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# 4.0 Audit Budget Detail

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2017 BUDGET VOLUME

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

| 01001 - Finance and Administration                                       | 3,946,676 |
|--|-----------|
| 1001 - Central GoG & CF  | 3,946,676 |
| 070501 - 5.1 Enhance supervision and productivity in the public services | 55,000    |
| 002001 - Management and Administration                                   | 55,000    |
| 0020010- Management and Administration                                   | 55,000    |
| 085206 - Manpower Skills Development                                     | 55,000    |
| 2210710 - Staff Development  | 55,000    |
| 22107 - Training, Seminar and Conference Cost                            | 55,000    |
| 070504 - 5.4 Improve the responsiveness of public service delivery       | 2,113,100 |
| 002001 - Management and Administration                                   | 2,113,100 |
| 0020010- Management and Administration                                   | 2,113,100 |
| 085101 - Internal management of the organisation                         | 2,113,100 |
| 2210101 - Printed Material and Stationery                                | 40,000    |
| 22101 - Materials and Office Consumables                                 | 40,000    |
| 2210201 - Electricity charges  | 700,000   |
| 2210202 - Water  | 14,100    |
| 2210203 - Telecommunications   | 20,000    |
| 2210204 - Postal Charges   | 10,000    |
| 2210206 - Armed Guard and Security                                       | 24,000    |
| 22102 - Utilities  | 768,100   |
| 2210301 - Cleaning Materials   | 16,000    |
| 22103 - General Cleaning   | 16,000    |
| 2210502 - Maintenance and Repairs - Official Vehicles                    | 60,000    |
| 2210505 - Running Cost - Official Vehicles                               | 15,000    |
| 2210514 - Foreign Travel- Per Diem                                       | 50,000    |



2017 BUDGET VOLUME

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

| 2210515 - Foreign Travel Cost and Expenses                            | 54,000    |
|---|-----------|
| 22105 - Travel and Transport  | 179,000   |
| 2210606 - Maintenance of General Equipment                            | 20,000    |
| 22106 - Repairs and Maintenance                                       | 20,000    |
| 2210706 - Library and Subscription                                    | 50,000    |
| 2210708 - Refreshments  | 40,000    |
| 22107 - Training, Seminar and Conference Cost                         | 90,000    |
| 3111303 - Toilets   | 150,000   |
| 31113 - Other structures  | 150,000   |
| 3112101 - Motor Vehicle   | 445,200   |
| 3112105 - Motor Bike, bicycles etc                                    | 10,000    |
| 31121 - Transport equipment   | 455,200   |
| 3112208 - Computers and Accessories                                   | 200,000   |
| 3112212 - Air Condition   | 90,000    |
| 31122 - Other machinery and equipment                                 | 290,000   |
| 3113108 - Furniture and Fittings                                      | 104,800   |
| 31131 - Infrastructure Assets   | 104,800   |
| 070603 - 6.3 Promote social accountability in the public policy cycle | 24,307    |
| 002001 - Management and Administration                                | 24,307    |
| 0020010- Management and Administration                                | 24,307    |
| 085501 - Internal Audit Operations                                    | 24,307    |
| 2210702 - Visits, Conferences / Seminars (Local)                      | 24,307    |
| 22107 - Training, Seminar and Conference Cost                         | 24,307    |
| Unspecified Policy  | 1,754,269 |
| 002001 - Management and Administration                                | 1,754,269 |



2017 BUDGET VOLUME

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

| 0020010- Management and Administration         | 1,754,269 |
|--|-----------|
| Unspecified Operations                         | 1,754,269 |
| 2111001 - Established Post                     | 1,078,524 |
| 2111202 - Bicycle Maintenance Allowance        | 240       |
| 2111203 - Car Maintenance Allowance            | 44,000    |
| 2111208 - Funeral Grants                       | 5,000     |
| 2111213 - Night Watchman Allowance             | 13,752    |
| 2111221 - Training Allowance                   | 100,000   |
| 2111223 - Basic PE Related Allowances          | 71,236    |
| 2111227 - Clothing Allowance                   | 13,128    |
| 2111228 - Board Allowance                      | 169,500   |
| 2111233 - Entertainment Allowance              | 13,128    |
| 2111234 - Fuel Allowance                       | 42,000    |
| 2111236 - Housing Subsidy/Allowance            | 19,349    |
| 2111238 - Overtime Allowance                   | 9,676     |
| 2111241 - Per Diem and Inconvenience Allowance | 100,000   |
| 2111242 - Travel Allowance                     | 24,000    |
| 2111244 - Out of Station Allowance             | 12,000    |
| 2111245 - Domestic Servants Allowance          | 23,616    |
| 2111247 - Utility Allowance                    | 15,120    |
| 21112 - Other Allowances                       | 675,745   |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service
Department: 00201 - OHCS Headquarters
Organisation: 0020102001 - Planning, Budgeting, Monitoring and Evaluation
Government Function: 70131 - General Personnel Services
Location: 0304304 - Osu Klotey

