**DEPARTMENT OF CHILDREN**

**(MINISTRY OF GENDER, CHILDREN AND SOCIAL PROTECTION)**



Republic of Ghana Ghanaa

In case of reply the c/o BONO REG. CO-ORD. COUNCIL

P. O. BOX 104

The date and number SUNYANI - BONO REGION

GHANA – W/A

Of this letter should be quoted **Tel: 024 322 4141**

Our Ref: **BONO/DoC/2025-1stQtrReport/001** DATE: 3rd April 2025

**Digital Address: BE – 0016 – 0578**

The Honorable Regional Minister,

**SUBMISSION OF 2025 FIRST QUARTER**

**ADMINISTRATIVE PERFORMANCE REPORT:**

I submit herewith Narrative 2025 First Quarter Administrative Performance Report (2025 January - March) of the Bono Regional Secretariat of the Department of Children under the Ministry of Gender, Children and Social Protection (MoGCSP) for your perusal.

Counting on your usual co-operation.

Thank you.

**Yours faithfully,**

**George Yaw Ankamah**

**(REGIONAL DIRECTOR)**

**THE HONORABLE REGIONAL MINISTER**

**BONO REGIONAL CO-ORDINATING COUNCIL (BRCC)**

**SUNYANI – BONO REGION:**

**CC:**

1. **THE REG. CO-ORD. DIRECTOR, BRCC**
2. **THE REG. PLANNING OFFICER, BRCC**
3. **THE ACTING NAT. DIRECTOR, DoC – ACCRA**
4. **THE PROGRAMS UNIT HEAD, DoC ACCRA**

**FIRST QUARTER REPORT**

**(JANUARY – MARCH 2025)**

**DEPARTMENT OF CHILDREN**

**(MoGCSP)**

**BONO REGION.**

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**CHAPTER ONE**

**INTRODUCTION**

**1.1.0.: PREAMBLE:**

The Department of Children was formerly called the Ghana National Commission on Children (GNCC). The Mandate and Mission of the Department is to enhance the survival, development, protection and increase participation of children in the development process.

The Department’s Mandate has now changed from a Policy Formulation to a Policy implementing. The Department plays the role of Advocacy for the Rights of Children; advocate for resources to be allocated for the development of the child, survival and for their welfare to be enhanced; to facilitate the implementation of the National Plan of Action on Child Labour and Worst Forms of Child Labour; Strengthening State institutions responsible for the implementation of the numerous Social Interventions like the Compulsory Component of the Free Compulsory Basic Education (FCUBE), the Capitation Grant, Free SHS, NHIS Policy, School Feeding; Public Sensitization/Education of the various Laws and Policies on Children like the 2015 Child and Family Welfare Policy (CFWP, 2015) and the 2016 Justice for Children Policy (J4CP, 2016).

**1.1.1.: PROFILE OF THE RE-ENGINEERED MINISTRY:**

The Department of Children is one of the three Departments under the Ministry of Gender, Children and Social Protection (MoGCSP).

The Ministry of Gender, Children and Social Protection (MoGCSP) is a creation by an Executive Instrument (E.I.) 2013 as a successor to the Ministry of Women and Children’s Affairs (MoWAC) established in January 2001 by Executive Instrument 8.

**1.1.2.: THE MANDATE OF THE MINISTRY (MoGCSP):**

The Ministry is mandated to provide Services and Co-ordination to the public on issues of Gender, Children and Social Protection to enhance sustainable development.

**1.1.3.: THE MISSION OF THE MINISTRY (MoGCSP):**

The Ministry’s Mission is to promote the development of women, men, gender equity and equality, the survival, protection, development and participation of children through policy formulation, legislation, and program implementation with a well-motivated staff.

**1.1.4.: THE VISION OF THE MINISTRY (MoGCSP):**

The Ministry’s Vision is to ensure a harmonious functioning society in which equity and equality between the sexes are guaranteed and where the survival, protection and development of the child is assured.

