



2023

# Right to Information Manual

STATE INTERESTS AND GOVERNANCE  
AUTHORITY  
1/1/2023

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## Overview

This Right to Information (RTI) Manual is developed in accordance with the provisions of the recently passed Act, (Act 989) by Parliament and assented to by the President, Nana Addo Dankwa Akuffo-Addo. The Act operationalizes the constitutional right to information provided under Article 21 (1) (f) of the Constitution, allowing citizens access to official information held by government institutions, subject to specified qualifications and conditions. Pursuant to Section 80, the Act applies to information that existed before and that comes into existence after its commencement.

- 1.1 Purpose of Manual – This manual is designed to inform and assist the public regarding the organizational structure, responsibilities and activities of the State Interests and Governance Authority (SIGA). It outlines the types of information and classes of information available at SIGA including the location and contact details of its Information Officers and units.

## Divisions in State Interests and Governance Authority (SIGA)

This section provides an overview of SIGA's vision and mission and lists all Directorates and Departments under the institution. It also describes the organizational structure, responsibilities, activities, and types of information accessible at a fee.

### VISION

Transform Specified Entities through EXCELLENCE IN PERFORMANCE

### MISSION

To oversee and administer the State's interests in Specified Entities, ensuring shareholder value, financial sustainability, and good corporate governance.

## Divisions in State Interests and Governance Authority (SIGA)

1. Human Resource (HR)
2. Corporate Affairs (CA)
3. Information Technology (IT)
4. Performance Monitoring and Evaluation (PME)
5. Governance Risk and Compliance (GRC)
6. Investment and Divestment (I&D)
7. legal
8. Finance
9. Research Innovation Planning and Strategy (RIPS)

### Responsibilities of the Institution:

- a) Promote efficient and, where applicable, profitable operations of specified entities within the framework of government policy.
- b) Ensure specified entities' adherence to good corporate governance practices.
- c) Acquire, manage, and, if necessary, dispose of the State's shares in State-Owned Enterprises (SOEs) and joint venture companies.
- d) Oversee and manage the State's interests in specified entities
- e) Ensure that:
  - I. State-owned enterprises and joint venture companies implement effective measures that support the socio-economic growth of the country including sectors such as agriculture, industry and services in line with their core mandates.
  - II. Other State Entities introduce measures to promote efficient regulation and high standards of excellence.
  - III. This report covers the activities carried out by the Authority since its establishment one year on; and for the purposes of this report, any reference to SOEs, JVCs and OSEs will be referred to as "Specified Entities".

## 2.1 Description of Activities of Each Division

Division	Responsibilities/Activities
Human Resource	<p>Responsible for promoting within the framework of Government policy, the efficient or profitable operations of specified entities as well as developing and ensuring the implementation of HR and administrative strategies, policies, systems, and structures for the achievement of SIGA's strategic objectives.</p> <p>Responsibility.</p> <ul style="list-style-type: none"> <li>J Monitor and review the human resource strategy and organizational structures of the State interest entities and provide relevant technical support to ensure effective and efficient management of the human resource within the Entities.</li> <li>J Supervise the implementation of HR policies and activities in SIGA and the state interest entities to ensure effective and efficient HR service delivery.</li> <li>J Assist in carrying out relevant checks and investigations to provide a professional and objective opinion on the appointment of CEOs and Board members</li> <li>J Supervise human resource staff and activities to ensure compliance to human resource policies, procedures and process</li> </ul>
Corporate Affairs	<p>Corporations, whether public or private, rely on their goodwill and reputation to succeed. It is consequently undeniable that a positive corporate reputation is an inimitable indicator of an</p>

organization's soundness and viability in the eyes of its many stakeholders. This suggests that Corporate Affairs plays a critical role in every organization which is determined to succeed.

SIGA's Corporate Affairs Division is the only one positioned to highlight the intellectual rigor, leadership talents, and professional skills of its employees and Specified Entities. SIGA's performance is reflected in our media environment, and the Authority is meeting its constitutional mandate in part, thanks to the Corporate Affairs Division's efficiency.

The Corporate Affairs Division is holistically defending and developing the Authority's reputation, and the success story of SIGA in the public can be ascribed to the Division's vigorous preparations, interventions, and collaborations.

As a result, the Division serves as the hub for all SIGA corporate activities, and it does so by:

- i. Complementing the efforts of Management in the execution of strategic goals
- ii. Collaborating with other Divisions to achieve effectiveness, efficiency, and fairness to citizens of Ghana and stakeholders of the Authority.
- iii. Ensuring corporate transparency and trust with our numerous stakeholders

Information Technology

The Information Technology Division at SIGA is working to provide Enterprise-Grade Information Technology services and has begun by transforming the way people work by implementing mobility solutions such as the Smart Workplace and Office

365, which allow employees to work from anywhere, at any time, on any digital or smart device. Furthermore, these services include a fast, secure, and dependable Internet and office network, both of which have been delivered.

Performance Monitoring and Evaluation.

Establishment of specific performance measures, collecting and analyzing performance information, planning and managing evaluations in line with the mandate of SIGA including the implementation of performance contracts for the Entities in which the State has interest to ensure fairness, transparency and accountability.

- J Recommending and implementing appropriate monitoring and evaluation policies, systems, and processes to facilitate review and assessment of the operational activities of SIGA and the Specified Entities
- J Building capacity of Monitoring and Evaluation units across the respective Specified Entities to ensure the implementation of their respective mandates.
- J Provision of technical support to specified entities to streamline the process and increase efficiency in gathering, analyzing and reporting performance information
- J Collection of relevant data on the periodic performance of state interest entities for review, evaluation and reporting to inform decision making

) Preparation of periodic reports on the operational activities the Specified Entities for relevant stakeholders.

Governance Risk and Compliance

Facilitating the development of a Code of Conduct and Guidelines for Good Corporate Governance to effectively and collaboratively identify, escalate, mitigate and resolve risk and compliance related matters of SIGA as well as the state interest entities; and ensuring adherence to the highest standards of excellence and compliance with relevant policies, processes and regulations.

) Developing an effective governance and risk management mechanism to facilitate the assessment of the various categories or industries of state interest entities as well as the management and mitigation of risks

) Providing capacity-building support for the specified entities in the implementation and evaluation of governance, risk and compliance processes

) Providing support in monitoring and keeping abreast with regulatory developments, compliance controls, issues of non-compliance with legal, audit, ethical, regulatory and policy guidelines and reporting on instances of non-compliance by the state interest entities for resolution

) Collation of information to facilitate the assessments of the institutional performance of identified state interest entities to ensure that they are in compliance with all operational, legal and regulatory requirements such as the



	<p>Ownership Policy, Public Financial Management Act and Regulations, Company Act, etc.</p> <p>J) Liaison with relevant departments to conduct checks and investigations to aid decision making on the appointments of CEOs and Board members</p> <p>J) Preparation of periodic risk profile and other relevant reports for the Executive Management and the Board for strategic decisions on meeting business objectives</p>
<p>Investment and Divestment</p>	<p>The core function of the Investment and Divestment Division is to promote within the framework of Government policy the efficient and where applicable the profitable operations of Specified Entities (SEs). Its mandate is to acquire, receive, hold and administer or dispose of shares of the State in state-owned enterprises and joint venture companies. Others are as indicated below:</p> <ol style="list-style-type: none"> <li>1. Prepare and submit to the Minister annual assessment report on Specified Entities</li> <li>2. Assist the Minister responsible for Finance to decide where a request for a government guarantee, financing of capital expenditure or investment plan is submitted by a State Enterprise</li> <li>3. Ensure dividends due the State are paid timeously.</li> <li>4. Promote exchange and inter-trading among the SEs to promote profitability.</li> </ol> <p>The Division is made up of four separate Units to efficiently perform its functions. These are:</p> <p>a) Investment and Wealth Creation</p>

- b) Exchange and Inter-trading
- c) Research and Business Development
- d) Investment and Restructuring

Legal

Responsible for the legal and regulatory affairs of SIGA and specified entities, as well as providing SIGA with legal representation, opinions and reviews on laws and legislation to ensure governance procedures and processes are adhered to.

