committee meetings	Municipal Office		4 No. Spatial Planning Committee Meeting organized	X	X	X	X		16,000.00		PPD	Works Department & Central. Admin.	
39.		Organize four SAT meetings to brief members on the findings and the way forward	Municipal Office		4No. SAT meetings organized	X	X	X	X		15,000.00		PPD	Central Admin	
40.		Acquire land for construction of office for Municipal Health and Education	Municipal Office		Land acquired		X	X				300,000.00		PPD	Works
41.		Monitoring of Physical development within the municipality	Municipal Office		Physical development monitored	X		X				5,000.00		PPD	Works Department

42.	<b>PROGRAMME1:</b> INFRASTRUCTURE DELIVERY AND MANAGEMENT  <b>SUB PROGRAMME 2:</b> <i>Urban Roads and Transport Services</i>	Rehabilitate roads in the Municipality.	Entire Municipality		Roads rehabilitated.		X	X	X	500,000.00	50,000.00		Municipal Roads Dept.	Urban Roads
43.		Routine Maintenance works on Existing Road and Drainage in Municipality	Entire Municipality		Roads maintenance completed.		X	X	X	30,000.00	40,000.00		Roads Dept	Urban Roads
44.		Construction of Speed Humps to Control Speed on access Roads to School Areas	Entire Municipality		Speed rumps constructed.	X	X	X	X	100,000.00	10,000.00		Municipal Roads Department	Urban Roads
45.		Improve Road Safety (Road Line Marking, Provision of Zebra Crossing. Phase II	Entire Municipality		Road lines and Zebra crossings provided.	X	X	X	X	50,000.00	20,000.00		Municipal Roads Department	Urban Roads
46.		Construction of U- Drains within the communities	Entire Municipality		Drains constructed	X	X	X	X	600,000.00	100,000.00		Municipal Roads Department	Central Admin
47.	<b>SUB PROGRAMME :</b> <i>Public Works, Rural Housing and Water Management</i>	Construction of water Tower to hold water tanks at Maamobi general hospital	Mamobi General Hospital		1No. Water tower construction			X	X	400,000.00			Works Department	Municipal Health Directorate
48.		Demolition of unauthorized structures within the communities	Entire municipality		unauthorized structures demolished		X	X	X	60,000.00	20,000.00		Works Department	Municipal Security
49.		Construction of Municipal court	Municipal Office		Municipal court constructed		X	X	X	600,000.00	20,000.00		Works Department	Judicial Service
50.		Desilting and Dredging of storm Drains within the communities	Entire Municipality		Drains Desilted and storm drains dredged	X	X	X	X	200,000.00	20,000.00		Works Department	Municipal Roads

51.		Implement 2020 community /Self-help Project within the Electoral areas	Entire Municipality		Self Help Projects implemented		X	X	X	100,000.00	20,000.00		Works Department	Municipal roads department
52.		Reconstruction of Kasoan market	Kasoan Kuda Market		Market constructed.		X	X	X	600,000.00	30,000.00		Works Department	
53.		Supply, installation & maintenance of Streetlights	Entire Municipality		Streetlights installed and maintained.	X	X	X	X	50,000.00	20,000.00		Works Department	Central Admin
54.		Provision of office structures at the Municipal Assembly Office	Municipal Office		Office structures provided	X	X			200,000.00	35,000.00		Works department	Urban Roads
55.		Routine maintenance of office assets	Municipal Office		Office assets maintained	X	X	X	X		100,000.00		Estate Unit	Works Department
56.		Organize Fixed Assets Management Committee meetings	ANMA		5 no Fixed Assets Committee meeting held	X	X		X		9,000.00		Estate Unit	Estate Unit
57.		Drill one borehole at office premises	Municipal Office		Borehole constructed	X	X				9,000.00		Estate unit	Works Department
58.		Renewal of rent for ANMA office and K13 school	Municipal office		ANMA office and K13 school rent renewed	X		X		500,000.00			Estate unit	Works Department
59.	<b>PROGRAMME 3:</b> ENVIRONMENTAL MANAGEMENT  <b>SUB-PROGRAMME 1:</b> <i>Disaster prevention and Management</i>	Formation and training of DVG's on simulation Exercise and Cardiopulmonary Resuscitation (CPR)	The Entire Municipal Assembly		DVGs formed and trained	X					45,000.00		NADMO	R.C.C Red Cross
60.		Conduct institutional fire auditing and Education on fire safety measures and best practices	Municipal Office		Education on Fire auditing and safety organized				X		6,000.00		NADMO	GNFS