**1.1.5.: THE VALUES OF THE MINISTRY (MoGCSP):**

The Ministry shall be guided by Commitment & Excellence; Transparency and Accountability; Social Justice, Equality and Equity; and Respect & Discipline as its Core Values.

**1.1.6.: THE MANDATE & MISSION OF THE DEPARTMENT OF CHILDREN:**

The Mission of the Department of Children is to enhance the Survival, Development, Protection and increased Participation of Children in the development process.

The Department has five (5) main Divisional Structure headed by a National Director. These Units are Programmes & Projects; Information, Research & Advocacy; Monitoring & Evaluation; Counselling; and Finance & Administration.

**1.1.7.: ADMINISTRATIVE HEADS OF THE MINISTRY:**

His Excellency President John Dramani Mahama took office again on Tuesday, January 7, 2025 after winning the 2024 General Elections of Ghana.

His Excellency The President Nominated Honorable Dr. Agnes Naa Momo Lartey ***(MP for Krowor Constituency)*** as Minister and Deputy Minister for Gender, Children and Social Protection on Monday February 3, 2025.

The Chief Director of the Ministry of Gender, Children and Social Protection is Dr. Afisah Zakariah.

**1.1.8 ADMINISTRATIVE HEAD OF THE DEPARTMENT:**

The Acting National Director of the Department of Children (MoGCSP) too, saw changes in Leadership from Mrs. Florence Ayisi-Quartey to Mr. Alexander Sefah-Boadu in Mid-2024.

**1.1.9 ADMINISTRATIVE HEAD OF BONO RCC:**

The Bono Regional Co-ordinating Council (BRCC) now has a New Honorable Regional Minister in the Person of Honorable Lawyer Joseph Addae Akwaboah. He was officially introduced to The Regional Heads of Ministries, Departments and Agencies (MDAs) on Wednesday, 12th February 2025.

**1.1.10 THE DEMISE OF THE REGIONAL CHIEF DIRECTOR ON BONO RCC:**

Unfortunate News: The Bono Regional Chief Director, RCD Andrews Mensah passed on to His Maker in the evening of Friday, 21st March 2025.

The Regional Chief Director doubled as The Regional Chairperson of the Bono Regional Child Protection Committee (BRCPC).

*May His Soul Rest in Perfect Peace!!!*

**CHAPTER TWO**

**GENERAL ADMINISTRATION AND FINANCIAL REPORT:**

**2.0.0.: GENERAL ADMINISTRATION:**

The Bono Regional Secretariat of the Department of Children still has oversight responsibility of the newly created two Regions, namely, The Ahafo Region with Goaso as its Administrative Regional Capital and The Bono East Region with Techiman also as its Administrative Regional Capital.

**2.1.0.: THE BONO REGIONAL SECRETARIAT:**

The Regional Secretariat is one of the Decentralized institutions in the Bono Regional Co-ordinating Council (BRCC).

**2.1.1.: PERSONNEL MATTERS:**

The official Staff strength of the Department before year 2018 was four (4). In 2019-2020, the Head of Civil Service through the Headquarters of the Department of Children, Accra posted additional three (3) Newly Recruited Staffs to the then Brong Ahafo Regions; One (1) Staff each was posted to the Ahafo Region, Bono Region and Bono East Region.

In the middle of 2024 also, the Office of the Head of Civil Service (OHCS) Transferred Two (2) Staff Members to the Bono Region whereas the Bono Regional Coordinating Council (BRCC) also did internal Transfers and The Headquarters of the Department again re-assigned a Staff from Bono Region to the Western Region. Kindly find the details as below;

