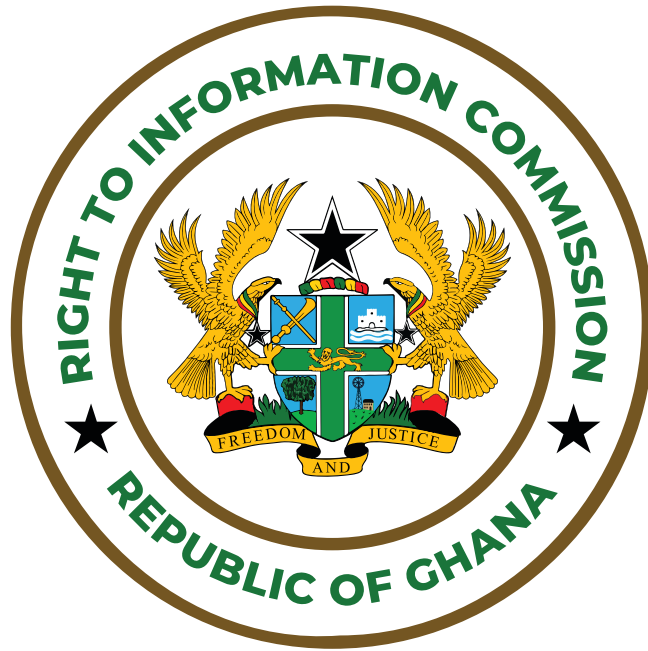


**RIGHT TO
INFORMATION
COMMISSION**
REPUBLIC OF GHANA

ANNUAL REPORT 2024





ANNUAL REPORT 2024

RIGHT TO INFORMATION COMMISSION
REPUBLIC OF GHANA

www.rtic.gov.gh
All rights reserved@copyright-2024

Organisational Profile

History

Right to Information, also known as Access to Information or Freedom of Information, is a process or state of affairs that allows people to obtain information generated, received, collected, or stored by or available to the government (Oni et. al, 2022).

It is a legal framework that allows citizens and non-citizens to access government records without going through any court process to request information. RTI is regarded as an intrinsic good, a human right that all individuals should be able to enjoy regardless of its impact on economic growth or political stability. The roots of RTI laws can be found in the very tenets of democracy; hence, the Swedish legislature passed the first RTI bill into law in 1776. