



GHANA ALLIANCE FOR CLEAN COOKSTOVES (GHACCO)

**QUARTERLY PROGRESS REPORT
(JANUARY 1ST – MARCH 31ST 2018)**

MARCH 31, 2018

LIST OF ACRONYMS

CEESED	Centre of Energy, Environmental and Sustainable Development
CSIR	Council for Scientific and industrial Research
EC	Energy Commission
GACC	Global Alliance for Clean Cookstoves
IIR	Institute of Industrial Research
GHACCO	Ghana Alliance for Clean Cookstoves and Fuels
KNUST	Kwame Nkrumah University of Science and Technology
MIF	Market Innovation Facility
MoE	Ministry of Energy
MoLGRD	Ministry of Local Government and rural Development
NPA	National Petroleum Authority
PAESFA	Pan African Ethanol Stoves and Fuel Alliance
RVO	Dutch Enterprise Agency
SNV	Netherlands Development Organization

TABLE OF CONTENT

LIST OF ACRONYMS.....	2
TABLE OF CONTENT	3
1. INTRODUCTION AND BACKGROUND.....	4
1.1 Summary of Key Achievements.....	4
2. GENERAL ACHIEVEMENT DURING THE PERIOD.....	5
2.1 Establishment of the Pan African Ethanol Stoves and Fuel Alliance (PAESFA).....	5
2.2 National Innovation Agenda Workshop.....	5
2.3 Business and Technical Support Workshop.....	6
2.4 Support for RVO project visit activities in Ghana.....	7
2.5 Support for Country visit activities of GACC Out-going CEO in Ghana.....	8
3. PARTICIPATION IN SECTOR ACTIVITIES AND MEETINGS	8
3.1 Development of National Road Map.....	8
3.2 World Health Organization’s Sector Baseline Data Collection	8
3.3 V4C Mini-grid and Clean Cookstoves study reports Validation.....	9
3.4 Preparatory meeting towards the National LPG Workshop	9
3.5 Development of School Kitchen project proposal.....	9
4. GENERAL MANAGEMENT AND ADMINISTRATION	9
4.1 Staffing	9
4.2 Annual Work Plans (AWP).....	10
4.3 Technical Support to Regional Teams.....	10
4.4 Setting up of the National Secretariat.....	11
4.5 Meeting of the Executive Board.....	11
5. LESSONS LEARNING AND IMPLICATIONS	11
5.1 Challenges and constraints encountered during the period	11
5.2 Steps taken to address challenges & constraints	12
5.3 Opportunities going forward	13
5.4 Recommendations	14
6. HIGHLIGHT OF KEY ACTIVITIES PLANNED FOR NEXT PERIOD.....	14
7. CONCLUSION.....	15
PROGRESS TOWARDS MILESTONES	16

1. INTRODUCTION AND BACKGROUND

The Ghana Alliance for Clean Cookstoves and Fuels (GHACCO) commenced the implementation of its Strategic Business Plan (SBP) which has recently been launched and span the period January 2018 and December 2021. The Annual work plans of the organization, together with the plans of the regional branches for 2018 have been approved and being implemented at various levels. The first quarterly reports presents the general achievements and progress made towards set targets, lessons learnt, challenges encountered, steps taken and recommendations to address challenges and constraints, opportunities going forward, highlights of key activities planned for next quarter and conclusions.

1.1 Summary of Key Achievements

After the successful development and approval of the Strategic Business Plan (SBP) and other strategy documents, GHACCO commenced the implementation of the strategies from the beginning of 2018. The following key successes have been recording during the first quarter (January – March) of the first year of implementation:

- Successful acquisition and setting up of the office accommodation for the National Secretariat in January 2018, which has since been operation from the 1st if February 2018;
- Successful recruitment and engagement of the key staff of the national Secretariat, namely the Chief Executive Officer (CEO), Program Officer and the Finance and Administrative Officer, all whom have since resumed work and at post;
- Election and inauguration of regional steering committee members for the five target regions, namely Ashanti, Western, Northern zone, Volta and Greater Accra regions;
- Development and approval of annual work plans including regional plans and the SNV/RVO and SNV/V4C projects' work plans for 2018;
- Successfully host the maiden convening and establishment of the Pan African Ethanol Stoves and Fuel Alliance (PAEFA), as well as hosting the Secretariat of PAESFA. PAESFA has also adopted the Constitution of GHACCO to guide its operation during its formation period;
- Successful conduct of the Innovation Agenda workshop with SNV/RVO team on the 21st of March 2018 in Accra which brought together 50 Sector players to contribute to the development of the Market Innovation Facility (MIF) to support the future development of the Sector;
- Successful conduct of the Business and Technical support workshop with SNV/RVO team on the 22nd of March 2018 in Accra, which brought together 50 key stakeholders to critically review and find solutions to the technical issues around technology development, product testing and certification and the regulatory regimes in of the Clean Cookstoves and fuels' Sector;
- Successfully supported the Country visit activities of Derk de Haan of SNV/RVO from the Netherland, and Radha Muthiah, out-going CEO of GACC, who visited Ghana and interacted with GHACCO and other sector players at different events between the 19th and 23rd 2018 and the 26th and 29th of March 2018, respectively.

2. GENERAL ACHIEVEMENT DURING THE PERIOD

2.1 Establishment of the Pan African Ethanol Stoves and Fuel Alliance (PAESFA)

GHACCO hosted the maiden convening of the Pan African Ethanol Stoves and Fuel Alliance (PAESFA) which was held between 5th and 6th of February 2018 at the Alisa Hotel and Erata Hotel in Accra, Ghana. Delegates from 11 Countries including Ethiopia, Mali, Ghana, Madagascar, Kenya, Mozambique, Tanzania, Ivory Coast, Rwanda, Nigeria and Senegal, represented their respective Country Alliances at the convening. The maiden event was used to formally establish the PAESFA platform and elected (by acclamation), the former First Lady of Madagascar, Her Excellency Mialy Rajoelina as the first President of PAESFA. The delegate further agreed and adopted the Constitution of GHACCO as transition measure for the running of the Alliance till PAESFA develops and adopts its Constitution. GHACCO and Ghana for that matter was unanimously nominated to host the Secretariat of the Alliance, while the Chairperson maintains her Secretariat with her Personal Assistants in Madagascar. The Resolution assigned by delegates at the event is attached as appendix 1.

2.2 National Innovation Agenda Workshop

The Innovation Agenda Workshop was jointly planned and executed by SNV and GHACCO with the far reaching objective of developing a Market Innovation Facility (MIF) that offers a strongly linked ecosystem of support services, partners and information to benefit GHACCO and the Clean Cookstoves and Fuels Sector generally. The workshop was held on the 21st of March 2018 at the Tomreik Hotel in East Legon, Accra. In a total of 50 representatives (20 females and 30 males) from governmental, non-governmental, civil society, private sector and the media organizations took participated in the workshop. The main sessions of the workshop were the formal opening statements, presentations from experts/researchers, panel discussion by expert discussants and plenary discussions.

It is important to note the auspicious representation of the government at the workshop; with Dr. Ishmael Ackah from the Ministry of Planning at the Office of the President, Mr. Wisdom Togobo from Ministry of Energy, Freda Faah from the Ministry of Local Government and Rural Development and Bridget Odei from Ministry of Trade and industry. Other Dr. Gabriel N. Laryea of CSIR, Dr. Gloria Quansah Asare of GHS, Mr. K.O. Boadu of the GSA, Ms. Paula Edze of from the Energy Commission and Mr. Omar Seidu from the Ghana Statistical Service. This clearly shows the importance and priority that the Government attaches to the Clean Cooking issues and the Sector development and sustainability in Ghana.

Another interesting Fidelity Bank side event at the workshop was the Desk mounted by Fidelity Bank to display their financial products to members of GHACCO who are in need of financing opportunities to grow their businesses. The head of Financial Inclusion at the Bank took part in the workshop sessions and actually chaired the panel discussion session.

2.3 Business and Technical Support Workshop

The Business and Technical Support workshop is designed within the context of the “Market Innovation Facility” (MIF) to bring together key and successful Sector players and existing and prospective entrepreneurs, manufacturers, distributors and other stakeholders to stimulate discussions, share knowledge and experiences and build consensus on the way forward for high quality product designs, successful testing and certification and scale up of production and distribution of Clean Cookstoves and Fuels, in line with Ghana’s Long term Goal of Universal adoption of Clean Cooking by 2030. The workshop was planned and executed in collaboration with SNV/RVO team, at the Tomreik Hotel in East Legon, on the 22nd of March 2018. In all a total of 50 (22 female and 28 males) representatives of governmental, non-governmental and private sector organizations participated in the workshop.

The sessions of the workshop were focused on discussions of technical and regulatory issues. Four presentations were delivered two of which presented synthesis of issues around National standards, product testing and regulatory regimes from the perspective of the Regulator (EC) and manufacturer, respectively. The other two presentations also shared entrepreneur’s business and market development experiences and lessons from the perspectives of Improved Cookstoves (Gyapa) and Biomass fuels (Global Bamboo), respectively. The presentations stimulated critical and deeper discussions in plenary which set the tone for the panel discussion session.