| 2001 - Planning, Budgeting, Monitoring and Evaluation                       | 673,682 |
|---|---------|
| 001 - Central GoG & CF  | 673,682 |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 28,000  |
| 002002 - Institutional Development  | 28,000  |
| 0020021- Human Resource Management  | 28,000  |
| 085301 - Budget Preparation   | 10,000  |
| 2210708 - Refreshments  | 1,000   |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 9,000   |
| 22107 - Training, Seminar and Conference Cost                               | 10,000  |
| 085602 - Publication and dissemination of Policies and Programmes           | 18,000  |
| 2210101 - Printed Material and Stationery                                   | 18,000  |
| 22101 - Materials and Office Consumables                                    | 18,000  |
| 070504 - 5.4 Improve the responsiveness of public service delivery          | 205,000 |
| 002002 - Institutional Development  | 205,000 |
| 0020021- Human Resource Management  | 205,000 |
| 085701 - Management and Monitoring Policies, Programmes and Projects        | 15,000  |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 15,000  |
| 22107 - Training, Seminar and Conference Cost                               | 15,000  |
| 085702 - Evaluaion and Impact Assesment Activities                          | 190,00  |
| 2210701 - Training Materials  | 20,00   |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 15,00   |
| 2210704 - Hire of Venue   | 60,00   |
| 2210708 - Refreshments  | 75,00   |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 20,00   |
| 22107 - Training, Seminar and Conference Cost                               | 190,00  |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service
Department: 00201 - OHCS Headquarters
Organisation: 0020102001 - Planning, Budgeting, Monitoring and Evaluation
Government Function: 70131 - General Personnel Services
Location: 0304304 - Osu Klotey

| Unspecified Policy                    | 440,682 |
|---------------------------------------|---------|
| 002002 - Institutional Development    | 440,682 |
| 0020021- Human Resource Management    | 440,682 |
| Unspecified Operations                | 440,682 |
| 2111001 - Established Post            | 375,701 |
| 2111203 - Car Maintenance Allowance   | 13,800  |
| 2111213 - Night Watchman Allowance    | 4,584   |
| 2111227 - Clothing Allowance          | 3,744   |
| 2111233 - Entertainment Allowance     | 3,744   |
| 2111234 - Fuel Allowance              | 18,000  |
| 2111236 - Housing Subsidy/Allowance   | 8,917   |
| 2111245 - Domestic Servants Allowance | 7,872   |
| 2111247 - Utility Allowance           | 4,320   |
| 21112 - Other Allowances              | 64,981  |



2017 BUDGET VOLUME

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

| 103001 - Career Management Directorate                                      | 655,33  |
|---|---------|
| 11001 - Central GoG & CF  | 655,33  |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 145,00  |
| 002002 - Institutional Development  | 145,000 |
| 0020021- Human Resource Management  | 145,00  |
| 085203 - Scheme of Service  | 28,00   |
| 2210101 - Printed Material and Stationery                                   | 10,00   |
| 22101 - Materials and Office Consumables                                    | 10,00   |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 18,00   |
| 22107 - Training, Seminar and Conference Cost                               | 18,00   |
| 085206 - Manpower Skills Development  | 8,00    |
| 2210701 - Training Materials  | 4,00    |
| 2210708 - Refreshments  | 4,00    |
| 22107 - Training, Seminar and Conference Cost                               | 8,00    |
| 085602 - Publication and dissemination of Policies and Programmes           | 109,00  |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 22,00   |
| 2210704 - Hire of Venue   | 46,00   |
| 2210708 - Refreshments  | 16,00   |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 25,00   |
| 22107 - Training, Seminar and Conference Cost                               | 109,00  |
| Unspecified Policy  | 510,33  |
| 002002 - Institutional Development  | 510,33  |
| 0020021- Human Resource Management  | 510,33  |
| Unspecified Operations  | 510,33  |
| 2111001 - Established Post  | 445,35  |