Below are Names and Regions assigned to;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **NAMES** | **GRADE** | **DATE OF ASSUMPTION OF DUTY** | **TRANSFER / POSTING** |
| **2024 BONO DoC STAFF TRANSFERRED:** | | | | |
| 1. | Madam Rachel Osei-Wusu | Stenographer Grade II  (11th June 2007) | Friday, 12th April 2024 | Transferred to Bono RCC from Bono DoC |
| **2024 BONO RCCs TRANSFER TO BONO DoC** | | | | |
| 2. | Madam Ernestina Nimo Yeboah | Stenographer Grade I | Friday, 12th April 2024 | Transferred from Environmental Unit of the Bono RCC, Sunyani |
| **2024 OHCS TRANSFERS THROUGH DoC HQTRS, ACCRA TO BONO DoC** | | | | |
| 3. | Madam Cynthia Ivy Amissah | Senior Program Officer | Thursday, 28th March 2024 | Transferred from Department of Community Development, Sunyani to Bono DoC |
| 4. | Madam Salamatu Abdullah | Principal Executive Officer | Monday, 27th May 2024 | Transferred from Scholarship Secretariat, Accra to Bono DoC |
| **POSTING FROM SUNYANI TO TAKORADI BY DoC HQTRS, ACCRA** | | | | |
| --- | Madam Cynthia Ivy Amissah | Senior Program Officer | Monday, 11th November 2024 | Posted or Re-assigned from Bono DoC to Western Regional DoC as Acting Regional Director |
| **OLD STAFF AT SUNYANI, BONO REGIONAL DoC:** | | | | |
| 5. | George Yaw Ankamah | Promoted from Principal Programme Officer to Chief Programme Officer | 12th March. 2025 | Sunyani |
| 6. | Martin Oppong | Heavy Duty Driver | 1st Dec. 2008 | Sunyani |
| 7. | Anastacia Oppong | Headman Conservancy Cleaner | 1st Jan. 2010 | Sunyani |
| 8. | Mr. David Asare | Program Officer | Monday, 9th September 2019 | Sunyani, Bono Region |
| **STAFF AT GOASO, AHAFO REGIONAL DoC:** | | | | |
| 9. | Madam Dorothy Ayorkor Tetteh | Program Officer | Monday, 2nd November 2020 | Goaso, Ahafo Region |
| **STAFF AT TECHIMAN, BONO EAST REGIONAL DoC:** | | | | |
| 10. | Madam Angela Kafui Adzo Kangah | Principal Program Officer | Tuesday, 25th August 2020 | Techiman, Bono East Region |
| **OTHER AUXILLIARY STAFF:** | | | | |
| 11. | Miss Mary Twenewaa Donkor | Regional Accountant from CAGD | January 2024 | Sunyani |

**2.2.0.: BONO DoC OFFICE CONDITION:**

The Bono Regional Secretariat of the Department of Children lacks logistics. The Secretariat does not have a befitting office furniture, tables, Computers, Printers, Photocopier Machine, Scanning Machine, Official Vehicle, and any other equipment that could enhance its Mandate, thereby enhancing Staff efficiency/professionalism.

**2.3.0.: INSTITUTIONAL COLLABORATIONS AND NETWORKING:**

The Bono Regional Secretariat of DoC collaborated with the Bono Regional Coordinating Council (BRCC) by attending its organized meetings or events.

Other Ministries, Departments, Agencies (MDAs) and other Faith Based Organizations (FBOs) were also not left out.

**2.4.0.: FINANCIAL REPORTING ON OFFICE MANAGEMENT IN 2025:**

In the First Quarter 2025, the main sponsor for the Bono Regional Secretariat’s Day-to-Day Management is The Government of Ghana (GoG).

**2.5.0.: FINANCIAL REPORTING ON PROGRAMMES IMPLEMENTED IN 2025:**

In 2024, the main sponsor for the Bono Regional Secretariat’s Activities / Projects / Programmes’ implementation shall be The Government of Ghana (GoG), The Bono Regional Coordinating Council (BRCC), Donors / Partners like UNICEF-Ghana, Royal Dutch Visio, Presbyterian Health Services and Centre for Learning and Childhood Development, Ghana (CLCD-GH).