Four technical and experienced discussants, namely Ms. Paula Edze from the EC, Dr. Laryea from the CSIR-IRR, and Dr. Julius from CEESED were empanelled to share their thoughts around the National standards, trends of outcomes from product testing, licensing and regulatory regime, technology design and fabrication and the needed support to enable the Sector to thrive in Ghana. The engagement that ensued between the panelist and the participants was deep, frank and promising of common grounds for the way forward for the Sector. The discussions were enriched by the contributions from Dr. Morrison of Morrison stoves and Mr. Michael Komey from KNUST.

An immediate de-briefing and reflections from the sessions of the workshop concluded on the need to plan and implement some strategic follow up actions as a matter of urgency. These include:

- A meeting of manufacturers and the testing centres to address the concerns and outstanding issues, and reach agreement on the process, outcome reporting and post testing support processes;
- GHACCO will procure six (6) copies of the Gazetted National Standards document and share a copy each with the Regional branches of the five operational regions.
- A forum of manufacturers/producer, distributors, retailers and consumer representative on one hand and various financial institutions (Banks, MFI, etc.) on the other, to explore

specific funding opportunities and mechanism to help scale of production and distribution of approved products onto the market; and

- Arrangement for appointment/meeting with the Ministry of Planning at the Office of the President within the next two weeks after the workshop.

2.4 Support for RVO project visit activities in Ghana

The Board and the Secretariat provided support to the project visit activities of Derk de Haan of the Dutch Enterprise Agency (RVO), between the 19th and 23rd of March 2018, in Ghana. The RVO project visit was to carry out an internal evaluation of the SNV/RVO funded “Strategic Support to the Clean Cooking Sector in Ghana Project” being implemented by GHACCO in collaboration with SNV in Ghana. The main objective of the project is to support actors engaged in the Clean Cooking market development in the country to build an enabling environment, particularly through “Strengthening the administration and operations of the Ghana Alliance for Clean Cookstoves and Fuels”; “Diversifying GHACCO membership and scope, to include LPG and Rural Woodstoves, with the latter to be the focus of an additional market development programme”; and “Developing a Market Innovation Facility with strong linkages to key sector actors”. The project is at its completion stages, scheduled to end by the end of May 2018.

The Executive Board held a meeting with Derk de Haan and the SNV/RVO team in Ghana on the 20th of March 2018 at the Secretariat. After the welcome address delivered by the Chairperson of GHACCO, the project manager in SNV Ghana made a brief presentation on the progress of implementation of the project and achievements recorded so far. Derk continued the session by posing thought provoking questions probing to unearth the real difference that the SNV/RVO project is making in GHACCO and Ghana Clean Cooking Sector generally. Submissions made by Derk challenged both GHACCO and the Government to move beyond the comfort zones and business as usual. He specifically challenged GHACCO to demand for Government funding of the Clean Cooking Sector and GHACCO’s activities. He further challenged GHACCO to face the reality of the need to take current approved technologies to scale even if it only involves a few manufacturer/producers, rather than getting stuck in the training of hundreds of artisans in the informal Sector. The meeting was followed up with a welcome cocktail event organized with some Sector players to create the opportunity for them to interact and engage with Derk and the SNV/RVO team in informal exchange of information and familiarization. Both the meeting with the Executive Board and welcome cocktail event were largely successful.

Derk de Haan further participated and made critical interventions at the Innovation Agenda workshop jointly organized by SNV and GHACCO on the 21st of March 2018, at Tomreik Hotel in East Legon. The Chairperson of the Board and the CEO joined Derk de Haan and a team of SNV including the CD, head of the Energy Sector and the SNV/RVO project manager at the meeting with the Director of Renewable Energy at the Ministry of Energy and a second meeting

at the National Petroleum Authority (NPA) with a team of four officials who represented the Executive Director at the meeting, on the 23rd of March 2018. The Board finally participated at the dinner event organized by SNV, on the same day, at the Holiday Inn Hotel, prior to Derk de Haan departure from Ghana. The visit activities were all successfully executed to satisfactory level.

2.5 Support for Country visit activities of GACC Out-going CEO in Ghana

The out-going Chief Executive Officer of the Global Alliance for Clean Cookstoves and Fuel, Mrs. Radha Muthiah, was on a working visit to Ghana between the 26th and 30th of March 2018. The Vice Chairperson of GHACCO, Ms. Adwoa Sey supported her team in a couple of the meetings that held with selected government officials and agencies.

A welcome cocktail event was organized for the visting CEO of GACC at the Secretariat of GHACCO on the 29th of March, 2018 with some invited Sector players. The event was organized in honour of Mrs. Radha Muthiah in recognition of her commitment and contribution to the development of the Clean Cooking Sector globally and GHACCO specifically. The event also created the opportunity for the invitees to interact and engage Mrs. Radha to tap into her very rich experience.

3. PARTICIPATION IN SECTOR ACTIVITIES AND MEETINGS

3.1 Development of National Road Map

GHACCO participated in the development of the National Road for development of the Sector for the next three years. The process was led by the Ghana Energy Commission and GACC between February and March 2018. Initial draft of the document was drafted, presented and reviewed at a meeting of stakeholders on the 13th of February 2018, at the Energy Commission. A follow up meeting was organized for finalize review of the National Roadmap document with the stakeholder group at the Energy Commission (EC), on the 27th of February 2018. Stakeholder institutions represented both meetings includes MoE, MoLGRD, Forestry Commission (FC)/REDD+, EC, GACC, SNV, GHACCO and MoH. GHACCO further contributed to the electronic review of the document shared online by the EC during the draft and review processes.

3.2 World Health Organization's Sector Baseline Data Collection

The Board and CEO represented GHACCO at the Sector working group convened by the World Health Organization (WHO) to review the Sector baseline data collection process and tools on the 26th of February, 2018 and the offices of the WHO. Other stakeholders represented at the meeting include the EPA, GSS, MoH, MoE, NPA, GHACCO, MoLGRD and WHO. GHACCO was jointly tasked with the XYZ to collate and report on the household cooking data component of the baseline, an assignment already started by xyz prior to the meeting.

3.3 V4C Mini-grid and Clean Cookstoves study reports Validation

GHACCO participated in the validation workshop organized by SNV/V4C to validate the reports of the Mini-grid and Clean Cookstoves studies, at Angie Hill hotel on the 20th of February, 2018. Other key stakeholders at the event include representatives of the MoLGRD, MoE, EC, GACC, GHACCO, SVN, NPA, CSIR, KNUST and CEESED.

3.4 Preparatory meeting towards the National LPG Workshop

GHACCO participated in the meeting of lead stakeholders to review the draft concept note on the impending National LPG workshop, at the office of the NPA, on the 16th of February 2016. Stakeholders at the meeting include NPA, SNV, GHACCO, Association of OMCs, and LPSMCs. The proposed schedule of the workshop was moved from March 2018 to May 2018 to allow for effective preparation and participation of all stakeholders, as part of the outcome of the review meeting.

3.5 Development of School Kitchen project proposal

The proposal to solicit funds from the French Embassy was finalized for submission. The focus of the proposed interventions was on development of Clean Kitchen for the Amasaman Senior Technical High School (AMSTECH), currently implementing the free meals for Day students under the government's Free Senior High School education. The review of the focus of the proposed intervention was necessitated by the outcome of the visits to the Ga West Municipal Assembly, AMSTECH, St. Johns Senior High school and Ashiaman Senior High schools to discuss the proposed project with the authorities of these institutions. The proposal has been finalized and will be submitted to the French Embassy during the 1st week of April 2018.

4. GENERAL MANAGEMENT AND ADMINISTRATION

4.1 Staffing

Major recruitments have successful been executed, with the appointment of Chief Executive Officer (CEO), who resumed work on the first of February, 2018, and heading the National Secretariat in Accra. The position of Finance and Administrative (F&A) Officer was also filled with appointment of Ms. Queenster Ablor in March, 2018. The incumbent Program Officer was given renewed contracted and Job description with reflects his current responsibilities with the appointment of the CEO and F&A Officer. The current staffing position at the National Secretariat is summarized in the following matrix:

Current Staff positions at the National Secretariat

No.	Name	Position	Date of Resumed
1.	Mohammed Aminu Lukumanu	Chief Executive Officer	01/02/2018
2.	Raymond Kusorgbor	Programme Officer	01/03/2018
3.	Queenster Ablorh	Finance and Administration Officer	19/03/2018

A new staff position of Monitoring, Evaluation and Learning (MEAL) Officer has been proposed for consideration of the Executive Board. The MEAL position is proposed to lead the organization's planning, monitoring and evaluation and learning efforts, and specific responsibility for the implementation of the Monitoring and Evaluation (M&E) Framework.

The position of Administrative Assistant will be filled during the second quarter of 2018. The Administrative Assistant will have primary responsibility of managing the Front Desk at the National Secretariat.

4.2 Annual Work Plans (AWP)

The Annual Work Plan (AWP) for the FY2018 has been finalized, reviewed and approved by the Executive at its Third Monthly Board Meeting (MBM) held on the 16th of March 2018. The AWP consist of specific project work plans for the SNV/RVO project and SNV/V4C projects, and the Regional work plans of the current five operational Regions, namely Greater Accra, Ashanti, Western, Volta and the Northern zone. Implementation of annual activities and events is on-going with some specific and significant achievements so far. The approved work plans are attached as appendix 2A-2B.

