PARLIAMENT OF GHANA



IMPLEMENTATION OF THE SECTOR MEDIUM TERM PLAN OF PARLIAMENT

(ANNUAL PROGRESS REPORT FOR 2018)

SUBMITTED TO NATIONAL DEVELOPMENT PLANNING COMMISSION

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ACRONYMS AND ABBREVIATIONS

AAP	Annual Action Plan
ABFA	Annual Budget Funding Amount
APR	Annual Progress Report
DP	Development Partner
FC	Finance Committee
GoG	Government of Ghana
IGF	Internally Generated Funds
L.I.s	Legislative Instruments
MDAs	Ministries, Departments and Agencies
MMDAs	Metropolitan, Municipal and District Assemblies
NDPC	National Development Planning Commission
NMTDF	National Medium-Term Development Framework
PAC	Public Accounts Committee
PPMED	Policy Planning, Monitoring and Evaluation Department
SMTDP	Sector Medium Term Development Plan

1.0 Introduction

1.1 Purpose of the Monitoring and Evaluation Report for 2018

This Annual Progress Report (APR) is prepared in fulfillment of the National Development Planning Commission (NDPC) Act, 1994 (Act 480), under which all key public sector institutions are expected to submit Annual Progress Reports on the implementation of their respective policies, strategies and programmes as they relate to the National Development Goals and the Sector Medium Term Development Plans.

The 2018 Annual Action Plan had a number of projects, policies and programs which were earmarked for implementation within the planning period based on the strategic plan of parliament and the national policy objectives contained in Coordinated Program of Social and Economic Development Policies (2017-2022)

Monitoring and Evaluation activities conducted during the period under review were to assess the level of implementation of planned programmes and projects for the 2018 financial year in order to assess performance and improve on the achievement of results. It is also to highlight challenges encountered during implementation to enable the Ministry reconsider the various implementation measures adopted with a view to improving subsequent performance and impact.

1.2 Processes Involved in Conducting Monitoring and Evaluation

To ensure that monitoring and evaluation activities were conducted in a participatory manner, a four-stepped approach was adopted. First, data collection instruments (templates) were developed and circulated to all Cost Centers of the Parliamentary Service. Secondly, submissions were received using the templates earlier circulated, and thirdly, the preparation of the draft 2018 Annual Progress Report. Finally, a validation meeting was held to review and validate the draft 2018 APR. These processes were coordinated and led by the Policy Planning, Budgeting, Monitoring and Evaluation team.

1.3 Status of implementation of Medium-Term Development Plan

Status of implementation of the Sector Medium Term Development Plan (2018-2021) (SMTDP) has been provided in three (3) sections. Section one (1) provides an assessment of the implementation of the 2018 Annual Action Plan (AAP) in the SMTDP and Section two (2) assesses the level of achievement under each of the Development Dimensions and Section three (3) provides an overall assessment of the level of implementation of the SMTDP.

1.3.1 Implementation of the Annual Action Plan for 2018

In all, forty-two (42) activities were outlined for implementation under the 2018 Annual Action Plan. These forty-two (42) activities are broken down along the Development Dimension as (i) Economic Development – 13 activities (ii) Social Development – 3 activities, (iii) Governance, Corruption and Public Accountability – 26 activities.

Development Dimension	Adopted National Policy Objectives	No. of Activities	Number Implemented
Courses Computing and			
Governance, Corruption and Public Accountability	Promote Democratic Devolution of Executive Power	26	25
	Ensure Public debts sustainability	9	8
Economic Development	Ensure effective and transparent management of oil and gas revenues	4	4
	End poverty in all its forms and dimensions	2	1
Social Development	Strengthen Ghana's relatives and participation in regional and international affairs	1	1
Total		42	39

Table 1: Activities implemented by Development Dimension

Four criteria were used in assessing the status of implementation of the plan namely percentages of completion, ongoing intervention, interventions yet to start and interventions abandoned.