Below is such Financial Remittance from The Headquarters of the Department, Accra for the 2025 First Quarter (January-March 2025) with attached Mini-Statement;

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Name of Activity:** | **Timeframe** | **Implementing Cost**  **(GHC)** |
| 1. | 2024 3rd Quarter GoG Funds Transferred from DoC Headquarters, Accra to the Bono Regional Office of the Department of Children in Sunyani | 1st Quarter:  Monday, 13th January 2025 | 900.00 |
|  | **Grand Total:** |  | **900. 00** |

**2.6.0.: CHALLENGES:**

Stated below are certain challenges;

* No official Vehicle (only official Ford Ranger Pick-up grounded since 2014)
* No Laptops
* No Computers
* No office Scanners
* No Printers
* No Photocopier Machines
* No office Furniture
* No Office Chairs for Clients
* Poor Staff Welfare System
* Poor Office Logistics and Equipment
* Poor Electrical Wiring
* Poor Electrical Gadgets
* Environment not friendly to children and clients
* Dusty environment making daily official duties uninteresting
* Poor Planned Career Development and Progression instituted by Mother Ministry and Department
* Low Staff Motivation

**CHAPTER THREE**

**HUMAN RESOURCE MANAGEMENT AND STAFF DURBARS:**

**3.0.0.: STAFF DURBARS ATTENDED & REPORTING:**

The Bono Regional Secretariat of the Department of Children under the auspices of the Ministry of Gender, Children and Social Protection (MoGCSP) during the year 2025 1st Quarter handled these Human Resource Management Activities, Organized Staff Durbar and had its Programmes Documented as an Activity Report below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Activity** | **Led By** | **Scheduled Date** | **Issues Raised** |
| 1. | 2025 DoC Staff Meeting & Training for Bono DoC Staff to Commence the Year 2025: | Bono DoC’s Regional Director, Mr. George Yaw Ankamah | * January 2025 * Meeting took place on Friday, 31st January 2025 | * Thanking GOD for the previous year 2024 * Evaluating Our efforts during the previous year 2024 * Empowering Staff on Child Protection issues |
| 2. | Filling of 2025 Planning Stage of Electronic Staff Performance Appraisal Report (E-SPAR) with their Targets and Focus Areas: | Staff from Ahafo / Bono / Bono East Regions | February 2025 | * E-SPAR Planning Stage Filled and Submitted by DoC Staff to Office of Head of Civil Service (OHCS) from the three Regions |
| 3. | 2025 Bono DoC Annual Action / Work Plan Submitted to DoC Headquarters: | Bono DoC Regional Secretariat | January 2025 | * 2025 Action Plans, Concept Note on HODVIC and Budget Submitted |
| 4. | 2025 1st Quarter Report of the Department Submitted to The Bono Regional Coordinating Council (BRCC) & The Headquarters of the Department, Accra: | The Bono DoC Regional Secretariat | April 2025 | * Both Soft and Hard Copy available and submitted |

**CHAPTER FOUR**

**POLICY CO-ORDINATION:**

**4.0.0.: ACTIVITIES CO-ORDINATED:**

The Bono Regional Secretariat of the Department of Children under the auspices of the Ministry of Gender, Children and Social Protection (MoGCSP) during the year 2025 1st Quarter Co-ordinated these Activities as below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Activity** | **Led By** | **Scheduled Date** | **Issues Raised** |
| 1. | 2024 Review Meeting on Holistic Development Against Visual Impaired Children (HODVIC) in Accra: | Office of the ECCD Unit of The Department of Children, Accra with Sponsorship from Visio International and Partners. | From Tuesday, 21st January 2025 to Wednesday, 22nd January 2025 at GRAND STAR Hotel, Haatso – Accra | * 2024 HODVIC Activities and Reports Evaluated * 2025 HODVIC Action Plans Submitted for Approval |
| 2. | 2025 Work Plan on Holistic Development of the Visually Impaired Children (HODVIC) Submitted to the ECCD Unit of the Department in Accra: | The Bono DoC Secretariat | January 2025 | * 2025 Action Plan covering the entire Tano South Municipality, Ahafo Region * Concept Note for the 1st Quarter of 2025 * Budget Allocations to All Activities |

