

# MEDIA

## NATIONAL ANTI-CORRUPTION ACTION PLAN

### 2022/2023 MONITORING AND EVALUATION FRAMEWORK FOR DATA COLLECTION AND REPORTING

#### GUIDELINES FOR INDICATOR DATA COLLECTION AND REPORTING

#### 1.0. INTRODUCTION

The National Anti-Corruption Action Plan (NACAP) was adopted in July 2014 for implementation by stakeholders, which include Public, Private and Not-For-Profit organizations and institutions.

In terms of implementation of NACAP by public sector organizations and institutions, the Office of the President (OoP) issued directives in March 2015 which, among others, provide that:

- All heads of institutions and leadership at all levels should take responsibility for their areas of oversight and ensure that measures are taken to combat corruption in their institutions, including implementation of roles specifically assigned to their institutions under NACAP;

- The Ministry of Finance should ensure that MDAs, MMDAs and all public sector institutions budget for the implementation of specific programmes assigned to them under NACAP, and
- Ministers, Chief Executives and Heads of Public sector institutions shall submit reports on the implementation of NACAP to the Monitoring and Evaluation Committee (MONICOM) at the CHRAJ, with copies to the Office of the President.

To assist in the assessment of the outputs or outcomes of the implementation of planned activities and generally assess the progress of implementation of NACAP in 2022/2023, indicators have been developed under general role and the four strategic objectives of NACAP.

These guidelines have been issued to assist implementing agencies report on the implementation of their planned activities under NACAP on schedule, using the National Anti-Corruption Reporting Tool (Google Form), an online data collection and reporting tool.

## **2.0. ROLES UNDER NACAP**

### **2.1 General Role**

The General role is designed for implementation and reporting by **ALL** Implementing Partners (IPs), including public sector organizations, private sector and not-for-profit organizations.

### **2.2 Roles under Strategic Objectives**

These are roles specific to implementing agencies under the four Strategic Objectives which can be found on pages 54-90 of the National Anti-Corruption Action Plan (2015-2024).

All IPs are to use this framework to report on all activities under “General Roles” and assigned activities under the four strategic objectives.

### 3.0. THE 2022/2023 MONITORING AND EVALUATION FRAMEWORK FOR DATA COLLECTION AND REPORTING

The 2022/2023 NACAP M&E Data Collection and Reporting Framework is presented in the form of a matrix as follows:

**NACAP Ref. No:** This refers to the reference number and activity under NACAP selected for implementation.

**Broad Activity:** This refers to activities for implementation as provided for in the 2015-2024 National Anti-Corruption Action Plan document, which can be found in pages 54-90.

**Indicator:** The indicator measures the expected results from the implementation of the broad activity.

**Data Source (Means of Verification):** The origin, root from which the data was collected on the indicator, e.g. Programme/ Meeting reports, Payments vouchers, Store records, etc.

IPs are required to complete the Indicator (provide result/status of implementation) and Data Source (Means of Verification) sections.

Where an implementing partner is unable to undertake a required assigned activity, the agency should indicate “**NOT UNDERTAKEN**”, in the “Indicator” section and reasons must be provided for not undertaking the activity.

#### **4.0 Clustering of Implementing Partners**

Implementing Partners are clustered/grouped into Office of the President (OoP), Metropolitan, Municipal and District Assemblies (MMDAs), Ministries, Departments and Agencies (MDAs), Anti-Corruption Agencies (ACAs)/Key Accountability Institutions (KAIs), Judicial Service, Parliament, Other Public Sector Institutions (OPSIs), Civil Society Organisations (CSOs), Faith Based Organisations (FBOs), Private Sector (PS), Political Parties (PPs), Traditional Authorities, Tertiary/Educational Institutions and the Media.

The clustering of IPs is for reporting on activities in relation to a specific cluster.

**NOTE: OPSIs** include Public Services Commission (PSC), Electoral Commission, National Commission for Civic Education (NCCE), National Development Planning Commission (NDPC), and Bank of Ghana (BoG).

For further enquiries, contact the following persons:

**Isaac Appiah**                      **0542670447**

**Wisdom Senyo**                      **0243019732**

**Robert Martey**                      **0249259578**

**Gloria Owusu Mensah**              **0206235052**

## GENERAL ROLES (ACTIVITIES) OF IMPLEMENTING PARTNERS

Broad Activity	Indicator	Result (Status of Implementation)	Data Source (Means of Verification)
Budget for implementation of NACAP activities	a. Amount budgeted for implementation of NACAP activities		
	b. Actual expenditure for implementing NACAP activities		
Designate Schedule Officer(s) (Focal Person) for NACAP	Name(s), designation(s), email(s) and phone number(s) of Focal Person(s)		
<p>Sensitize staff on NACAP and SDG 16 (SDG Target 16.5 and 16.6)</p> <p>Note:                      SDG 16.5: Substantially reduce corruption and bribery in all their forms.                      SDG 16.6: Develop effective, accountable and transparent institutions at all levels.</p>	Number of staff sensitized on NACAP and SDG 16		
Strengthen internal control measures to reduce opportunities	a. Number of Internal Audit reports (indicate date of submission)		