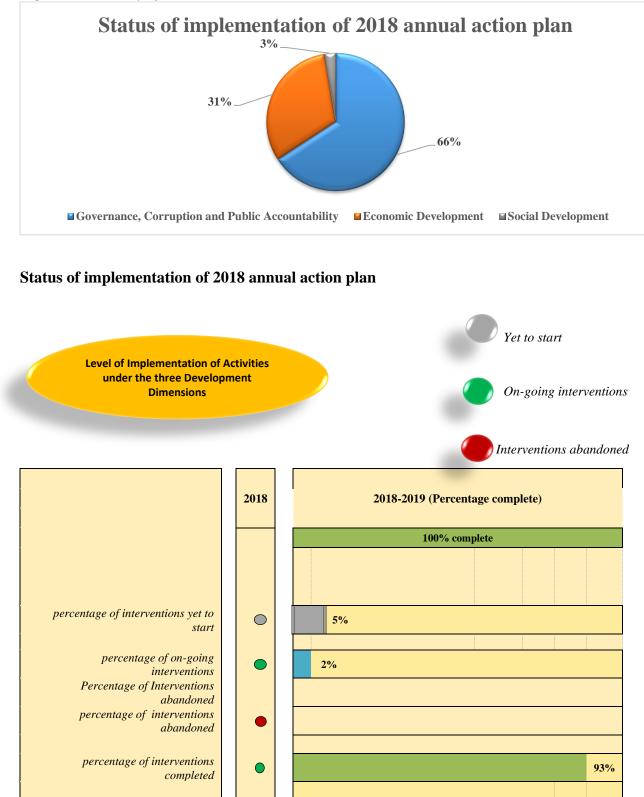
As at end 2018, a total number of thirty-nine (39) activities, representing 93 percent, have been commenced and are at various stages of completion. The total number of projects and programs in the 2018 Sector Plan is 42 out of this 93 percent were completed, 2 percent are ongoing whiles 5 percent were not implemented with 0 percent being abandoned. The details is presented in table **Table 2**.

Table 2: Proportion of the SMTDP Implemented In 2018

	Baseline	Target	Actual	
Indicators	2017	2018	2018	
1. PROPORTION OF THE ANNUAL ACTION PLANS				
IMPLEMENTED:	%	100%	%	
a. Percentage completed	75	93		
b. Percentage of ongoing interventions	18	2		
c. Percentage of interventions abandoned	0		0	
d. Percentage of interventions yet to start	7		5	
2. LEVEL OF ACHIEVEMENT OF DEVELOPMENT	2018			
DIMENSIONS	Plan	ned	Executed	
a. DD1: Economic Development - % Completed	100	%	92.3%	
b. DD2: Social Development % completed	100	%	100%	
c. DD 4: Governance, Corruption and Public Accountability - %				
completed	100	%	96.2%	
3. Proportion of the overall medium-term development plan			39/42=	
implemented	75%	/0	93%	

Source: Parliamentary Service

Figure 1: Summary of Achievements



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1.3.2 Level of Implementation by Development Dimension

The National Medium-Term Development Framework (NMTDF) 2018-2021 outlined four (4) broad Development Dimensions under which operations of all Sector Plans are to be aligned with. These are (i) Economic Development; (ii) Social Development; (iii) Environment, Infrastructure and Human Settlements; and (iii) Governance, Corruption and Public Accountability.

Operations of Parliament are aligned to three (3) out of the four (4) Development Dimensions. These are;

- Economic Development;
- Social Development; and
- Governance, Corruption and Public Accountability.

1.3.2.1 Development Dimension 1 (DD1) - Economic Development

In the year under review, a total number of two hundred and four (204) activities were planned to be implemented under the Governance, Corruption Dimension. Out of this number, a total of 176, representing 86.3% of the total activities were implemented.

1.3.2.2 Development Dimension 2 (DD2) - Environment, Infrastructure and Human Settlements

There were eighteen (18) activities in the 2018 Annual Action Plan under the Environment, Infrastructure and Human Settlements Development Dimension. Sixteen (16) activities were implemented and this constitutes 88.9% level of implementation.

1.3.2.3 Development Dimension 4 (DD4) - Governance, Corruption and Public Accountability All the seven (7) activities in the 2018 Annual Action Plan under the Governance, Corruption and Public Accountability were implemented constituting 100% level of implementation.

1.3.3 Section Three (3) - Level of Implementation of SMTDP 2018-2021

The year under review is the first year of implementation of the 2018-2021 SMTDP. The two hundred and twenty-nine (229) activities planned for 2018 constitutes 25.4 percent of the total number of activities outlined in the 2018-2021 SMTDP. 225, 220, 226 activities, representing 25.44, 25.00, 24.45, 25.11 percent, will be implemented in 2019, 2020 and 2021 respectively.

2.0 Implementation Challenges

The following challenges were encountered during the preparation of the M&E report:

- 1. Absence of robust M&E systems at institutional level. For example there is currently no fully functional Policy Planning, Monitoring and Evaluation Department (PPMED) in place.
- 2. Poor record keeping by departments, which made it extremely difficult to quickly produce and access information.

