



REPUBLIC OF GHANA

***MEDIUM TERM EXPENDITURE FRAMEWORK (MTEF)***

***FOR 2020-2023***

***MINISTRY OF JUSTICE & ATTORNEY  
GENERAL'S DEPARTMENT***

*PROGRAMME BASED BUDGET ESTIMATES  
For 2020*



***OFFICE OF THE ATTORNEY  
GENERAL AND MINISTRY OF  
JUSTICE***



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The OAGMJ MTEF PBB for 2020 is also available on the internet at: [www.mofep.gov.gh](http://www.mofep.gov.gh)



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## 1.5. Appropriation Bill

Summary of Expenditure by Sub-Programme, Economic Item and Funding

Entity: 033 - Office of the Attorney General and Ministry of Justice

Year: 2020 | Currency: Ghanaian Cedi (GHS)

Version 1

	GoG			IGF			Funds / Others			Donors			Grand Total	
	Compensation of employees	Goods and Services	31 - Non financial assets	Total	Compensation of employees	Goods and Services	31 - Non financial assets	Total	Statutory	ABFA	Others	Goods and Services		31 - Non financial assets
03301 - Management And Administration	4,649,915	1,765,876	7,000,000	13,415,791										13,415,791
03301001 - General Administration	2,184,971	603,157	7,000,000	9,788,128										9,788,128
03301002 - Finance	341,243	176,588		517,831										517,831
03301003 - Human Resource Management	482,753	269,281		752,035										752,035
03301004 - Policy Planning; Budgeting; Monitoring And Evaluation	427,511	451,969		879,480										879,480
03301005 - Statistics; Research; Information And Public Relations	815,860	158,929		974,789										974,789
03301006 - Internal Audit	397,577	105,953		503,529										503,529
<b>03302 - Law Administration</b>	<b>59,635,165</b>	<b>5,862,336</b>	<b>1,600,000</b>	<b>67,097,501</b>		<b>13,322,521</b>	<b>5,641,686</b>	<b>18,964,207</b>						<b>86,061,708</b>
03302001 - Law Report And Reviews	3,864,284	335,855	200,000	4,400,139		343,200		343,200						4,743,339
03302002 - Promotion Of Rule Of Law	40,418,496	2,443,611	300,000	43,162,106										43,162,106
03302003 - Copyright And Entity Administration	7,268,687	500,771		7,769,457				18,584,007						26,353,464
03302004 - Legal Aid Services	6,796,030	2,000,000	1,000,000	9,796,030		37,000		37,000						9,833,030
03302005 - Law Reform	1,287,669	582,099	100,000	1,969,768										1,969,768
<b>03303 - Management Of Economic And Organised Crime</b>	<b>21,318,074</b>	<b>1,664,969</b>	<b>400,000</b>	<b>23,383,043</b>										<b>23,383,043</b>
03303000 - Management Of Economic And Organised Crime	21,318,074	1,664,969	400,000	23,383,043										23,383,043
<b>03304 - Legal Education</b>	<b>3,818,295</b>	<b>237,207</b>		<b>4,055,503</b>	<b>3,502,884</b>	<b>5,267,027</b>	<b>941,669</b>	<b>9,711,580</b>						<b>13,767,083</b>
03304001 - Professional And Career Development	3,818,295	237,207		4,055,503	3,502,884	5,267,027	941,669	9,711,580						13,767,083
<b>Grand Total</b>	<b>89,421,450</b>	<b>9,530,388</b>	<b>9,000,000</b>	<b>107,951,838</b>	<b>3,502,884</b>	<b>18,589,547</b>	<b>6,583,355</b>	<b>28,675,787</b>						<b>136,627,625</b>

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# **PART A: STRATEGIC OVERVIEW OF THE OFFICE OF THE ATTORNEY GENERAL AND MINISTRY OF JUSTICE**

## **1. NMTDPF POLICY OBJECTIVES RELEVANT TO THE MANDATE OF OAGMJ**

The NMTDPF contains five (5) Policy Objectives that are relevant to the Office of the Attorney General and Ministry of Justice are:

- Promote access and efficiency in delivery of Justice
- Promote the fight against corruption and economic crimes
- Ensure improved fiscal performance and sustainability
- Develop a competitive creative arts industry
- Enhance capacity for policy formulation and coordination

## **2. GOAL**

To provide quality advice and legal service to the Government and the People of Ghana.

## **3. CORE FUNCTIONS**

The Office of the Attorney General and Ministry of Justice is responsible for the formulation of policies, supervision and monitoring of the programmes of activities of the departments and agencies under the Ministry and evaluate their performance and to ensure equality of access to justice and treatment before the law for all.

The Mandate of the Attorney-General as provided for under article 88 of the Constitution includes the following:

- To provide legal advice to the Government.
- The initiation and conduct of all prosecutions of criminal offences.
- The institution and conduct of all civil cases and all civil proceedings against the State shall be instituted against the Attorney-General as defendant.
- The Attorney-General shall have audience in all courts in Ghana.

Aside the above functions under article 88, the Office of the Attorney-General is also responsible for the following:

- Drafting legislation and vetting of subsidiary legislation
- reviewing agreements for MDAs

Other departments and agencies under the Office have the following functions:

- To provide professional Legal education and ensure high standards of professional conduct of Lawyers.



- To prevent and detect organized crime and generally to facilitate the confiscation of the proceeds of crime.
- To produce and publish Ghana Law Reports and Review of Ghana Law to strengthen the capacity of lawyers and Judges.
- To provide free legal services to the indigent and vulnerable and resolve conflicts among them through mediation
- To implement copyright and copyright related laws and regulations and provide for copyright administration.
- To conduct research and make recommendation of reform of the law in the Country.
- To undertake the registration of Businesses, Marriages, protection of Industrial Property Rights and Administration of Estates.

#### 4. POLICY OUTCOME INDICATORS AND TARGETS

Outcome Indicator Description	Unit of Measurement	Baseline		Latest Status as at September		Targets	
		Year	Value	Year	Value	Year	Value
Business Registration improved	The ratio of the number of applications received against the numbers registered expressed in %.	2018	85%	2019	71.6%	2023	95%
Marriage Registration improved	The ratio of the number of applications received against the numbers registered expressed in %.	2018	95.8%	2019	44.3%	2023	100%
Trademarks registered	The ratio of the number of applications received against the numbers registered expressed in %.	2018	67.6%	2019	62.1%	2023	80%
ADR mediation improved	The ratio of the number of cases resolved to the total number of cases received under the Legal Aid Commission expressed in %	2018	65%	2019	53.6%	2023	75%
Representation of the Vulnerable in litigations	Percentage of litigations resolved as against the number of total cases received	2018	71%	2019	43.1%	2023	80%
Improved legal service delivery	Percentage of number of cases investigated by EOCO against the number of total cases received	2018	60%	2019	50.8%	2023	75%
	Percentage of number of cases prosecuted as against number of cases received	2018	34%	2019	66.7%	2023	70%
Improved creative industry by the Copyright Office	Percentage of number of anti-piracy exercises conducted as against targeted anti-piracy exercises	2018	60%	2019	50%	2023	80%
	Percentage of registered creative arts work as against creative arts work received	2018	65%	2019	66.8%	2023	85%



## 5. SUUMMARY OF KEY ACHIEVEMENTS IN 2019

The key performance achievements of the Sector are outlined under the four main programmes around which the Office of the Attorney-General and Ministry of Justice, its Departments and Agencies function. These are: Management and Administration, Law Administration, Legal Education and Management of Economic and Organized Crime.

### Management and Administration

The Ministry published a research on Stakeholder Perceptions of the Impact of Justice for All Programme in the Ministry's newsletter 'Legal Bulletin'.

The Ministry conducted a mid-year monitoring and evaluation exercise to assess the level of implementation of the programmes and activities in the 2019 Annual Action Plan of the 2018-2021 Sector Medium Term Development Plan (SMTDP).

The Ministry renovated its Head Office Building, some of the Regional Offices and Residential buildings across the country to improve the working environment.

The Ministry procured some office equipment and vehicles to improve upon its operations.



RENOVATED TAMALE OFFICE BUILDING



RENOVATED SUNYANI BUNGALOW





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## **Law Administration**

### **Promotion of Rule of Law**

The Civil Division of the Office of the Attorney-General under the Law Administration Programme successfully represented the State in One Hundred and Sixty-four (164) civil cases. The division defended the state in several cases notable among which is the Attorney-General Vrs Balkan Energy Ghana Limited. A Garnishee Nisi was made Absolute on 13th October, 2017, ordering the Government of Ghana to pay Zenith Bank Ghana Limited the arbitral sum of USD 13,000,000.00 owing to Balkan Energy Limited with whatever interest may have accrued but not exceeding USD 44,155,258.39. However, on 31st July, 2019, the court discharged the garnishee. The division reviewed Forty-five (45) State contracts, recorded and resolved One Hundred and Five (105) petitions as at end of August, 2019. The division also provided Fifty-Seven (57) Legal opinions / advice to other government agencies.

The Legislative Drafting Division drafted Seventeen (17) Substantive Legislation and Two Hundred and Sixty-Four (264) Subsidiary Legislation (9 Legislative Instruments, 238 Executive Instruments and 11 Constitutional Instruments). The Drafting Division in collaboration with other MDAs and MMDAs are working on One Hundred and Eighty (180) bills e.g. Consumer Protection, Free Zone (Amendment), Ghana Academy of Arts and Sciences (Amendment), Marriages (Amendment), Chartered Institute of Human Resources Management, Ghana National Research Fund, University of Communications and Creative Arts Industry.

The Prosecution Division received nine hundred and one (901) dockets from various investigative Bodies across the Country. The division moved 512 Motions, initiated 112 Appeals, 16 Extraditions and received 49 Mutual Legal Assistance requests and 416 petitions.

Key cases were the two narcotic cases; Republic Vrs Bwogo Frederick and Republic Vrs Ivy Mugure Daniel the accused persons were convicted on all the charges and sentenced to 10 years and 15 years Imprisonment with Hard Labour (IHL) respectively.