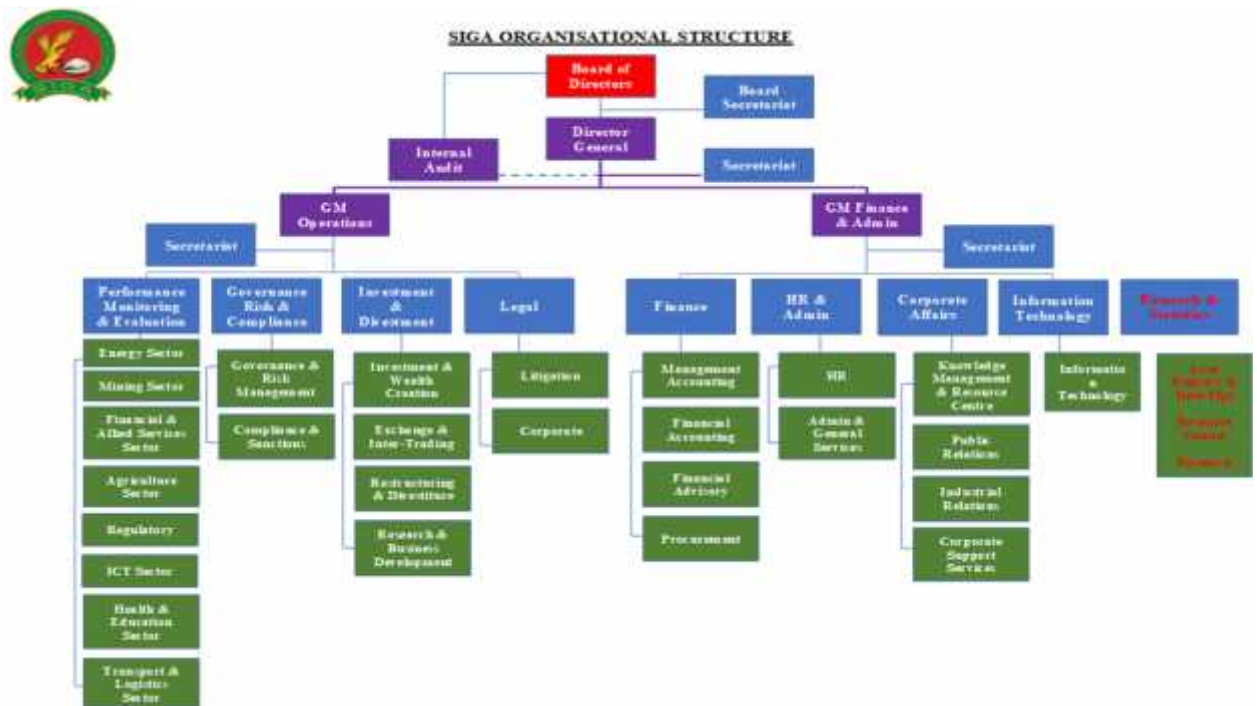
- ) Provide advice on all legal matters (including operations, contract negotiations, labor relations, etc.) to ensure that there are no infringements of the laws, rules, and regulations in the execution of the day-to-day activities of the Authority.
- ) Develop Legal strategy, policies, procedures and other support systems including monitoring mechanisms in managing the legal matters of SIGA and specified entities
- ) Manage the use of SIGA's seal, deeds, title documents, Legislative Instruments with respect to its operations and contracts with SOEs and specified entities to ensure compliance with regulations and agreements and minimize legal risks.
- ) Assist in the definition, review and evaluation of performance contracts and mandates of the relevant State Interest Entities to ensure fairness, objectivity, and adherence.

<p>Finance</p>	<p>Managing issues of specified entities as they relate to financial accounting, management accounting, taxation, balance sheet management, financial risk analysis and management as well as regulatory reporting in accordance with Generally Accepted Accounting Principles, and other regulatory guidelines.</p> <ul style="list-style-type: none"> <li>J Making recommendations and implementing appropriate strategies and policies for the management of financial accounting activities in SIGA and the Specified Entities to reduce financial risk; and facilitate reporting in line with accounting standards, laws and regulations.</li> <li>J Making recommendations and implementing systems and processes to facilitate the review of the financial statements of the State Interest Entities and analysis to provide reliable information for decision making by the relevant stakeholders</li> <li>J Assisting in the collection, collation and analysis of data for decision-making on the acquisition and disposal of investments to conform to relevant laws and regulations.</li> <li>J Designing and implementing control measures for SIGA and the specified entities; and monitoring plans for compliance and operational risk management.</li> </ul>
<p>Research Innovation Planning and Strategy</p>	<p>The Mandate of RIPS</p> <p>The overarching mandate of the Division is to; Undertake research to inform public policy, collect and manage data of Specified Entities, and to lead</p>

the Authority in developing and implementing its Strategic Plan.

The implementation of the mandate is executed through the three Units of; Research and Innovation, Planning and Knowledge Management.

## 2.2 State Interests and Governance Authority's Organogram



## 2.3 SPECIFIED ENTITIES UNDER SIGA

There are 175 specified entities under SIGA: 53 SOE, 47 JVC and 75 OSE.

1. SOEs – These are business-oriented SEs that are set up to make a profit and are wholly owned by the state.
2. JVCs – These are business-oriented SEs that are set up to make a profit and are joint ventures between the state and private entities.
3. OSEs – These are SEs that are not necessarily set up to make a profit, but rather to regulate other entities and industries.

### PUBLISHING OF SPECIFIED ENTITIES REGISTER

The State Interests and Governance Authority (SIGA) ACT 2019, (Act 990) Section 29 (6) enjoins SIGA to Gazette and Publish the list of Specified Entities.

Specified Entities means:

- a) a State-owned enterprise.;
- b) a Joint venture company; or
- c) other State entities

The Register shall be kept at the office of the Authority and shall be open to the public.

Pursuant to the above provision, approval has been granted by the SIGA board and Cabinet for the publication of the Register of Specified Entities. We are by this notice, informing stakeholders, investors, customers, and the public of the approved Specified Entity list in the schedule below:

STATE OWNED ENTERPRISES	
S/N	NAME
A1. COMMERCIAL	
1	Accra Digital Centre
2	AirtelTigo Ghana Limited
3	Architectural Engineering Services Limited
4	Bulk Oil & Storage Transportation Company
5	Consolidated Bank Limited
6	Electricity Company of Ghana
7	Ghana Airports Company Limited
8	Ghana Commodity Exchange Limited
9	Ghana Cocoa Board
10	Ghana Cylinder Manufacturing Company Limited
11	Development Bank Ghana

STATE OWNED ENTERPRISES	
S/N	NAME
12	Ghana Exim Bank
13	Ghana Grid Company
14	Ghana Heavy Equipment Limited
15	Ghana Post Company Limited
16	Ghana Publishing Company Limited
17	Ghana Railway Company Limited
18	Ghana Reinsurance Company
19	Ghana Supply Company Limited
20	Ghana Tourism Development Company Limited
21	Ghana Trade Fair Company Limited
22	Ghana Water Company Limited
23	GIHOC Distilleries
24	GNPA Limited
25	Graphic Communications Group Limited
26	Irrigation Company of the Upper Region
27	Kumasi City Market
28	National Food Buffer Stock Company Limited
29	New Times Corporation
30	Precious Minerals Marketing Company
31	PSC Tema Shipyard
32	State Housing Company Limited
33	TDC Development Company Limited
34	Tema Oil Refinery Company Limited
35	Venture Capital Trust Fund
36	Volta River Authority
A2. SPV	
37	E.S.L.A PLC
38	Ghana Amalgamated Trust PLC
39	Electronic Waste Fund
40	Ghana Education Trust Fund
41	Ghana Infrastructure Investment Fund
42	Ghana Investment Fund for Electronic Communications
43	Ghana Road Fund
A3. DUAL (COMMERCIAL/PUBLIC POLICY)	
44	Bui Power Authority
45	Ghana Deposit Protection Corporation

STATE OWNED ENTERPRISES	
S/N	NAME
46	Ghana Integrated Aluminium Development Corporation
47	Ghana Integrated Iron and Steel Development Corporation
48	Ghana National Petroleum Corporation
49	Ghana National Gas Company
50	Ghana Ports and Harbours Authority
51	Minerals Income Investment Fund
52	National Homeownership Fund
53	Social Investment Fund

S/N	NAME
<b>B1: JOINT VENTURES</b>	
1	Accra Abattoir Company Limited
2	ADB Bank Limited
3	Cocoa Processing Company
4	GCB Bank Limited
5	Ghana Agro-Food Company Limited
6	Ghana Libya Arab Holding Company
7	GOIL Company Limited
8	Ghana Rubber Estates Limited
9	Ghana Smart City Limited
10	Ghana Women's Fund Company Limited
11	Intercity STC Coaches Limited
12	Kumasi Abattoir Company Limited
13	Metro Mass Transit Limited
14	National Investment Bank
15	PBC Company Limited
16	SIC Insurance Company Limited
17	SIC Life Company
18	Twifo Oil Palm Plantation
19	Ghana Telecommunications Company Limited (Vodafone)
20	Volta Prairie Limited (Aveyime Rice Project)
<b>B2: MINORITY INTERESTS &amp; MINING COMPANIES</b>	
21	African Reinsurance Corporation
22	Benso Oil Palm Plantation
23	Ghana Cement Company Limited
24	Savannah Cement Company Limited
25	Shelter- Afrique
26	Standard Chartered Bank
27	Abosso Goldfields (Ghana) Limited
28	Adamus Resources Limited
29	Anglogold Ashanti Iduapriem
30	Anglogold Ashanti Limited
31	Asanko Gold Ghana Limited
32	Ghana Manganese Company Limited
33	FGR (Bogoso/Prestea) Limited
34	Golden Star (Wassa) Limited
35	Goldfields Ghana Limited (Tarkwa)
36	Goldfields Abosso



37	Gold Recovery Ghana Ltd.
38	Ghana Consolidated Diamonds Limited
39	Kinross Mining (formerly Chirano Gold Mines)
40	Med Mining Limited
41	Mensin Gold Bibiani Limited
42	Newmont Mining Company
43	Noble Gold Bibiani Ltd.
44	Owere Mines Limited
45	Perseus Mining (Ghana) Limited
46	Asante Gold Corporation
47	Prestea Sankofa Gold Ltd.