4.3 Technical Support to Regional Teams

The National Executive Board provided Technical Support (TS) to the Ashanti Regional branch in the conduct of its elections which saw the elections of new five-member Regional Steering Committee (RSC), on the 31st of January, 2018. The five-member RSC, consisting of the Regional Coordinator, Deputy Regional Coordinator, Secretary, Financial Secretary and the Public Relations Officer, have since been sworn into office and been actively on the move.

The National Secretariat reviewed the draft annual work plans of the Regional teams and assisted them to finalize the plans, which have since been approved by the Board. All the necessary approvals for transfer of funds to the Regional teams have been granted by the Board. In the next couple of days funds will be transferred to the Regional teams to enable them continue the implementation of their work plans.

4.4 Setting up of the National Secretariat

The Executive Board successfully acquired a suitable office accommodation facility for the national Secretariat, with physical address xyz, East Legon, Accra, in January 2018. The necessary renovation works were completed by January 31st 2018. A lease agreement for an initial period has been signed upon payment of the necessary rent for the agreed period, with the landlady.

Basic office furniture including conference table and chairs, CEO's desk and chair, from office desk and visitors seats, work station desks and chairs were procured and installed at the Secretariat. Office fittings including ceiling fans and blinds/curtains were fixed in all offices. Signage has been erected to give direction to the office location. Other important installations at the Secretariat include the Voda phone Landline (which is +233 302 545 525) and wireless internet facility and the acquisition of postal address (which is CT7928, Cantonment, Accra) for the organization.

4.5 Meeting of the Executive Board

The Executive Board has successfully held its mandatory monthly meetings for January, February and March 2018, on the xxx, 9th of February 2018 and 16th of March 2018, respectively. The Board has also held a meeting with GACC on the 16th February, 2018 to discuss the way forward on the collaboration, partnership and the prospects of the Sector in Ghana.

5. LESSONS LEARNING AND IMPLICATIONS

5.1 Challenges and constraints encountered during the period

Three main challenges were encountered which affected the rate of implementation of programme activities during the first quarter of the year. These include “no shows” by High Level government officials at National events, low funding and delayed development and implementation of the Market innovation facility (MIF) and other key project activities. Details of these challenges are outlined below:

1. The inability of GHACCO to ensure the attendance of Her Excellency Samira Bawumya, wife of the Vice President and Honourable Hajia Alima Mahama, Minister for Local Government and Rural Development at the maiden convening and establishment of the PAESFA platform denied GHACCO the opportunity to lobby for the Sector at such High level of Government. In fact, the plan to propose the 2nd Lady, H.E. Samira as co-Chair (President) of PAESFA could not be pursued to the inability to secure her attendance at the event, on the 5th of February 2018;

2. The failure of GACC to remit funds to GHACCO towards the establishment of the National Secretariat and recruitment of staff as expected also affected the rate of implementation of programme activities as outlined in the Strategic Business Plan. The current programme funding streams are the SNV/RVO and SNV/V4C projects' which do not cover all aspects of the SBP. As a results some strategic initiatives from the SBP, such as the intended technical training and equipping of artisans to shift to the use of improved methods of Biomass production and the production of improved/clean stoves, are still unfunded and therefore, pending;
3. The delay in the development, approval and implementation of the Market Innovation Facility (MIF) affects GHACCO demonstrable ability to provide critical technical and financial and marketing needs of existing and prospective members, which will greatly impact on current membership drive and sustainability of the Alliance; and
4. Other delayed activities include the production and publication of the State of the Cookstoves and fuels market report and the organization of the Cookstoves annual forum.

5.2 Steps taken to address challenges & constraints

Efforts to foster closing working relationship with the office of the 2nd Lady and the Honourable Minister for Local Government and Rural Development have been on-going and showing positive signals. The Chair person and the Vice Chair have established contacts with the Personal Assistants (PAs) of the 2nd Lady and Hon. Hajia Alima, which is facilitating communication between GHACCO and the offices of the 2nd Lady and the Hon. Hajia Alima. GHACCO and SNV have also established a new contact with the Ministry of Planning, through Dr. Ishmael Ackah at the Office of the President. Dr. Ackah, who is a technical Advisor at the Ministry of Planning, is facilitating to schedule a meeting between GHACCO and the Ministry of Planning at the Presidency.

GHACCO is seeking approval of SNV/RVO to apply unutilized to future and unexecuted actions from the SBP beyond the project period, which is due to lapse at the end of May, 2018. Efforts in collection of memberships and subscription from newly registered members is being stepped up in increase the amount of internally generated funds to support the implementation of planned activities during the current year and beyond.

The MIF is being finalized with the outcomes of the Innovation Agenda and Business and Technical Support workshops, held on the 21st and 22nd of March 2018, respectively. Other outstanding activities, particularly the production and publication of the State of the Cookstoves Sector report, Annual Cookstoves forum and the inauguration of the High Level Working Group (HLWG) and Sector Working Groups (SWGs) under the SNV/RVO have been rescheduled for April and May 2018. Outstanding activities of the SNV/V4C project at both Municipal and

National levels have also been re-scheduled for implementation during the second quarter; spanning between April and June 2018.

5.3 Opportunities going forward

GHACCO is in the process of constituting its Standing committee responsible fund raising. The fund raising strategy has been drafted and being reviewed and presentation for approval of the Board. The Alliance is set out to pursue diversified and sustainable funding streams for the implementation of the SBP. The MIF being finalized and approved will drive membership development through the provision of diverse technical, financial, business and market development services to members and other Sector players. This will significantly increase internal revenue generation through fees, subscriptions and paid services rendered to members and other clients.

The alliance will further scout out for grant calls and design special projects in line with specific objectives and components of the SBP. Regional branches are also mandated to draft proposals to solicit funding and service contracts from their respective Municipal and District Assemblies and other government agencies and donors. GHACCO will submit the proposal for School Kitchen project to the French Embassy in Accra, Ghana in the effort to raise funds to implement the pilot Clean Kitchen for schools in Ghana.

Strategy to raise funds from the government directly and indirectly will be designed to address specific needs of the Sector. These may include market development policy for Clean Cookstoves and fuels, by which government procures, agreed quantities of Clean Biomass Cookstoves for vulnerable households such as recipients of the LEAP grants, in similar fashion as the distribution of LPG to poor households. However, government will procure the Cookstoves from members of GHACCO directly or through the Alliance. A similar structure market for institutional stoves could be developed through appropriate directives to all caterers contracted to provide meals to both basic and senior high schools to adopt Clean Cooking for that purpose.

Consumer capacity development is imperative for the sustainability and achievement of the Goal of Universal adoption of Clean Cooking in Ghana. The initiative to promote the Village Savings and Loans Associations (VSLA) scheme to enhance savings' mobilization for acquisition of Clean Cookstoves by poor and households is being considered with high prospects. This will be used to develop and expand existing market and adoption of Clean Cookstoves throughout the Country.

The Executive Board will engage GACC, especially with the assumption of office by the new CEO, to discuss strategies for implementation of GHACCO's SBP and new funding streams for the Alliance. Similar discussions will be arranged with the SNV/RVO project which is due to lapse at the end of May 2018.

5.4 Recommendations

With the successful elections and establishment of five Regional branches and Steering Committees, in five regions and subsequent approval of annual work plans of the Regional branches, the Board needs to approve functional and operational relationship between the Regions and National Secretariat to ensure smooth transfer of funds, execution of activities and reporting of progress and data. Similar strategy to enhance the efficiency and effectiveness of the National Secretariat needs to be considered and approved by the Board to enhance operational efficiency and effectiveness of programme implementation.

6. HIGHLIGHT OF KEY ACTIVITIES PLANNED FOR NEXT PERIOD

- Production and publication of the State of the Cookstoves Sector report, April 2018;
- Organization of Annual Cookstoves Forum, April 2018;
- Formation and Inauguration of High Level Working Group (HLWG) and Sector Working Groups (SWGs), May 2018;
- Municipal and National levels policy engagements with Municipal and High level National stakeholders I have also been re-scheduled for implementation during the second quarter; spanning between April and June 2018;
- A meeting of manufacturers and the testing centres to address the concerns and outstanding issues, and reach agreement on the process, outcome reporting and post testing support processes;
- GHACCO will procure six (6) copies of the Gazetted National Standards document and share a copy each with the Regional branches of the five operational regions.
- A forum of manufacturers/producer, distributors, retailers and consumer representative on one hand and various financial institutions (Banks, MFI, etc.) on the other, to explore specific funding opportunities and mechanism to help scale of production and distribution of approved products onto the market; and
- Arrangement for appointment/meeting with the Ministry of Planning at the Office of the President within the next two weeks after the workshop.
- Field management and programme implementation support to Regional Steering Committee;
- Membership recruitment, re-invigoration and profiling

- Support to the Cookstoves and Fuels' Sector initiatives and events at both National, Regional and Global levels;
- Deepening collaboration and partnership with lead Sector agencies, particularly the Energy Commission, Ministry of Energy, Ministry of Local Government and Rural Development, Ministry of Planning, National Petroleum Authority, National Standards Authority, Forestry Commission and the National Development Planning Commission;
- Initiate relationship and collaboration with the Association of Ghana Industries (AGI), Ghana Investment Promotion Centre (GIPC), Ghana Statistical Service and the Ministry of Finance and Economic Planning.

