

# Table of Contents

## 4.0 Audit Budget Detail

4.0. Audit Budget Detail	
2024, Base Version, 0020101001 - Administration Unit.....	1
2024, Base Version, 0020102001 - PPME Unit.....	5
2024, Base Version, 0020103001 - Career Management Unit.....	7
2024, Base Version, 0020104001 - Procurement and Supply Chain Management Unit.....	8
2024, Base Version, 0020105001 - Recruitment, Training Development Unit.....	10
2024, Base Version, 0020106001 - Research, Statistics and Information Management Unit.....	11
2024, Base Version, 0020201001 - Administration Unit.....	12
2024, Base Version, 0020301001 - Administration Unit.....	15
2024, Base Version, 0020901001 - Headquarters-General Administration.....	18
2024, Base Version, 0021001001 - General Administration.....	20
2024, Base Version, 0021101001 - General Administration.....	23



# 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020101001 - Administration Unit</b>	<b>17,370,368</b>
<b>11001 - Central GoG &amp; CF</b>	<b>17,370,368</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	8,424,059
00201 - Management and Administration	8,424,059
00201000 - Management and Administration	8,424,059
No Aligned Project	8,424,059
085101 - Internal management of the organisation	8,258,862
<b>22101 - Materials and Office Consumables</b>	105,000
2210101 - Printed Material and Stationery	85,000
2210111 - Other Office Materials and Consumables	20,000
<b>22102 - Utilities</b>	321,367
2210201 - Electricity charges	245,000
2210202 - Water	20,000
2210203 - Telecommunications	35,000
2210204 - Postal Charges	1,367
2210205 - Sanitation Charges	20,000
<b>22103 - General Cleaning</b>	48,035
2210301 - Cleaning Materials	48,035
<b>22105 - Travel and Transport</b>	301,811
2210502 - Maintenance and Repairs - Official Vehicles	20,000
2210503 - Fuel and Lubricants - Official Vehicles	70,000
2210505 - Running Cost - Official Vehicles	27,341
2210514 - Foreign Travel- Per Diem	184,470
<b>22106 - Repairs and Maintenance</b>	84,064



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2210603 - Repairs of Office Buildings	11,833
2210605 - Maintenance of Machinery and Plant	60,396
2210623 - Maintenance of Office Equipment	11,835
<b>22107 - Training, Seminar and Conference Cost</b>	<b>874,080</b>
2210706 - Library and Subscription	4,101
2210709 - Seminars/Conferences/Workshops - Dome	842,638
2210710 - Staff Development	27,341
<b>22113 - Insurance Premium</b>	<b>20,506</b>
2211304 - Insurance of Vehicles	20,506
<b>31112 - Non-Residential Buildings</b>	<b>300,000</b>
3111204 - Office Buildings	300,000
<b>31121 - Transport equipment</b>	<b>5,964,000</b>
3112101 - Motor Vehicle	5,964,000
<b>31122 - Other machinery and equipment</b>	<b>140,000</b>
3112208 - Computers and Accessories	70,000
3112212 - Air Condition	70,000
<b>31131 - Infrastructure Assets</b>	<b>100,000</b>
3113108 - Furniture and Fittings	100,000
<i>085205 - Personnel and Staff Management</i>	<i>20,922</i>
<b>22107 - Training, Seminar and Conference Cost</b>	<b>20,922</b>
2210709 - Seminars/Conferences/Workshops - Dome	20,922
<i>085501 - Internal Audit Operations</i>	<i>123,352</i>
<b>22107 - Training, Seminar and Conference Cost</b>	<b>123,352</b>
2210709 - Seminars/Conferences/Workshops - Dome	87,157



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020101001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2210710 - Staff Development	36,195
086304 - Cleaning and General Services	20,922
<b>22107 - Training, Seminar and Conference Cost</b>	20,922
2210709 - Seminars/Conferences/Workshops - Dome	20,922
<b>Unspecified Policy</b>	<b>8,946,309</b>
<b>00201 - Management and Administration</b>	<b>8,946,309</b>
<b>00201000 - Management and Administration</b>	8,946,309
No Aligned Project	8,946,309
Unspecified Operations	8,946,309
2111001 - Established Post	3,487,386
<b>21111 - Non Established Post</b>	3,981,399
2111104 - Recruitment	3,981,399
<b>21112 - Other Allowances</b>	1,477,525
2111202 - Bicycle Maintenance Allowance	672
2111203 - Car Maintenance Allowance	30,160
2111213 - Watchman Allowance	35,670
2111221 - Training Allowance	350,000
2111223 - Basic PE Related Allowances	350,000
2111225 - Boards /Committees Allowance	270,000
2111227 - Clothing Allowance	40,967
2111233 - Entertainment Allowance	30,967
2111234 - Fuel Allowance	126,051
2111236 - Housing Subsidy/Allowance	69,763
2111238 - Overtime Allowance	60,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020101001 - Administration Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2111245 - Domestic Servants Allowance	64,083
2111247 - Utility Allowance	49,192