S/N	NAME
C1: REGULATORS	
1	Bank of Ghana
2	Cyber Security Authority
3	Data Protection Commission
4	Driver and Vehicle Licensing Authority
5	Energy Commission
6	Environmental Protection Agency
7	Fisheries Commission
8	Food and Drugs Authority
9	Forestry Commission
10	Gaming Commission of Ghana
11	Ghana Civil Aviation Authority
12	Ghana Domain Name Registry
12	Ghana Export Promotion Authority
13	Ghana Free Zones Authority
14	Ghana Investment Promotion Centre
15	Ghana Irrigation Development Authority
16	Ghana Maritime Authority
17	Ghana Shippers Authority
18	Ghana Standards Authority
19	Ghana Tertiary Education Commission
20	Ghana Tourism Authority
21	Health Facilities Regulatory Agency
22	Land Use and Spatial Planning Authority
23	Minerals Commission

S/N	NAME
24	Mortuaries and Funeral Facilities Agency
25	National Communications Authority
26	National Folklore Board
27	National Identification Authority
28	National Insurance Commission
29	National Lottery Authority
30	National Pensions Regulatory Authority
31	National Petroleum Authority
32	National Schools Inspectorate Authority (NaSIA)
33	Nuclear Regulatory Authority
34	Petroleum Commission
35	Postal and Courier Services Regulatory Commission
36	Public Utilities Regulatory Commission
37	Water Resources Commission
38	Securities And Exchange Commission
<b>C2: OTHER STATUTORY BODIES</b>	
39	Coastal Belt Development Authority
40	Copyright Administration
41	Creative Arts Agency
42	District Assemblies Common Fund
43	Ghana AIDS Commission
44	Ghana Enterprises Agency
45	Ghana Museums and Monuments Board
46	Ghana Railway Development Authority
47	Grains And Legumes Development Board
48	Lands Commission
49	Microfinance and Small Loans Centre (MASLOC)
50	Middle Belt Development Authority
51	Millennium Development Authority
52	Narcotics Control Commission
53	National Commission on Culture
54	National Film and Television Institute
55	National Health Insurance Authority
56	National Information Technology Agency
57	Northern Development Authority
58	National Road Safety Authority
59	National Sports Authority

S/N	NAME
60	National Youth Authority
61	Office of the Administrator of Stool Lands
62	Petroleum Hub Development Corporation
63	Public Procurement Authority
64	Social Security and National Insurance Trust
65	Student Loan Trust Fund
66	Tree Crop Development Authority
67	National Entrepreneurship and Innovation Programme
68	Youth Employment Agency
<b>C3: SUBVENTED AGENCIES</b>	
69	National Service Secretariat
70	Community Water & Sanitation Agency
71	Ghana Broadcasting Corporation
72	Ghana Highway Authority
73	Ghana Meteorological Agency
74	Ghana News Agency
75	National Theatre of Ghana

	NAME OF ENTITY	STATE INTERESTS AND GOVERNANCE AUTHORITY
		MANDATE
1	Accra Digital Centre	To provide the required environment infrastructure and services to facilitate the growth of ICT/BPO sector and accelerate technological innovation to argument the private sector's role in providing relevant ICT solutions to various sectors of Ghana's economy.
2	AirtelTigo Ghana Limited	With "Customer First" as our credo, we strive; To keep consumers and businesses digitally connected. <ul style="list-style-type: none"> <li>- To deliver innovative solutions that are Simple, Transparent and Relevant.</li> <li>- To be a great place of work for our employees. Always.</li> <li>- To be a partner of choice for all business and national stakeholders.</li> </ul>
3	Architectural Engineering Services Limited	We specialize in planning, coordinating, and executing projects according to specific requirements and constraints.

4	Bulk Oil & Storage Transportation Company	To develop and maintain a national network of facilities for bulk storage, transportation, and distribution of petroleum products to meet a minimum of 12 weeks' national consumption.
5	Electricity Company of Ghana	To purchase, take-over or otherwise acquire the undertaking and business previously carried by the Electricity Corporation of Ghana, as well as its goodwill, assets, properties, rights, debts, <ul style="list-style-type: none"> <li>• To transmit, supply and distribute electricity.</li> <li>• To purchase electricity in bulk from the Volta River Authority or any other supplier for distribution to construct, reconstruct, install, assemble, repair, maintain, operate, or remove sub-transmission lines, transformer stations, electrical appliances, fitting and installations</li> <li>• To carry out any other activities incidental or conducive to the attainment of the object specified in items (i) to (iv)</li> </ul>
6	Ghana Airports Company Limited	Responsible for planning, developing, managing, and maintaining all airports and aerodromes in Ghana including Kotoka International Airport (KIA), Kumasi Airport, Tamale Airport, Sunyani Airport, Ho Airport, WA Airstrip as well as various Airstrips
7	Ghana Cocoa Board	(1) A person shall not purchase cocoa except (a) the Board through its wholly owned subsidiary buying company, or (b) a person or an organization authorized in writing by the Board to purchase cocoa for sale to the Board. (2) The functions of the Board's wholly owned subsidiary buying company or a person or an organization authorized by the Board to purchase cocoa include (a) evacuation of cocoa from the buying center to the Board's approved warehouse at the port. (3) (b) provision and maintenance of storage facilities, which in the case of the Board's wholly-owned subsidiary buying company, shall be provided by the Board (4) A person or purchasing organization authorized to purchase cocoa by the Board who or which has received money from the Board to purchase cocoa for the Board and has not purchased the cocoa or has purchased only part of the cocoa, shall repay the money or the balance of the money to the Board within three months after the commencement of
8	Ghana Cylinder Manufacturing Company Limited	To produce Liquefied Petroleum Gas (LPG) cylinders of all sizes for the domestic and export markets.
9	Ghana Exim Bank	To help improve the country's competitiveness and rake in the much-needed foreign exchange to help improve the country's trade balance.
1	Ghana Heavy Equipment Limited	Providing reliable machinery and equipment and excellent after-sales service to all sectors of the economy, particularly the agricultural and industrial sectors.

1	Ghana Post Company Limited	To provide prompt, efficient, reliable, and secure communication, financial agency, and allied services to domestic and foreign customers for profit with passion
1	Benso Oil Palm Plantation	The company's state-of-the-art plantations and projects have led to sustained growth and profitability in recent years. Benso also has a vertically integrated processing facility that provides end-to-end service and the highest product quality on the market. With products marketed worldwide, Benso is unrecognized as the West African leader in quality, productivity, and sustainability.
1	Ghana Cement Company Limited	Ghana Cement Company Limited is the largest producer of cement in Ghana among the leading producer of cement in Africa. The company was founded by the government of Ghana together with Norway's Norcem AS in August 30 of 1967. The company has three main shareholders which are the Heidelbergcement group with a percentage of 93.1, Ghana Government 5% and Dr. J.A. Addison the late with 1.95%
1	Ghana Trade Fair Company Limited	Mandated to commercially manage the Ghana International Trade Fair Centre as a commercial enterprise.
1	Ghana Water Company Limited	We are committed to meeting the increasing demand for better service delivery through efficient management of our core business of production and distribution of potable water and customer management in urban areas of Ghana.
1	GIHOC Distilleries	To carry on the business of manufacturing, preparing and selling of other spirits and alcohols for use in the medical, engineering, agricultural, industrial and other fields
1	GNPA Limited	To be recognized as the leading player in Ghana's commodity trade, improving livelihoods and transforming lives through trade
1	Irrigation Company of the Upper Region	To promote the production of food crops by small-scale farmers within organized and managed irrigation schemes, with the objectives of improving food security and increasing incomes.
1	National Food Buffer Stock Company Limited	National Food Buffer Stock Company Ltd preserves state food security reserve; supplies food to state institutions; managing government's emergency food security; provides a secured market for farmers and insulating them against post-harvest losses resulting from spoilage due to poor storage, thereby protecting farm incomes.
2	New Times Corporation	New Times Corporation to carry on the business of newspaper proprietors, and of newspaper and general printers and publishers, advertisers and advertising agents and contractors; <ul style="list-style-type: none"> <li>• to collect and disseminate news and information, and employ</li> </ul>