The Division successfully prosecuted the case involving the Republic Vrs Habib Ayuba for defrauding Fuseini Fissel of an amount of GHC31,400.00. The accused person was charged with defrauding by false pretences contrary to Section 131 of The Criminal Offences Act, 1960 (Act 29). He was tried in the Circuit Court, convicted and sentenced to a fine of 600 penalty units in default, 1 year IHL

### **Law Reports and Reviews**

The Council for Law Reporting sold 562 copies of various editions of the Ghana Law Reports and Review of Ghana Law which amount to GH¢ 138,421.00. Preparation of manuscripts for the publication of 1,000 copies of the 2016-2017 vol.1 is 95% complete and would be published in October, 2019.



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Preparation of manuscripts for the publication of 700 copies of the 2016 – 2017 vol. 2 is 60% complete and also the preparation of manuscripts for the publication of 500 copies of the 2016-2017 Review of Ghana Law is 60% complete.

### **Legal Aid Commission**

The Legal Aid Commission received 1,451 court cases and resolved 637 representing 43.9% as at September, 2019. The Commission received 6,569 cases and resolved 3,240 cases representing 53.6% through Alternative Dispute Resolution (ADR) as at end of August, 2019.

The Commission opened Five (5) new District Offices to enhance legal aid delivery to the indigent and vulnerable at the district level in Juaso, Weija-Gbawe, Mpraeso, Asuogyaman and Suhum.

### **Law Reform Commission**

The Law Reform Commission work on Occupier Liability is 90% complete. The Commission organised key Stakeholders Conference on Draft Defamation Bill which is 90% complete.



Experts Round Table Conference on Occupier's Liability on Thursday 26th July 2019 @ Coconut Groove Hotel





Stakeholders Conference on Draft Defamation Bill on Thursday 11th July, 2019 @ Alisa Hotel

### **Copyright and Entity Administration**

The Copyright Office registered 801 copyright protected works as at end of August, 2019.

The Office conducted Six (6) anti-piracy activities as part of efforts geared towards enforcing copyright. The Office organized five (5) sensitization programmes for stakeholders and four (4) public education programmes on radio and television in Accra, Kumasi and Tamale.

The Office has also initiated a process for the review of the Copyright Regulations, 2010 (L.I. 1962) in response to technological advancement.

### **Copyright and Entity Administration**

The Registrar General's Department (RGD) generated an amount of Seventy-Five Million Nine Hundred and Fifty-Three Thousand Three Hundred and Forty-One Ghana Cedis Ninety-Two Pesewas (GHS 75,953,341.92) out of the GHS 84,750,000.00 total projection for the year under review representing 90% of the projected figure as at end of August, 2019. The RGD also registered sixty thousand four hundred and forty-five (60,445) businesses, one thousand, two hundred and forty-one (1,241) Marriages. The RGD filed 1,700 Trademarks and registered 650 Trademarks. The RGD had made a remarkable improvement in the World Bank's Ease of Doing Business ranking from 120 in 2017 to 114 out of 190 economies in 2019. The Department has improved business registration processes with the introduction of a One Stop Shop (OSS) by integrating data Requirements for the generation of a Tax Identification Number (TIN), Business Operating Permit (BOP), Registration of a Business and SSNIT into a single document and submitted at a single point at the Registrar-General's Department. The Department's decision to make the Digital Address system a mandatory requirement for business registration has enhanced site inspection for Company Inspectors and revenue mobilization for the Department and MMDA's. The Companies Act, 2019 (Act 992) has been passed and assented to by H.E. the President.



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### **Management of Economic and Organised Crime**

The Economic and Organized Crime Office (EOCO) recovered an amount of GH¢1,368,806.45 as direct proceeds as at end of August, 2019. EOCO also recovered GH¢ 1,286,962.24 as indirect recoveries to relevant institutions from proceeds of crime. The Office also secured One (1) confiscation of assets. Out of Two Hundred and Fifty (250) cases investigated, thirty (30) cases are under prosecution at various courts with one (1) conviction secured. Eleven (11) Senior High Schools and Fourteen (14) Basic Schools were sensitized on Cyber-crimes, Gaming and its related activities respectively.

A total of Eighteen (18) media engagements were held to promote the fight against economic and organized crimes.

### **Legal Education**

The General Legal Council (Ghana Law School) called Six (6) lawyers (5 in April and 1 in May, 2019) to the Bar during the Special Call. The Council successfully disposed of seventy-six (76) disciplinary cases and eighty-eight (88) Complaints/Cases received against lawyers. The Council conducted entrance examination for one thousand, eight hundred and twenty-six (1,826) applicants.

## **6. EXPENDITURE TRENDS**

For 2017, the entire sector was allocated an amount of GH¢ 90,728,106.32 which comprised a GoG amount of GH¢ 75,178,490.32 and an IGF amount of GH¢ 15,549,616.00. The GoG allocation provisioned an amount of GH¢ 59,019,015.32 for Compensation, GH¢ 4,159,475.00 for Goods and Services and GH¢12,000,000.00 for capex.

The IGF allocation also provisioned an amount of GH¢2,475,139.00 for CoE, GH¢8,679,071.00 for G&S and GH¢ 4,395,406.00 for Capex.

Out of the GH¢ 90,728,106.32 which was allocated to the sector, an amount of GH¢ 71,151,993.49 was expended from both GoG and IGF. The expenditure included GH¢ 60,475,227.96 for compensation of employees, GH¢ 9,855,454.90 for goods and services, and GH¢821,310.63 for capex.

The breakdown of the 2018 budget allocation of GH¢ 110,357,163.00 as follows: the total GoG amount allocated was GH¢93,681,211.00 and included GH¢77,862,471.00 for CoE, GH¢7,621,800.00 for G&S and GH¢8,196,940.00 for Capex. An IGF amount of GH¢16,675,952.00 was also allocated which provisioned for GH¢1,931,738.00 for CoE, GH¢9,846,266.00 for G&S and GH¢4,897,948.00 for Capex.

The Ministry as at December, 2018 had expended an amount of GH¢ 77,900,093.62 for both IGF and GoG. A total GoG amount of GH¢61,714,249.73 (CoE-GH¢49,033,123.49, G&S-GH¢12,511,983.83 and Capex-GH¢169,142.41) and an IGF amount of GH¢16,185,843.89 (CoE-



GH¢998,140.80, G&S-GH¢8,516,735.72 and Capex-GH¢6,670,967) were incurred on expenditure.

As at September 2019, the Ministry had expended an amount of GH¢ 76,482,373.02 for both IGF and GoG. A total GoG amount of GH¢59,098,454.16(CoE-GH¢55,227,594.73 G&S-GH¢2,918,599.43 and Capex-GH 952,260.00) and an IGF amount ofGH¢17,383,918.86 (CoE-GH¢2,617,909.63, G&S-GH¢13,889,894.31 and Capex-GH¢876,114.92) were incurred on expenditure.

The breakdown of the 2019 budget allocation of GH¢ 104,655,796.10 as follows: GH¢91,066,570.00 for CoE, GH¢5,802,133.10 for G&S and GH¢7,787,093.00 for Capex. An IGF amount of GH¢31,327,919.00 was also allocated which provisioned for GH¢6,244,862.00 for CoE, GH¢21,677,964.66 for G&S and GH¢3,405,092.34 for Capex.

#### Summary of Expenditure by Economic classification as at September 2019 for GoG Funds

Classification	Budget GH¢	Revised	Releases GH¢	Variance GH¢	% Variance
	(A)	Budget GH¢			
COMPENSATION OF EMPLOYEES	91,066,570.00	79,328,095.00	57,110,245.19	22,217,849.81	28.01
GOODS AND SERVICES	5,802,133.10	5,802,133.00	4,936,733.61	865,399.39	14.92
CAPEX	7,787,093.00	5,328,011.00	2,479,876.83	2,479,876.83	46.54
<b>TOTAL</b>	<b>104,655,796.10</b>	<b>90,458,239.00</b>	<b>64,526,855.63</b>	<b>25,931,383.37</b>	<b>28.67</b>

#### Summary of Expenditure by Economic classification as at September, 2019 for IGF

Classification	Budget GH¢	Releases GH¢	Variance GH¢	% Variance
COMPENSATION OF EMPLOYEES	6,244,862.00	2,617,909.63	3,626,952.37	58.08
GOODS AND SERVICES	21,677,964.66	13,889,894.31	7,788,070.35	35.93
CAPEX	3,405,092.34	876,114.92	2,528,977.42	74.27
<b>TOTAL</b>	<b>31,327,919.00</b>	<b>17,383,918.86</b>	<b>13,944,000.14</b>	<b>44.51</b>





## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>Programmes - Office of the Attorney General and Ministry</b>	<b>136,627,625</b>	<b>136,627,625</b>	<b>136,627,625</b>	<b>136,627,625</b>
<b>03301 - Management And Administration</b>	<b>13,415,791</b>	<b>13,415,791</b>	<b>13,415,791</b>	<b>13,415,791</b>
<b>03301001 - General Administration</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>
21 - Compensation of employees [GFS]	2,184,971	2,184,971	2,184,971	2,184,971
22 - Use of goods and services	600,757	600,757	600,757	600,757
27 - Social benefits [GFS]	2,400	2,400	2,400	2,400
31 - Non financial assets	7,000,000	7,000,000	7,000,000	7,000,000
<b>03301002 - Finance</b>	<b>517,831</b>	<b>517,831</b>	<b>517,831</b>	<b>517,831</b>
21 - Compensation of employees [GFS]	341,243	341,243	341,243	341,243
22 - Use of goods and services	176,588	176,588	176,588	176,588
<b>03301003 - Human Resource Management</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>
21 - Compensation of employees [GFS]	482,753	482,753	482,753	482,753
22 - Use of goods and services	264,881	264,881	264,881	264,881
27 - Social benefits [GFS]	4,400	4,400	4,400	4,400
<b>03301004 - Policy Planning; Budgeting; Monitoring And Evalua</b>	<b>879,480</b>	<b>879,480</b>	<b>879,480</b>	<b>879,480</b>
21 - Compensation of employees [GFS]	427,511	427,511	427,511	427,511
22 - Use of goods and services	441,469	441,469	441,469	441,469
27 - Social benefits [GFS]	10,500	10,500	10,500	10,500
<b>03301005 - Statistics; Research; Information And Public Relati</b>	<b>974,789</b>	<b>974,789</b>	<b>974,789</b>	<b>974,789</b>
21 - Compensation of employees [GFS]	815,860	815,860	815,860	815,860
22 - Use of goods and services	158,929	158,929	158,929	158,929
<b>03301006 - Internal Audit</b>	<b>503,529</b>	<b>503,529</b>	<b>503,529</b>	<b>503,529</b>
21 - Compensation of employees [GFS]	397,577	397,577	397,577	397,577



## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
22 - Use of goods and services	105,953	105,953	105,953	105,953
<b>03302 - Law Administration</b>	<b>86,061,708</b>	<b>86,061,708</b>	<b>86,061,708</b>	<b>86,061,708</b>
<b>03302001 - Law Report And Reviews</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>
21 - Compensation of employees [GFS]	3,864,284	3,864,284	3,864,284	3,864,284
22 - Use of goods and services	652,055	652,055	652,055	652,055
27 - Social benefits [GFS]	6,000	6,000	6,000	6,000
28 - Other expense	21,000	21,000	21,000	21,000
31 - Non financial assets	200,000	200,000	200,000	200,000
<b>03302002 - Promotion Of Rule Of Law</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>
21 - Compensation of employees [GFS]	40,418,496	40,418,496	40,418,496	40,418,496
22 - Use of goods and services	1,829,975	1,829,975	1,829,975	1,829,975
27 - Social benefits [GFS]	4,000	4,000	4,000	4,000
28 - Other expense	609,636	609,636	609,636	609,636
31 - Non financial assets	300,000	300,000	300,000	300,000
<b>03302003 - Copyright And Entity Administration</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>
21 - Compensation of employees [GFS]	7,268,687	7,268,687	7,268,687	7,268,687
22 - Use of goods and services	13,434,091	13,434,091	13,434,091	13,434,091
28 - Other expense	9,000	9,000	9,000	9,000
31 - Non financial assets	5,641,686	5,641,686	5,641,686	5,641,686
<b>03302004 - Legal Aid Services</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>
21 - Compensation of employees [GFS]	6,796,030	6,796,030	6,796,030	6,796,030
22 - Use of goods and services	2,027,000	2,027,000	2,027,000	2,027,000
27 - Social benefits [GFS]	10,000	10,000	10,000	10,000



## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
31 - Non financial assets	1,000,000	1,000,000	1,000,000	1,000,000
<b>03302005 - Law Reform</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>
21 - Compensation of employees [GFS]	1,287,669	1,287,669	1,287,669	1,287,669
22 - Use of goods and services	582,099	582,099	582,099	582,099
31 - Non financial assets	100,000	100,000	100,000	100,000
<b>03303 - Management Of Economic And Organised Crime</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>
<b>03303000 - Management Of Economic And Organised Crime</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>
21 - Compensation of employees [GFS]	21,318,074	21,318,074	21,318,074	21,318,074
22 - Use of goods and services	1,604,969	1,604,969	1,604,969	1,604,969
27 - Social benefits [GFS]	40,000	40,000	40,000	40,000
28 - Other expense	20,000	20,000	20,000	20,000
31 - Non financial assets	400,000	400,000	400,000	400,000
<b>03304 - Legal Education</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>
<b>03304001 - Professional And Career Development</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>
21 - Compensation of employees [GFS]	7,321,180	7,321,180	7,321,180	7,321,180
22 - Use of goods and services	4,858,988	4,858,988	4,858,988	4,858,988
27 - Social benefits [GFS]	379,500	379,500	379,500	379,500
28 - Other expense	265,746	265,746	265,746	265,746
31 - Non financial assets	941,669	941,669	941,669	941,669



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## **PART B: BUDGET PROGRAMME SUMMARY**

### **PROGRAMME 1: MANAGEMENT AND ADMINISTRATION**

#### **1. Budget Programme Objectives**

- To ensure fair and efficient operations of the legal system
- To ensure proper management of funds
- To facilitate the recruitment, placement and training of employees
- To ensure effective and efficient performance of the MDA through Monitoring and Evaluation of activities
- To ensure efficient records management system and free flow of information

#### **2. Budget Programme Description**

This programme is made up of the Ministry of Justice as the general administrative arm and performs the overall administration functions with the Policy Planning, Monitoring & Evaluation Unit, Human Resource Unit, Finance & Administration, Research Statistics, Information and Public Relations and the Internal Audit Unit.

The General Administration is responsible for the preparation of operational manual, provision and review of scheme and conditions of service, purchasing of materials, vehicles and equipment, maintenance of equipment, vehicles and buildings and sees to the maintenance of good sanitation of office premises whilst the Finance Department receives and disburses funds appropriately, prepares and keeps accounts and financial reports for audit examination. It also submits monthly expenditure returns.

Manpower plans, recruitments, training, leave applications, transfers, promotions and staff appraisal are performed by the Human Resource Management Directorate (HRMD) whilst the Policy Planning, Monitoring and Evaluation coordinates the budget activities, prepares the composite budget and documents for the budget hearings at both the Ministry of Finance and Parliament. Again, it also submits applications for funds, monitors and evaluates the functions performed by the entire sector.

Finally, the Statistics, Research, Information and Public Relations conducts research, compile, analyze, store data and disseminate information.





## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03301 - Management And Administration</b>	<b>13,415,791</b>	<b>13,415,791</b>	<b>13,415,791</b>	<b>13,415,791</b>
<b>03301001 - General Administration</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>
21 - Compensation of employees [GFS]	2,184,971	2,184,971	2,184,971	2,184,971
22 - Use of goods and services	600,757	600,757	600,757	600,757
27 - Social benefits [GFS]	2,400	2,400	2,400	2,400
31 - Non financial assets	7,000,000	7,000,000	7,000,000	7,000,000
<b>03301002 - Finance</b>	<b>517,831</b>	<b>517,831</b>	<b>517,831</b>	<b>517,831</b>
21 - Compensation of employees [GFS]	341,243	341,243	341,243	341,243
22 - Use of goods and services	176,588	176,588	176,588	176,588
<b>03301003 - Human Resource Management</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>
21 - Compensation of employees [GFS]	482,753	482,753	482,753	482,753
22 - Use of goods and services	264,881	264,881	264,881	264,881
27 - Social benefits [GFS]	4,400	4,400	4,400	4,400
<b>03301004 - Policy Planning; Budgeting; Monitoring And Evalua</b>	<b>879,480</b>	<b>879,480</b>	<b>879,480</b>	<b>879,480</b>
21 - Compensation of employees [GFS]	427,511	427,511	427,511	427,511
22 - Use of goods and services	441,469	441,469	441,469	441,469
27 - Social benefits [GFS]	10,500	10,500	10,500	10,500
<b>03301005 - Statistics; Research; Information And Public Relati</b>	<b>974,789</b>	<b>974,789</b>	<b>974,789</b>	<b>974,789</b>
21 - Compensation of employees [GFS]	815,860	815,860	815,860	815,860
22 - Use of goods and services	158,929	158,929	158,929	158,929
<b>03301006 - Internal Audit</b>	<b>503,529</b>	<b>503,529</b>	<b>503,529</b>	<b>503,529</b>
21 - Compensation of employees [GFS]	397,577	397,577	397,577	397,577
22 - Use of goods and services	105,953	105,953	105,953	105,953

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 1: MANAGEMENT AND ADMINISTRATION**

#### **SUB-PROGRAMME 1.1: General Administration**

##### **1. Budget Sub-Programme Objective**

- Enhance the operations of the Ministry

##### **2. Budget Sub-Programme Description**

The General Administration is responsible for the preparation of operational manual, provision and review of scheme and conditions of service, purchasing of materials, vehicles and equipment, maintenance of equipment, vehicles and buildings and sees to the maintenance of good sanitation of office premises whilst the Finance Department receives and disburses funds appropriately. Prepares and keeps accounts and financial reports for audit examination. Submits monthly expenditure returns.

Manpower plans, recruitments, training, leave applications, transfers, promotions and staff appraisal are performed by the Human Resource Management Directorate (HRMD) whilst policy planning, coordination of budget activities, preparation of composite budget, budget hearing and finalization, processing of applications for funds and also Monitoring and Evaluation functions are performed by the Policy Planning, Monitoring and Evaluation (PPME) Unit. Finally, the Statistics, Research, Information and Public Relations conducts research, compile, analyze, store data and disseminate information.

The General Administration has staff strength of thirty-five (35) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG).



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Year				Projections			
		2018		2019 (end-Sept.)		Budget Year	Indicative Year	Indicative Year	Indicative Year
		Target	Actual	Target	Actual	2020	2021	2022	2023
Preparation of operational manual, scheme and condition of service	Appraisal reports prepared	31 <sup>st</sup> Dec.	31 <sup>st</sup> Dec.	31 <sup>st</sup> Dec.	31 <sup>st</sup> Sept..	31 <sup>st</sup> Dec.	31 <sup>st</sup> Dec.	31 <sup>st</sup> Dec.	31 <sup>st</sup> Dec.
Enhancement of operations of the Ministry	Attrition rates reduced per annum	1%	2%	2%	2%	1%	1%	0.5%	0.5%
Implement management outcomes	Percentage of management meetings decisions implemented	70%	65%	65%	70%	70%	75%	80%	85%

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Maintain and service official vehicles	Construction of Law House
Provide utilities to run the office	Procure Vehicles
Build capacity of staff	Refurbish Regional Offices and Bungalows
Conduct promotional interviews for staff	
Conduct monitoring and evaluation exercises	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03301001 - General Administration</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>	<b>9,788,128</b>
21 - Compensation of employees [GFS]	2,184,971	2,184,971	2,184,971	2,184,971
22 - Use of goods and services	600,757	600,757	600,757	600,757
27 - Social benefits [GFS]	2,400	2,400	2,400	2,400
31 - Non financial assets	7,000,000	7,000,000	7,000,000	7,000,000

## BUDGET SUB-PROGRAMME SUMMARY

### PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

#### SUB-PROGRAMME 1.2: Finance

##### 1. Budget Sub-Programme Objective

- To ensure efficient and effective use of GoG, IGF and Donor funds to achieve optimum institutional goals

##### 2. Budget Sub-Programme Description

The Finance Department receives and disburses funds. It also keeps records of accounts and prepares financial reports. The Department in addition prepares and submits expenditure returns and makes available all financial records for audit examination. The Finance department has staff strength of nine (9) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG).

##### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		2020 Budget Year	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Payment made to service providers	Date of Payment	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice	30 days of receipt of invoice
Preparation and submission of financial reports	Monthly Financial reports produced	15 days after end of month	15 days after end of month	15 days after end of month	15 days after end of month	15 days after end of month	15 days after end of month	15 days after end of month	15 days after end of month
	Number of Quarterly Financial reports submitted	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter	1 <sup>st</sup> week after end of every quarter
	Annual Financial reports produced	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year	3 months after the end of financial year



Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		2020 Budget Year	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Preparation of annual budget estimates	Completed and submitted by	31st October	31st October	31st October	31st October	31st October	31st October	31st October	31st October

#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations
Treasury and Accounting Activities
Preparation of financial reports
Payment of utility bills and other recurrent expenditures

Projects
Procure furniture





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
03301002 - Finance	517,831	517,831	517,831	517,831
21 - Compensation of employees [GFS]	341,243	341,243	341,243	341,243
22 - Use of goods and services	176,588	176,588	176,588	176,588



## BUDGET SUB-PROGRAMME SUMMARY

### PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

#### SUB-PROGRAMME 1.3: Human Resource Management

##### 1. Budget Sub-Programme Objective

- To facilitate the recruitment, placement, promotion of staff and their development for efficient service delivery

##### 2. Budget Sub-Programme Description

The Human Resource Directorate develops manpower plans, recruits qualified personnel and train them. They also receive and process leave applications. The Human Resource unit has staff strength of six (6) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG).

##### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Budget Year 2020	Projections		
		2018		2019 (end-Sept.)			Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Manpower plan implemented	Number of Staff Trained in Scheme of Service	65	65	67	67	35	40	45	50
	Number of staff recruited per year	300	50	250	10	57	60	61	62
	Number of staff replaced per year	2	2	5	3	13	14	15	16
	Number of staff promoted in a year	52	51	166	43	85	90	95	100
	Number of staff posted in a year	10	14	0	2	-	-	-	-

\*2 staff were posted in 2019 but, we cannot anticipate the number that will be posted in the year 2020 and the indicative years. Therefore, we indicate hyphen and also 6 staff retired, 6 resigned



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and 1 staff died which sum up to 13 staff to be replaced in 2020. The hyphen in 2020 as well as the indicative years indicates no projections.

#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Human Resource Development Operations	No Projects
Human Resource Database	
Scheme of Service	
Recruitment, Placement, and Promotions	
Personnel and Staff Management	
Manpower Skills Development	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03301003 - Human Resource Management</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>	<b>752,035</b>
21 - Compensation of employees [GFS]	482,753	482,753	482,753	482,753
22 - Use of goods and services	264,881	264,881	264,881	264,881
27 - Social benefits [GFS]	4,400	4,400	4,400	4,400

## BUDGET SUB-PROGRAMME SUMMARY

### PROGRAMME 1: MANAGEMENT AND ADMINISTRATION

#### SUB-PROGRAMME 1.4: Policy, Planning, Budgeting, Monitoring and Evaluation

##### 1. Budget Sub-Programme Objective

- To ensure effective and efficient performance of the MDA through policy formulation, planning, Monitoring and Evaluation of activities.

##### 2. Budget Sub-Programme Description

The PPME Division is responsible for preparing draft policy plans of the Ministry. It also coordinates budget activities of the MDA and prepares the annual budget. It also arranges budget hearing for the Department and Agencies and submits the final draft to the Ministry of Finance (MoF).

The Division is also responsible for the submission of applications for release of funds as well as the monitoring of projects of the MDA and prepares Evaluation Reports for management decision. The Policy, Planning, Monitoring and Evaluation unit has staff strength of four (4) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG).

##### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Preparation of the Medium Term Development Plan	SMTDP prepared	Prepare SMTDP draft	Draft SMTDP prepared	Seek draft approval from NDPC	Draft document received approval from NDPC	Review document	Review document	Prepare 2022-2025 SMTDP draft	Seek draft approval from NDPC
Preparation of performance reports	Annual performance reports submitted	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year



Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Preparation of Annual Progress report	Annual progress reports submitted	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year	1st week after end of year
Preparation of annual budget estimates	completed by	31st October	31st October	31st October	31st October	31st October	31st October	31st October	31st October
Frequency of missed milestones in planning activities	Number of times a milestone in planning activities have been missed	1	3	3	2	2	1	1	0
M&E plan completed	Number of M&E engagements undertaken as a percentage of the total number planned	60%	50%	50%	60%	65%	70%	75%	80%
M&E training	Number of staff trained in M& E	2	0	2	0	2	3	4	5

#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Budget Preparation	No project
Sector Medium Term Development Plan preparation	
Annual Progress Report preparation	
Budget Performance Reporting	
Planning and Policy Formulation	
Publication and Dissemination of Policies and Programmes	
Policies and Programme Review Activities	
Management and Monitoring Policies, Programmes and Projects	
Evaluation and Impact Assessment Activities	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
03301004 - Policy Planning; Budgeting; Monitoring And	879,480	879,480	879,480	879,480
21 - Compensation of employees [GFS]	427,511	427,511	427,511	427,511
22 - Use of goods and services	441,469	441,469	441,469	441,469
27 - Social benefits [GFS]	10,500	10,500	10,500	10,500

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 1: MANAGEMENT AND ADMINISTRATION**

#### **SUB-PROGRAMME 1.5: Statistics, Research, Information Management and Public Relations**

##### **1. Budget Sub-Programme Objective**

- To ensure efficient records management system and free flow of information.

##### **2. Budget Sub-Programme Description**

This sub programme seeks to regulate the flow of information through a well-informed outfit for public consumption in relation to law and order. It conducts research to ensure that there is accurate and timely data for management use.

The sub programme covers the following:

- Coordinate the implementation of the government's ICT policies, strategies, programmes and initiatives within the Civil Service.
- Initiate and plan research programmes, design implement surveys data collection instruments and conduct research into HR policy impacts within the Civil Service.
- Develop awareness in the use of ICT within the Civil Service environment.
- Maintain an up-to-date Human Resource database for policy formulation, modeling manpower planning.
- Provide technical advice to the Ministry in the acquisition, development, implementation operations and maintenance of ICT hardware and software.
- Implement policies and procedures for the execution of Ministry's operations in the areas of information Management / Information Technology, Knowledge Management and e-governance.
- Establish linkages with Ministry of Communications, Ghana Information and Communications Technology Directorate (GicTed), Ghana Statistical Services, ICT Centre of Excellence and other relevant local and international research communities.
- Coordinate with the directorates of the Ministry to ensure effective and efficient information flow.
- Undertake research on salary administration and to perform various 'What if' scenarios and to provide the relevant findings and recommendations to the Minister
- Develop framework for modeling, simulation and forecasting of human resource issues (management of jobs, staff numbers, skills, training and recruitment, succession planning, job/position evaluation etc).

The Statistics, Research, Information Management and Public Relations unit has staff strength of thirteen (13) to implement its sub-programme and is funded by (GoG).



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Research reports influencing policy	Number of reports on research submitted	1	1	1	1	2	3	4	5
	Number of reports disseminated to the public	1	1	1	1	2	3	4	5
	Number of research works influencing policy as a percentage of the total number of research conducted	60%	50%	50%	65	70%	75%	80%	85%
ICT system developed and updated	Number of people who visited the Ministry's website per month	60	50	50	55	60	65	70	75
	Number of staff trained in the use of computer	15	10	10	10	15	20	25	30
	Number of regional offices connected to the head office	5	0	5	3	3	3	4	4





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#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

<b>Operations</b>	<b>Project</b>
Internal Management of the Organisation	No project
Research and Development	
Development and Management of Database	
Technology Transfer	
Protocol Services	
Media Relations	
Information, Education and Communication	
Publications, Campaigns and Programmes	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
03301005 - Statistics; Research; Information And Public	974,789	974,789	974,789	974,789
21 - Compensation of employees [GFS]	815,860	815,860	815,860	815,860
22 - Use of goods and services	158,929	158,929	158,929	158,929

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 1: MANAGEMENT AND ADMINISTRATION**

#### **SUB-PROGRAMME 1.6: Internal Audit**

##### **1. Budget Sub-Programme Objective**

- To provide an independent, objective, assurance, advisory and consulting services and special audit assignments designed to add value and improve operations of the Ministry.

##### **2. Budget Sub-Programme Description**

The primary aim of the Internal Audit Directorate is to undertake audit of all operations of the Ministry, its Departments and Agencies (without Internal Auditors), precisely to ascertain whether governance, control and risk management processes as designed by management are adequate and functioning in the manner that:

- Programmes, plans and objectives are achieved
- Significant regulatory issues are recognized and addressed properly
- Quality and continuous improvement are fostered in the control process
- Risks are appropriately identified and managed
- National resources are used economically, effectively and efficiently
- All financial activities are in compliance with laws, financial regulations, policies, plans, standards and procedures
- National resources are adequately safe guarded and used judiciously for the intended purpose
- Financial, managerial and operating information reported internally and externally is accurate, reliable and timely
- Detection and prevention of misstatements that could lead to fraud, abuse and waste



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Audit plan completed	Number of Audits completed as a percentage of the total number planned	100%	80%	80%	100%	100%	100%	100%	
Audit queries	Number of Audit findings against the Ministry	5	5	6	4	3	2	1	1
Issuance of audit reports	Number of audit reports issued as against number of audits conducted	5	5	6	4	3	2	1	1
Training of audit staff	Number of audit staff trained as against total number of audit staff	3	3	4	2	2	3	4	5

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Preparation of audit reports	No project
Issuance of audit queries	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
03301006 - Internal Audit	503,529	503,529	503,529	503,529
21 - Compensation of employees [GFS]	397,577	397,577	397,577	397,577
22 - Use of goods and services	105,953	105,953	105,953	105,953

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **1. Budget Programme Objectives**

- To promote an enabling environment and effective regulatory framework for corporate management
- To develop and strengthen Ghana's creative economy in ways that would enable the nation to actively engage in the world trade in creative goods and services
- To increase the capacity of the legal system to ensure speedy and affordable access to justice for all

#### **2. Budget Programme Description**

The programme covers the activities of Office of the Attorney General, Registrar General's Department, Copyright Office, Legal Aid Commission, Law Reform Commission and Council for Law Reporting.