7. CONCLUSION

GHACCO has positioned itself for growth and development with the launch of its SBP and setting up of the National Secretariat to guide its second and most critical phase in its evolution. The second quarter will see further institutional strengthening especially at the regional branches and deepening of relationships to increase GHACCO's effectiveness, influence and sustainably as inter-mediate outcomes necessary to put the Alliance on track to achieve its medium term Goal of Universal adoption of Clean Cookstoves and fuels in Ghana by 2030.

8. PROGRESS TOWARDS MILESTONES

Overview of Progress towards Anticipated Results

Performance Indicator	Baseline	5-Year SBP Target	2018 Annual Target	Measure for the period	Cumulative measure to date
R1. Improved Coordination and Advocacy for the Clean Cookstoves and Fuels Sector					
1.1.1 Acquired Incorporation and recognition certificates from RGD, DSW and GIPC/AGI					
1.1.1.1 Number of current Directors whose particulars are updated on incorporation documents	0	7	7	0	0
1.1.1.2 Charity registration certificate acquired from DoSW	0	1	1	0	0
1.1.1.3 Certificate of registration acquired from GIPC/AGI	0	1	1	0	0
Explanation of discrepancies/Comments/Recommendations:					
1.1.2 Strengthened administrative and governance functions					
1.1.2.1 Number of office premises acquired and furnished for national secretariat and regional branches	0	6	1	1	1
1.1.2.2 Number of staff recruited and inducted into office	0	25	3	3	3
1.1.2.3 Number of financial and operational manuals approved and deployed	0	3	3	2	2
1.1.2.4 Number of standing committees constituted and operational	1	5	5	0	0
1.1.2.5 Number of standing committees' Plan of Actions approved	0	5	5	0	0
1.1.2.6 Number of orientation sessions organized for the members on the new governance structure and strategic direction	0	5	2	0	0
1.1.2.7 Number of members oriented on the new government structure and strategic direction	0	1,018	124	0	0
Explanation of discrepancies/Comments/Recommendations:					
1.1.3 Strengthened membership base and database management					
1.1.3.1 Number of registered members	124	1,018	124	0	124
1.1.3.2 Number of paid up members	60	1,018	124	60	60
1.1.3.3 Percent of functionality of the membership data base management software	0	100%	50%	0%	0%
Explanation of discrepancies/Comments/Recommendations:					
1.2.1 Conducted Sector and working group meetings					
1.2.1.1 Number of Sector working group meetings conducted/attended	xx	xx		4	4
1.2.1.2 Number of working group activities carried out	xx	xx		2	2
1.2.1.3 Number of participants of Sector working group meetings	xx	xx		15	15
Explanation of discrepancies/Comments/Recommendations: <i>The 4 meetings comprised of the 2 meetings at the EC during the development of the National Road map for the Sector, the third meeting convened and hosted by WHO on the baseline task, while the 4th was held at the NPA as part of preparations towards the National LPG workshop. The two working group activities were the development of the National Road Map and the baseline survey/baseline support.</i>					
1.2.2 Organized Sector workshops and fora					
1.2.2.1 Number of Sector workshops and fora organized in Ghana	5	4		2	2
1.2.2.2 Number of participants of Sector workshops and fora	xx	xx		100	100

Performance Indicator	Baseline	5-Year SBP Target	2018 Annual Target	Measure for the period	Cumulative measure to date
1.2.2.3 Number of members participating in Sector workshops and fora	xx	xx		50	50
Explanation of discrepancies/Comments/Recommendations: <i>The two workshops are the Innovation Agenda workshop and Business and Technical Support workshops</i>					
1.2.3 Hosted International conference/event					
1.2.3.1 Number of international conferences/events hosted	1	xx		1	1
1.2.3.2 Number of participants of international conferences/ events hosted in Ghana by GHACCO	500	xx		50	50
1.2.3.3 Number of international conferences/ events attended	9	xx		2	2
1.2.3.4 Number of local participants of international conference/ events	xx	xx		15	15
1.2.3.5 Number of representatives at the international conference/ events hosted	xx	xx		12	12
Explanation of discrepancies/Comments/Recommendations: This is the PAESFA convening held in Accra, where all 7 NEB members and 5 Regional reps and other local participants and observes attended					
1.3.1 Conducted policy research					
1.3.1.1 Number of policy research studies undertaken	2	xx		0	0
1.3.1.2 Number of existing policies and regulations evaluated	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
1.3.2 Conducted industry research					
1.3.2.1 Number of industry research studies undertaken	xx	xx	5	4	4
1.3.2.2 Number of industry surveys conducted	1	2	2	2	2
1.3.2.3 Number of industry actors sharing routine data for Sector performance review and analysis	31	xx		0	0
Explanation of discrepancies/Comments/Recommendations: Two research studies namely the Rural Woodstove and LPG studies were conducted in collaboration with SNV/RVO. The other two studies were the Mini-grid and Cookstove studies conducted by the SNV/V4C project.					
1.3.3 Increased publications and communication					
1.3.3.1 Percent functionality and informativeness of the website	xx	xx		-	-
1.3.3.2 Number of times website is updated weekly	xx	xx		-	-
1.3.3.3 Number of members and other guest visiting website	xx	xx		-	-
1.3.3.4 Number of members and other stakeholders reached with email communications	xx	xx		-	-
1.3.3.5 Number of members and other clients provided with online assistance	0	xx		-	-
1.3.3.6 Number of research reports published and put on website	0	Xx		-	-
1.3.3.7 Number of Newsletter editions published	2	Xx	4	1	1-
1.3.3.8 Number of members and other stakeholders receiving copies Newsletter, Year Book and Diary	xx	xx		-	-
Explanation of discrepancies/Comments/Recommendations:					
R2. Increased financial viability and sustainability of GHACCO and the Clean Cookstoves and Fuels' Sector in Ghana					
2.1.1 Increased internally generated funds from Ghana operation					
2.1.1.1 Annual amount of dues and subscriptions collected	4,444	\$241,636			

Performance Indicator	Baseline	5-Year SBP Target	2018 Annual Target	Measure for the period	Cumulative measure to date
2.1.1.2 Annual amount raised from paid services rendered to members and other stakeholders	XX	\$147,705		0	0
2.1.1.3 Amount raised from consultancy services and assignments taken by GHACCO	XX	XX		0	0
Explanation of discrepancies/Comments/Recommendations:					
2.2.1 Increased amount of external funding to GHACCO and the Clean Cookstoves and Fuels Sector					
2.2.1.1 Number of proposals submitted for external funding to GHACCO and the clean cookstoves Sector	5	XX		0	0
2.2.1.2 Amount of external funding raised for GHACCO and the Clean Cookstoves and Fuels' Sector	XX	\$907,561		-	-
2.2.1.3 Amount of loans and credit facilities raised for producers and distributors and other stakeholders of the Clean Cookstoves and Fuel's Sector	XX	XX		0	0
Explanation of discrepancies/Comments/Recommendations:					
R3. Increased production and distribution of clean cookstoves and fuels					
3.1.1 Improved machinery and equipment					
3.1.1.1 Number of members assisted to conduct assessment of their machinery & equipment needs	0	xx		0	0
3.1.1.2 Number of members assisted to negotiate agreement for acquisition of new machines and equipment	0	xx		0	0
3.1.1.3 Number of artisans assisted to acquire tools and equipment	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.1.2 Increased technical and skills training					
3.1.2.1 Number of technical training events facilitated	0	xx		0	0
3.1.2.2 Number of participants of technical training events	0	1,004		0	0
3.1.2.3 Number of technical advisory services provided	0	xx		0	0
3.1.2.4 Number of recipients of technical advisory services	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.1.3 Improved product quality certification					
3.1.3.1 Number of criteria deployed for quality certification	0	xx		0	0
3.1.3.2 Number of members participating in quality certification processes	0	622		0	0
3.1.3.3 Number of products certified for use of quality certification sticker	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.2.1 Increased business & financial management capacity of members					
3.2.1.1 Number of business and financial management training events organized for members and other stakeholders	xx	xx		0	0
3.2.1.2 Number of members beneficiaries of business and financial management training events	xx	xx		0	0

Performance Indicator	Baseline	5-Year SBP Target	2018 Annual Target	Measure for the period	Cumulative measure to date
3.2.1.3 Number of members and other stakeholders assisted to formerly register their businesses	xx	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.2.2 Increased promotion and marketing services					
3.2.2.1 Number of generic advertising deployed for clean cooking products	0	xx		0	0
3.2.2.2 Number of media shows undertaken to promote clean cooking products	0	xx		0	0
3.2.2.3 Number of trade fair events held for cleaning cooking	0	xx		0	0
3.2.2.4 Number of exhibitors at clean cooking trade fair	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.2.3 Strengthened networking and B2B facilitation					
3.2.3.1 Number of members involved in B2B collaborations/partnership	0	xx		0	0
3.2.3.2 Number of business collaborations/partnerships developed among members	0	xx		0	0
3.2.3.3 Number of technology transfer benefits obtained by members from B2B collaborations	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
3.3.1 Strengthened distribution networks					
3.3.1.1 Number of member-distributors of clean cooking products	15	85		-	-
Explanation of discrepancies/Comments/Recommendations:					
3.3.2 Increased retail markets for clean cookstoves& fuels					
3.3.2.1 Number of members in retail trade of clean cooking products	0	110		-	-
Explanation of discrepancies/Comments/Recommendations:					
3.3.3 Improved consumer services and satisfaction					
3.3.3.1 Number Consumer Help Desks set and functioning	xx	xx		0	0
3.3.3.2 Number of consumers submitting complaints/feedback	xx	xx		0	0
3.3.3.3 Number of complaints/ feedback received from consumers	xx	xx		0	0
3.3.3.4 Number complaints resolved to the satisfaction of consumers	xx	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
R4. Increased awareness and adoption of Clean Cookstoves and Fuels					
4.1.1 Increased household education					
4.1.1.1 Number of women leaders who advocate for adoption of clean cookstoves and fuels	40	xx			
4.1.1.2 Number of households educated on health and economic benefits Clean Cookstoves and Fuels	400	xx			
Explanation of discrepancies/Comments/Recommendations:					
4.1.2 Increased institutional education and advocacy					
4.1.2.1 Number of institutions and restaurants educated on health and economic benefits of	xx	xx			