- 3. Non-adherence to planning guidelines attributable to poor knowledge of the planning system and its processes.
- 4. Inconsistencies in data collected from the departments for the same variables for the same period
- 5. Poor understanding of Heads of Departments of the national development planning processes and the role of M&E.
- 6. Low response to data collection questionnaire.

3.0 Purpose of the Monitoring & Evaluation (M&E) report for year 2018

3.1 Monitoring and Evaluation Objectives

- 1) To ensure accountability of the resources used and the results obtained
- 2) To ensure that projects and programs are implemented as planned
- 3) To provide information on the progress made by Parliament in achieving the goals and objectives
- 4) To identify challenges which are likely to affect the achievement of Parliament's goals and objectives under the Coordinated Program of Economic and Social Development Policies in the context of the African Union Agenda 2063 and the Sustainable Development Goals for redress
- 5) To take informed decisions on the future of projects and provide opportunities for stakeholder feedback.

4.0 Methodology

The Parliamentary Service uses participatory process in undertaking Monitoring and Evaluation in Parliament. During monitoring and evaluation, the key stakeholders such as Members of Parliament, MDAs & MMDAs, Private Sector Organizations, Regional Co- ordination Councils, Development Partners, Media, Civil Society Organisations, Academia & Research Institutions and Traditional Authorities are involved.

Not all stakeholders were involved during plan preparation and implementation. Selected stakeholders are invited to participate in agreeing on indicators and preparation of the M&E Plan

To ensure that the M&E activities are participatory, primary stakeholders such as Members of Parliament, civil society organisations are usually included in field visits depending on the nature and type of project.

Key community stakeholders such as Members of Parliaments, MDAs and MMDAs, District Assemblies, traders, women groups, community members and opinion leaders

Questionnaire distribution and diagnostic workshops using interface meetings, focus group discussions were some of the participatory processes adopted.

5.0 PROJECT STATUS FOR THE YEAR

During the year under review, Parliament had only one project at 60% of implementation. The project is aligned with the Governance Development Dimension. The project is also aligned to two adopted objectives of Parliament namely Enhance Democratic Development and **Table 3** below provide the details of the project.

	DEVELOP MENT DIMENTIO N OF THE POLICY FRAMEW ORK	LOCATIO N	CONIRAC TOR/CON	CONIRAC TSUM	IOF	DATE OF AWARD	DATE STARTED	EXPECTED DATE OF COMPLEII ON	EXPENDITUR E TO DATE	CUMMULAT IVE PAYMENTS	UNPAID/O UTS	IMPLEMEN TATION STATUS	REMARKS
Parliamentary Infrastructure Enhancement Project	Governance and	Parliament	Messers China Hualong	120million	GoG	Ian 2017	Not available	March,2020	67,145,650	67,145,650	52,854,350	60%	

6.0 PROGRAM STATUS FOR THE YEAR

National Objective: Strengthen the three arms of government and promote the effective separation of powers

Program Objective: Strengthen the capacity of Hon. MPs to initiate and effectively scrutinise Bills

Sub Program Objective: Strengthen the capacity of Members of Parliament to initiate and effectively scrutinise Bills;

Sub Hogian	l Objective. Strengt	lien the capacity			2018	Remarks		
Sub- Program	Type of Indicator	Description of Indicator	Unit of Measure of Indicator	Baseline	budget year target	annual actuals	variance	
	Outcome: Capac Output 1:	ity of Members	of Parliament t	o initiate a	nd effectivel	y scrutinise Bills St	rengthened	
	Provide Committees with access to technical expertise	Number of technical experts engaged	Number	2	6	4	-2	Target missed
	Output 2: Open Parliamentary Committee meetings to the public	Number of Meetings held in Public	%complete	23	31	3	-28	Sittings still limited to 3 Committees
	Output 3: Deepen engagement with citizens outside of Accra	Number of outreach Programs held.	Number	4				
	Output 4: Digitize the production of daily Hansard	Digitization completed by	%complete	50	90	90		On target
		Develop Committee standard Reporting Manuals	%complete	None	50			
Legislation	Output 5: Legislative and legal service support instituted	Develop Committee procedure manuals	%complete	None	50	Yet to Commence		Target missed
		Develop standard manuals for reviewing and analyzing Bills	% complete	None	50	Commence		
	Output 6: Develop Skills and knowledge of staff of the committees, parliamentary relations, Hansard, legal service and journals	Number of staff trained	Number	20	22	31	-9	Target exceeded
	Output 7 Constitutional Review Committee Report	Report Implemented	Implemented by		31 st Dec. 2018			

Output 7: Pass Bills into Law	Number of Bills passed per year	Number	11	20	13	-7	
Output 8 Consider the AG's Reports	Number of Reports considered	Number	9	15	13	2	
Output 9 Amount Recovered from Auditees	Amount Recovered	Amount in GHc	-	NA	GHc197,623,050		
Output 8 PAC Public Sittings	Number of Sittings	Number	15	NA	43		Target achieved

Statistics of House Business						
Performance Area			Nu	mber		
	2013	2014	2015	2016	2017	2018
Committee Sittings	380	302	310	281	236	176
Plenary Sittings	100	90	106	107	90	81
Committee Monitoring Visits	13	25	31	27	96	54
Committee Reports	118	60	166	151	103	91
International Agreements	15	49	11	115	9	6
Bills Laid	27	24	25	40	16	21
Legislative Instruments (L.IS)	13	1	12	39	2	7
Number of Bills passed	15	10	19	33	11	13
Parliamentary Questions admitted	29	192	195	95	69	160
Number of Statements admitted	72	57	45	23	128	22
Motions	227	88	283	300	206	143

		the capacity of Hon. hen the capacity of M					iniae D'11	
Sub Program	1 Objective: Strengt	nen the capacity of N	Unit of	rnament to i		2018	inise Bills;	
Sub- Program	Type of Indicator	Description of Indicator	Measure of Indicator	Baseline	budget year target	annual actuals	variance	Remarks
	Outcome: Capac	ity of Members of I	Parliament to	initiate and		scrutinise Bill	s Strengthe	ned
	Output 1: Provide Committees with access to technical expertise	Number of technical experts engaged	Number	2	6	4	-2	Target missed
	Output 2: Open Parliamentary Committee meetings to the public	Number of Meetings held in Public	%complete	23	31	3	-28	Sittings still limited to 3 Committees
	Output 3: Deepen engagement with citizens outside of Accra	Number of outreach Programs held.	Number	4				
	Output 4: Digitize the production of daily Hansard	Digitization completed by	%complete	50	90	90		On target
	Output 5: Legislative and legal service support instituted	Develop Committee standard Reporting Manuals	%complete	None	50			
Legislation		Develop Committee procedure manuals	%complete	None	50	Yet to Commence		Target missed
		Develop standard manuals for reviewing and analyzing Bills	%complete	None	50			
	Output 6: Develop Skills and knowledge of staff of the committees, parliamentary relations, Hansard, legal service and journals	Number of staff trained	Number	20	22	31	-9	Target exceeded
	Output 7: Pass Bills into Law	Number of Bills passed per year	Number	11	20	13	-7	
	Output 8: Attend international parliamentary exchange Programs by	Number of programs attended	Number	15	25	13	-12	Target achieved

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lembers of arliament				

	bjective: Strengthen the t						ers	
	bjective: Strengthen the ca m Objective: Strengthen F						tation of nat	ional policies
and expend			ectively sc	ruumze, mom		e the implement		ional policies
		Description Indicator		t of Measure Indicator	Baseline	2018	3	
Sub- Program	Type of Indicator				budget year target	annual actuals	variance	
	Outcome: Parliament i national policies and ex		to effectiv	ely scrutinize	, monitor and	evaluate the in	nplementat	tion of
	Output 1: Establish Budget and Fiscal Analysis Office	Established by	%comple	ete None	31st Dec,2018	80% complete		On course to achieving target
(() ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ;	Output 2: Framework for monitoring and evaluation of Government policies, Programs and projects implemented	Framework developed by	%comple	ete None-	31st Dec,2018	Completed		Yet to be implemented
		Number of M&E visits conducted	Numbe	r 96	15	54	39	Target exceeded
	Output 3: Monitoring and Evaluation activities of Committees	Number of Auditor General's reports considered by the public Accounts committee	Numbe	r 4	6	13	7	Target exceeded
Oversight	Output 4: Capacity, knowledge and skills of Committees in undertaking monitoring and evaluation improved.	Number of committee members trained	Numbe	r 75	120	0	-120	Not implemented
	output 5: Questions on the Floor of the House	Number of questions put to the executive per year	Numbe	r 69	25	160	135	Target exceeded
-	Output 6: Institute regular reporting by MDAs/MMDAs to Parliament	Number of annual reports tabled and scrutinized by committees per year	Numbe	r 103	25	16	-9	Target not met
	Output 7: Approve International agreements	Number of international agreements	Numbe	r 9	15	6	-9	

		approved per year						
Output 8: Public Sin Public Ac Committe	counts	Number of Public Sittings	Number	15	26	43	17	Target exceeded
Parliamer	Conduct ntary ee Sittings	Number of Sittings	Number	236	150	176	26	Target exceeded
): Provide xperts each to & FC	Number of Experts provided annually	Number	2	8	6	-2	