- The Office of the Attorney General is responsible for legal matters in relation to the exercise of the Executive Powers of the State and also Legal Drafting in relation to the exercise of the Legislative Powers of the State
- The Copyright office is responsible for the administration of Copyright and related rights
- Legal Aid Commission is responsible for providing efficient and effective legal aid services to the vulnerable and excluded
- The Registrar-General's Department is responsible for the registration and maintenance of the information of Business Organizations, Administration of Estates and Marriages
- Law Reform Commission is responsible for preparing, revising and reforming laws towards national economic and social growth

Council for Law Reporting is responsible for the preparation and publication of the report known as the Ghana Law Report containing the judgments, rulings and opinion of the Superior Courts in the country as well as Ghana Law Review and may also affect other such publications as in the opinion of the council.

A total of six hundred and seventy-nine (679) staff strength are available to implement the Law Administration programme. The sub-programme operations are funded by the Government of Ghana (GoG) and Internally Generated Fund (IGF) except Office of the Attorney General which is funded by only GoG.





## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302 - Law Administration</b>	<b>86,061,708</b>	<b>86,061,708</b>	<b>86,061,708</b>	<b>86,061,708</b>
<b>03302001 - Law Report And Reviews</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>
21 - Compensation of employees [GFS]	3,864,284	3,864,284	3,864,284	3,864,284
22 - Use of goods and services	652,055	652,055	652,055	652,055
27 - Social benefits [GFS]	6,000	6,000	6,000	6,000
28 - Other expense	21,000	21,000	21,000	21,000
31 - Non financial assets	200,000	200,000	200,000	200,000
<b>03302002 - Promotion Of Rule Of Law</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>
21 - Compensation of employees [GFS]	40,418,496	40,418,496	40,418,496	40,418,496
22 - Use of goods and services	1,829,975	1,829,975	1,829,975	1,829,975
27 - Social benefits [GFS]	4,000	4,000	4,000	4,000
28 - Other expense	609,636	609,636	609,636	609,636
31 - Non financial assets	300,000	300,000	300,000	300,000
<b>03302003 - Copyright And Entity Administration</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>
21 - Compensation of employees [GFS]	7,268,687	7,268,687	7,268,687	7,268,687
22 - Use of goods and services	13,434,091	13,434,091	13,434,091	13,434,091
28 - Other expense	9,000	9,000	9,000	9,000
31 - Non financial assets	5,641,686	5,641,686	5,641,686	5,641,686
<b>03302004 - Legal Aid Services</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>
21 - Compensation of employees [GFS]	6,796,030	6,796,030	6,796,030	6,796,030
22 - Use of goods and services	2,027,000	2,027,000	2,027,000	2,027,000
27 - Social benefits [GFS]	10,000	10,000	10,000	10,000
31 - Non financial assets	1,000,000	1,000,000	1,000,000	1,000,000



## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302005 - Law Reform</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>
21 - Compensation of employees [GFS]	1,287,669	1,287,669	1,287,669	1,287,669
22 - Use of goods and services	582,099	582,099	582,099	582,099
31 - Non financial assets	100,000	100,000	100,000	100,000



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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **SUB-PROGRAMME 2.1: Law Report and Reviews**

##### **1. Budget Sub-Programme Objective**

- To strengthen the capacity of Judges, Lawyers and Para-legal staff in both private and public sector to promote the rule of law.

##### **2. Budget Sub-Programme Description**

The Council for Law Reporting is an organizational unit under the Office of the Attorney General and Ministry of Justice is responsible for the delivery of Law Reports and Reviews. The customers of Ghana Law reports are Judges, Lawyers, Law students and Legal Departments of Institutions.

Some key challenges of Ghana Law Reports include;

- Delay in receiving copies of judgments and rulings from the superior court
- Inability to retain legal staff due to poor conditions of service
- Lack of training of staff due to low funding
- Inadequate staff levels
- Inadequate funding/delay in release of Government subventions
- Poor working environment
- Lack of vehicle for effective sales drive

The Council for Law Reporting has staff strength of twenty-nine (29) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG) and Internally Generated Fund (IGF).



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year	Indicative Year	Indicative Year	Indicative Year
		Target	Actual	Target	Actual	2020	2021	2022	2022
Publication of [2013-2015] vol. 2 of Ghana Law Reports	Number of books published	1,000	1,000	N/A	N/A	N/A	N/A	N/A	N/A
Publication of [2016-2017] Volume 1 Ghana Law Reports	Number of books published	N/A	N/A	1,000	950	N/A	N/A	N/A	N/A
Publication of [2016-2017] Volume 2 Ghana Law Reports	Number of books published	N/A	N/A	N/A	N/A	700	N/A	N/A	N/A
Publication of [2018-2019] vol. 2 Ghana Law Reports	Number of books published	N/A	N/A	N/A	N/A	N/A	700	N/A	N/A
Publication of [2020-2021] vol. 2 Ghana Law Reports	Number of books published	N/A	N/A	N/A	N/A	N/A	N/A	700	N/A
Publication of [2020-2021] vol. 1 Ghana Law Reports	Number of books published	N/A	N/A	N/A	N/A	N/A	700	N/A	N/A
Publication of [2018-2019] vol. 1 Ghana Law Reports	Number of books published	N/A	N/A	N/A	N/A	700	N/A	N/A	N/A

\* N/A indicates there would be no publication(s) in those years



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#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Publication of Review of Ghana Law	Refurbishment of Offices
Publication of Ghana Law Reports	Rehabilitation of Office Building-Car Park
Sales of Ghana Law Reports and Journals	Purchase of Air-Conditioners
	Purchase of Computers & Accessories
	Procurement of Stationery
	Procurement of Generator - 1
	Procurement of Photocopier - 2
	Purchase of two (2) vehicles





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302001 - Law Report And Reviews</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>	<b>4,743,339</b>
21 - Compensation of employees [GFS]	3,864,284	3,864,284	3,864,284	3,864,284
22 - Use of goods and services	652,055	652,055	652,055	652,055
27 - Social benefits [GFS]	6,000	6,000	6,000	6,000
28 - Other expense	21,000	21,000	21,000	21,000
31 - Non financial assets	200,000	200,000	200,000	200,000

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **SUB-PROGRAMME 2.2: Promotion of Rule of Law**

##### **1. Budget Sub-Programme Objectives**

- To enter into fair and advantageous agreements on behalf of the State
- To draft legislation for the State
- To limit the State's liability in all civil cases
- To reduce crime rate
- To ensure the timely and professional delivery of legal services

##### **2. Budget Sub-Programme Description**

The sub programme seeks to champion the rule of law. The sub programme is delivered by the Civil, Public Prosecutions, Legislative Drafting and Energy Divisions. The Civil Division ensures that the State enters into contracts and agreements, in an effort to avoid civil suits against the State as a result of contracts and agreements. The Public Prosecutions Division principally assists the Attorney-General in carrying out the Constitutional duty of initiating and conducting criminal prosecutions on behalf of the State, prosecutes crimes perpetuated against the State with the object of crime reduction.

The Energy division was established at the Office to provide expert advice to the Energy Ministry on issues that are contract related which will require legal advice.

The Division also provides expert advice to the President on criminal issues such as the pardoning of prisoners and also advises the Police and other security agencies on cases committed against the State, as well as prosecuting international crimes, made possible by being a signatory to Mutual Cooperation and Assistance Agreements with various countries in collaboration with the Commonwealth Secretariat and United Nations Agencies. The Division on behalf of the Attorney-General also handles petitions from the Public. This is done by meeting with the aggrieved parties.

The Legislative Drafting Division drafts bills, prepares explanatory memoranda on such bills for Central and Local Government Agencies, drafts all subsidiary legislation for both Central and Local Government Agencies. These include Legislative Instruments (LI), Constitutional Instruments (CI), and Executive Instruments (EI), Bye-Laws and Gazette Notices of legal nature. The Division also gives advice to Government Departments on the interpretation of the Laws of Ghana, prepares the Index of legislation in respect of all Statutes of Ghana and also revises all the laws and legislations of Ghana and provides advisory services to Parliament with respect to the amendment of the Laws.



The Office of the Attorney General has staff strength of Two Hundred and Seventy-Six (276) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG).

### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Output	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Rule of Law Promoted	Number of Criminal cases received	1,450	1,341	1,600	1,098	1,700	1,800	1,900	1,900
	Number of Criminal cases prosecuted	1,350	1,341	1,500	1,045	1,550	1,600	1,700	1,700
	Number of Legal opinions / Advice to MDAs	100	89	110	57	120	140	160	180
	Number of legislative bills drafted	15	20	20	17	20	20	20	20
	Number of petitions Handled	150	157	200	105	200	230	250	270



	Number of civil cases received and handled	350	383	400	164	400	400	400	400
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#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Internal Management of the Organisation	<b>Procure Vehicles</b>
Promotion of Rule of Law	
Contractual Obligations and Commitments	
Legal and Administrative Frameworks Reviews	
Legal Services Operations	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302002 - Promotion Of Rule Of Law</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>	<b>43,162,106</b>
21 - Compensation of employees [GFS]	40,418,496	40,418,496	40,418,496	40,418,496
22 - Use of goods and services	1,829,975	1,829,975	1,829,975	1,829,975
27 - Social benefits [GFS]	4,000	4,000	4,000	4,000
28 - Other expense	609,636	609,636	609,636	609,636
31 - Non financial assets	300,000	300,000	300,000	300,000



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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **SUB-PROGRAMME 2.3: Copyright and Entity Administration**

##### **1. Budget Sub-Programme Objectives**

- To register businesses and marriages and protect Intellectual Property (IP)
- To supervise the administration of Collective Management Societies
- To ensure efficient maintenance of records of businesses and the administration of estates
- To administer Copyright and related rights

##### **2. Budget Sub-Programme Description**

The sub-programme is delivered by the Copyrights Office and the Registrar General's Department. The Copyright Office is responsible for the administration of copyright. According to section 66 clause 1 and 2 of the Copyright Law, the Copyright Office shall;

- Implement copyright and copyright related laws and regulation and provide for copyright administration
- Investigate and redress cases of infringement of copyright, and settle disputes of copyright where those disputes have not been reserved for settlement by the Copyright Tribunal
- Be responsible for the administration of external copyright relations
- Administer copyright of which the state is the owner
- Carry out other duties in relation to copyright administration
- Enforce Copyright through anti-piracy activities
- Educate the public on Copyright and related rights

Section 70 of the Act, provides that the funds for the operation of the copyright office shall include;

- Money approved by Parliament for the office
- Donations
- Gifts and
- Money received from any other source approved by the Minister for Finance

The Office is represented in the Ashanti Region with its Head Office in Accra. The Copy Right Office has a staff strength of Nineteen (19) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG) and Internally Generated Fund (IGF).

The Registrar General's Department was established under the ordinance 1950 during the colonial days as one of the departments of the Office of the Attorney General and Ministry of Justice in



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1961. There are currently offices in the Ashanti, Western and Northern Regions with its Headquarters in Accra.

They are mandated to ensure an efficient and effective administration of entities inter-alia:

- Business Services - Perform the business registration procedures and processes of the Department
- Industrial Property - Registration and administration of Textiles Designs, Trade Mark and Patent.
- Legal Services - Responsible for all legal matters of the department and final approval of all business registrations
- Marriages Section - Registration of marriages
- Estate Administration - Administration of Estates of deceased persons.
- Administration & Finance - Personnel administration, Finance and Accounting and General Services.
- Information Section - Maintenance of Records and information held by the Department.

Customer Services – provision of customer friendly services Departments Descriptions (programmes). The key challenges are:

- Inadequate funds
- Inadequate human resource
- Inadequate office accommodation
- Capping of the RGDs IGF retention at 16% is seriously undermining the Department's capacity to execute its programmes and activities effectively, and efficiently as mandated by the constitution.
- The I.T. Unit in the Department lacks the requisite skills needed to operate effectively

The sub-programme operations are funded by the Government of Ghana (GoG) and internally generated fund (IGF). The Registrar General's Department has staff strength of two hundred and twenty-seven (227) to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG) and Internally Generated Fund (IGF).



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-program. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Budget Year 2020	Projections		
		2018		2019 (end-Sept.)			Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Registration of Businesses	Number of businesses registered	70,000	86,665	90,000	64,445	95,000	100,000	105,000	110,000
	Time taken to register a business: Sole Proprietorship	2-day registration for sole proprietors	2-day registration for sole proprietors	1 day	1-day registration for sole proprietors	1 day	1 day	1 day	1 day
	Limited Liability companies	4-days registration	4-days registration	3 days	4-days registration	2 days	2 days	2 days	1 day
Registration of Marriages	Time taken to register marriage	1 day	1 day	1 day	1 day	1 day	1 day	1 day	1 day
	Number of marriages registered	2,500	2,395	2,800	1,241	2,800	3,000	3,000	3,000
Registration of copyright works	Publicize the rights of owners Have evidence of ownership and authentication of intellectual property	Register 950 copyright works	1,000 copyright works registered.	Register 1,000 copyright works	801 copyright works registered	Register 1,200 copyright works	Register 1,210 copyright works	Register 1,220 copyright works	Register 1,230 copyright works
Number of targeted anti-piracy exercises conducted	Reduction in the piracy of copyright works	Conduct five (5) anti-piracy exercises	Eight (8) anti-piracy exercises conducted	Conduct eight (8) anti-piracy exercises	Six (6) anti-piracy exercises conducted	Conduct six (6) anti-piracy exercises conducted	Conduct seven (7) anti-piracy exercises conducted	Conduct eight (8) anti-piracy exercises conducted	Conduct nine (9) anti-piracy exercises conducted
Mediation of copyright disputes	Copyright owners will receive justice and protection of their rights	1	2	2	3	4	5	6	7



#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Undertaking Anti-piracy activities	Rehabilitation of the office building
Public education/sensitization and awareness creation	
Mediation of Copyright disputes	
Registration of copyright works	
Review and recommend amendments to the Copyright Act	
Establishment of the Copyright Tribunal	
Registrar General's Dept	Registrar General's Dept
Registration of Companies	Provision of Local Area Networks, Power Cabling, Power Equipment and a server room for Sunyani office
Registration of marriages	Complete Kumasi Building Project
Registration of Industrial Properties	Procure 200 KVA 3 Phase Generator, 220 KVA Capacity Automatic Voltage Regulator (AVR), 60 KVA Uninterrupted Power Supply (UPS), 50HZ, 15 Minutes'
Administration of Estates	Procure Queue Management System for RGD office in Kumasi, Sekondi, Tamale, Sunyani and Koforidua
	Development and deployment of professional bodies and charges, mortgages and debentures modules update on e-registrar application
	Update of RGD Portal
	Procurement of Computers and accessories to furnish Sunyani and Koforidua Offices
	Purchase of land for Sekondi, Tamale, Sunyani and Koforidua Offices
	Procurement of vehicles





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302003 - Copyright And Entity Administration</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>	<b>26,353,464</b>
21 - Compensation of employees [GFS]	7,268,687	7,268,687	7,268,687	7,268,687
22 - Use of goods and services	13,434,091	13,434,091	13,434,091	13,434,091
28 - Other expense	9,000	9,000	9,000	9,000
31 - Non financial assets	5,641,686	5,641,686	5,641,686	5,641,686

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **SUB-PROGRAMME 2.4: Legal Aid Commission**

##### **1. Budget Sub-Programme Objectives**

- To review the act of establishment to reflect current trends and provide adequate framework for Legal Aid Commission (LAC) to operate
- To strengthen the human and institutional capacity of LAC
- To accelerate coverage of legal aid services in the country

##### **2. Budget Sub-Programme Description**

The Legal Aid Commission was established in 2018 under the Legal Aid Commission Act, 2018 (Act 977) and requires the Legal Aid Commission to offer legal aid in the following areas: The Legal Aid Commission is obligated by both the 1992 Constitution and the Legal Aid Commission Act 2018 (Act 977) to provide legal services to the poor and vulnerable through legal education, advice, assistance, mediation and representation that ensure that free or subsidized services are provided to eligible, indigent individuals.

The qualification for legal aid includes but not limited to the following:

- If a person earns the government minimum wage or less and desires legal representation in any criminal matter or civil matter relating to landlord and tenant, insurance, inheritance, maintenance of children and such other civil matters as may from time to time be prescribed by Parliament; and
- If in the opinion of the board requires legal aid.

The Legal Aid Commission has staff strength of One Hundred and twelve (112) in totality to implement its sub-programme. The sub-programme operations are funded by the Government of Ghana (GoG) as well as Donor funds.

Some key challenges of Legal Aid include;

- Inadequate resources to prioritize the Commission programmes and projects
- Delay in release of funds
- Inadequate logistics to function effectively



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Legal Aid Delivery Enhanced	Number of ADR cases received	9,427	7,657	9,030	6,045	10,030	10,140	11,420	12,016
	Number of ADR cases resolved	6,569	5,236	6,569	3,240	5,916	6,210	6,590	7,020
	Number of litigation applications received	2,327	1,638	2,676	2,320	1,705	1,751	1,821	1,933
	Number of clients represented in litigation cases in court.	1,209	864	1,451	437	915	934	953	971

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Projects
Administrative Operations	Construction of Ho Office
Training of staff	Construction Koforidua Office
Recruitment of staff	
Source services of private practitioners	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** Ghanaian Cedi (GHS)

**Version 1**

	2020	2021	2022	2023
<b>03302004 - Legal Aid Services</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>	<b>9,833,030</b>
21 - Compensation of employees [GFS]	6,796,030	6,796,030	6,796,030	6,796,030
22 - Use of goods and services	2,027,000	2,027,000	2,027,000	2,027,000
27 - Social benefits [GFS]	10,000	10,000	10,000	10,000
31 - Non financial assets	1,000,000	1,000,000	1,000,000	1,000,000



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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 2: LAW ADMINISTRATION**

#### **SUB-PROGRAMME 2.5: Law Reform**

##### **1. Budget Sub-Programme Objectives**

- To consult widely and make practical recommendations for the development and modernization of the laws of Ghana.
- To ensure that the laws are fair and responsive at all times to the needs of the country.

##### **2. Budget Sub-Programme Description**

The Law Reform Commission is established by the Law Reform Commission Act, 2011 Act (822). It succeeds the Commission which was first established by the Law Reform Commission Decree, 1968 (NLCD 288), later amended by the Law Reform Commission (Amendment) Decree, 1975 (NRCD 325). In accordance with section 3 of Act 822 the Commission is required to undertake the following functions among others:

- To advise the Attorney-General and Minister for Justice on policies for law reform.
- To undertake the examination of particular areas of the law, and formulate proposals for reform after appropriate research.
- To receive, consider and make proposals for the initiation and reform of any law in the country.

The main activity groupings include the following:

- Undertaking field research
- Consultative meetings with experts
- Stakeholders roundtable conferences, public fora
- Community Consultative Workshops
- Preparation of draft reports on the amendment of laws

The Commission's clients and collaborating agencies are: Office of the Attorney General and Ministry of Justice, Parliament, the Judiciary, Civil Society organizations, Professional Groupings and the General Public.

The Law Reform Commission has staff strength of sixteen (16) employees to implement the programmes. The sub-programme operations are funded by the Government of Ghana (GoG). Some key challenges of the Law Reforms implementations include;

- Inadequate resources to prioritize the Commission programmes and projects
- Delay in release of funds
- Inadequate logistics to function effectively



- Poor working environment
- Lack of official Vehicles to work with

### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Law of torts – occupier's liability	Draft Bill & Report	Final Report	Draft Report	Bill & Report	Draft Bill & Report	Final Bill and Report	N/A	N/A	N/A
Law of defamation	A report on Stakeholders meeting	Revised Defamation Bill	Draft Defamation Bill with comments	Final Report on the Draft Bill	Draft Bill and report	Final Bill and Report	N/A	N/A	N/A
Unfair contract terms	Prepare Report and Draft on Unfair Contract Terms	N/A	N/A	N/A	N/A	Report and Draft Bill.	N/A	N/A	N/A

\* N/A implies nothing will be done in those years but only in 2020.