Performance Indicator	Baseline	5-Year SBP Target	2018 Annual Target	Measure for the period	Cumulative measure to date
Clean Cookstoves and Fuels					
4.1.2.2 Number of opinion leaders sensitized to adopt cleaning cooking products	40	xx			
Explanation of discrepancies/Comments/Recommendations:					
4.1.3 Increased Radio & TV education campaigns					
4.1.3.1 Number of TV and radio education campaigns launched	xx	xx			
4.1.3.2 Percent of national coverage of TV and radio education campaign	xx	xx			
4.1.3.3 Number of hours TV & radio education campaign runs	xx	xx			
Explanation of discrepancies/Comments/Recommendations:					
4.2.1 Increased adoption of improved methods of ICS production					
4.2.1.1 Number of artisans transitioned to produce clean cookstoves	0	290		0	0
4.2.1.2 Number of artisans transitioned to use improved methods of Biomass productions	0	xx		0	0
4.2.1.3 Number of artisans using modern kilns to produce charcoal	xx	xx		0	0
4.2.1.4 Percent increase in briquette production	xx	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					
4.2.3 Increased participation of artisans & farmers in tree planting exercises					
4.2.3.1 Number of artisans and farmers participating in tree planning	0	xx		0	0
4.2.3.2 Hectares of forest and savannah lands under tree re-planting	0	60,000		0	0
4.2.3.3 Number of seedlings planted under tree re-planting exercise in forest and savannah regions	0	xx		0	0
Explanation of discrepancies/Comments/Recommendations:					

**GHANA ALLIANCE FOR CLEAN COOKSTOVES AND FUEL
SNV - RVO COLLABORATIVE ANNUAL WORKPLAN - 2018**

N o.	Main Activity	Sub-Activities	Timeframe	Location	Target	Strategy	Person Responsible		Expected Results
							Lead	Collaborators	
1	Organize the Annual Cookstoves Forum (ACF)	1. Develop ToR for Annual Cookstove Forum (ACF)	Feb. 27, 2018	Accra	Members, Relevant MDA, Private sector, Financial Institutions, Research Inst., Dev't Partners, INGOs/NGOs, CSOs, Media, Consumers, Artisans,	Sector-wide annualized event	Lukumanu, Raymond	Alex, Emmanuel	The maiden "Clean Cookstove Forum" is success organised with firmed decisions and commitments made for its institutionalization and sustainability;
		2. Share draft ToR with key stakeholders for comments	Feb. 27, 2018						
		3. Revise and finalize ToR for the ACF	2-Mar-18						
		4. Develop & approve ACF detailed program & budget	2-Mar-18						
		5. Make reservations for confab & accommodations	5-Mar-18						
		6. Send out invitations and confirm participations	5-Mar-18						
		7. Confirm hotel reservations and travel arrangements	6-Mar-18						
		8. Prepare materials & equipment for facilitation of the ACF	16-Mar-18						
		9. Hold the Annual Cookstove Forum as scheduled	March 23-24, 2018						
		10. Inaugurate the HLWG, SSWGs & GHACCO's SBP	24-Mar-18						
		Produce report of Annual Cookstoves Forum	March 26-28, 2018						
Disseminate report of Annual Cookstoves Forum	29-Mar-18								
2	Constitute and inaugurate sub-sector working groups (SSWGs)	1. Re-profiling of existing members under the different sub-sectors	15-Mar-18	Accra, Kumasi, Ho, Takoradi, Tamale	Cookstoves, LPG, Biogas, Woodstoves, ethanol, etc.)	Nominations	Lukumanu, Raymond	Alex, Emmanuel	Relevant sub-sector working groups constituted and inaugurated.
		2. Develop Terms of Reference (ToR) for SSWGs	15-Mar-18						
		3. Nominate members to constitute SSWGs	March 19-20, 2018						
		4. Constitute and inaugurate SSWGs	March 23-24, 2018						
		5. Develop action plans and budgets for SSWGs	5-Apr-18						
		6. Approve action plans and budgets of SSWGs	6-Apr-18						
3	Constitute and inaugurate High Level Working Group (HLWG) of the Clean Cookstoves and Fuels	1. Develop Terms of reference for HLWG	Feb., 2018	Accra	High level Executives, professionals, academia, entrepreneurs, accomplished, etc.	Personality profiling and nominations	Lukumanu, Raymond	SNV - Alex, Emmanuel, EC-Paula	A High level Sector Working Group is appointed and inaugurated
		2. Identify and profile prospective candidates for nominations onto the HLWG	February, 2018						
		3. Ranks and categorize prospective nominees into "first choice" and "replacement options"	Feb. 28, 2018						
		4. Make formal approach to "first choice" nominees and make an offer of membership to the HLWG to them	7-Mar-18						
		5. Review feedback and decide replacements, till the desired number of confirmed nominees is achieved	March 7-15, 2018						
		6. Formerly write to nominate/appoint confirmed members to the HLWG	15-Mar-18						
		7. Constitute and inaugurate the HLWG	March 23-24, 2018						
		8. Develop action plan and budget of the HLWG	5-Apr-18						
		9. Approve the action plan and budget of the HLWG	6-Apr-18						

4	Organize Innovation Agenda Workshop	Draft concept note for the Innovation Agenda Workshop	Feb. 27, 2018	Accra	Members and other actors in the production, distribution and retail trade	Reports of the SBP surveys to be used to design the content of the workshop.	SNV - Alex, Emmanuel, EC-Paula	Lukumanu, Raymond	Innovation Agenda workshop successful organized and report produced and shared with stakeholders.
		Share draft concept note with key stakeholders	Feb. 27, 2018						
		Finalize and approve the concept note	2-Mar-18						
		Develop detailed programme & budget for the workshop	2-Mar-18						
		Identify/nominate & confirm session Discussants	5-Mar-18						
		Send out invitations & confirm participation	5-Mar-18						
		Make hotel booking and reservations for the workshop	6-Mar-18						
		Preparation of materials and logistics for the workshop	16-Mar-18						
		Confirm hotel & transport reservations and arrangements	16-Mar-18						
		Hold the Innovation Agenda Workshop	21-Mar-18						
		Produce Innovation workshop report	March 26-28, 2018						
Disseminate Innovation workshop report	29-Mar-18								
5	Organize Business and Technical Support Workshop	Draft concept note for the Innovation Agenda Workshop	Feb. 27, 2018	Accra	Members and other actors in the production, distribution and retail trade	Training needs assessment is conducted and reports of the SBP surveys to be used to design the content of the workshop.	Lukumanu, Raymond	SNV - Alex, Emmanuel, EC-Paula	Business and Technical support workshop successful organized and report produced and shared with stakeholders.
		Share draft concept note with key stakeholders	Feb. 27, 2018						
		Finalize and approve the concept note	2-Mar-18						
		Develop detailed workshop programme and budget	2-Mar-18						
		Identify/nominate & confirm Discussants	5-Mar-18						
		Send out invitations & confirm participation	5-Mar-18						
		Make hotel booking and reservations for the workshop	6-Mar-18						
		Preparation of materials and logistics for the workshop	16-Mar-18						
		Confirm hotel and transport reservations & arrangements	16-Mar-18						
		Hold the Innovation Agenda Workshop	22-Mar-18						
		Produce Innovation workshop report	March 26-28, 2018						
Disseminate Innovation workshop report	29-Mar-18								
6	GHACCO Annual "State of Cookstove and Fuels Market" (SCFM) Report	1. Development of Terms of Reference (ToR) for the SCFM Report Writing Team (RWT)	Feb. 23, 2018	Accra, Shai Hills	Sector-wide	Joint action with key stakeholders	GHACCO, Lukumanu, Lovan	SNV, Alex, Emmanuel, EC-Paula GACC	State of Cookstove and Fuel Sector Market Report launched/published
		2. Appointment of process management consultant	Feb. 28, 2018						
		Constitute & inaugurate the SCFM Report Writing Team	Feb. 28, 2018						
		3. Collation of all available relevant materials	2-Mar-18						
		4. Review of available relevant materials as collated	9-Mar-18						
		5. Produce draft Annual "State of Cookstove and Fuels Market" Report	14-Mar-18						
		6. Share the draft Annual SCFM report with stake-holders and the SCFM report's Reference Group (RG)	14-Mar-18						
		7. Review comments/feedback and finalize SCFM Report	16-Mar-18						
		8. Produce final annual SCFM report	19-Mar-18						
		9. Launch the approved annual SCFM report	22-24, March, 2018						
10. Dissemination of the SCFM Report	Mar, End 18								