National Objecti	ve: Strengthen the thr	ee arms of governi	ment and prome	te the effect	ive separati	on of powers				
Program Objective: Strengthen the capacity of Hon. MPs to initiate and effectively scrutinise Bills										
Sub Program Ob image of Parliam	ective: Facilitate the c	lissemination of in	formation on the	e work of Pa	rliament; To	o protect and e	enhance the c	corporate		
			Unit of		Period	l		Remarks		
Sub-Program	Type of Indicator	Description of Indicator	VIESSIFE OF I BSSE		budget year target	annual actuals	variance			
	Outcome: the corporate image of Parliament is enhanced through the dissemination of information on the work of Parliament									
	Output 1: Undertake outreach Programs	Number of outreach Programs	Number	4	6	4	2	target missed		
Inter- Parliamentary	Output 2 : Form parliamentary youth clubs	Number of clubs formed	Number	3	5	3	2	target missed		
Relations and Public affairs	Output 3: Publish the Legislature	Number of issues	Number	4	4	4	0	target met		
	Output 4: Facilitate	Number of visits	Number	35	10	35	-25	target exceeded		
	parliamentary visitor Programs	Number of visitors	Number	450	500	450	50	target missed		

National Objective: Strengthen the three arms of government and promote the effective separation of powers										
Program Objective: Strengthen the capacity of Hon. MPs to initiate and effectively scrutinise Bills										
Sub Program Objective: Improve public understanding of the work of Parliament, its Committees and the duties and responsibilities										
of an MP to constituents.										
			Unit of			Period 2018				
Sub-Program	Type of Indicator	Description of Indicator	Measure of Indicator	Baseline	budget year target	annual actuals	variance	Remarks		
Outcome: Public understanding of the work of Parliament, its Committees and the duties and responsibilities of an MP to constituents is Improved.										
Representation and constituency	Output 1: Technology platforms provided MPs'	Number of Hon. Members utilizing technology platforms	Number	-	275	275				
services	outreach to their constituents utilized	Number of calls for public submissions	Number	8	15	16				

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	made within due dates as per referral to Committees					
Output 2: Develop and disseminatin materials det the functions work of Parliament, t duties and responsibilit an MP.	g tailing Number of s and brochures printed and the distributed	Number	-	300	500	
Output 3: Improve awareness of gender issue among MPs staff.	s MPs	Number		275	0	
Output 4: Develop Coo Ethics for M		% Completed		31st dec	completed	
Output 5: Conduct out Programs	reach Number of public engagement held for the public consideration of issues per year	Number	10	5	8	
Output 6: Increase Pub access to Parliament	number of visitors to Parliament per year	Number	1235	2500	836	

National O	National Objective: Strengthen the three arms of government and promote the effective separation of powers								
Program Ol	Program Objective: To provide specialist information and briefing services for MPs and Committees								
Sub Program	Sub Program Objective: Provide Parliament with adequate Library and Research Support Services.								
Sub-		Descripti	Unit of Measure		Period- 2018				
Program	Type of Indicator	on of Indicator	of Indicator	Baseline	budget year target	annual actuals	variance	Remarks	
	Outcome: Parliament is provided with adequate Library and Research Support Services.								
Library and	Output 1: Confidential answers to enquiries on the full range of subjects from MPs and Committees provided	number of request responded to	Number	90	155	90			
Research Services	Output 2: Prepare Research Papers and briefings on Bills and other topics of public and parliamentary concern;	number of briefing papers on Bills prepared	Number	18	22	18			

Output 3: Conduct annual research projects	number of projects undertake n	Number	1	2	1	
Output 4: Organise research seminars	number of seminars organised	Number	1	4	1	
Output 5: Library and network applications automated	E-library completed	Date		31st Dec		
Output 6: Acquisition, maintenance and utilization of legislative books, periodicals, and other related knowledge media or materials;	number of materials acquired	Number	500	600		
Output 7: Knowledge and skills of staff in Library and Research improved	number of officers trained	Number	18	18	18	
Output 8: Assess status of legislations passed by the House	number of legislation s assessed	Number				
Output 9: Provide timely access to	% of staff with access	Percentag e Complete	30	50	30	
research information for MPs and staff	% of MPs with access	Percentag e Complete	50	100	65	
Output 10: Provide Cost Estimate of Bills before the House	number of cost estimates analysed	Number	0	6	6	
Output 11: Conduct community assessment Programs	number of assessmen t conducted	Number	6	10	2	