		<p>correspondents, authors, writers, and others, and to pay for news and information;</p> <ul style="list-style-type: none"> <li>• to manufacture and deal in articles and things required for the</li> </ul>
2	Precious Minerals Marketing Company	To provide excellent service as the national assayer and trade cost-effectively in gold, diamonds, and other precious minerals; to effectively produce and market quality jewelry through highly skilled and motivated staff to ensure customer satisfaction and enhance shareholder value.
2	PSC Tema Shipyard	To deliver of high-quality professional oil and marine services that meet our client's requirements in a healthy
2	State Housing Company Limited	It is mandated to "increase the availability of dwelling houses in Ghana" by developing, building, and managing public housing estates throughout the country.
2	TDC Development Company Limited	Mandated to acquire land both in and outside Ghana for real estate development and management.
2	Tema Oil Refinery Company Limited	To establish a Fund to finance payment of debts incurred by the Tema Oil Refinery Company; to impose a debt recovery levy on specified petroleum products and to provide for related matters.
2	Volta River Authority	To generate, transmit, and distribute electricity under the Volta River Development Act
2	E.S.L.A PLC	<p>a) To issue debt securities backed by receivables collected under the Energy Sector Levies Act, assigned to the Company by the Government of Ghana acting through the Ministry of Finance for the purpose of servicing the debt securities and related expenses;</p> <p>b) Enter into such other arrangements and transactions in relation to the issuance of debt securities as may be necessary or required by the Government of Ghana acting through the Ministry of Finance.</p>
2	Ghana Amalgamated Trust PLC	Our first mandate is to raise funds to recapitalize the selected indigenous banks that were unable to meet the new increased minimum capital requirement by the deadline
2	Electronic Waste Fund	The overall objective of this project is to improve e-waste management in Ghana for Sustainable Consumption and Production (SCP). Through an integrated multi-stakeholder approach, the project will promote sustainable growth, alleviate poverty, increase human well-being, and prevent environmental pollution.
3	Ghana Education Trust Fund	Ghana Education Trust (GET) Fund supports the delivery of quality education to the citizens of Ghana from the basic to tertiary level through dynamic funding policies aimed at ensuring equitable provision

		of essential resources for all levels of education to all segments of the Ghanaian population.
3	Ghana Infrastructure Investment Fund	The Fund aims to mobilize, manage, coordinate, and provide financial resources for investments in a diversified portfolio of infrastructure assets and projects
3	Ghana Investment Fund for Electronic Communications	To facilitate the provisions of universe access of all persons through the use of affordable information and communication technology for socio economic development
3	Ghana Road Fund	1) The object of the Fund is to finance routine, periodic maintenance, and rehabilitation of public roads in the country. (2) The Fund shall also be used to assist the Metropolitan, Municipal and District Assemblies in the exercise of their functions relevant to public roads under any enactment.
3	Bui Power Authority	To plan, execute and manage the Bui Hydroelectric Project, now the Bui Generating Station
3	Ghana Integrated Aluminium Development Corporation	Develop and promote an Integrated Aluminum Industry in Ghana. This will involve expanding existing operations in bauxite mining and aluminum smelting, as well as introducing alumina refining to the country.
3	Ghana Integrated Iron and Steel Development Corporation	The overarching goal of GIISDEC is to leverage on Ghana's Iron Ore reserves and allied steel assets to drive Ghana's industrialization
3	Ghana National Petroleum Corporation	To engage in the exploration, production, and disposal of petroleum products
3	Ghana National Gas Company	Ghana National Gas Company is the state Agency that has the mandate to operate infrastructure required for the gathering, processing, transporting and marketing of natural gas resources in Ghana.
3	Ghana Ports and Harbours Authority	GPHA has a vision to reduce the cost of trade, provide and maintain efficient modern Port facilities, aid in regional development and also provide and maintain safe and secure seaports for the nation and sub region.
4	Minerals Income Investment Fund	The mandate of the Fund is to manage the equity interest of the Republic in mining companies and receive dividends from these equity interests, to receive mineral royalties and other related income due to the Republic from mining, and to provide for the management and investment of these fund
4	Social Investment Fund	Our mission is to mobilize resources from both internal and external sources as well as consultancy services to facilitate access of the poor to basic economic and social infrastructure

4	Accra Abattoir Company Limited	Accra Abattoir exists to provide wholesome and quality meat and poultry products to the public to promote public health in Africa.
4	ADB Bank Limited	ADB is committed to achieving a prosperous, inclusive, resilient, and sustainable Asia and the Pacific, while sustaining its efforts to eradicate extreme poverty.
4	Cocoa Processing Company	We aim at customer delight and not mere customer satisfaction. Honesty, transparency, and accountability are our hallmark; these constitute the essence of our existence. We are committed to the health and safety of our staff, visitors and consumers through a safe and secure work environment and product safety
4	GOIL Company Limited	The company was set us to provide reliable and affordable means of transport for commuters within villages, towns, and cities as well as provide intercity movement. The vision is to build a dominant, reliable, efficient, safe, and affordable yet economically sustainable mass transit public bus company in Ghana. MMT also aims to introduce the Bus Rapid Transit System into Ghana
4	Ghana Rubber Estates Limited	Produce and process high-quality granulated and crumb rubber for international markets towards sustainable growth. Develop, support, and empower rubber out-growers (smallholder farmers) in the most cost-effective manner.
4	Ghana Women's Fund Company Limited	1. To support the income-generating efforts of poor women, particularly those in the rural and slum areas of urban centers by extending credit to them 2. To provide training in book-keeping and business management as well as information material on business, finance, and economics to Ghanaian women entrepreneurs.  3...To provide services in fund management, bank –nonfinancial and forex bureau services.
4	Intercity STC Coaches Limited	To consistently and profitably deliver the safest, most comfortable, and reliable road transport and allied services using highly motivated and competent workforce and state of the art facilities to meet the aspirations of all stakeholders.
4	Metro Mass Transit Limited	The company was set us to provide reliable and affordable means of transport for commuters within villages, towns, and cities as well as provide intercity movement. The vision is to build a dominant, reliable, efficient, safe, and affordable yet economically sustainable mass transit public bus company in Ghana. MMT also aims to introduce the Bus Rapid Transit System into Ghana



5	PBC Company Limited	Develop and maintain PBC Limited as the most economically viable service provider in Cocoa and other agricultural produce, hospitality and agro-processing in the West African sub-region".
5	SIC Insurance Company Limited	To provide a full-range of competitive, cutting-edge non-life insurance and allied services to you, our cherished clients, and to deliver value to you, our cherished stakeholders.
5	SIC Life Company	We are committed to employing a highly motivated and efficient workforce to offer innovative, value-priced life insurance and other financial products whilst ensuring optimal returns to our shareholders.
5	Twifo Oil Palm Plantation	To annually produce superior quality Palm Oil at world market rate parity while upholding best Safety, Health, and Environmental practices on plantations.
5	African Reinsurance Corporation	Their mission is to foster the development of the insurance and reinsurance industry in Africa; to promote the growth of national, regional, and sub-regional underwriting and retention capacities and to support the African economic development.
5	Savannah Cement Company Limited	We seek to provide a quality and differentiated experience to all in the construction industry. At Savannah Cement, we are driven by a promise of a differentiated and intentional customer experience, best value in terms of price and consistent quality coupled with a strong distribution footprint to assure constant availability.
5	Shelter- Afrique	Shelter Afrique is the only pan-African finance institution that exclusively supports the development of the housing and real estate sector in Africa. By meeting the needs of the continent's rapidly growing urban population, our work has a direct and positive impact on the lives of many.
5	Anglogold Ashanti Iduapriem	Our mission is to create value for our shareholders, our employees, and our business, and social partners by safely and responsibly exploring, mining, and marketing our products.
5	Anglogold Ashanti Limited	Our mission is to create value for our shareholders, our employees, and our business, and social partners by safely and responsibly exploring, mining, and marketing our products.
5	Ghana Manganese Company Limited	Ghana Manganese Company (GMC) is committed to responsible mining and natural resource development. Our goal is to deliver low-cost production in a socially and environmentally responsible manner
6	FGR (Bogoso/Prestea) Limited	The Prestea and Bogoso properties comprise a collection of adjoining mining concessions that together cover an 85-kilometer section of the Ashanti gold trend district in the central-eastern section of the Western Region of Ghana. Historical mining activity has occurred from underground and open pit operations feeding both refractory and non-refractory processing plants. Future Global Resources Ltd. (FGR) owns a 90% interest in Prestea and Bogoso, and the Government of Ghana owns the remaining 10%

6	Goldfields Ghana Limited (Tarkwa)	"To be the global leader in sustainable gold mining"
6	Goldfields Abosso	is a Ghanaian registered company that owns and operates the Damang Gold Mine
6	Gold Recovery Ghana Ltd.	Demetris Manolis See more contacts Industry: Metal Ore Mining, Mining (except Oil and Gas), Mining, Quarrying, and Oil and Gas Extraction, Gold ores
6	Ghana Consolidated Diamonds Limited	is to Maximize Land Use to Benefit the Business and its Stakeholders During and Beyond Mining .it was popularly called Akwatia Diamond which seems to have reached the end of its operational life due to the lack of political will by state actors to revive it.
6	Kinross Mining (formerly Chirano Gold Mines)	Chirano Gold Mine is an underground and open pit gold mine in the Western Region of Ghana, within the Bibiani gold belt. It is 90% owned by Toronto-based Kinross Gold Corporation. The Government of Ghana has a 10% carried interest <sup>12</sup> .
6	Med Mining Limited	is a gold mine in Ghana owned by med mining. which is located in Accra ,Ghana .Company is working in mining business activities. TELE : 0302400855
6	Mensin Gold Bibiani Limited	The Bibiani gold project is an underground mine located in the western region of Ghana. The mineral concessions of the deposit are located approximately 80km south-west of Kumasi, the capital city of Ashanti Region. Bibiani is owned by Mensin Gold Bibiani Limited, a wholly owned subsidiary of Resolute.
6	Newmont Mining Company	Newmont's presence in Ghana includes the Ahafo mine in the Brong-Ahafo region and the Akyem operation in the Eastern region near New Abirem. Newmont began working in Ghana with the acquisition of Normandy Mining in 2002. Production commenced in 2006 at our Ahafo mine and at our Akyem mine in 2013. TELE: 0307011855
6	Noble Gold Bibiani Ltd.	a mining company with a focus on exploring large scale gold deposit in Ghana has announced that drilled along a stretched of satellite deposit at its Bibiani Gold Project in Ghana has returned more wide, high- grade intersections, providing firm evidence that this tract of land could contain substantially more gold than initially thought.
7	Owere Mines Limited	exploration and mining activities, as well as various community support programmes, compensation, royalty payments, labour and taxes among others
7	Perseus Mining (Ghana) Limited	Perseus mining Ghana limited operates the Edikan gold mines, which is large -scale, low-grade multi open -pit operation location on the Asankrangwa gold belt, Ghana.
7	Asante Gold Corporation	is focused on developing high-margin gold projects including the Bibiani and Kubi Gold development projects located on the prolific Bibiani and Ashanti Gold Belts.