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme.

Operations	Projects
Administrative Operations	Procure Office Equipment
Internal Management of the Organisation	
Reform of laws	





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03302005 - Law Reform</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>	<b>1,969,768</b>
21 - Compensation of employees [GFS]	1,287,669	1,287,669	1,287,669	1,287,669
22 - Use of goods and services	582,099	582,099	582,099	582,099
31 - Non financial assets	100,000	100,000	100,000	100,000

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## **BUDGET PROGRAMME SUMMARY**

### **PROGRAMME 3: MANAGEMENT OF ECONOMIC AND ORGANISED CRIME**

#### **1. Budget Programme Objectives**

- To Prevent and Detect Economic and Organised Crime
- To facilitate the confiscation of the proceeds of crime

#### **2. Budget Programme Description**

The Economic and Organised Crime Office (EOCO) was established in 2010 under ACT 804 as specialised Agency to monitor and investigate economic and organised crime and on the authority of the Attorney – General, prosecute these offences to recover the proceeds of crime and provide for related matters.

EOCO collaborates with other agencies like the BNI, National Security, Police, NACOB, Ghana Revenue Agency, and Financial Intelligence Center, International Agencies in the fight against corruption and organised crime in the country. The main source of funding is basically from GoG with occasional support from donor agencies.

The functions of the office are to:

- Investigate and on the authority of the Attorney-General prosecute serious offences that involve:
  - Financial and Economic loss to the Republic or any State entity or Institution in which the state has Financial Interest.
  - Money laundering
  - Human Trafficking
  - Prohibited Cyber activity
  - Tax Fraud and
  - Other serious offences
- Recover the proceeds of crime
- Monitor activities connected with the offences specified in paragraph (a) to detect correlative crimes.
- Take reasonable measures necessary to prevent the commission of crime specified in paragraph (a) and their correlative offences
- Disseminate information gathered in the course of investigation to Law enforcement agencies, other appropriate public agencies and persons the office considers appropriate in connection with the offences specified in paragraph (a).
- Co-operate with relevant foreign and international agencies in furtherance of this Act
- Perform any other functions connected with the objectives of the office.



EOCO exist to check malfeasance in public administration, corruption and economic and organised crimes activities in the country thereby building confidence in the economy both locally and for foreign investors. It is one of the agencies responsible to the people of Ghana and the government in the fight against corruption. The scope of EOCO is nationwide. Currently we are represented in all the Regional Capitals of the country with its Head Office in Accra. The EOCO staff strength is three hundred and eighty-one (381).

The main challenges for the programme are;

- Lack of adequate funding
- Inadequate Logistics
- Inadequate professional and administrative staff
- Inadequate Training Programmes
- No funds for Special Operations

### 3. Budget Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance

Main Outputs	Output Indicator	Past Year				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Recoveries of proceeds of crime	Indirect recoveries	GHC 13,112,080.80	GHC 12,487,696	GHC 1,351,310.35	GHC 1,286,962.24	GHC 1,415,658.46	GHC 1,415,658.46	GHC 1,415,658.46	GHC 1,415,658.46
	Direct recovery	GHC 8,352,171.45	GHC 7,954,449	GHC 1,437,246.77	GHC 1,368,806.45	GHC 1,505,687.10	GHC 1,505,687.10	GHC 1,505,687.10	GHC 1,505,687.10
Investigations	number of investigated cases ready for prosecution	400	446	400	203	400	450	450	450
Convictions	Number of convictions	10	3	1	1	2	3	4	5
Prosecutions	Number of prosecution	100	34	45	30	45	45	50	50

### 4. Budget Programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the programme.

Operations
Internal Management of the Organisation
Management of economic organized crimes

Projects
Procure Office Equipment





## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03303 - Management Of Economic And Organised Crime</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>
<b>03303000 - Management Of Economic And Organised Crime</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>	<b>23,383,043</b>
21 - Compensation of employees [GFS]	21,318,074	21,318,074	21,318,074	21,318,074
22 - Use of goods and services	1,604,969	1,604,969	1,604,969	1,604,969
27 - Social benefits [GFS]	40,000	40,000	40,000	40,000
28 - Other expense	20,000	20,000	20,000	20,000
31 - Non financial assets	400,000	400,000	400,000	400,000

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## **BUDGET PROGRAMME SUMMARY**

### **PROGRAMME 4: LEGAL EDUCATION**

#### **1. Budget Programme Objectives**

- To ensure that the conduct of Lawyers is according to standards prescribed by the General Legal Council
- To ensure that the integrity of the legal profession is maintained
- To create an enabling environment for redress of disputes between lawyers and clients

#### **2. Budget Programme Description**

Another important function of the General Legal Council is the maintenance of professional standards and discipline among legal practitioners through the Disciplinary Committee, which investigates all cases of misconduct by lawyers. Section 18 of Act 32 provides that, any complaint by a person relating to a conduct of a lawyer shall be referred to the Disciplinary Committee and, if it appears to the Disciplinary Committee that an inquiry ought to be held into a complaint, they shall proceed to hold an inquiry.

The Disciplinary Committee has the power of high court to summon witnesses and to call for production of documents and to examine witnesses and parties concerned on oath: and oaths may be administered for that purpose by any member of the Disciplinary Committee.





## 2.6 Budget by Chart of Account

### 6.0- Programme, Sub-Programme and Natural Account Summary

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03304 - Legal Education</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>
<b>03304001 - Professional And Career Development</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>
21 - Compensation of employees [GFS]	7,321,180	7,321,180	7,321,180	7,321,180
22 - Use of goods and services	4,858,988	4,858,988	4,858,988	4,858,988
27 - Social benefits [GFS]	379,500	379,500	379,500	379,500
28 - Other expense	265,746	265,746	265,746	265,746
31 - Non financial assets	941,669	941,669	941,669	941,669



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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 4: LEGAL EDUCATION**

#### **SUB-PROGRAMME 4.1: Professional and Career Development**

##### **1. Budget Sub-Programme Objectives**

- To increase the capacity of the legal system
- To attract Ghanaian law professionals living outside Ghana and willing to come back and serve their motherland
- To improve the capacity of the Security Agencies to provide internal security for human safety and protection

##### **2. Budget Sub-Programme Description**

The Legal Profession Act, 1960 (Act 32) established the General Legal Council (GLC) and mandated it with the responsibility of Organising Legal Education. The Professional Law Course is a qualifying certificate course leading to enrolment and call to the Ghanaian Bar. The GLC is therefore the sole competent body responsible with the running of professional Legal Education. At present, the GLC has delegated the administration and supervision of legal education to the Board of Legal Education with the Ghana School of Law as the vehicle.

Ghana Legal System Programme: This course is for Ghanaians who have obtained the UK/External LLB Degree and want to study the Professional Law Course to qualify as Lawyers to be called to the Ghanaian Bar. It is a three-month programme usually held from July to September every year. The students are taught and examined at the end of the programme in the following areas:

- Ghana Constitutional Law
- Ghana Legal Systems

Post-Call Law Programme: This course is designed for Ghanaians and other applicants from Commonwealth jurisdiction and other applicants who have qualified to practice in a country with a system of law analogous to that of Ghana and who wishes to be enrolled as a lawyer in Ghana. Currently, seven (7) subjects are taught;

- Constitutional Law of Ghana
- Customary Law
- Criminal procedure
- Civil procedure
- Law of evidence
- Family Law and practice
- Interpretation of deeds and statutes



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Years				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Trained and called to the Bar of newly qualified lawyers	Total number of lawyers called to the Bar	500	317	650	6	650	750	750	750
Disciplinary action against lawyers reported	Number of cases received and disposed off	150	229	180	88	200	200	200	200

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations
Internal Management of the Organisation
Professional and Career Development
Regulation of Professional Law Conduct of Lawyers

Projects
Procure One (1) 15-seater mini bus for use by the School
Procure Two (2) Saloon cars for use by the School





## 2.8. Budget by Chart of Account

### 8 - Sub-Programme and Natural Account

**Entity:** 033 - Office of the Attorney General and Ministry of Justice

**Funding:** All Source of Funding

**Year:** 2020 | **Currency:** GH Cedi

**Version 1**

	2020	2021	2022	2023
<b>03304001 - Professional And Career Development</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>	<b>13,767,083</b>
21 - Compensation of employees [GFS]	7,321,180	7,321,180	7,321,180	7,321,180
22 - Use of goods and services	4,858,988	4,858,988	4,858,988	4,858,988
27 - Social benefits [GFS]	379,500	379,500	379,500	379,500
28 - Other expense	265,746	265,746	265,746	265,746
31 - Non financial assets	941,669	941,669	941,669	941,669

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## **BUDGET SUB-PROGRAMME SUMMARY**

### **PROGRAMME 4: LEGAL EDUCATION**

#### **SUB-PROGRAMME 4.2: Regulation of Professional Law Conduct**

##### **1. Budget Sub-Programme Objectives**

- To ensure that the conduct of Lawyers is according to standards prescribed by the General Legal Council
- To create an enabling environment for redress of disputes between lawyers and their clients
- To ensure that the integrity of the legal profession is maintained

##### **2. Budget Sub-Programme Description**

Another important function of the GLC is the maintenance of professional standards and discipline among legal practitioners through the Disciplinary Committee, which investigates all cases of misconduct by lawyers.

Section 18 of Act 32 provides that, any complaint by a person relating to a conduct of a lawyer shall be referred to the Disciplinary Committee and, if it appears to the Disciplinary Committee that an inquiry ought to be held into a complaint, they shall proceed to hold an inquiry. The Disciplinary Committee has the powers of the High Court to summon witnesses, and to call for production of documents and to examine witnesses and parties concerned on oath; and oaths may be administered for that purpose by any member of the Disciplinary Committee. The Legal Education has staff strength of sixty-three (63) employees to implement its programme,

The sub-programme operations are funded by the Government of Ghana (GoG) and internally Generated Fund (IGF).