Broad Activity	Indicator	Result (Status of Implementation)	Data Source (Means of Verification)
for corruption within public, private and not-for-profit sector organizations/institutions	b. Number of Audit Committee Meetings (indicate date of meetings)		
Establish safe and confidential reporting systems/mechanisms at the work place (e.g. complaint boxes, hotlines and web-based platforms)	Safe and confidential reporting systems/mechanisms at the work place established (Indicate mechanism in place)		
Act expeditiously on reports of corruption and misconduct in the work place.	a. Number of corruption (e.g. fraud, bribery, misappropriation, embezzlement etc.) complaints received		
	b. Number of complaints on workplace misconduct (e.g. persistent lateness, absenteeism, sexual harassment, etc.) received		
	c. Number of investigations on acts of corruption		
	d. Number of actions undertaken on workplace misconduct		



Broad Activity	Indicator	Result (Status of Implementation)	Data Source (Means of Verification)
	e. Number of prosecutions/ sanctions on acts of corruption		
	f. Number of sanctions on workplace misconduct		
Develop and publicize sexual harassment policies at the work place	a. Sexual harassment policy at the work place (indicate whether the policy is in place)		
	b. Number of awareness programmes on Sexual harassment policy organised for staff		
	c. Publication of Sexual harassment policy (on websites, at vantage points of the offices, notice boards, etc.)		
Introduce measures to control absenteeism, lateness and moonlighting	a. Measures to check absenteeism, lateness (e.g. clock in device, attendance book etc)		
	b. Measures to check moonlighting		

## STRATEGIC OBJECTIVE 1

**STRATEGIC OBJECTIVE 1: TO BUILD PUBLIC CAPACITY TO CONDEMN AND FIGHT CORRUPTION AND TO MAKE CORRUPTION A HIGH-RISK LOW- GAIN ACTIVITY**

NACAP Ref/ Broad Activity	Indicator	Results (Status of Implementation)	Data Source (Means of Verification)
2. Organize regular public education and awareness programmes on the evils of corruption and the ethos of anti-corruption in MDAs, general public, and private sector organizations	a. Number of public education and awareness programme on the evils of corruption and the ethos of anti-corruption		
	b. Number of beneficiaries		
3. Create public fora/community outreach/clinics at District Level	a. Number of community outreach/clinics/public fora organised		
	b. Number of beneficiaries		
5. Mainstream anti-corruption, ethics and integrity in public sector, private sector, civil society and religious organization	Measures or activities introduced to mainstream Anti-corruption, ethics and integrity issues		

NACAP Ref/ Broad Activity	Indicator	Results (Status of Implementation)	Data Source (Means of Verification)
10. Organize awareness raising programmes on the negative impact of money laundering and financing of terrorism on sustainable development and security for the general public	a. Number of awareness raising programmes organised on the negative impact of money laundering and financing of terrorism on sustainable development and security for the general public		
	b. Number of beneficiaries		
13. Depoliticise corruption and other related crimes	Measure undertaken to depoliticise Corruption and other related crimes		
26. Develop and implement code of conduct for corporate bodies, traditional authorities and not-for-profit Organisations	a. Code of conduct (CoC) developed (indicate CoC is developed)		
	b. Actions taken to develop and implement Code of conduct		

**STRATEGIC OBJECTIVE 2: TO INSTITUTIONALIZE EFFICIENCY, ACCOUNTABILITY AND TRANSPARENCY IN THE PUBLIC, PRIVATE AND NOT-FOR-PROFIT SECTORS**

NACAP Ref/Broad Activity	Indicator	Results (Status of Implementation)	Data Source (Means of Verification)
1. Conduct system examination of corruption-prone MDAs and public	System examinations conducted in a number of		

NACAP Ref/Broad Activity	Indicator	Results (Status of Implementation)	Data Source (Means of Verification)
institutions to identify and plug loopholes	MDAs and public institutions (provide details)		
2. Monitor implementation of system examination reports and recommendation	System examination recommendation implemented (provide details)		
10. Develop and implement customer service charters in all MDAs, public and private sector institutions	Customer Service Charters developed (indicate whether the charter is developed)		
	Actions taken towards implementation of customer service charter		
30. Create civic awareness to enable the public to demand accountability from public officials	Number of awareness programmes organised		
	Number of beneficiaries		
33. Train journalists in investigative journalism	Number of journalists trained in investigative journalism		

**STRATEGIC OBJECTIVE 3: TO ENGAGE INDIVIDUALS, MEDIA AND CIVIL SOCIETY ORGANISATIONS IN REPORTING AND COMBATING CORRUPTION**

Ref/Broad Activity	Indicator	Results / Status of Implementation	Data Source (Means of Verification)
2. Train media and NGO's on anti-corruption methods and practices	Number of media houses and NGOs trained on anti-corruption methods and practices		
3. Develop and implement a code of ethics/conduct for journalists and media houses	a. Code of Ethics/Conduct for journalists and media houses developed (indicate whether CoC is in-place)		
	b. Measures taken to implement Code of ethics/conduct for journalists and media houses		
4. Develop whistle blowing and other reporting mechanism (e.g. complaints and suggestion boxes, hotlines)	Whistleblowing and other reporting mechanisms developed (list reporting mechanisms in-place, including Whistle blowing)		

## STRATEGIC OBJECTIVE 4

**STRATEGIC OBJECTIVE 4: TO CONDUCT EFFECTIVE INVESTIGATIONS AND PROSECUTIONS OF CORRUPT  
CONDUCT- SHORT AND MEDIUM TERM ACTIVITIES**

Ref/Broad Activity	Indicator	Result (Status of Implementation)	Data Source (Means of Verification)
27. Train investigators, and prosecutors in financial investigations, restraint, confiscation, and mutual legal assistance	Number of investigators and prosecutors trained		