7	Prestea Sankofa Gold Ltd.	Prestea Sankofa Gold Limited is a subsidiary gold mine of GNPC which was incorporated in 1994 as a joint venture between SAMAX Gold Resource and GNPC. The company, as the name implies in Ghanaian parlance "Sankofa" – go back for it, was set out to extract gold from tailings and low grade "waste" from over 100 years of mining activities at Prestea
7	Cyber Security Authority	Mandates. As a government agency under the Ministry of Communications and Digitalization, the CSA has the responsibility to; Regulate cybersecurity activities in the country. Prevent, manage and respond to cybersecurity threats and cybersecurity incidents.
7	Data Protection Commission	Protect the privacy of the individual and personal data by regulating the processing of personal information.
7	Environmental Protection Agency	The Environmental Protection Agency (EPA) creates and enforces laws designed to protect the environment and human health. 4 As part of their mission, they seek to ensure that Americans have a clean environment, including the air, water, and land they use and enjoy
7	Forestry Commission	The Commission is mandated to be responsible for the regulation of the utilization of forest and wildlife resources, the conservation and management of these resources and the coordination of policies related to them
7	Ghana Export Promotion Authority	Ghana Exports Promotion Authority is a state organization with the mandate to develop, facilitate and promote Ghanaian exports.
7	Ghana Free Zones Authority	The Ghana Free Zones program is designed to promote processing and manufacturing of goods through the establishment of Export Processing Zones (EPZ). These are to encourage development of commercial and service activities, offering a conducive business environment to produce at minimum cost for export
8	Ghana Standards Authority	The Mandate of the Authority: Establishing and promulgating standards to ensure high quality of goods produced in Ghana, whether for local consumption or for export. Providing quality assurance through inspection, testing and metrology.
8	Ghana Tertiary Education Commission	GTEC exists to ensure equitable access to relevant world class tertiary education through the formulation and coordination of policies and plans, provision of accreditation and quality assurance.
8	Ghana Tourism Authority	To promote and mobilize resources for investment in tourism undertakings and services. To seek equity participation in joint ventures with Ghanaians as well as foreign concerns and individuals in tourism development projects.
8	Land Use and Spatial Planning Authority	We are responsible for ensuring the sustainable development of land and human settlements through a decentralized planning system, ensuring judicious use of land, and creating an enabling environment for

		District Assemblies to better perform the spatial planning and human settlement management functions
8	Minerals Commission	The Commission is responsible for the regulation and management of the utilization of the mineral resources of Ghana and the co-ordination of the policies in relation to them.
8	National Communications Authority	1. The NCA is mandated to ensure that telecommunications operators deliver the required quality of service to enhance the quality of experience of users. 2. Mandates the Authority to regulate and monitor licensees and holders of frequency authorization.
8	National Folklore Board	to Administer, Monitor and Register the Expressions of Ghanaian Folklore.
8	National Identification Authority	to register all Ghanaians and legally and permanently resident foreign nationals six years and above under the National Identification System (NIS), create a national database or register, issue them with National Identity Cards (Ghana cards) and manage the use of the database.
8	National Insurance Commission	to perform a wide spectrum of functions including licensing of entities, setting of standards, and facilitating the setting of codes for practitioners.
8	National Lottery Authority	NIA is responsible for organizing raffles for the nation, for a chance to win outstanding prizes thereby making lives more appreciating, fun, and better for each one including rich and poor.
9	National Pensions Regulatory Authority	To regulate and monitor the operations of the three-tier pension scheme and ensure effective administration of all pensions in the country.
9	National Schools Inspectorate Authority (NaSIA)	NaSIA is mandated to Register, License, and Inspect both Public and Private Pre-Tertiary Schools in Ghana. The Authority also provides an independent external evaluation of the quality and standards in both Public and Private Pre-Tertiary Schools on periodic basis
9	Nuclear Regulatory Authority	The mandate of the NRA is to ensure the peaceful application of IONIZING and NON-IONIZING radiation sources and devices in a safe and secure manner without limiting the benefits to mankind
9	Postal and Courier Services Regulatory Commission	The Commission is responsible for implementation of national policies under the control of the Minister for Communications and in line with the National Postal Policy through its board
9	Coastal Belt Development Authority	The mandate of CODA is to accelerate economic and social development in the Coastal Development Zone (CDZ) through strategic direction in

		the planning and prioritization of development projects and mobilization of both public and private resources
9	Copyright Administration	The Copyright Office exists to administer copyright and related rights to protect and encourage creativity for the acceleration of social, economic, and cultural development and for the benefit of copyright owners
9	District Assemblies Common Fund	To provide for the functions of the Administrator and related matters.
9	Ghana AIDS Commission	The Ghana AIDS Commission, as the highest policy-making body on HIV and AIDS, is "to provide effective and efficient policy formulation, coordination, and management of the national response to HIV and AIDS in partnership with all stakeholders.
9	Ghana Museums and Monuments Board	Equipping and managing all material cultural (movable and immovable) heritage of the nation
9	Ghana Railway Development Authority	Initiate, conduct, promote and encourage studies necessary for the growth and development of railways including the development of Master Plan and set standards
1	Grains And Legumes Development Board	is to produce and distribute good quality Foundation seeds of cereals, legumes, and vegetable seeds as well as vegetatively propagated planting materials of cassava, plantain, yam and citrus seedlings.
1	Lands Commission	promote research into all aspects of land ownership, tenure and the operations of the land market and the land development process; impose and collect all levies, fees, charges for services rendered; establish and maintain a comprehensive land information system; and perform other functions the Minister may assign to it.
1	Microfinance and Small Loans Centre (MASLOC)	MASLOC provides micro and small loans for start-ups and small businesses with fast, easy, and accessible microcredit and small loans to grow and expand their businesses as well as to enhance job and wealth creation.
1	Middle Belt Development Authority	To provide a framework for the accelerated economic and social development of the Middle Belt Development Zone and for related matters.
1	Millennium Development Authority	To oversee, manage and implement the Programmer under the Millennium Challenge Account for poverty reduction through economic growth as set out in each agreement between the Government of Ghana and the Millennium Challenge Corporation acting for and on behalf of the Government of the United States of America
1	Narcotics Control Commission	to reduce the stringent mandatory five-year imprisonment for possession and personal use of illicit drugs to a lesser punishment

1	National Commission on Culture	The National Commission on Culture is to maintain the unique cultural identity and values for the promotion of an integrated national culture, as well as contribute to the overall economic development of the nation.
1	National Film and Television Institute	Provide academic and professional training in film and television production as well as to strengthen the institutional capacity for quality delivery. Provide Human Resource Development Programmes for staff so as to facilitate increased efficiency
1	National Health Insurance Authority	They are to achieve universal health coverage, financial risk protection in accessing health care, introduce equity in financing health care and facilitate the implementation of the minimum core obligation of the state on the right to health
1	National Information Technology Agency	has the responsibility to implement the National IT policy, develop and regulate the sector, collaborate with the private sector and international organizations to actualize the IT vision, create awareness, and ensure access to promote IT across all sectors, and ensure Simple, Moral, Accountable, Responsive and Transparent (SMART) governance
1	Northern Development Authority	To urgently seeks to hire qualified Ghanaian who are highly motivated dynamic, results-oriented with good leadership qualities and strong work ethics to fill the following position at the head office and zonal office
1	National Road Safety Authority	to promote and coordinate Road Safety activities in Ghana
1	National Sports Authority	The object of the Authority is to reduce the incidence of road traffic crashes, fatalities, and injuries through the (a) promotion of road safety, (b) development and co-ordination of policies in relation to road safety, and (c) implementation and enforcement of standards for road. Safety. The general public
1	National Youth Authority	Mandate to co-ordinate and facilitates youth empowerment activities in Ghana to ensure development of the Ghanaian the youth as a whole.
1	Office of the Administrator of Stool Lands	Mission. The Office of the Administrator of Stool Lands (OASL) exists to enhance stool land revenue mobilization and disbursement, to facilitate sustainable development and efficient management of stool lands for the benefit of present and future generations.
1	Public Procurement Authority	To "monitor and supervise public procurement and ensure compliance with statutory requirements