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020102001 - PPME Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304304 - Osu Klotey

<b>0020102001 - PPME Unit</b>	<b>1,439,965</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,439,965</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	34,470
00203 - Human Resource Management	34,470
00203003 - Performance Management	34,470
No Aligned Project	34,470
085301 - Budget Preparation	10,000
<b>22107 - Training, Seminar and Conference Cost</b>	10,000
2210709 - Seminars/Conferences/Workshops - Dome	10,000
085701 - Management and Monitoring Policies, Programmes and Project	7,035
<b>22107 - Training, Seminar and Conference Cost</b>	7,035
2210709 - Seminars/Conferences/Workshops - Dome	7,035
085702 - Evaluation and Impact Assessment Activities	17,435
<b>22107 - Training, Seminar and Conference Cost</b>	17,435
2210709 - Seminars/Conferences/Workshops - Dome	17,435
<b>Unspecified Policy</b>	<b>1,405,495</b>
00203 - Human Resource Management	1,405,495
00203003 - Performance Management	1,405,495
No Aligned Project	1,405,495
Unspecified Operations	1,405,495
2111001 - Established Post	981,727
<b>21112 - Other Allowances</b>	423,768
2111203 - Car Maintenance Allowance	2,520
2111213 - Watchman Allowance	6,418



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020102001 - PPME Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304304 - Osu Klotey

2111225 - Boards /Committees Allowance	350,000
2111227 - Clothing Allowance	5,242
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	17,940
2111245 - Domestic Servants Allowance	10,752
2111247 - Utility Allowance	6,048



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00201 - Headquarters  
**Organisation:** 0020103001 - Career Management Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304304 - Osu Klotey

<b>0020103001 - Career Management Unit</b>	<b>4,835,041</b>
<b>11001 - Central GoG &amp; CF</b>	<b>4,835,041</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	4,104,470
00203 - Human Resource Management	4,104,470
00203001 - Recruitment and Promotions	4,104,470
<i>No Aligned Project</i>	4,104,470
085204 - Recruitment, Placement and Promotions	4,104,470
<b>22107 - Training, Seminar and Conference Cost</b>	4,104,470
2210709 - Seminars/Conferences/Workshops - Dome	4,104,470
<b>Unspecified Policy</b>	<b>730,570</b>
00203 - Human Resource Management	730,570
00203001 - Recruitment and Promotions	730,570
<i>No Aligned Project</i>	730,570
<i>Unspecified Operations</i>	730,570
2111001 - Established Post	723,010
<b>21112 - Other Allowances</b>	<b>7,560</b>
2111203 - Car Maintenance Allowance	7,560





## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020104001 - Procurement and Supply Chain Management Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

<b>0020104001 - Procurement and Supply Chain Management Unit</b>	<b>7,685,337</b>
<b>11001 - Central GoG &amp; CF</b>	<b>7,685,337</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	267,993
00202 - Institutional Development	267,993
00202004 - Procurement Management	267,993
<i>No Aligned Project</i>	267,993
<i>085101 - Internal management of the organisation</i>	267,993
<b>22101 - Materials and Office Consumables</b>	70,000
2210101 - Printed Material and Stationery	65,000
2210111 - Other Office Materials and Consumables	5,000
<b>22102 - Utilities</b>	30,000
2210201 - Electricity charges	30,000
<b>22105 - Travel and Transport</b>	25,000
2210505 - Running Cost - Official Vehicles	20,000
2210509 - Other Travel and Transportation	5,000
<b>22106 - Repairs and Maintenance</b>	32,993
2210623 - Maintenance of Office Equipment	32,993
<b>22107 - Training, Seminar and Conference Cost</b>	50,000
2210709 - Seminars/Conferences/Workshops - Dome	50,000
<b>31122 - Other machinery and equipment</b>	60,000
3112208 - Computers and Accessories	60,000
<b>Unspecified Policy</b>	<b>7,417,344</b>
00202 - Institutional Development	7,417,344
00202004 - Procurement Management	7,417,344