2017 BUDGET VOLUME

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

| 2111203 - Car Maintenance Allowance   | 13,800 |
|---------------------------------------|--------|
| 2111213 - Night Watchman Allowance    | 4,584  |
| 2111227 - Clothing Allowance          | 3,744  |
| 2111233 - Entertainment Allowance     | 3,744  |
| 2111234 - Fuel Allowance              | 18,000 |
| 2111236 - Housing Subsidy/Allowance   | 8,917  |
| 2111245 - Domestic Servants Allowance | 7,872  |
| 2111247 - Utility Allowance           | 4,320  |
| 21112 - Other Allowances              | 64,981 |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00201 - OHCS Headquarters

Organisation: 0020104001 - Procurement and Supply Chain Management Department
Government Function: 70131 - General Personnel Services

Location: 0304302 - Ablekuma South

| 04001 - Procurement and Supply Chain Management Department               | 258,114 |
|--|---------|
| 1001 - Central GoG & CF  | 258,114 |
| 070501 - 5.1 Enhance supervision and productivity in the public services | 50,000  |
| 002002 - Institutional Development                                       | 50,000  |
| 0020022- Institutional Strengthening                                     | 50,000  |
| 085206 - Manpower Skills Development                                     | 30,000  |
| 2210710 - Staff Development  | 30,000  |
| 22107 - Training, Seminar and Conference Cost                            | 30,000  |
| 085701 - Management and Monitoring Policies, Programmes and Projects     | 20,000  |
| 2210702 - Visits, Conferences / Seminars (Local)                         | 20,000  |
| 22107 - Training, Seminar and Conference Cost                            | 20,000  |
| 070504 - 5.4 Improve the responsiveness of public service delivery       | 50,000  |
| 002002 - Institutional Development                                       | 50,000  |
| 0020022- Institutional Strengthening                                     | 50,000  |
| 085101 - Internal management of the organisation                         | 50,000  |
| 2210101 - Printed Material and Stationery                                | 50,000  |
| 22101 - Materials and Office Consumables                                 | 50,000  |
| 070601 - 6.1 Improve transparency and access to public information       | 50,000  |
| 002002 - Institutional Development                                       | 50,000  |
| 0020022- Institutional Strengthening                                     | 50,000  |
| 085602 - Publication and dissemination of Policies and Programmes        | 50,000  |
| 2210704 - Hire of Venue  | 10,000  |
| 2210708 - Refreshments   | 5,000   |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances             | 35,000  |
| 22107 - Training, Seminar and Conference Cost                            | 50,000  |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00201 - OHCS Headquarters

Organisation: 0020104001 - Procurement and Supply Chain Management Department
Government Function: 70131 - General Personnel Services

Location: 0304302 - Ablekuma South

| Unspecified Policy                   | 108,114 |
|--------------------------------------|---------|
| 002002 - Institutional Development   | 108,114 |
| 0020022- Institutional Strengthening | 108,114 |
| Unspecified Operations               | 108,114 |
| 2111001 - Established Post           | 100,830 |
| 2111229 - Acting Allowance           | 7,284   |
| 21112 - Other Allowances             | 7,284   |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service
Department: 00201 - OHCS Headquarters
Organisation: 0020105001 - Recruitment, Training Development Directorate
Government Function: 70131 - General Personnel Services
Location: 0304304 - Osu Klotey