1	Social Security and National Insurance Trust	Its mandate is to cater for the first Tier of the Three-Tier Pension Scheme. The primary responsibility of SSNIT is to replace part of lost income of workers in Ghana.
1	Tree Crop Development Authority	The Authority has a mandate to regulate and create a conducive environment for the development of tree and industrial crops such as cashew, oil palm, rubber, shea, coconut, and mango
1	Youth Employment Agency	To oversee the development, coordination, supervision, and facilitation of employment for the youth and related matters in Ghana.
1	National Service Secretariat	1. Encourage the spirit of national service among ALL segments of Ghanaian society in the effort of nation-building through active participation. 2. Undertake projects designed to combat hunger, illiteracy, disease, and unemployment in Ghana 2. The Scheme as currently constituted provides newly qualified graduates with the opportunity to have practical exposure on the job, both in the public and private sectors, as part of their civic responsibility to the State. It also provides user agencies with the opportunity to satisfy their manpower needs and affords communities that would otherwise have difficulty in accessing mainstream development initiatives and access to improved social services through community service
1	Community Water & Sanitation Agency	To promote the sustainability of safe drinking water supply and related sanitation services in rural communities and small towns; enable the Assemblies to encourage the active involvement of communities, especially women, in the design, planning, construction and community management of water and sanitation project
1	Ghana Broadcasting Corporation	The Mission of GBC is to provide for general reception in Ghana radio and television broadcasting services in the fields of culture, education, information, and entertainment which reflect national progress and aspiration.
1	Ghana Highway Authority	To formulate policies, coordinate sector performance, monitor and evaluate road infrastructure development and maintenance and road maintenance financing.  Act, 1993 (PNDC Law 327)
1	Ghana News Agency	To collect, process, and disseminate authentic and unbiased news about Ghana and beyond.
1	National Theatre of Ghana	The Mission of National Theatre of Ghana is to be a profitable and multi-functional National Theatre professionally equipped to meet world standard with unique and viable customer-oriented programming in the contemporary and traditional arts and other special events taking into account the growth of the Nation.

1	Ghana Meteorological Agency	The Ghana Meteorological Agency (GMet) exists to provide efficient and reliable meteorological information by collecting, processing, archiving and dissemination of meteorological information to end-users.
1	Ghana Commodity Exchange Limited	To support access to finance through efficient linkages to commodity finance along the value chain and throughout the transaction cycle; To build the capacity of our members to enable them to use our infrastructure. To establish a fair and transparent price discovery mechanism.
1	Venture Capital Trust Fund	Our vision is to create a vibrant and well-structured venture capital industry leading to a thriving private sector. VCTF's role was primarily to play an anchor investor in domestic venture capital funds while educating domestic co-investors on the private equity/ venture capital asset class and building the capacity of domestic PE/VC managers.
1	Consolidated Bank Limited	To be the preferred Ghanaian bank providing simple, secure, and differentiated banking experience to customers.
1	Development Bank Ghana	The core mandate of the Development Bank Ghana (DBG) is to alleviate financing constraints faced by micro, small and medium enterprises (MSMEs) and small corporates in agribusiness, manufacturing, and high-value services through the provision of wholesale financing and partial credit guarantees to eligible financial.
1	Ghana Grid Company	Provide uninterrupted supply of affordable power to Distribution Licensees for retail sale to the consumers of the state, to ensure universal access of electricity. Build and grow sustainable and viable business for shareholders while having an excellent public image for ethical corporate behavior.
1	Ghana Heavy Equipment Limited	To provide reliable machinery /equipment and excellent after-sales service to all sectors of the economy particularly the agricultural sector.
1	National Entrepreneurship and Innovation Programme	NEIP primarily focuses on providing business development services; startup incubators and funding for young businesses to enable them grow and become successful. The ultimate aim of NEIP is to enable entrepreneurs, empower innovation and accelerate job creation for Ghana's teeming unemployed youth
1	Ghana Publishing company Limited	To print and publish very high-quality books and stationery for Educational Institutions, Government Departments, and the General Public at competitive prices.
1	Ghana Railway Company Limited	To Work closely with our stakeholders to provide to our loyal customers efficient, reliable, environmentally friendly, and safe rail transportation service in Ghana.



1	Ghana Reinsurance Company	To deliver customer satisfaction and corporate profitability through continuous improvement in service delivery by maintaining a highly professional and motivated workforce
1	Ghana Supply Company Limited	To provide the most professional, value-added, and cost-effective integrated Supply Chain Management Services that delivers value for its client.
1	Ghana Tourism Development Company Limited	The company was established with the mandate to lead in tourism investments and infrastructure developments in the sector. It was set up in 1972 as a limited liability company to encourage tourism development in Ghana.
1	Graphic Communication Group Limited	To empower our audience and customers everywhere with authentic information and excellent products through visionary leadership and strong brands.
1	Kumasi City Market	To develop Kumasi into a safe and vibrant city by improving city management through good governance, local economic development
1	National Homeownership Fund	To promote homeownership through the development of mortgage finance and alternative products that meet the needs of stakeholders.
1	Venture Capital Trust Fund	To provide credit and equity financing to eligible Venture Capital Finance Companies (VCFCs) to support SMEs; and to provide monies to support other activities and programs for the promotion of venture capital financing, as the Board may determine, in consultation with the Minister.
1	Volta Aluminum Company Limited	To leading aluminum smelter with interests across the entire aluminum value chain from bauxite mining through to aluminum fabricated products as well as generation of electric power supply to support the national economy.
1	GCB Bank Limited	To be the established leader in banking, satisfying the expectations of customers and shareholders, providing a full range of cost efficient and high.
1	Ghana Agro-Food Company Limited	To keep and continue to strengthen our position as quality supplier to agricultural market. Our commitment to agriculture is to have a major rule
1	Ghana Libya Arab Holding Company	To identify and invite in profitable business opportunities for growth and development.

1	Ghana Smart City Limited	Encouraging the private sector to provide innovative design, technology, and financing structures; Ensuring good quality public services and their wider.
1	Golden Star(Wassa) Limited	Golden Star is committed to actively contributing to the communities in which we operate. This is achieved by maintaining and building strong relationships.
1	Kumasi Abattoir Company Limited	To slaughtering animals, including cattle, ruminants (largely sheep and goats), and pigs, as well as cold storing and processing meat products for consumption.
1	Vodafone Ghana( Ghana Telecommunication Company Limited	To be the lead in the provision of telecommunications services to consumers, corporates, and multinationals in Ghana.
1	Volta Prairie Limited (Aveyime Rice Project)	To be a vibrant and robust rice producing company in Ghana.
1	National Investment Bank	To offer the highest-quality, customer-focused banking services to our clients and to create value for our shareholders.
1	Student Loan Trust Fund	To provide financial resources for the sound management of the Trust for the benefit of students and to help promote and facilitate the national ideals enshrined in Article 25 and 38 of the 1992 Constitution.
1	Savannah Cement Company Limited	<ul style="list-style-type: none"> <li>) To production of clinker and cement from the Buipe limestone deposit.</li> <li>) To marketing and sales of cement.</li> </ul>
1	Standard Chartered Bank	To drive commerce and prosperity through our unique diversity. We unlock sustainable growth across our markets to create long-term value for our clients, colleagues, and communities.
1	Abosso Goldfields (Ghana) Limited	The become the leading mining company in Ghana and beyond.
1	Adamus Resources Limited	To continue to act ethically and within our core mandate of mining responsibly in Ghana. The company is highly regulated by the Minerals Commission and its details and ownership structure is also a matter of public record for any interested persons to verify.

1	Asanko Gold Ghana Limited	Creating a sustainable business capable of long-term value creation for our stakeholders
1	Bank Of Ghana	The Bank of Ghana is mandated to regulate, supervise, and direct the banking and credit systems to ensure the smooth operation of a safe and sound banking system. The Bank's mandates are enshrined in the Constitution of Ghana and the Bank of Ghana Act, 2002 (Act 612) as amended.
1	Driver and Vehicle Licensing Authority	DVLA's mandate is to promote good driving standards in the country and ensure the use of road worthy vehicles on the roads and other public places.
1	Energy Commission	Energy Commission's mandate is to regulate and manage the development and utilization of energy resources of Ghana to ensure the provision of affordable energy supplies in a reliable, efficient, and secure manner in order to promote the social and economic well-being of the people of Ghana, enhance environmental
1	Fisheries Commission	To promote the development and sustainability of fisheries and aquaculture through research, technical services, co-operation, and collaboration with stakeholders.
1	Food And Drugs Authority	The Food and Drug Administration is responsible for protecting the public health by ensuring the safety, efficacy, and security of human and veterinary drugs, biological products, and medical devices; and by ensuring the safety of our nation's food supply, cosmetics, and products that emit radiation.
1	Gaming commission of Ghana	To create and maintain a viable, fair, and respectable Gaming Industry for all who have interest in or are affected by gaming in the country
1	Ghana Civil Aviation Authority	Promoting the Development of Civil Air Transport Industry in Ghana. Advising Government on all matters Concerning Civil Aviation, among other functions. Provision of oversight for all activities related to civil aviation. Regulation of Air Transport Services. Promoting the Development of Civil Air Transport Industry in Ghana. Advising Government on all matters Concerning Civil Aviation, among other functions.
1	Ghana Domain Name Registry	The Ghana Domain Name Registry was established with the goals of managing and administering the nation's domain.