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020104001 - Procurement and Supply Chain Management Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

<i>No Aligned Project</i>	7,417,344
<i>Unspecified Operations</i>	7,417,344
2111001 - Established Post	7,417,344



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020105001 - Recruitment, Training Development Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304304 - Osu Klotey

<b>0020105001 - Recruitment, Training Development Unit</b>	<b>537,611</b>
<b>11001 - Central GoG &amp; CF</b>	<b>537,611</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	34,470
00203 - Human Resource Management	34,470
00203002 - Training and Development	34,470
<i>No Aligned Project</i>	34,470
085206 - Manpower Skills Development	34,470
<b>22107 - Training, Seminar and Conference Cost</b>	34,470
2210709 - Seminars/Conferences/Workshops - Dome	34,470
<b>Unspecified Policy</b>	<b>503,140</b>
00203 - Human Resource Management	503,140
00203002 - Training and Development	503,140
<i>No Aligned Project</i>	503,140
<i>Unspecified Operations</i>	503,140
2111001 - Established Post	426,852
<b>21112 - Other Allowances</b>	76,288
2111203 - Car Maintenance Allowance	5,040
2111213 - Watchman Allowance	6,418
2111227 - Clothing Allowance	5,242
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	17,940
2111245 - Domestic Servants Allowance	10,752
2111247 - Utility Allowance	6,048



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00201 - Headquarters

**Organisation:** 0020106001 - Research, Statistics and Information Management Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

<b>0020106001 - Research, Statistics and Information Management Unit</b>	<b>1,073,818</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,073,818</b>
420101 - 16.6 Dev. effect. acetable & transparent insts at all levels	284,470
00203 - Human Resource Management	284,470
00203004 - Information Management	284,470
<i>No Aligned Project</i>	284,470
085801 - Research and Development	284,470
<b>22107 - Training, Seminar and Conference Cost</b>	284,470
2210709 - Seminars/Conferences/Workshops - Dome	284,470
<b>Unspecified Policy</b>	<b>789,347</b>
00203 - Human Resource Management	789,347
00203004 - Information Management	789,347
<i>No Aligned Project</i>	789,347
<i>Unspecified Operations</i>	789,347
2111001 - Established Post	786,827
<b>21112 - Other Allowances</b>	<b>2,520</b>
2111203 - Car Maintenance Allowance	2,520



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020201001 - Administration Unit</b>	<b>3,403,297</b>
<b>11001 - Central GoG &amp; CF</b>	<b>3,243,297</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>459,991</b>
<b>00202 - Institutional Development</b>	<b>459,991</b>
<b>00202002 - Institutional Strengthening</b>	459,991
<i>No Aligned Project</i>	459,991
<i>002001 - Executive Support Services</i>	459,991
<b>22101 - Materials and Office Consumables</b>	28,099
2210101 - Printed Material and Stationery	17,599
2210111 - Other Office Materials and Consumables	10,500
<b>22102 - Utilities</b>	100,810
2210201 - Electricity charges	61,111
2210202 - Water	29,200
2210203 - Telecommunications	6,300
2210205 - Sanitation Charges	4,200
<b>22103 - General Cleaning</b>	11,300
2210301 - Cleaning Materials	11,300
<b>22105 - Travel and Transport</b>	19,699
2210505 - Running Cost - Official Vehicles	9,200
2210509 - Other Travel and Transportation	10,500
<b>22106 - Repairs and Maintenance</b>	10,500
2210623 - Maintenance of Office Equipment	10,500
<b>22107 - Training, Seminar and Conference Cost</b>	79,583
2210701 - Training Materials	9,200



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

2210709 - Seminars/Conferences/Workshops - Dome	44,399
2210710 - Staff Development	25,984
<b>31112 - Non-Residential Buildings</b>	150,000
3111204 - Office Buildings	150,000
<b>31122 - Other machinery and equipment</b>	60,000
3112208 - Computers and Accessories	60,000
<b>Unspecified Policy</b>	<b>2,783,306</b>
<b>00202 - Institutional Development</b>	<b>2,783,306</b>
<b>00202002 - Institutional Strengthening</b>	2,783,306
<i>No Aligned Project</i>	2,783,306
<i>Unspecified Operations</i>	2,783,306
2111001 - Established Post	2,627,581
<b>21112 - Other Allowances</b>	155,725
2111203 - Car Maintenance Allowance	27,720
2111213 - Watchman Allowance	6,418
2111222 - Watchman Extra Days Allowance	32,000
2111227 - Clothing Allowance	5,242
2111233 - Entertainment Allowance	5,242
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	12,901
2111238 - Overtime Allowance	29,527
2111245 - Domestic Servants Allowance	11,021
2111247 - Utility Allowance	6,048
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>160,000</b>