| 5001 - Recruitment, Training Development Directorate                        | 2,934,475 |
|---|-----------|
| 01 - Central GoG & CF   | 1,946,997 |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 145,000   |
| 002002 - Institutional Development  | 145,000   |
| 0020021- Human Resource Management  | 145,000   |
| 085206 - Manpower Skills Development  | 5,000     |
| 2210710 - Staff Development   | 5,000     |
| 22107 - Training, Seminar and Conference Cost                               | 5,000     |
| 085603 - Policies and Programme Review Activities                           | 80,000    |
| 2210101 - Printed Material and Stationery                                   | 20,000    |
| 22101 - Materials and Office Consumables                                    | 20,000    |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 25,000    |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 10,000    |
| 2210711 - Public Education and Sensitization                                | 25,000    |
| 22107 - Training, Seminar and Conference Cost                               | 60,000    |
| 086203 - Information, Education and Communication                           | 60,000    |
| 2210701 - Training Materials  | 10,000    |
| 2210704 - Hire of Venue   | 10,000    |
| 2210708 - Refreshments  | 20,000    |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 20,000    |
| 22107 - Training, Seminar and Conference Cost                               | 60,00     |
| 070504 - 5.4 Improve the responsiveness of public service delivery          | 5,00      |
| 002002 - Institutional Development  | 5,00      |
| 0020021- Human Resource Management  | 5,00      |
| 085702 - Evaluaion and Impact Assesment Activities                          | 5,00      |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service
Department: 00201 - OHCS Headquarters
Organisation: 0020105001 - Recruitment, Training Development Directorate
Government Function: 70131 - General Personnel Services
Location: 0304304 - Osu Klotey

| 2210702 - Visits, Conferences / Seminars (Local)                            | 5,000     |
|---|-----------|
| 22107 - Training, Seminar and Conference Cost                               | 5,000     |
| Unspecified Policy  | 1,796,997 |
| 002002 - Institutional Development  | 1,796,99  |
| 0020021- Human Resource Management  | 1,796,99  |
| Unspecified Operations  | 1,796,99  |
| 2111001 - Established Post  | 1,710,52  |
| 2111202 - Bicycle Maintenance Allowance                                     | 24        |
| 2111203 - Car Maintenance Allowance   | 15,60     |
| 2111213 - Night Watchman Allowance  | 4,58      |
| 2111227 - Clothing Allowance  | 3,74      |
| 2111233 - Entertainment Allowance   | 3,74      |
| 2111234 - Fuel Allowance  | 18,00     |
| 2111236 - Housing Subsidy/Allowance   | 8,05      |
| 2111238 - Overtime Allowance  | 20,31     |
| 2111245 - Domestic Servants Allowance                                       | 7,87      |
| 2111247 - Utility Allowance   | 4,32      |
| 21112 - Other Allowances  | 86,47     |
| 12200 - Non Tax Revenue (NTR) Sources Retained - IGF                        | 987,47    |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 412,47    |
| 002002 - Institutional Development  | 412,47    |
| 0020021- Human Resource Management  | 412,47    |
| 085203 - Scheme of Service  | 212,47    |
| 2210709 - Seminars/Conferences/Workshops/Meetings Allowances                | 212,47    |
| 22107 - Training, Seminar and Conference Cost                               | 212,47    |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service
Department: 00201 - OHCS Headquarters
Organisation: 0020105001 - Recruitment, Training Development Directorate
Government Function: 70131 - General Personnel Services
Location: 0304304 - Osu Klotey

| 085206 - Manpower Skills Development                               | 200,000 |
|--|---------|
| 2210710 - Staff Development  | 200,000 |
| 22107 - Training, Seminar and Conference Cost                      | 200,000 |
| 070504 - 5.4 Improve the responsiveness of public service delivery | 575,000 |
| 002002 - Institutional Development                                 | 575,000 |
| 0020021- Human Resource Management                                 | 575,000 |
| 085101 - Internal management of the organisation                   | 575,000 |
| 2210101 - Printed Material and Stationery                          | 70,000  |
| 2210102 - Office Facilities, Supplies and Accessories              | 15,000  |
| 2210117 - Teaching and Learning Materials                          | 50,000  |
| 22101 - Materials and Office Consumables                           | 135,000 |
| 2210201 - Electricity charges                                      | 100,000 |
| 2210202 - Water  | 50,000  |
| 2210203 - Telecommunications                                       | 10,000  |
| 2210204 - Postal Charges   | 10,000  |
| 22102 - Utilities  | 170,000 |
| 2210301 - Cleaning Materials                                       | 30,000  |
| 22103 - General Cleaning   | 30,000  |
| 2210502 - Maintenance and Repairs - Official Vehicles              | 50,000  |
| 2210503 - Fuel and Lubricants - Official Vehicles                  | 60,000  |
| 22105 - Travel and Transport                                       | 110,000 |
| 2210603 - Repairs of Office Buildings                              | 90,000  |
| 2210606 - Maintenance of General Equipment                         | 40,000  |
| 22106 - Repairs and Maintenance                                    | 130,000 |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00201 - OHCS Headquarters