1	Ghana Investment Promotion Center	To make GHANA “the first destination of choice for investing in Africa.” Our Mission: To be the official and most accurate information hub for investors in Ghana by providing seamless “one stop shop – high value added “services.
1	Ghana Irrigation Development Authority	To develop design standards for irrigation infrastructure. Designing irrigation infrastructure and related facilities e.g. dams, ponds, tube-wells, conveyance structures.
1	Ghana Maritime Authority	To ensure that the seas and inland waters of Ghana are safe, clean, and secure and to facilitate the contribution of these assets to national, economic, and social development. Ensure Safety of navigation. Fulfil flag state and port state responsibilities in an effective and efficient manner, having due regard to international maritime conventions, instruments, and codes. Conduct maritime search and rescue operations.
1	Ghana shippers Authority	To ensure a competitive, transparent, and predictable commercial shipping industry in Ghana that creates value for the Shipper across all modes of transport.
1	Health Facilities Regulatory Agency	To contribute to developing and supporting identified professions to improve the management of Ghanaian health facilities. To advocate for patients and clients, through a greater focus on safety, compassionate care, and transparency in the operations of health facilities.
1	Public Utilities Regulatory Commission	Monitor and enforce standards of performance for provision of utility services; Promote fair competition among public utilities; Receive, investigate, and settle complaints relating to utility services; Advise any person or authority in respect of any public utility. The PURC has the mandate to protect the interest of the Utility Service Providers as well as the interests of Consumers as determined by the laws of Ghana.
1	Securities And Exchange Commission	To regulate, innovate, and promote the growth and development of an efficient, fair, and transparent securities market in which investors and the integrity of the market are protected.
1	Water Resources Commission.	The Water Resources Commission (WRC) was established by an Act of Parliament (Act 522 of 1996) with the mandate to regulate and manage Ghana’s Water Resources and co-ordinate government policies in relation to them.
1	Creative Arts Agency	To support Ghanaians in participating in the arts and developing creative capacities. Through partnerships with organizations within the creative arts industry, we seek to provide a structure that will guarantee the sustainable growth of the industry.

1	Ghana Enterprises Agency	To coordinate, implement and monitor the activities of the MSME Sector in Ghana.
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## 2.4 CLASSES OF INFORMATION

List of various classes of information in the custody of the institution:

1. Administrative Information
2. Legal Information
3. Technical Information

## 3. Procedure in Applying and Processing Requests

Section 18 of the RTI Act provides specific guidelines for application for access to information kept by a public institution. It is thus important that request for information be made in accordance with the provisions under this section. The Information Officer or a designated officer is responsible for dealing with applications made to the State Interests and Governance Authority. To request for information under the RTI Act from the State Interests and Governance Authority applicants are to follow these basic procedures:

### 3.1 The Application Process

- a. Application by any person or organization who seeks access to information in the custody of State Interests and Governance Authority must be made in writing, using the standard RTI Application Form. (See Appendix A for the Standard RTI Application Form). A copy of the form can be downloaded or completed and submitted electronically on the State Interests and Governance Authority's official website or the Ministry of Information website.
- b. In making the request, the following information must be provided:
  - ) Date of the Application.
  - ) Name of the applicant or the person on whose behalf an application is being made.
  - ) Name of the organization represented by the applicant.

- J Available contact details of the applicant or address of the person/organization on whose behalf an application is being made (Telephone Number, Email, Postal Address, and Fax).
- J Brief description of information being sought. (Applicants are to specify the class and type of information including cover dates).
- J Payment of relevant fee if applicable.
- J Signature/ thumbprint.

c. Provision of identification.

The applicant must present at least one (1) of the following valid identification cards (IDs) to serve as proof of identity:

- J Driver's License.
- J Passport.
- J National ID.
- J Voter's ID.

d. The applicant should state the format of information being requested and the mode of transmission. Example (do you need a certified true copy, normal photocopy, or electronic copies. Would you want to receive it through a postal address, e-mail, courier services, fax, etc.?).

e. Where an applicant cannot write due to illiteracy or a disability, he/she may make the request orally. However, oral requests must conform to the following guidelines.

- J The Information Officer must reduce the oral request into writing and give a copy of the written request as recorded for the applicant to authenticate. (s. 18) (3).
- J The Information Officer shall clearly and correctly read and explain the written request to the understanding of the applicant.
- J A witness must endorse the face of the request with the writing; "the request was read to the applicant in the language the applicant understand, and the applicant appeared to have understood the content of the request."
- J The applicant must then make a thumbprint or mark on the request.

### 3.2 Processing the Application

- Applications would be treated on a priority basis. The Information Officer is responsible for handling requests to ensure that statutory deadlines are met.
- He reviews and identifies which part is exempt based on Section 5 to 16 of the RTI Act and determines which of the units in the institution have the records or is responsible for the subject matter of the request.
- Provision is made under section 20 for the transfer of an application within a period of not more than ten days of receipt where the public institution to which the application was initially made is unable to deal with the application. In such situations, applicants would be notified according to the reasons and dates of transfer.
- For information readily available in official publications, the Information Officer shall direct the applicant to the institution having custody of that publication and notify the public institution of the request. (s.21).
- If the requested information is not readily accessible, the estimated time it will take to search for the information would be communicated to the applicant.

### 3.3 Response to Applicants

a. The Information Officer is required under section 23 of the RTI Act to notify applicants within fourteen (14) days from the date of receipt. Applicant should however note that the time limit does not apply to applications transferred to another public institution or which has been refused due to failure to pay prescribed deposit or fee. (s.23) (6). The notice should state:

- Whether or not full access to the requested information will be granted or only a part can be given and the reason.
- The format and mode of the access.
- The expected publication or submission day of the information in the case of deferred access.
- The prescribed fee (s.24).

b. The Information Officer can request an extension to the deadline if:

- Information requested is voluminous.

- It is necessary to search through many records.
  - The information must be gathered from more than one source.
  - Consultation with someone outside the institution is required.
- c. The Information Officer would in such situations notify applicants of an extension as well as the period and reason for the extension. An extension should not be more than seven days.
- d. In giving applicants access to information, the applicant would be allowed to inspect the information or receive a copy physically or any other form required such as electronic, magnetic, optical, or otherwise, including a computer print-out, various computer storage devices and web portals.
- Where access cannot be given in the form specified by the applicant, access can be given in some other form. In such cases, the applicant shall be provided with a reason why access cannot be given in the specified form.

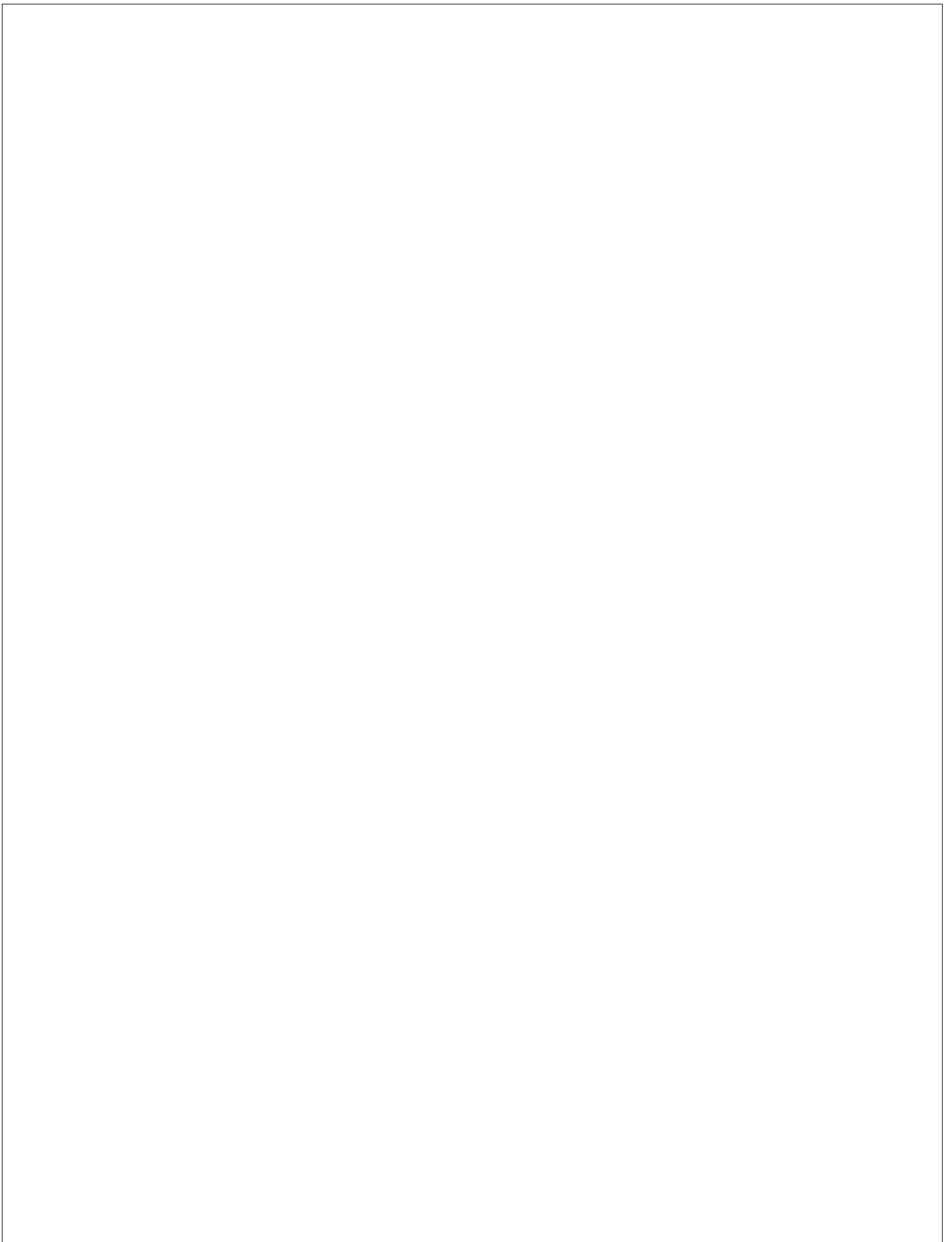
#### 4. Amendment of Personal Record

A person given access to information contained in records of a public institution may apply for an amendment of the information if the information represents the personal records of that person and in the person's opinion, the information is incorrect, misleading, incomplete, or outdated.