**CHAPTER FIVE**

**CHILD PROTECTION CAPACITY BUILDING:**

**5.0.0.: TRAININGS IMPLEMENTED:**

The Bono Regional Secretariat of the Department of Children under the auspices of the Ministry of Gender, Children and Social Protection (MoGCSP) during the year 2025 1st Quarter helped Built the Capacity of already established Child Rights Clubs’ Members / Partners as below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Child Protection Issue** | **Sponsored By** | **Scheduled Date** | **CP Toolkits & Issues** |
| 1. | Training of Child Protection Toolkits & National Laws, Policies, International Protocols on Children: | Damongo-Sawla-Tuna-Karba Cluster under The Compassion International (NGO) Project at Sawla-View Hotel in the Savannah Region. | Monday, 24th February 2025 to Friday, 28th February 2025 | Training held for over Forty (40) Executives of the Project Area at Sawla in the Savannah Region. |
| 2. | Child Protection School Engagement and Sensitization: | Chiraa Fountain Gate Empowerment ECD and Youth Centre, Chiraa | Saturday, 22nd March 2025 from 12:30pm – 2:00pm | * Adolescent Protection Issues Flash-Cards used to Sensitize Child Rights’ Clubs’ Members |
| b. |  | Yawhima Fountain Gate Christ’s Child Development Centre, Yawhima | Thursday, 27th March 2025 from 10:00am – 12:00pm | * About 80 In-School Children (Males = 35 & Females = 45) Sensitized on Adolescent Stage and its accompanying challenges * Adolescent Protection Flash-Cards were used |

**CHAPTER SIX**

**CHILD RIGHTS PROMOTIONS & EDUCATION:**

**6.0.0.: RADIO PROGRAMMES IMPLEMENTED:**

The Bono Regional Secretariat of the Department of Children under the auspices of the Ministry of Gender, Children and Social Protection (MoGCSP) during the year 2025 1st Quarter had these Media Encounters and Engagements to educate and sensitize the general public on Child Protection related issues, National Laws, Policies and International Protocols / Conventions;

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Date** | **Media Network** | **Type of Program** | **Collaborated with** |
| 1. | News Interview on “Surge of Teenage Pregnancy Cases in The Bono Region.” | Friday, 24th January 2025 | Citi FM (104.9) in Accra | Mid-Morning Show from 11:50am to 12:00pm | The Bono Regional Director, George Yaw Ankamah of DoC was Guest through a Phone Conversation |
| 2. | “Mainstreaming Child Protection in Public Sector of Ghana.” | Wednesday, 5th February 2025 | NIMDE3 FM (95.1) in Sunyani | Morning Show Hosted By FATHER from 9:00am to 10:15am | Bono DoC (MoGCSP) Regional Director was Guest. |

**CHAPTER SEVEN**

**NETWORKING AND STAKEHOLDERS’ COLLABORATION:**

**7.0.0.: PROGRAMMES ATTENDED IN 2025 BY STAKEHOLDERS:**

The Bono Regional Secretariat of the Department of Children under the auspices of the Ministry of Gender, Children and Social Protection (MoGCSP) during the year 2025 1st Quarter attended the under listed Programmes organized by Key Stakeholders in the order of;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Activity Attended** | **Organized & Sponsored By** | **Location & Date** | **The Department’s Inputs** |
| **2025 1st Quarter Meetings:** | | | | |
| 1. | Baseline Validation and Dissemination Meeting by Resilient City For Adolescents Project: | By GLOMEF and Consortium Partners (NGO) | At Sannak Hotel, Sunyani on Tuesday, 14th January 2025 | The Program Officer of The Department of Children, Bono Region, Mr. David Asare attended to Make an input for Children on this Adolescent Project |
| 2. | Consultative Workshop on Gender-Based Violence: | By Women’s Health to Wealth (NGO) | At Dormaa-East District Assembly’s Conference Room, Wamfie on Tuesday, 14th January 2025. | The Regional Director of the Bono DoC, Mr. George Ankamah attended |
| 3. | Participatory Review And Reflection Process (PRRP) – Feedback on 2025 Approved Plans And Budget To Collaborators: | By Action Aid (NGO) | At Tyco City Hotel, Sunyani on Friday, 21st March 2025 | The Regional Director of the Bono DoC, Mr. George Ankamah attended |