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00202 - Management Services Division  
**Organisation:** 0020201001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	160,000
00202 - Institutional Development	160,000
00202002 - Institutional Strengthening	160,000
No Aligned Project	160,000
002001 - Executive Support Services	160,000
<b>22101 - Materials and Office Consumables</b>	24,000
2210101 - Printed Material and Stationery	20,000
2210111 - Other Office Materials and Consumables	4,000
<b>22102 - Utilities</b>	26,000
2210203 - Telecommunications	25,000
2210204 - Postal Charges	1,000
<b>22105 - Travel and Transport</b>	85,000
2210503 - Fuel and Lubricants - Official Vehicles	70,000
2210509 - Other Travel and Transportation	15,000
<b>22107 - Training, Seminar and Conference Cost</b>	25,000
2210709 - Seminars/Conferences/Workshops - Dome	25,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00203 - Public Records and Archives Administration Department  
**Organisation:** 0020301001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

<b>0020301001 - Administration Unit</b>	<b>9,712,248</b>
<b>11001 - Central GoG &amp; CF</b>	<b>7,105,248</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>559,988</b>
<b>00202 - Institutional Development</b>	<b>559,988</b>
<b>00202003 - Records Management</b>	559,988
<i>No Aligned Project</i>	559,988
<i>085101 - Internal management of the organisation</i>	559,988
<b>22101 - Materials and Office Consumables</b>	45,725
2210101 - Printed Material and Stationery	32,665
2210111 - Other Office Materials and Consumables	13,060
<b>22102 - Utilities</b>	78,094
2210201 - Electricity charges	56,561
2210202 - Water	7,178
2210203 - Telecommunications	7,178
2210205 - Sanitation Charges	7,178
<b>22103 - General Cleaning</b>	15,888
2210301 - Cleaning Materials	15,888
<b>22105 - Travel and Transport</b>	21,777
2210505 - Running Cost - Official Vehicles	21,777
<b>22107 - Training, Seminar and Conference Cost</b>	172,503
2210709 - Seminars/Conferences/Workshops - Dome	162,503
2210710 - Staff Development	10,000
<b>31112 - Non-Residential Buildings</b>	226,000
3111204 - Office Buildings	226,000





## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00203 - Public Records and Archives Administration Department  
**Organisation:** 0020301001 - Administration Unit  
**Government Function:** 70131 - General Personnel Services  
**Location:** 0304302 - Ablekuma South

Unspecified Policy	6,545,260
00202 - Institutional Development	6,545,260
00202003 - Records Management	6,545,260
No Aligned Project	6,545,260
Unspecified Operations	6,545,260
2111001 - Established Post	6,208,477
<b>21112 - Other Allowances</b>	336,783
2111238 - Overtime Allowance	42,823
2111239 - Tools Allowance	3,960
2111240 - Uniform and Protective Clothing Allowance	150,000
2111259 - Height Allowance	140,000
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>2,607,000</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	2,607,000
00202 - Institutional Development	2,607,000
00202003 - Records Management	2,607,000
No Aligned Project	2,607,000
085101 - Internal management of the organisation	2,607,000
<b>22101 - Materials and Office Consumables</b>	528,448
2210101 - Printed Material and Stationery	528,448
<b>22102 - Utilities</b>	328,448
2210201 - Electricity charges	328,448
<b>22103 - General Cleaning</b>	52,604
2210301 - Cleaning Materials	52,604
<b>22105 - Travel and Transport</b>	155,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service

**Department:** 00203 - Public Records and Archives Administration Department

**Organisation:** 0020301001 - Administration Unit

**Government Function:** 70131 - General Personnel Services

**Location:** 0304302 - Ablekuma South

2210505 - Running Cost - Official Vehicles	75,000
2210509 - Other Travel and Transportation	80,000
<b>22107 - Training, Seminar and Conference Cost</b>	<b>1,542,500</b>
2210709 - Seminars/Conferences/Workshops - Dome	1,342,500
2210710 - Staff Development	200,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00209 - Institute of Technical Supervision  
**Organisation:** 0020901001 - Headquarters-General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - UnSpecified Location