7	Stove Testing Laboratory Support	Selection of beneficiary institutions	13-Apr-18	Accra, Kumasi	KNUST, CSIR	Equipment support	Lukumanu, LOVAN, Raymond	SNV - Alex, Emmanuel, EC-Paula	Equipment at the KNUST and CSIR testing centres are upgraded which improves their performances and harmonization of their test protocol and results.
		Conduct needs assessment of beneficiary institutions	20-Apr-18						
		Develop and sign MoU with beneficiary institutions	27-Apr-18						
		Procure required equipment & machinery for the institutions	18-May-18						
		Periodic monitoring & evaluation and reporting on services provided by beneficiary institution	31-May-18						
8	Market Data Collation	Review & deploy routine market data collection tool	April, 2018	Accra, Kumasi, Takoradi, Tamale, Ho	Producers, Distributors Consumers	Market survey	Lukumanu, Raymond	SNV - Alex, Emmanuel, EC-Paula	Current market performance data analyzed, shared and guide sector target setting
		Administer surveys	April, 2018						
		Process and analyse survey data	May, 2018						
		Produce periodic market performance reports	May, 2018						
9	Engagement with the Netherlands-Ghana Chamber of Commerce to stimulate investments interest	1. Schedule appointments with the Netherland-Ghana Chamber of Commerce	Feb. 28, 2018	Accra	Executives of the Chamber		GHACCO, Lukumanu	SNV, Alex	Established rapport with the Chamber and clear appreciation of investment potentials of the Chamber in support of the Alliance and the Cookstove sector.
		Develop and share a concept note to generate interest and investments for the Chamber	2nd Week, March 2018						
		2. Host a meeting with the Netherlands-Ghana Chamber of Commerce	2nd - 3rd Week, March, 2018						
10	Develop a multi-country project proposal for scale-up	1. Plan and arrange Country Study Tour (CST) of Kenya and Ethiopia to prospect for multi-county project (MCP)	2nd Week, March 2018	Kenya, Ethiopia, Burkina Faso	GHACCO, SNV	Joint country study visits	GHACCO	SNV	A multi-country project is designed and the proposal shared with identified Development partners (SNV)
		2. Undertake CST of Kenya and Ethiopia to share experience and prospects for MCP	April, 2018						
		3. Develop a MCP concept paper	April, 2018						
		4. Share and discuss MCP concept with interested development partners (DPs)	April, 2018						
		5. Develop multi-country project proposal	May, 2018						
		6. Share MCP proposal with interested DPs	May, 2018						
11	Organize National LPG Workshop	1. Develop ToR for the National LPG Workshop	Feb., 2018	Accra	NPA, GHACCO, GACC, LPG Stakeholders	Jointly plan, organize and facilitate workshop with NPA and GHACCO	Alex, Emmanuel	Lukumanu, Raymond	National LPG workshop successfully conducted and reported on, with the NPA; Consensus reached on clear road map for rollout of the new LPG re-circulation policy, including public education & awareness creation at all levels
		2. Share draft ToR with NPA and other stakeholders	Feb., 2018						
		3. Discuss draft ToR with NPA and other stakeholders	Feb. 16, 2018						
		4. Revise and finalize ToR with stakeholder inputs	March, 2018						
		5. Discuss arrangements, facilitation & financing of the workshop with NPA	March, 2018						
		6. Hold National LPG workshop co-hosted with the NPA	May, 2018						
		7. Produce and circulate the report of the workshop	May, 2018						

GHANA ALLIANCE FOR CLEAN COOKSTOVES AND FUELS

ASHANTI REGIONAL ACTION PLAN - JANUARY - DECEMBER, 2018

No.	Main Activity	Sub-Activities	Location	Target	Time frame	Strategy	Person Responsible		Expected Results
							Lead	Collab'tors	
R1. Improved Coordination and Advocacy for the Clean Cookstoves and Fuels' Sector									
1	High Level Meeting with the Vice President of Ghana	Schedule appointment with the office of H.E. Dr. Mahamadu Bawumia, Vice President of Ghana	Accra	Personal Aids and Assistants at the Office of the Vice President		Use existing contact with office of the Vice President	Adwoa Lukumanu	Sarah	Tentative schedule/date is obtained for meeting with H.E. the Vice President
		Confirm appointment with the office of H.E. Dr. Mahamadu Bawumia, Vice President of Ghana	Accra	Personal Aids and Assistants at the Office of the Vice President		Use existing contact with office of the Vice President	Adwoa Lukumanu	Sarah	Appointment for meeting with H.E. the Vice President is confirmed
		Hold Briefing Meeting with H.E. Dr. Mahamadu Bawumia, Vice President of Ghana	Accra	Vice President of the Republic of Ghana		Official protocol and courtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including funding, incentives, opportunities for 1D1F and job creation, are presented to the Vice President.
2	High Level Meeting with the Wife of Vice President of Ghana, and Global Ambassador of Clean Cookstoves	Schedule appointment with the office of H.E. Hajia Samira Bawumia, Global Ambassador of Clean Cookstoves	Accra	Personal Aids and Assistants at the Office of the Wife of the Vice President		Use existing contact with office of the Wife of the Vice President	Adwoa Lukumanu	Sarah	Tentative schedule/date is obtained for meeting with H.E. Wife of the Vice President
		Confirm Appointment with the office of H.E Hajia Samira Bawumia; Global Ambassador of Clean Cookstoves	Accra	Personal Aids and Assistants at the Office of the Wife of the Vice President		Use existing contact with office of the Wife of the Vice President	Adwoa Lukumanu	Sarah	Appointment for meeting with H.E. Wife of the Vice President is confirmed
		Hold Briefing Meeting with H.E. Hajia Samira Bawumia, Global Ambassador of Clean Cookstoves	Accra	Wife of the Vice President of Ghana		Official protocol and curtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including funding, incentives, opportunities for 1D1F and job creation, are presented to the Wife of the Vice President
3	High Level meeting with Sector Ministers: Hon. Minsiter of Finance and Economic Planning (MoFEP) Hon. Minister for Local	Schedule appointments with the offices of Hon. Ministers of MoFEP, MoLGRD and MoE	Accra	Personal Secretaries to the MoFEC, MoLGRD and MoE		Use existing contact at the Ministries	Adwoa Lukumanu	Sarah	Tentative schedule/date is obtained for meeting with the Hon. Ministers
		Confirm appointments with the offices of Hon. Ministers of MoFEP, MoLGRD and MoE	Accra	Personal Secretaries to the MoFEC, MoLGRD and MoE		Use existing contact at the Ministries	Adwoa Lukumanu	Sarah	Appointment for meeting with the Hon. Ministers confirmed
		Hold Briefing and advocacy meeting with the Minister of Finance and Economic Planning, Hon. Ken Ofori Attah	Accra	Hon. Minister of Finance and Economic Planning		Official protocol and courtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including funding, incentives, opportunities for 1D1F and job creation, are presented to the Hon. Finance Minister

	Government and Rural Development (MoLGRD) Hon. Minister of Energy (MoE)	Hold Briefing and advocacy meeting with the Minister for Local Government & Rural Development, Hon. Hajia Alima Mahama	Accra	Hon. Minister for Local Government and rural Development		Official protocol and courtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including funding, opportunities for IDIF, Clean Kitchen and job creation presented to the Hon Minister for Local Gov. Rural Dev.
		Hold Briefing and advocacy meeting with the Minister of Energy, Hon. Boakye Kyeremateng Agyarko	Accra	Hon. Minister of Energy		Official protocol and curtsies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including funding, incentives, opportunities for IDIF and job creation presented to the Hon Minister for Local Gov. Rural Dev.
4	Sector Meetings with the Environmental Protection Agency (EPA), Ghana Standards' Authority (GSA) and Ghana Statistical Service (GSS)	Schedule appointments with the Chief Executive Officers of the EPA, GSA & GSS	Accra	Personal Secretaries to the CEOs of EPA & GSA		Use existing contact at the MDAs	Adwoa Lukumanu	Sarah	Tentative schedule/date is obtained for meeting with the CEOs
		Confirm appointments with the Chief Executive Officers of the EPA, GSA & GSS	Accra	Personal Secretaries to the CEOs of EPA & GSA		Use existing contact at the MDAs	Adwoa Lukumanu	Sarah	Appointment for meeting with the CEOs
		Hold Sector meeting with the Chief Executive Officer of the Environmental Protection Agency	Accra	Chief Executive Officer of the Environmental Protection Agency		Official protocol and curtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including National standards for Clean and efficient Cookstove and fuel, with the CEO
		Hold Sector meeting with the Chief Executive Officer of the Ghana Standards' Authority	Accra	Chief Executive Officer of Ghana Standards Authority		Official protocol and curtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including National standards for Clean and efficient Cookstove and fuel, with the CEO
		Hold Sector meeting with the Executive Director of the Ghana Statistical Service	Accra	Chief Executive Officer of Ghana Standards Authority		Official protocol and curtesies	Adwoa Lukumanu	Sarah, Eric, Alex, Kwesi	Sector priorities including request for inclusion of key indicators of Clean Cooking in the GLSS report, with the Executive Director
5	Organize/participate in Clean Cookstoves & Fuels' Sector meetings/activities	Support the organization of National stakeholder forum on LPG/cylinder recirculation policy	Accra	NPA, EC, MoE, OMCs, Consumer groups		Collaboration with SNV, NPA and OMCs	Lukumanu Raymond	Sarah, Adwoa and Alex, Paula, Kwesi	Consensus/agreements reached with major stakeholders on roll out of the new LPG/cylinder recirculation policy
		Participate in Clean Cookstoves and Fuels' Sector meetings/activities	Accra, Nationwide	MoE, EC, MoLGRD, FC, GACC, SNV, etc.			Lukumanu Raymond	Sarah, Adwoa and Alex, Paula, Kwesi	
6	Organize and implement routine and administrative activities of GHACCO in Ashanti, Volta, Greater regions	Set up and operationalize the Regional branch Secretariat	Kumasi, Ho Accra	Regional Steering Committee		Request for office space from MMDA	Regional Coordinator	NEB, MMDAs	Regional branch has functional Secretariat
		Embark of membership drive and registration of new members	Kumasi Ho, Ejisu	Producers, distributors retailers, artisans		Invitations, working visits	Regional Coordinator	Regional PROs and Secretaries	183 new members are registered with GHACCO
		Organise Regional Steering Committee meetings	Kumasi Ho, Ejisu	Regional Steering Committee		Advance notice to members	Regional Coordinator	Secretaries	12 steering committee meetings held
		Participation in Annual General Meeting (AGM) of GHACCO	Accra	Regional Steering Committee		Delegates/ reps	Regional Coordinator	Regional Steering Committees	All Steering committee members attends AGM