Organisation: 0020106001 - Research, Statistics and Information Management Directorate
Government Function: 70131 - General Personnel Services
Location: 0304302 - Ablekuma South

| 6001 - Research, Statistics and Information Management Directorate          | 547,104 |
|---|---------|
| 001 - Central GoG & CF  | 415,929 |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 3,000   |
| 002002 - Institutional Development  | 3,000   |
| 0020021- Human Resource Management  | 3,000   |
| 086102 - Computer hardwares and accessories                                 | 3,000   |
| 2210622 - Maintenance of Computer Software                                  | 3,000   |
| 22106 - Repairs and Maintenance   | 3,000   |
| 070501 - 5.1 Enhance supervision and productivity in the public services    | 107,000 |
| 002002 - Institutional Development  | 107,000 |
| 0020021- Human Resource Management  | 107,000 |
| 085801 - Research and Development   | 40,000  |
| 2210701 - Training Materials  | 20,000  |
| 2210702 - Visits, Conferences / Seminars (Local)                            | 20,000  |
| 22107 - Training, Seminar and Conference Cost                               | 40,000  |
| 085802 - Development and Management of Database                             | 67,000  |
| 2210710 - Staff Development   | 67,000  |
| 22107 - Training, Seminar and Conference Cost                               | 67,000  |
| Unspecified Policy  | 305,929 |
| 002002 - Institutional Development  | 305,929 |
| 0020021- Human Resource Management  | 305,929 |
| Unspecified Operations  | 305,929 |
| 2111001 - Established Post  | 251,665 |
| 2111203 - Car Maintenance Allowance   | 12,000  |
| 2111213 - Night Watchman Allowance  | 4,584   |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00201 - OHCS Headquarters

Organisation: 0020106001 - Research, Statistics and Information Management Directorate
Government Function: 70131 - General Personnel Services
Location: 0304302 - Ablekuma South

| 2111227 - Clothing Allowance  | 3,744   |
|---|---------|
| 2111233 - Entertainment Allowance   | 3,744   |
| 2111234 - Fuel Allowance  | 18,000  |
| 2111245 - Domestic Servants Allowance                                       | 7,872   |
| 2111247 - Utility Allowance   | 4,320   |
| 21112 - Other Allowances  | 54,264  |
| 12200 - Non Tax Revenue (NTR) Sources Retained - IGF                        | 131,175 |
| 070402 - 4.2 Promote & improve performance in the public and civil services | 131,175 |
| 002002 - Institutional Development  | 131,175 |
| 0020021- Human Resource Management  | 131,175 |
| 085206 - Manpower Skills Development  | 131,175 |
|   | 131,175 |
| 3112101 - Motor Vehicle   | 131,173 |



2017 BUDGET VOLUME

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

| 1001 - General Administration HQ   | 1,450,406 |
|--|-----------|
| 001 - Central GoG & CF   | 1,450,406 |
| 070403 - 4.3 Ratnalise &define structres, roles &procedures for state instns | 20,000    |
| 002002 - Institutional Development   | 20,000    |
| 0020022- Institutional Strengthening   | 20,000    |
| 085203 - Scheme of Service   | 20,000    |
| 2210702 - Visits, Conferences / Seminars (Local)                             | 20,000    |
| 22107 - Training, Seminar and Conference Cost                                | 20,000    |
| 070501 - 5.1 Enhance supervision and productivity in the public services     | 22,000    |
| 002002 - Institutional Development   | 22,000    |
| 0020022- Institutional Strengthening   | 22,000    |
| 085206 - Manpower Skills Development   | 20,000    |
| 2210710 - Staff Development  | 20,000    |
| 22107 - Training, Seminar and Conference Cost                                | 20,000    |
| 085701 - Management and Monitoring Policies, Programmes and Projects         | 2,000     |
| 2210702 - Visits, Conferences / Seminars (Local)                             | 2,000     |
| 22107 - Training, Seminar and Conference Cost                                | 2,000     |
| 070504 - 5.4 Improve the responsiveness of public service delivery           | 163,000   |
| 002002 - Institutional Development   | 163,000   |
| 0020022- Institutional Strengthening   | 163,000   |
| 085101 - Internal management of the organisation                             | 163,000   |
| 2210101 - Printed Material and Stationery                                    | 7,000     |
| 2210102 - Office Facilities, Supplies and Accessories                        | 4,000     |
| 2210103 - Refreshment Items  | 2,000     |
| 22101 - Materials and Office Consumables                                     | 13,000    |