61.		Public education and awareness creation on Flood, Diseases and Epidemics	Entire Municipality		Awareness created		X	X			5,000.00		NADMO	Market Women
62.	<b>SUB-PROGRAMME 2:</b> <i>Environmental Health Sanitation and Sanitation Services</i>	Collection of Sanitary Data	Entire Municipality		Data collected	X	X	X	X		10,000.00		Env. Health & Sanit. Unit	Information Service
63.		Review Municipal Environmental Sanitation Strategic Action Plan (MESSAP)	Entire Municipality	60%	DESSAP Prepared	X	X	X	X		15,000.00		Env. Health & Sanit. Unit	MPCU
64.		Organize monthly clean up exercises 3 within the Municipality	Entire Municipality		12 No. clean up exercises organized	X	X	X	X		25,000.00		Env. Health & Sanit. Unit	Alliance Waste
65.		Promote the construction of household toilet in low income areas through the GAMA project	Entire municipality		500 household toilets constructed	X	X	X	X		60,000.00		Env. Health & Sanit. Unit	PCU, Works Department, and SWCD
66.		Evacuate heaps of refuse at unauthorized sites.			Heaps of refuse at all unauthorized sites evacuated	X	X	X	X		15,000.00		Env. Health & Sanit. Unit	Alliance Waste
67.		Monitor and evaluate activities of waste management contractors	Entire Municipality		Monitoring and evaluation organized	X	X	X	X		3,000.00		Env. Health & Sanit. Unit	Municipal Task Force
68.		Conduct house-to-house inspection and sensitize households on community maintenance and good sanitation practices	Entire Municipality		Inspection conducted.	X	X	X	X		15,000.00		Env. Health & Sanit. Unit	Municipal security

69.		Conduct hygiene inspection for all food handlers	Entire Municipality		Inspection conducted.			X	X		6,000.00		Env. Health & Sanit. Unit	Municipal Task Force, FDA
70.		Conduct medical screening and certification for all food handlers	Entire Municipality		1000 Food Vendors in the screened and certified	X	X	X	X		5,000.00		Env. Health & Sanit. Unit	NCCE and Information Department
71.		Conduct school health education on personal hygiene and sanitation for 12 schools	Entire Municipality		School health education conducted	X	X	X	X		2,000.00		Env. Health & Sanit. Unit	SHEP, Co-ordinators, NCCE
72.		Disinfest and disinfect, infected office premises and public places	Entire Municipality		Identified infested and infected institutions and public places disinfected and disinfested	X	X	X	X		30,000.00		Env. Health & Sanit. Unit	Zoomlion Ghana Limited
73.		Intensify the distribution of one bin one household	Entire Municipality		100% distribution	X	X	X	X		10,000.00		Env. Health & Sanit. Unit	Zoomlion Ghana Limited
74.		Organize training on waste segregation and recycling for three basic schools	Entire municipality		Training organized	X	X	X	X		15,000.00		Env. Health & Sanit. Unit	School Management Team

**THEMATIC AREA: GOVERNMENT, CORRUPTION AND PUBLIC ACCOUNTABILITY**  
**ADOPTED MDAS GOAL(S): MAINTAIN A STABLE, UNITED AND SAFE SOCIETY**