##### 4.1 How to apply for an Amendment.

- a. The application should indicate in writing.
  - Name and proof of identity.
  - Particulars that will enable the records of the public institution identify the applicant.
  - The incorrect, misleading, incomplete or the out-of-date information in the record.
  - Signature of the applicant.
- b. For incomplete information claimed or out-of-date records, the application should be accompanied by the relevant information the applicant considers necessary to complete.
- c. The address to which a notice shall be sent should be indicated.
- d. The application can then be submitted at the office of the public institution.





## 5. Appendix A: Standard RTI Request Form

[Reference No.: .....]

APPLICATION FOR ACCESS TO INFORMATION UNDER THE RIGHT TO  
INFORMATION ACT, 2019 (ACT 989)



1.	Name of Applicant:			
2.	Date:			
3.	Public Institution:			
4.	Date of Birth:	DD	MM	YYYY
5.	Type of Applicant:	<input type="checkbox"/> Individual	<input type="checkbox"/>	
		Organization/Institution		
6.	Tax Identification Number			

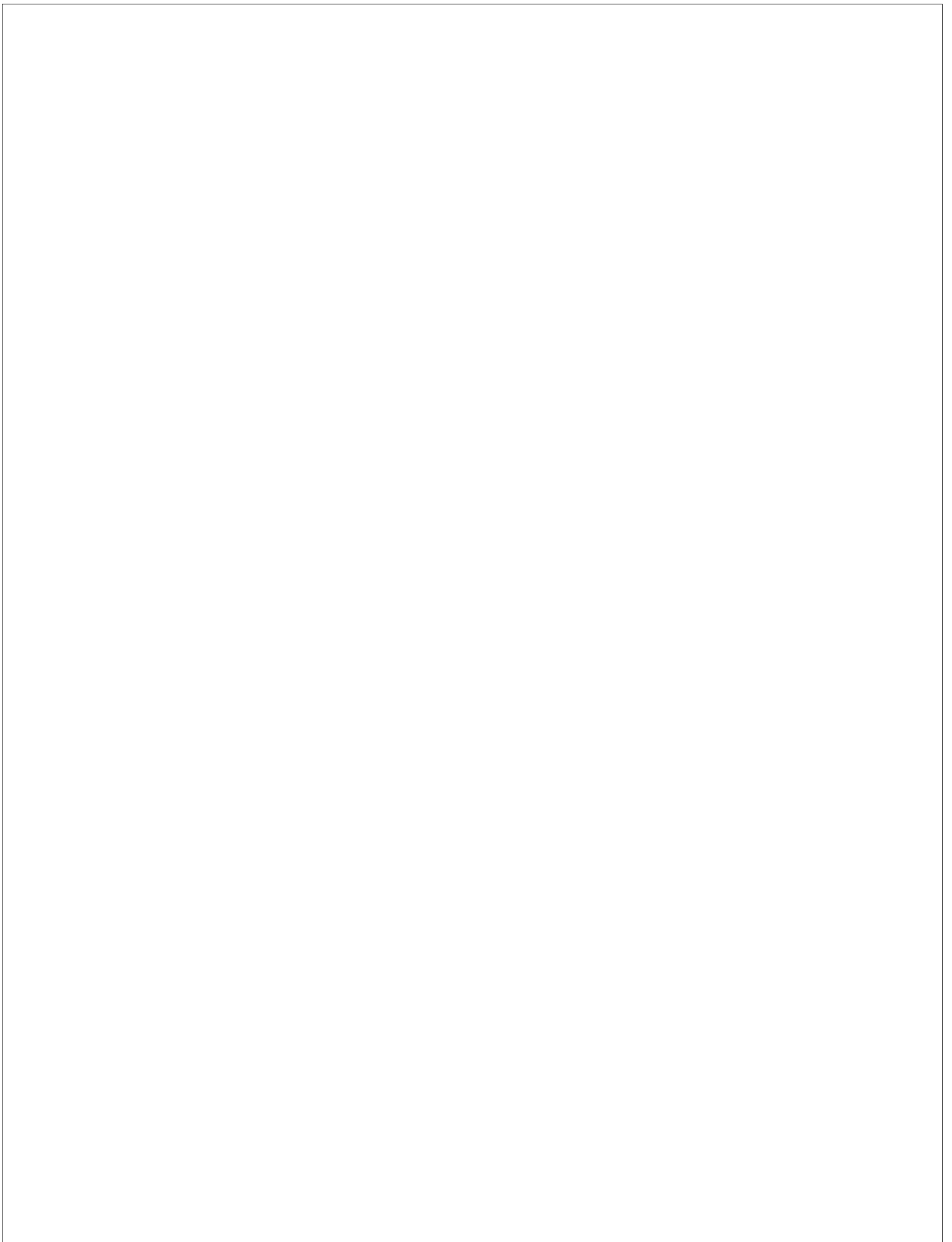
7.	If Represented, Name of Person Being Represented:	
7 (a).	Capacity of Representative:	
8.	Type of Identification: NationalIDCard <input type="checkbox"/> Passport <input type="checkbox"/> VoterID <input type="checkbox"/> Driver's <input type="checkbox"/> License <input type="checkbox"/>	
8 (a).	Id. No.:	<hr style="border-top: 1px dashed black;"/>
9.	Description of the Information being sought (specify the type and class of information including cover dates. Kindly fill multiple applications for multiple requests):	

10.	Manner of Access:	<input type="checkbox"/> Inspection of Information <input type="checkbox"/> Copy of Information <input type="checkbox"/> Viewing / Listen <input type="checkbox"/> Written Transcript <input type="checkbox"/> Translated (specify <input type="text"/> language)
10 (a).	Form of Access:	<input type="checkbox"/> Hard <input type="checkbox"/> copy <input type="checkbox"/> Electronic <input type="checkbox"/> copy Braille
11.	Contact Details:	

		<input type="checkbox"/> Email Address _____  <input type="checkbox"/> Postal Address _____  <input type="checkbox"/> Tel: _____
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12.	Applicant's signature/thumbprint:	
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13.	Signature of Witness (where applicable)  "This request was read to the applicant in the language the applicant understands, and the applicant appeared to have understood the content of the request."	
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## 6. Appendix B: Contact Details of SIGA's Information Unit

Name of Information/Designated Officer:

Leticia Twum

Telephone/Mobile number of Information Unit:

+233(0)30 266 6799/ 0249442597

Email:

leticia.twum@siga.gov.gh

Postal Address of the institution:

State Interests and Governance Authority  
5-7 Liberia Road,  
P. O Box 393 Ministries Accra, Ghana

## 7. Appendix C: Acronyms

Table 1 Acronyms

Acronym	Literal Translation
CEO	Chief Executive Officer
D-G	Director General
JVC	Joint Venture- Companies



Acronym	Literal Translation
HoD	Head of Division
MDA	Ministries, Departments and Agencies.
MMDAs	Metropolitan, Municipal and District Assemblies.
NGOs	Non-Governmental Organizations
OSEs	Other State Entities
RTI	Right to Information.
s.	Section.
SEs	Specified Entities
SIGA	State Interests and Governance Authority
SOEs	State-owned Enterprises

8. [Appendix D: Glossary](#)

This Glossary presents clear and concise definitions for terms used in this manual that may be unfamiliar to readers listed in alphabetical order. Definitions for terms are based on section 84 of the RTI Act.

Table 2 Glossary

Term	Definition
Access	Right to Information.
Access to information	Right to obtain information from public institutions.
Contact details	Information by which an applicant and an Information Officer may be contacted.
Court	A court of competent jurisdiction.
Designated officer	An officer designated for the purposes of the Act who perform similar role as the Information Officer.
Exempt information	Information which falls within any of the exemptions specified in sections 5 to 16 of the Act.
Function	Powers and duties.
Government	Any authority by which the executive authority of the Republic of Ghana is duly exercised.

Term	Definition
Information	Information according to the Act includes recorded matter or material regardless of form or medium in the possession or under the control or custody of a public institution whether or not it was created by the public institution, and in the case of a private body, relates to the performance of a public function.
Information officer	The Information Officer of a public institution or the officer designated to whom an application is made.
Public	Used throughout this document to refer to a person who requires and/or has acquired access to information.
Public institution	Includes a private institution or organization that receives public resources or provides a public function.
Right to information	The right assigned to access information.
Section	Different parts of the RTI Act.