2017 BUDGET VOLUME

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

| 2210201 - Electricity charges                         | 20,000    |
|---|-----------|
| 2210202 - Water                                       | 5,000     |
| 2210203 - Telecommunications                          | 1,000     |
| 2210204 - Postal Charges                              | 1,000     |
| 22102 - Utilities                                     | 27,000    |
| 2210301 - Cleaning Materials                          | 2,000     |
| 22103 - General Cleaning                              | 2,000     |
| 2210405 - Rental of Land and Buildings                | 3,000     |
| 22104 - Rentals/Lease                                 | 3,000     |
| 2210502 - Maintenance and Repairs - Official Vehicles | 10,000    |
| 2210503 - Fuel and Lubricants - Official Vehicles     | 20,000    |
| 2210505 - Running Cost - Official Vehicles            | 2,000     |
| 2210514 - Foreign Travel- Per Diem                    | 36,000    |
| 2210515 - Foreign Travel Cost and Expenses            | 10,000    |
| 22105 - Travel and Transport                          | 78,000    |
| 2210603 - Repairs of Office Buildings                 | 10,000    |
| 2210605 - Maintenance of Machinery and Plant          | 25,000    |
| 22106 - Repairs and Maintenance                       | 35,000    |
| 2211304 - Vehicles                                    | 5,000     |
| 22113 - Insurance Premium                             | 5,000     |
| Unspecified Policy                                    | 1,245,406 |
| 002002 - Institutional Development                    | 1,245,406 |
| 0020022- Institutional Strengthening                  | 1,245,406 |
| Unspecified Operations                                | 1,245,406 |
| 2111001 - Established Post                            | 1,025,761 |



2017 BUDGET VOLUME

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

| 2111203 - Car Maintenance Allowance            | 21,000  |
|--|---------|
| 2111208 - Funeral Grants                       | 5,000   |
| 2111213 - Night Watchman Allowance             | 4,584   |
| 2111221 - Training Allowance                   | 50,000  |
| 2111223 - Basic PE Related Allowances          | 43,000  |
| 2111227 - Clothing Allowance                   | 3,744   |
| 2111233 - Entertainment Allowance              | 3,744   |
| 2111234 - Fuel Allowance                       | 18,000  |
| 2111236 - Housing Subsidy/Allowance            | 8,621   |
| 2111238 - Overtime Allowance                   | 5,760   |
| 2111241 - Per Diem and Inconvenience Allowance | 20,000  |
| 2111242 - Travel Allowance                     | 12,000  |
| 2111244 - Out of Station Allowance             | 12,000  |
| 2111245 - Domestic Servants Allowance          | 7,872   |
| 2111247 - Utility Allowance                    | 4,320   |
| 21112 - Other Allowances                       | 219,645 |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00203 - Public Records and Archives Administration Department

Organisation: 0020301001 - General Administration HQ

Government Function: 70131 - General Personnel Services

Location: 0304302 - Ablekuma South

| 01001 - General Administration HQ  | 1,679,792 |
|--|-----------|
| 1001 - Central GoG & CF  | 1,643,192 |
| 070501 - 5.1 Enhance supervision and productivity in the public services | 78,000    |
| 002002 - Institutional Development                                       | 78,000    |
| 0020022- Institutional Strengthening                                     | 78,000    |
| 085206 - Manpower Skills Development                                     | 43,000    |
| 2210710 - Staff Development  | 43,000    |
| 22107 - Training, Seminar and Conference Cost                            | 43,000    |
| 085603 - Policies and Programme Review Activities                        | 15,000    |
| 2210702 - Visits, Conferences / Seminars (Local)                         | 15,000    |
| 22107 - Training, Seminar and Conference Cost                            | 15,000    |
| 085701 - Management and Monitoring Policies, Programmes and Projects     | 20,000    |
| 2210702 - Visits, Conferences / Seminars (Local)                         | 20,000    |
| 22107 - Training, Seminar and Conference Cost                            | 20,000    |
| 070504 - 5.4 Improve the responsiveness of public service delivery       | 193,000   |
| 002002 - Institutional Development                                       | 193,000   |
| 0020022- Institutional Strengthening                                     | 193,000   |
| 085101 - Internal management of the organisation                         | 193,000   |
| 2210101 - Printed Material and Stationery                                | 25,000    |
| 2210102 - Office Facilities, Supplies and Accessories                    | 10,000    |
| 22101 - Materials and Office Consumables                                 | 35,000    |
| 2210201 - Electricity charges  | 20,000    |
| 2210202 - Water  | 5,000     |
| 2210203 - Telecommunications   | 2,000     |
| 2210204 - Postal Charges   | 1,000     |