NO.	PROGRAMMES/SUB-PROGRAMMES	ACTIVITIES (OPERATIONS)	LOCATION	BASE LINE	OUTPUT INDICATORS	QUARTERLY TIME SCHEDULE				INDICATIVE BUDGET	IMPLEMENTING AGENCIES			
						INDICATORS	Q1	Q2	Q3		Q4	GOG	IGF	DONOR
					75.	<b>PROGRAMME 1: Human Resource</b>  <b>SUB-PROGRAMME 2: General Administration</b>	Organize 1No. staff Durbar	Municipal Office	2019	2No. Staff Durbar Organized	X			X
76.	Implement 2020 capacity building plans for Assembly members and staff	Municipal Assembly		Capacity building plans for Assembly members and Staff organized			X	X	X		10,000.00		Municipal HR Department	Municipal finance Department
77.	Organise the celebration of National Events	Municipal Office		Celebration of special occasions in Ghana supported			X	X	X		50,000.00		Central Administration	SWCD
78.	Coordinate the preparation of Assemblies bye-laws	Municipal office		Bye-laws prepared	X		X				35,000.00		Central Administration	Finance MEHO
79.	Coordinate the organization of quarterly Statutory meetings, General Assembly meeting and Management meeting	Municipal office		4No Statutory meeting, General meeting, and Management meeting organized	X		X	X	X		10,000.00		Central Administration	All Departments
80.	Support all NABCO Activities	Municipal Office		NABCO activities supported	X		X	X	X		10,000.00		Central Admin	Finance Department
81.	Organize educational campaign on revenue mobilization	Entire Municipality		Education on revenue mobilization organized	X		X	X	X		5,000.00		Information Service Dept.	NCCE

82.		Organize Press coverage for all Assemblies activities	Entire Municipality		Press coverage of all assemblies activities Organized	X	X	X	X		5,000.00		Information Service Dept.	Selected Media Houses
83.		Organize education on street parking, One-Bin One-Household, collection of night tolls etc.	3 Electoral Areas		Education on street parking, One-Bin One-Household, night tolls collection organized	X	X				5000.00		Information Service Dept.	NCCE
84.		Organize PRCC meetings	Municipal Conference hall		PRCC meetings organized	X	X	X	X		5000.00		Information Service Dept.	Central. Admin
85.		Organize MCEs meeting with the press	Municipal Conference hall		MCEs press meeting organized	X	X		X		500.00		Information Service Dept.	Central. Admin and Selected Media Houses.
86.		Maintain and repair IT resource	Municipal Office		IT system software and application software up-to-date and antivirus updated	X	X	X	X		1,600.00		Municipal Information System	Central Administration
87.		Undertake backup of all Assembly computers	Municipal Office		80% of Municipal's Computers have backups	X	X	X	X		1,500.00		Municipal Information System	Central Administration
88.		Provide internet access for Assembly Departments	Municipal Office		100% staff get reliable internet access		X	X	X		4,000.00		Municipal Information System	Central Administration
89.		Maintain and update website for the Municipal	Municipal office		Assembly gets a full internet presence			X	X		1,500.00		Municipal Information system	Central Administration
90.		Network 5 No. Departments	Municipal Office		Better departmental collaboration			X	X		2,500.00		Municipal Information System	Central Administration

91.		Facilitate the Printing of bills for payment of property rates	Municipal Office		80% property rates are paid			X	X		1,000.00		Municipal Information System	Central Administration
92.		Preparation of Annual procurement plan	Municipal Office		2020 Annual Procurement plan prepared	X	X	X	X		1,500.00		Procurement Unit	Finance and Central Administration
93.		Procure an purchase all office logistics for the Assembly	Municipal office		Office logistics procured	X	X	X	X		400,000.00	9,000.00	Procurement Unit	Works, Estate and Finance
94.		Hold 4no. Tender meetings to evaluate and approve bids	Municipal office		4no. tender meetings held	X	X	X	X		7,000.00		Procurement Unit	Central Administration
95.		Publication of adverts to invite bids`			Adverts placed in National Dailies	X	X	X	X		6,000.00		Procurement Unit	Central admin
96.		Sensitize the public on good sanitation practices	Municipal Wide		80% of the residents sensitized on good sanitation measures	X	X	X	X		8000.00		NCCE	Environmental Health Information service departments
97.		Organize regular education and awareness programmes on anti-corruption	Awareness organise		At least 80% of the citizenry must be educated to protect and preserved public property and expose and combat public funds and property	X	X	X	X		8,00.000		NCCE	Central Admin CHRAJ CSOs
98.		Awareness creation on the 2020 Presidential & parliamentary elections	Entire municipality					X	X				NCCE	Central Administration & Information Service
99.		Carry out education on Revenue mobilization	Entire municipality		90% of community members educated on tax compliance	X	X	X	X		8,000.00		NCCE	Central Administration
100.	<b>.SUB-PROGRAMME :</b>	Undertake 3 No. Community Stakeholders meetings	Entire Municipality		Stakeholders Meeting organized		X	X	X		6,000.00		MPCU	Central Administration