		Routine market data collection and transmission	Kumasi Ho, Ejisu	Producers, distributors retailers, artisans		Admin of relevant tools deployed	Regional Coordinator	Regional Executives	Performance data gathering tools administered & reports submitted
		Periodic household and institutional data collection and transmission	Kumasi Ho, Ejisu	User households and institutions		Admin of relevant tools deployed	Regional Coordinator	Regional Executives	Household & user data collection tools administered & reports sent
		Monthly and quarterly progress report production and submission	Kumasi Ho, Ejisu	Regional Coordinators		Narrative, stats and photos	Regional Coordinator	Regional Secretaries	12 mthly Regional progress reports submitted timely to National Sec.
7	Support prioritization and mainstreaming of Clean Cooking issues and initiatives into Municipal MTDP processes	Organize Clean Cookstoves and Fuels' Sector prioritization and policy feedback workshop	Ejisu Sogakope Amasaman	Producers, dist'ors retailers, artisans, Fin. Inst. MDAs, users		Work through the MPCU/DPCU	Regional Coordinators	National Program Coordinator	Participation of DPCU, BAC, RTF, MOFA, GHS, Cooperatives GES, CSOs sub-committees of DA take part.
		Organize planning meeting with MPCU to review and prioritize Clean Cooking issues for mainstreaming into the MTDP and APB of the Assembly	Ejisu Sogakope Amasaman	Ejisu Municipal, North Tongu and Ga West Municipal/ District Assemblies		Negotiate and jointly plan with MPCU/DPCU	Regional Coordinators	National Program Coordinator	Specific Clean Cooking issues and initiatives clearly captured in the draft MTDP, APB of the Assembly
		Participate and Advocate for adoption and mainstreaming of Clean Cooking at Municipal Assembly meeting	Ejisu Sogakope Amasaman	Ejisu Municipal, North Tongu and Ga West Municipal/ District Assemblies		Request space to deliver a speech	Regional Coordinators	National Program Coordinator	Speech on the State of the Sector delivered at least in one Assembly session
		Undertake follow up support to facilitate the mainstreaming of Clean Cooking in MTDP APB processes of the Assembly	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	Ejisu Municipal, North Tongu and Ga West Municipal/ District Assemblies		Visits to MCEs/DCE, and MPCU/DPCU staff	Regional Coordinators	Regional Executives	Specific Clean Cooking issues and initiatives clearly captured in the draft MTDP, APB of the Assembly
R2. Increased financial viability and sustainability of GHACCO and the Clean Cookstoves and Fuels' Sector in Ghana									
8	Undertake fundraising activities to support members, artisans and GHACCO activities	Collection of membership dues and subscriptions	Kumasi, Ho Accra	New and existing members		Visits to members and transfers	Regional Coordinators	Regional Financial Secretaries	100% collection of dues and subscriptions
		Facilitate the organization and delivery of technical, business dev't and mgt training and advisory services to members	Kumasi, Ho Accra	Members and artisans		Partnership arrangements with clients	Regional Coordinators	Regional Financial Secretaries	Raise funds from fees charged from training and services facilitated
		Draft proposals & application for funding for members, artisans and GHACCO activities	Kumasi, Ho Accra	Donors, Micro finance Inst. MMDAs		Both solicited and non-solicited	Regional Coordinators	Regional Financial Secretaries	40% successful proposals and applications
9	9. Organize Business and Investment financing	Develop detailed program and participants list for the Business and investment workshop	Kumasi, Ho Accra	Financial institutions, manufacturers and distributors, artisans		Pre-workshop planning with key stakeholders	Regional Coordinators	Ejisu/ North Tongu/ Ga West Municipal/	Key stakeholder buy-in and participation confirmed

	and employment generation within the Clean Cookstoves and Fuels Sector workshop							District Assembly, National Secretariat	
		Organize Business and investment workshop	Ejisu, Sogakope Amasaman	Financial institutions, manufacturers and distributors, artisans		Pre-workshop planning with key stakeholders	Regional Coordinators	Ejisu/North Tongu/ Ga West Municipal/ District Assembly, National Secretariat	Workshop successfully conducted and reports shared
R3. Increased Production and Distribution of Clean Cookstoves and Fuels									
10	Mobilization and training of selected artisans to provide aftersales services to users of Clean Cookstoves and Fuels	Mobilize selected artisans for training to provide aftersales repair and maintenance services to users of Clean Cookstoves	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	Local artisans		Work with major producers to select artisans	Regional Coordinators	Ejisu/North Tongu/ Ga West Municipal/ District Assemblies	30 artisans selected for technical training to provided after sales to users of Clean Cookstoves & Fuels
		Technical training of selected artisans on aftersales repair and maintenance of Clean Cookstove	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	Selected artisans major producers		Placement with major producers	Regional Coordinators	National Program Coordinator	30 aretisans complete technical training for after sales services to users of Clean Cookstoves & Fuels
		Equip and sep up artisans to provide aftersales repair and maintenance services	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	trained local artisan		Set of basic tools and equipment	Regional Coordinators	National Program Coordinator	30 trained artisans set up to provide after sales servises to users of Clean Cookstoves & Fuels
11	Carryout marketing and promotion of Clean Cookstoves and Fuels	Organize and support artisans to participate in, and mount exhibitions at Clean Cooking Trade Fair	Kumasi, Ho Accra	Local trained artisans		Encourage potential users to participate in the Tarde Fair	Regional Coordinators	National Program Coordinator	75 local artisans participate and mount exhibitions at the Cookstoves & Fuels Trade Fair
		Design local promotional materials to advertize Clean Cookstoves and Fuels	Kumasi, Ho Accra	Local marketers journalists		Adopt local dialects and context	Regional Coordinators	Regional PROs, National Secretary	Radio & TV commercials developed in 4 major local dialects
		Run Radio promotional/advertisements for Clean Cookstoves and Fuels	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	Local media houses		Use of Radio and TV stations	Regional Coordinator	Regional PRO	Daily running of Radio & TV commecials

R4. Increased Awareness and Adoption of Clean Cookstoves and Fuels

12	Public education and awareness creation for adoption of Clean Cookstoves and Fuels	Organize community sensitization and mobilization fora for the adoption of Clean Cookstoves and Fuels	15 com'ties in Ejisu, North Tongu and Ga West	15 selected communi-ties in Ejisu, North Tongu and Ga West		Work with District/ Municipal Dept of Com. Dev. & Assemblymen	Regional Coordinator s	Ejisu, North Tongu and Ga West Municipal/District Assembly	15 communities sensitized on health & economic benefis of Adopting Clean Cookstoves and Fuels
		Identify and nominate women advocates of Clean Cookstoves and Fuels	15 com'ties in Ejisu, North Tongu and Ga West	Women leaders,		Work with Gender Desk officer of the Assembly	Regional Coordinator s	Ejisu Municipal Assembly,	60 women advocates nominated for advocacy and behaviour change training
		Organize advocacy and behaviour change training for women advocates of Clean Cookstoves and Fuels	Ejisu, Sogakope Amasaman	Nominated women leaders		Work with Gender Desk officer of the Assembly	Regional Coordinator s	Ejisu Municipal Assembly,	Women advocates developed their household & institutional advocacy schedules in their localities
		Organize Municipal/District sensitization and mobilisation of civil society groups for adoption of Clean Cookstoves and Fuels	Ejisu, Sogakope Amasaman	Local CSO, women groups, GNAT, local media, Trad. Authority		Invite identifiable stakeholders	Regional Coordinator s	MMDAs, GES, Caterers associations	150 stakeholders from relevant institutions take part in the Municipal/District forum
		Organize Municipal/District Clean Cookstoves and Fuels' sensitization forum with operators of restaurants, chop bars, food vendors and caterers cooking meals for schools	Ejisu, Sogakope Amasaman	Caterers of public schools, operators of chop bars, restaurants, food venders, etc.		Invite identifiable stakeholders	Regional Coordinator s	MMDAs	150 operators of restaurants, chop bars and food venders take part in the forum
		Organized Radio panel discussions to promote adoption of Clean Cookstoves and Fuels	Ejisu, Kumasi Sogakope, Ho Amasaman, Accra	Listening/general public		Use local dialects with high penetration and jingles	Regional Coordinator s	Local media houses	Week radio talk show on Clean Cookstoves and Fuels established

APPENDIX XX



PAN AFRICAN ETHANOL STOVES AND FUEL ALLIANCE (PAESFA)

AGREEMENT

Convinced that ethanol is an alternative energy among many to replace the use of Charcoal and firewood for cooking;

Considering that this initiative to be put in place in Africa was born from the Global Alliance Forum held in India from 24th to 26th November 2017;

Considering that the Accra Forum had the Theme: "Driving Results, Delivering Impact: A Case for Ethanol Fuel" resulted in the following Principles and Agreements:

Article 1: Principles

1.1 Considering that the following countries have expressed interest in joining and participating in this initiative: Ethiopia, Mali, Ghana, Madagascar, Kenya, Mozambique, Tanzania, Ivory Coast and Nigeria.