<b>0020901001 - Headquarters-General Administration</b>	<b>1,812,024</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,412,024</b>
Unspecified Policy	1,412,024
<b>00203 - Human Resource Management</b>	<b>1,412,024</b>
<b>00203002 - Training and Development</b>	1,412,024
<i>No Aligned Project</i>	1,412,024
<i>Unspecified Operations</i>	1,412,024
2111001 - Established Post	1,404,464
<b>21112 - Other Allowances</b>	7,560
2111201 - Motorbike Allowance	2,520
2111222 - Watchman Extra Days Allowance	5,040
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>400,000</b>
<b>420101 - 16.6 Dev. effect. acctable &amp; transparent insts at all levels</b>	<b>400,000</b>
<b>00203 - Human Resource Management</b>	<b>400,000</b>
<b>00203002 - Training and Development</b>	400,000
<i>No Aligned Project</i>	400,000
<i>085206 - Manpower Skills Development</i>	400,000
<b>22101 - Materials and Office Consumables</b>	28,169
2210101 - Printed Material and Stationery	28,169
<b>22102 - Utilities</b>	16,901
2210201 - Electricity charges	16,901
<b>22103 - General Cleaning</b>	20,282
2210301 - Cleaning Materials	20,282
<b>22105 - Travel and Transport</b>	60,850



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00209 - Institute of Technical Supervision  
**Organisation:** 0020901001 - Headquarters-General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - Unspecified Location

2210502 - Maintenance and Repairs - Official Vehicles	15,775
2210505 - Running Cost - Official Vehicles	22,535
2210509 - Other Travel and Transportation	22,540
<b>22106 - Repairs and Maintenance</b>	<b>33,803</b>
2210603 - Repairs of Office Buildings	28,169
2210623 - Maintenance of Office Equipment	5,634
<b>22107 - Training, Seminar and Conference Cost</b>	<b>146,823</b>
2210709 - Seminars/Conferences/Workshops - Dome	133,302
2210711 - Public Education and Sensitization	13,521
<b>22108 - Consultancy Expenses</b>	<b>4,502</b>
2210802 - External Consultants Fees	4,502
<b>31112 - Non-Residential Buildings</b>	<b>25,634</b>
3111204 - Office Buildings	25,634
<b>31122 - Other machinery and equipment</b>	<b>41,014</b>
3112208 - Computers and Accessories	20,380
3112211 - Office Equipment	20,634
<b>31131 - Infrastructure Assets</b>	<b>22,022</b>
3113108 - Furniture and Fittings	22,022



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00210 - Government Secretariat School-Parent  
**Organisation:** 0021001001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - Unspecified Location

<b>0021001001 - General Administration</b>	<b>4,247,375</b>
<b>11001 - Central GoG &amp; CF</b>	<b>2,624,375</b>
Unspecified Policy	2,624,375
00203 - Human Resource Management	2,624,375
00203002 - Training and Development	2,624,375
No Aligned Project	2,624,375
Unspecified Operations	2,624,375
2111001 - Established Post	2,544,736
<b>21112 - Other Allowances</b>	79,639
2111203 - Car Maintenance Allowance	17,640
2111213 - Watchman Allowance	6,498
2111227 - Clothing Allowance	3,744
2111233 - Entertainment Allowance	3,744
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	16,215
2111245 - Domestic Servants Allowance	7,872
2111247 - Utility Allowance	4,320
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>1,623,000</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	1,623,000
00203 - Human Resource Management	1,623,000
00203002 - Training and Development	1,623,000
No Aligned Project	1,623,000
085206 - Manpower Skills Development	1,623,000
<b>22101 - Materials and Office Consumables</b>	245,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00210 - Government Secretariat School-Parent  
**Organisation:** 0021001001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - Unspecified Location