						Financi	al				
S/N	Budget Program/Sub- Program Name	Approved Budget /Appropriation 2018	Total Approved Budget By Fund Source				Jan to Dec, 2018 Budget Allotment (GOG &	Amount Released (GOG & ABFA)	Actual Expenditure for the Period Jan	Actual Payments for the Period Jan to Dec,	Projection for Period 2019
					1		ABFA)		to Dec, 2018	2018	
P1	Management and Administration		GOG	ABFA	IGF	DP FUND					
SP1. 1	General Administration	142,417,239	\checkmark				142,417,239	103,699,010	114,918,205	103,699,010	150219564
SP1. 2	Finance	1,547,498	\checkmark				1,547,498	444,467	566,374	444,467	2240197
SP1. 3	Human Resource	527,864	\checkmark				527,864	151,611	193,195	151,611	755413
SP1. 4	Policy, Planning, Budgeting, Monitoring and Evaluation	180,466	\checkmark				180,466	51,833	66,049	51,833	522609
SP1. 5	Internal Audit	451,166	\checkmark				451,166	129,582	165,124	129,582	707870
	Total Program One(1)	145,124,233					145,124,233	104,476,502	115,908,947	104,476,502	154,445,653
P2	Parliamentary Business										
SP2. 1	Legislation	207,010,424	\checkmark				207,010,424	169,875,286	186,182,935	169,875,286	227624741
SP2. 2	Financial Oversight	26,012,430	\checkmark				26,012,430	7,471,194	9,520,373	7,471,194	30457464
SP2. 3	Representation and Constituency Services	7,934,884	\checkmark				7,934,884	2,279,028	2,904,114	2,279,028	
SP2. 4	Parliamentary Caucuses	1,996,472	\checkmark				1,996,472	573,419	730,695	573,419	2337632
SP2. 5	Inter-parliamentary Associations	15,993,637					15,993,637	4,593,633	5,853,563	4,593,633	18726648
	Total Program Two(2)	258,947,847	V				258,947,847	184,792,560	205,191,681	184,792,560	288,437,291
Р3	Information Support Services										
SP3. 1	Library and Research Services	752,400					752,400	216,102	275,373	275,373	1115047

7.0 KEY FINANCIAL PERFORMANCE BY PROGRAM FOR THE PERIOD JAN TO DEC, 2018

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SP3. 2	ICT Support Services	656,614	\checkmark		656,614	188,590	240,316	240,316	714039
SP3. 3	Parliamentary Relations & Public Affairs	729,096	\checkmark		729,096	209,408	266,844	266,844	954075
	Total Program Three(3)	2,138,110			2,138,110	614,100	782,534	782,534	2,783,161
	Total Budget	406,210,190			406,210,190	289,883,162	321,883,162	290,051,596	445,666,105

Expenditure Item	Approved Budget /Appropriation- 2018	Jan to Dec, 18 Budget Allotment	Amount Released	Actual Expenditure For The Period Jan-Dec, 18	Actual Payments For The Period Jan-Dec, 18	Projections For Next Period Jan-Dec, 19
Compensation	141,912,130	141,912,130	100,255,328	132,255,328	100,255,328	140,484,382
Goods and Services	120,118,610	120,118,610	116,670,183	116,670,183	116,670,183	140,644,618
o/w ABFA	-	-	-	-	-	-
Capital Expenditure	144,179,450	144,179,450	72,957,651	72,957,651	72,957,651	164,537,105
o/w ABFA	-	-	-	-	-	-
Total	406,210,190	406,210,190	289,883,162	321,883,162	289,883,162	445,666,105

 Table 10: Budgetary Allocation to Parliament

Appropriation by Economic Classification				
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
	GHc	GHc	GHc	GHc
Compensation	133,898,701	118,898,701	135,241,658	141,912,130
Good and Service	41,295,871	94,990,111	123,379,238	120,118,610
Asset	10,000,000	31,000,000	49,944,548	144,179,450
Social Investment		10,976,905	-	
Total	<u>185,194,572</u>	255,865,717	<u>308,565,444</u>	406,210,190

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