The main challenges for the programmes are;

- Inadequate official vehicles to run the school
- Inadequate facilities to accommodate students
- Untimely release of funds



### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Year				Budget Year 2020	Projections		
		2018		2019 (end-Sept.)			Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
Investigation into complaints filed against Lawyers	Number of investigation concluded	60	61	20	15	20	20	20	20
Licensing of Lawyers	Number of Lawyers licensed	2,500	2,755	3,000	2,800	3,100	3,500	3,800	4,000
Licensing Law firms	Number of licensed Law firms	700	800	850	820	850	870	900	920

### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operations	Project
Internal Management of the Organisation	No project
Registration and Licensing of lawyers	
Maintenance of roll of lawyers	



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## BUDGET SUB-PROGRAMME SUMMARY

### PROGRAMME 4: LEGAL EDUCATION

#### SUB-PROGRAMME 4.3: Commonwealth Legislative Drafting Programme

##### 1. Budget Sub-Programme Objective

- To address the scarcity of drafters and to provide initial formal training to Legislative Drafters

##### 2. Budget Sub-Programme Description

The Commonwealth Legislative Drafting Programme is run by the General Legal Council on behalf of the government of Ghana and the Commonwealth Secretariat. This programme is run every year from July to September.

The objectives of the Course are;

- To train draftsmen for law offices in Commonwealth African member states.
- To address the issue of scarcity of drafters
- To provide initial formal training to Legislative Drafters by developing their competences in the essentials of Legislative Drafting.

Participants are drawn from Commonwealth countries and held in Accra every year. Plans are far advanced to institutionalize the Legislative Drafting Course as a post –graduate programme of the School.

##### 3. Budget Sub-Programme Results Statement

The table indicates the main outputs, its indicators and projections by which the Ministry measures the performance of this sub-programme. The past data indicates actual performance whilst the projections are the Ministry's estimate of future performance.

Main Outputs	Output Indicator	Past Year				Projections			
		2018		2019 (end-Sept.)		Budget Year 2020	Indicative Year 2021	Indicative Year 2022	Indicative Year 2023
		Target	Actual	Target	Actual				
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

\*Training of drafters is currently suspended



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#### 4. Budget Sub-programme Operations and Projects

The table lists the main Operations and Projects to be undertaken by the sub-programme

Operation	Projects
Internal Management of the Organisation	
N/A	

\*Training of drafters is currently suspended





## 1.6. Appropriation Bill

Summary of Expenditure by Cost Center, Economic Item and Funding

Entity: 033 - Office of the Attorney General and Ministry of Justice  
 Year: 2020 | Currency: Ghanaian Cedi (GHS)  
 Version 1

	GoG			IGF			Funds / Others			Donors			Grand Total	
	Compensation of employees	Goods and Services	Capex	Total	Compensation of employees	Goods and Services	Capex	Total	Statutory	ABFA	Others	Goods and Services		Capex
<b>033 - Office of the Attorney General and Ministry of Justice</b>	<b>89,421,450</b>	<b>9,530,388</b>	<b>9,000,000</b>	<b>107,951,838</b>	<b>3,502,884</b>	<b>18,589,547</b>	<b>6,583,355</b>	<b>28,675,787</b>						<b>136,627,625</b>
03301 - Gen. Admin	4,649,915	1,765,876	7,000,000	13,415,791										13,415,791
0330101 - Gen. Admin and Finance	4,649,915	1,765,876	7,000,000	13,415,791										13,415,791
0330101001 - Gen. Admin and Finance	4,649,915	1,765,876	7,000,000	13,415,791										13,415,791
<b>03302 - Attorney Generals Department</b>	<b>40,418,496</b>	<b>2,445,611</b>	<b>300,000</b>	<b>43,162,106</b>										<b>43,162,106</b>
0330201 - Gen. Admin	32,442,202	1,462,167	300,000	34,204,369										34,204,369
0330201001 - Gen. Admin	32,442,202	1,462,167	300,000	34,204,369										34,204,369
<b>0330202 - Regional Operations</b>	<b>7,976,294</b>	<b>981,444</b>		<b>8,957,738</b>										<b>8,957,738</b>
0330202002 - Volta Region	760,828	88,850		849,678										849,678
0330202003 - Eastern Region	911,002	111,135		1,022,137										1,022,137
0330202004 - Central Region	946,183	125,797		1,071,980										1,071,980
0330202005 - Western Region	942,107	113,135		1,055,243										1,055,243
0330202006 - Ashanti Region	2,044,931	199,887		2,244,818										2,244,818
0330202007 - Brong Ahafo Region	859,579	118,466		978,045										978,045
0330202008 - Northern Region	640,420	105,707		746,127										746,127
0330202009 - Upper East Region	487,482	66,662		554,143										554,143
0330202010 - Upper West Region	383,762	51,805		435,567										435,567
<b>03303 - Registrar Generals Dept</b>	<b>6,124,091</b>	<b>190,519</b>		<b>6,314,610</b>		<b>12,543,416</b>	<b>5,375,750</b>	<b>17,919,166</b>						<b>24,233,776</b>
0330301 - Gen. Admin	6,124,091	190,519		6,314,610		12,543,416	5,375,750	17,919,166						24,233,776
0330301001 - Gen. Admin	6,124,091	190,519		6,314,610		12,543,416	5,375,750	17,919,166						24,233,776
<b>03304 - Copyright Office</b>	<b>1,144,595</b>	<b>310,252</b>		<b>1,454,847</b>		<b>398,904</b>	<b>265,936</b>	<b>664,841</b>						<b>2,119,688</b>
0330401 - Gen. Admin	1,144,595	310,252		1,454,847		398,904	265,936	664,841						2,119,688
0330401001 - Gen. Admin	1,144,595	310,252		1,454,847		398,904	265,936	664,841						2,119,688
<b>03350 - Economic and Organised Crime Office</b>	<b>21,318,074</b>	<b>1,664,969</b>	<b>400,000</b>	<b>23,383,043</b>										<b>23,383,043</b>
0335011 - Gen. Admin	21,318,074	1,664,969	400,000	23,383,043										23,383,043
0335011001 - Gen. Admin	21,318,074	1,664,969	400,000	23,383,043										23,383,043





## 1.6. Appropriation Bill

Summary of Expenditure by Cost Center, Economic Item and Funding

Entity: 033 - Office of the Attorney General and Ministry of Justice  
 Year: 2020 | Currency: Ghanaian Cedi (GHS)  
 Version 1

	GoG			IGF			Funds / Others				Donors			Grand Total	
	Compensation of employees	Goods and Services	Capex	Total	Compensation of employees	Goods and Services	Capex	Total	Statutory	ABFA	Others	Goods and Services	Capex		Total
03352 - Law Reform Commission	1,287,669	582,099	100,000	1,969,768											1,969,768
0335201 - Gen. Admin	1,287,669	582,099	100,000	1,969,768											1,969,768
0335201001 - Gen. Admin	1,287,669	582,099	100,000	1,969,768											1,969,768
03353 - Council for Law Reporting	3,864,284	335,855	200,000	4,400,139		343,200		343,200							4,743,339
0335301 - General Admin	3,864,284	335,855	200,000	4,400,139		343,200		343,200							4,743,339
0335301001 - General Admin	3,864,284	335,855	200,000	4,400,139		343,200		343,200							4,743,339
03354 - Legal Aid Scheme	6,796,030	2,000,000	1,000,000	9,796,030		37,000		37,000							9,833,030
0335401 - Greater Accra Regional Office	220,517			220,517											220,517
0335401001 - Greater Accra Regional Office	220,517			220,517											220,517
0335402 - Volta Regional Office	160,284			160,284											160,284
0335402001 - Volta Regional Office	160,284			160,284											160,284
0335403 - Eastern Regional Office	266,396			266,396											266,396
0335403001 - Eastern Regional Office	266,396			266,396											266,396
0335404 - Central Regional Office	99,933			99,933											99,933
0335404001 - Central Regional Office	99,933			99,933											99,933
0335405 - Western Regional Office	129,193			129,193											129,193
0335405001 - Western Regional Office	129,193			129,193											129,193
0335406 - Ashanti Regional Office	127,478			127,478											127,478
0335406001 - Ashanti Regional Office	127,478			127,478											127,478
0335407 - Brong Ahafo Regional Office	219,379			219,379											219,379
0335407001 - Brong Ahafo Regional Office	219,379			219,379											219,379
0335408 - Northern Regional Office	215,085			215,085											215,085
0335408001 - Northern Regional Office	215,085			215,085											215,085
0335409 - Upper East Regional Office	157,528			157,528											157,528
0335409001 - Upper East Regional Office	157,528			157,528											157,528
0335410 - Upper West Regional Office	161,223			161,223											161,223



## 1.6. Appropriation Bill

Summary of Expenditure by Cost Center, Economic Item and Funding

Entity: 033 - Office of the Attorney General and Ministry of Justice  
 Year: 2020 | Currency: Ghanaian Cedi (GHS)  
 Version 1

	GoG			IGF			Funds / Others			Donors			Grand Total		
	Compensation of employees	Goods and Services	Capex	Total	Compensation of employees	Goods and Services	Capex	Total	Statutory	ABFA	Others	Goods and Services		Capex	Total
0335410001 - Upper West Regional Office	161,223			161,223											161,223
<b>0335411 - Gen. Admin</b>	5,039,014	2,000,000	1,000,000	8,039,014		37,000		37,000							8,076,014
0335411001 - Gen. Admin	5,039,014	2,000,000	1,000,000	8,039,014		37,000		37,000							8,076,014
<b>03355 - General Legal Council</b>	<b>3,818,295</b>	<b>237,207</b>		<b>4,055,503</b>	<b>3,502,884</b>	<b>5,267,027</b>	<b>941,669</b>	<b>9,711,580</b>							<b>13,767,083</b>
<b>0335501 - Gen. Admin</b>	3,818,295	237,207		4,055,503	3,502,884	5,267,027	941,669	9,711,580							13,767,083
0335501001 - Gen. Admin	3,818,295	237,207		4,055,503	3,502,884	5,267,027	941,669	9,711,580							13,767,083



REPUBLIC OF GHANA

## MINISTRY OF FINANCE

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