2210101 - Printed Material and Stationery	165,000
2210111 - Other Office Materials and Consumables	80,000
<b>22102 - Utilities</b>	196,200
2210201 - Electricity charges	100,000
2210202 - Water	70,000
2210203 - Telecommunications	15,000
2210204 - Postal Charges	4,000
2210205 - Sanitation Charges	7,200
<b>22103 - General Cleaning</b>	30,000
2210301 - Cleaning Materials	30,000
<b>22104 - Rentals/Lease</b>	3,000
2210409 - Rental of Plant and Equipment	3,000
<b>22105 - Travel and Transport</b>	80,000
2210509 - Other Travel and Transportation	40,000
2210511 - Local Travel Cost	10,000
2210514 - Foreign Travel- Per Diem	15,000
2210515 - Foreign Travel Cost and Expenses	15,000
<b>22106 - Repairs and Maintenance</b>	190,000
2210603 - Repairs of Office Buildings	150,000
2210623 - Maintenance of Office Equipment	40,000
<b>22107 - Training, Seminar and Conference Cost</b>	447,435
2210701 - Training Materials	5,000
2210704 - Hire of Venue	2,000
2210709 - Seminars/Conferences/Workshops - Dome	400,435



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00210 - Government Secretariat School-Parent  
**Organisation:** 0021001001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - Unspecified Location

2210710 - Staff Development	40,000
<b>22109 - Special Services</b>	20,000
2210910 - Trade Promotion / Publicity	20,000
<b>31112 - Non-Residential Buildings</b>	100,000
3111204 - Office Buildings	100,000
<b>31121 - Transport equipment</b>	151,365
3112101 - Motor Vehicle	151,365
<b>31122 - Other machinery and equipment</b>	80,000
3112208 - Computers and Accessories	50,000
3112211 - Office Equipment	30,000
<b>31131 - Infrastructure Assets</b>	80,000
3113108 - Furniture and Fittings	80,000



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - Unspecified Location

<b>0021101001 - General Administration</b>	<b>6,298,019</b>
<b>11001 - Central GoG &amp; CF</b>	<b>1,884,545</b>
Unspecified Policy	1,884,545
00203 - Human Resource Management	1,884,545
00203002 - Training and Development	1,884,545
<i>No Aligned Project</i>	1,884,545
<i>Unspecified Operations</i>	1,884,545
2111001 - Established Post	1,798,190
<b>21112 - Other Allowances</b>	86,355
2111213 - Watchman Allowance	6,498
2111222 - Watchman Extra Days Allowance	24,356
2111227 - Clothing Allowance	3,744
2111233 - Entertainment Allowance	3,744
2111234 - Fuel Allowance	19,606
2111236 - Housing Subsidy/Allowance	16,215
2111245 - Domestic Servants Allowance	7,872
2111247 - Utility Allowance	4,320
<b>12200 - Non Tax Revenue (NTR) Sources Retained - IGF</b>	<b>4,413,474</b>
420101 - 16.6 Dev. effect. acctable & transparent insts at all levels	4,413,474
00203 - Human Resource Management	4,413,474
00203002 - Training and Development	4,413,474
<i>No Aligned Project</i>	4,413,474
085206 - Manpower Skills Development	4,413,474
<b>22101 - Materials and Office Consumables</b>	610,565





## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - UnSpecified Location

2210101 - Printed Material and Stationery	230,565
2210113 - Feeding Cost	380,000
<b>22102 - Utilities</b>	147,800
2210201 - Electricity charges	48,000
2210202 - Water	54,800
2210203 - Telecommunications	45,000
<b>22103 - General Cleaning</b>	91,641
2210301 - Cleaning Materials	91,641
<b>22105 - Travel and Transport</b>	367,200
2210502 - Maintenance and Repairs - Official Vehicles	108,000
2210505 - Running Cost - Official Vehicles	139,200
2210514 - Foreign Travel- Per Diem	120,000
<b>22106 - Repairs and Maintenance</b>	205,000
2210603 - Repairs of Office Buildings	205,000
<b>22107 - Training, Seminar and Conference Cost</b>	2,263,912
2210701 - Training Materials	80,002
2210703 - Examination Fees and Expenses	800,000
2210709 - Seminars/Conferences/Workshops - Dome	1,240,910
2210710 - Staff Development	143,000
<b>31112 - Non-Residential Buildings</b>	312,064
3111204 - Office Buildings	312,064
<b>31122 - Other machinery and equipment</b>	176,067
3112208 - Computers and Accessories	84,455
3112211 - Office Equipment	91,613



## 2024 BUDGET VOLUME

**Ministry:** 002 - Office of the Head of Civil Service  
**Department:** 00211 - Civil Service Training Centre-Parent  
**Organisation:** 0021101001 - General Administration  
**Government Function:** 00000 - Unspecified Gov. Function  
**Location:** 0000000 - UnSpecified Location

31131 - Infrastructure Assets	239,225
3113108 - Furniture and Fittings	239,225