2017 BUDGET VOLUME

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Department: 00203 - Public Records and Archives Administration Department

Organisation: 0020301001 - General Administration HQ

Government Function: 70131 - General Personnel Services

Location: 0304302 - Ablekuma South

| 22102 - Utilities  | 28,000    |
|--|-----------|
| 2210301 - Cleaning Materials                                       | 5,000     |
| 22103 - General Cleaning   | 5,000     |
| 2210502 - Maintenance and Repairs - Official Vehicles              | 20,000    |
| 2210505 - Running Cost - Official Vehicles                         | 20,000    |
| 2210514 - Foreign Travel- Per Diem                                 | 30,000    |
| 2210515 - Foreign Travel Cost and Expenses                         | 20,000    |
| 22105 - Travel and Transport                                       | 90,000    |
| 2210603 - Repairs of Office Buildings                              | 25,000    |
| 2210606 - Maintenance of General Equipment                         | 10,000    |
| 22106 - Repairs and Maintenance                                    | 35,000    |
| 070601 - 6.1 Improve transparency and access to public information | 45,000    |
| 002002 - Institutional Development                                 | 45,000    |
| 0020022- Institutional Strengthening                               | 45,000    |
| 085602 - Publication and dissemination of Policies and Programmes  | 10,000    |
| 2210101 - Printed Material and Stationery                          | 10,000    |
| 22101 - Materials and Office Consumables                           | 10,000    |
| 086404 - Information Management                                    | 35,000    |
| 2210117 - Teaching and Learning Materials                          | 35,000    |
| 22101 - Materials and Office Consumables                           | 35,000    |
| Unspecified Policy   | 1,327,192 |
| 002002 - Institutional Development                                 | 1,327,192 |
| 0020022- Institutional Strengthening                               | 1,327,192 |
| Unspecified Operations   | 1,327,192 |
| 2111001 - Established Post   | 1,044,334 |



2017 BUDGET VOLUME

Ministry: 002 - Office of the Head of Civil Service

Department: 00203 - Public Records and Archives Administration Department

Organisation: 0020301001 - General Administration HQ

Government Function: 70131 - General Personnel Services

Location: 0304302 - Ablekuma South

| 2111203 - Car Maintenance Allowance                                | 24,600  |
|--|---------|
| 2111208 - Funeral Grants   | 5,000   |
| 2111213 - Night Watchman Allowance                                 | 4,584   |
| 2111221 - Training Allowance                                       | 100,000 |
| 2111223 - Basic PE Related Allowances                              | 43,000  |
| 2111227 - Clothing Allowance                                       | 3,744   |
| 2111233 - Entertainment Allowance                                  | 3,744   |
| 2111234 - Fuel Allowance   | 18,000  |
| 2111236 - Housing Subsidy/Allowance                                | 8,917   |
| 2111238 - Overtime Allowance                                       | 5,077   |
| 2111241 - Per Diem and Inconvenience Allowance                     | 30,000  |
| 2111242 - Travel Allowance   | 12,000  |
| 2111244 - Out of Station Allowance                                 | 12,000  |
| 2111245 - Domestic Servants Allowance                              | 7,872   |
| 2111247 - Utility Allowance  | 4,320   |
| 21112 - Other Allowances   | 282,858 |
| 12200 - Non Tax Revenue (NTR) Sources Retained - IGF               | 36,600  |
| 070504 - 5.4 Improve the responsiveness of public service delivery | 36,600  |
| 002002 - Institutional Development                                 | 36,600  |
| 0020022- Institutional Strengthening                               | 36,600  |
| 085101 - Internal management of the organisation                   | 36,600  |
| 2210201 - Electricity charges                                      | 36,600  |
| 22102 - Utilities  | 36,600  |