101.	3: Planning, Budgeting, Monitoring and Evaluation	Prepare Annual Progress Report, and Quarterly reports	Municipal Office		Quarterly report and Annual report prepared for 2020	X	X	X	X		3,000.00		MPCU	MPCU Members	
102.		Organize MPCU & Review meetings quarterly	Municipal Office		MPCU Review meetings organized.	X	X	X	X		10,000.00		MPCU	MPCU Members	
103.		Collect Data and upgrade/Review the Medium Term Development Plan (MTDP)	Municipal Office		Medium Term Development Plan (MTDP)review er			X	X	X		4,000.00		MPCU	Statistics
104.		Review Annual Action Plan and Medium Term Development Plan	Municipal Office		Annual Action Plan and Medium Term Development plan reviewed.			X				2,000.00		MPCU	Cent. Admin
105.		Conduct quarterly monitoring of all Projects and Programmes	Municipal Office		All Projects and Programmes monitored	X	X	X	X			5,000.00		MPCU	Central admin
106.		Collect socio-economic data within the Municipality	Entire municipality		Socio-economic data collected	X	X	X	X			90,000		Statistics Department	Ghana Statistical Service
107.		Organize and conduct quarterly meetings of Municipal Statistics Working group with all HOD's and Unit heads	Municipal office		4 No. Municipal Statistics Working group meetings held	X	X	X	X			9,000.00		Statistics Department	Central administration
108.		Prepare Revenue improvement Action Plan	Municipal office		Action Plan Prepared			X	X			3,000.00		Budget Unit	Central Admin
109.		Organise Rate - Payers Consultative Meetings	Municipal office		Consultation with Ratepayers conducted. Third draft of Fee-Fixing prepared.				X			3,500.00		Budget Unit	
110.		Gazette 2021 Fee-Fixing Resolution and Rate Imposition	Municipal office		2021 Fee-Fixing and Rate Imposition Resolution gazetted.					X		7,500.00		Budget Unit	Cent. Admin

111.		Prepare Guidelines for the preparation of ANMA 2021 Program Based Composite Budget	Municipal office		Composite Budget guidelines for 2021 issued with ceilings.		X				1,000.00		Budget Unit	Finance Department
112.		Conduct departmental budget hearing for a week.	Municipal office		Departmental budget hearing organised and ceilings verified			X			3,500.00		Budget Unit	Finance Department
113.		Organise 2No. Town Hall meeting to present Draft and composite Budget	Municipal office		2No. town hall meeting organised	X		X			15,000.00		Budget Unit	Cent. Admin/MPCU
114.		Organize quarterly Budget Committee Meetings	Municipal office		4no budget Committee Meeting organized	X	X	X	X		5,000.00		Budget Unit	Central Admin
115.		Present draft of 2021 Program Based Composite Budget at Regional Budget hearing	Municipal office		Recommendation and comment received From RCC (fifth draft)				X		3,500.00		Budget Unit	Finance Department
116.		Prepare and present monthly financial statement	Entire Municipality		Financial statement prepared and presented collectors organized	X	X	X	X		2,000.00		Finance Department	Central Administration All Sub Municipals/ Budget Department
117.		Implement MP's common fund activities	Entire Municipality		MP's activities implemented	X	X	X	X	250,000.00				Central Admin