1.2 Considering that the Platform's vision is "To develop and promote in Africa the production, distribution and use of fuel ethanol through inclusive entrepreneurship and public-private partnership in order to achieve simultaneous gains substantial and sustainable social, economic and environmental..."

1.3 Considering that this initiative would be conducted according to an approach that goes from the Global to the Specific, that is, towards continental integration;

1.4 Given that several African countries are already advanced compared to the pilot phase

1.5 Convinced that this continental program can begin right away,

Article 2: Agreement

2.0 Unanimously, the name of this proposed initiative has been approved: **Pan African Ethanol Stoves and Fuel Alliance (PAESFA)**

2.1 The Statute of the PAESFA will be linked, in the interim, with the official GHACCO Constitution as the Execution Unit of the Ethanol Sector, after which the independent PAESFA

constitution will be officially developed, adopted and used.

2.2 The LOGO of the proposed Platform has been adopted

2.3 All countries present at the Forum are ex-officio members of PAESFA

2.3 Her Excellency Mialy Rajoelina Razakandisa was elected by acclamation as the first President of the Platform

2.4.1 Her mandate will be three years after which the Presidency will be rotating for two year-tenure

2.5 The Presidency will be assisted by a Secretariat that will be represented in GHACCO and Madagascar and will have a focal point in each member country

2.6 The PAESFA's long-term goal of reaching 50 million household stoves across the continent from 2018 to 2030 has been approved. The objective will be divided into sub-objectives to be implemented by each country.

2.7 The PAESFA Strategy until 2030 was adopted (to be annexed later); It will be shared with all member countries

2.8 The Action Plan for the year 2018 has been approved (to be annexed later)

2.9 A second Forum will be organized in August 2018 and is to be confirmed in Madagascar and will focus on financing aspects and the establishment of pilot sites in all member countries.

ACCRA February 6, 2018

1. Ethiopia

6. Mozambique

2. Ghana

7. Nigeria

3. Madagascar

8. Tanzania

4. Mali

9. Kenya

5. Cote d'Ivoire

**Her Excellency Mialy Rajoelina Razakandisa
President of PAESFA**

Appendix 2A
INNOVATION AGENDA WORKSHOP AGENDA

Date: Wed. March 21, 2018		Venue: Tomreik Hotel, East Legon	
NO.	ACTIVITY	TIME	RESPONSIBLE PERSON
1	Registration and Traditional Music Interlude	8:30-9:00	Emma/ Dance Ensemble
2	Introduction of participants, guest and Chairperson	9:00-9:10	MC – Mr. Lovans Owusu-Takyi
	Chairperson’s Response/Opening Remarks	9:10-9:15	Chairperson
3	Welcome Address	9:15-9:25	Sarah Naa D. Agbey, (GHACCO Board Chair)
	Highlights of the Strategic Support to the Clean Cooking Sector Project	9:25-9:40	Alex Kwame Donyinah PM – SNV Ghana
	Dance Performance	9:40-9:50	MC/Dance Ensemble
4	Presentation Ghana’s Clean Cooking Sector (Market Scope, Existing Policies Dev’t. Opportunities & Barriers)	9:50-10:20	Dr. Julius Ahiepkor (Centre for Energy, Environment, and Sustainable Dev’t. – CEESED)
5	Plenary Session - Questions and Answers - Comments, Contributions & Suggestions	10:20-10:40	MC
6	Snack Break	10:40-11:00	Emma
7	Panel Discussion <ul style="list-style-type: none"> ▪ Business/Market development for manufacturers and distributors ▪ R&D, Technology Development, Standards and Testing ▪ Sector Investment Prospects & Financing Opportunities/Barriers (All sides: Demand, Supply and Enabling Environment) 	11:00-12:00	Panelist <ul style="list-style-type: none"> ▪ Mr. Kwesi Sarpong (GACC Ghana C. Rep.) ▪ Richard Amaning Finance + M&E Expert) ▪ Mr. Venan Sondo (Director – BD, Envirofit & GHACCO Board) ▪ Mr. Maartin Kleijn (SNV Energy Focal Person) ▪ Paula Etonam Edze (EC SE4ALL Nat. Coord.) Moderator: Ishmael Edjekumhene (KITE)
8	Plenary Session <ul style="list-style-type: none"> ▪ Questions and Answers ▪ Comments, Contributions & Suggestions 	12:00-12:20	Moderator
	Dance Performance	12:20-12:30	MC/Dance Ensemble
	Solidarity Message	12:30-12:35	Dr. Ishmael Ackah (Office of the President, Ghana)
	Solidarity Message	12:35-12:40	Mr. Wisdom Togobo (Director, Renewable & Alt. Energy; Ministry of Energy, Ghana)
9	Solidarity Message Clean Cooking Sector Support Prog. and Ghana’s Market Innovation Facility)	12:40-12:50	Derk de Haan (Netherlands Enterprise Agency – RVO)
10	Keynote Note Address <ul style="list-style-type: none"> - Ghana’s Clean Cooking Sector and evolving roles of GHACCO - Mobilizing High Level support for Clean Cooking Market Dev’t. in Ghana 	12:50-13:10	Hon. Hajia Alima Mahama (Min. for Local Government and Rural Dev’t., Ghana and a GACC Leadership Council Member)
11	Chairperson’s Closing Remarks	13:10-13:20	Chairperson
12	Vote of Thanks	13:20-13:25	Adwoa Sey, (GHACCO Board – Vice Chair)
13	Group Photograph	13:25-13:30	Emma
14	Closing, Networking, Lunch	From 13:30	Emma

**APPENDIX 2B
BUSINESS AND TECHNICAL SUPPORT WORKSHOP
TENTATIVE AGENDA**

Date: Thursday, March 22, 2018		Venue: Tomreik Hotel, East Legon	
Session/Activity		Timeframe	
Opening Session 1: <ul style="list-style-type: none"> ▪ Opening ▪ Dance Performance ▪ Introduction of participants ▪ Introduction of Guests, Dignitaries & Chairperson ▪ Chairperson's Response ▪ Workshop Objectives and programme ▪ Welcome Address by Adwoa Sey (GHACCO Board – Vice Chair) ▪ Opening Remarks from Development partners <ul style="list-style-type: none"> - GACC - SNV - Ministry of Energy/Energy Commission ▪ Dance performance 		09:00hr-10:00hr	
Tea/coffee break and media interaction		10:00hr - 10:20hr	
Session 2: Presentations <ul style="list-style-type: none"> ▪ Synthesis of issues around National Standards, Product Testing, Licensing and Regulatory regimes in the Clean Cookstoves and Fuels' Sector by Mr. Lovans Owusu-Takyi ▪ ICS Business/Market Development in Ghana: Entrepreneurs Experiences and Lessons (Gyapa) ▪ Fuels Business/Market Development in Ghana: Entrepreneurs Experiences and Lessons (Marigold of Global Bamboo) ▪ Summaries National Standards, Product Testing, Licensing and Regulatory regimes 		10:20hr - 11:00hr	
Session 2.1: Plenary Session (Moderator – MC) <ul style="list-style-type: none"> ▪ Questions and Answers, Comments, Contributions & Suggestions 		11:00hr - 11:20hr	
Session 3: Panel Discussions (Moderator – Ken Nana Amoateng) <ul style="list-style-type: none"> ▪ National Standards and compliance issues (GSA) ▪ Product Testing and outcome trends (CSIR/KNUST) ▪ Licensing and Regulatory regimes (Paula Edze, EC) ▪ Innovations and Technical designs (manufacturer case) ▪ Required support needed (GHACCO, GACC, EC/MoEn, FI, Academia, etc.) to achieve a Thriving Clean Cooking Sector in Ghana 		11:20hr - 12:20hr	
Session 3.1: Plenary Discussions (Moderator – Ken Nana Amoateng) <ul style="list-style-type: none"> ▪ Questions and Answers, Comments, Contributions & Suggestions 		12:20hr - 12:40hr	
Dance Performance		12:40 - 12:50hr	
Session 2.2: Closing <ul style="list-style-type: none"> ▪ Chairperson's Closing Remarks ▪ Vote of Thanks ▪ Group Photograph 		12:50hr - 13:00hr	
Session 5: Wrap-up, Closing, Launch break		13hr	

MC: Mr. Lukumanu Aminu Mohammed (CEO – GHACCO)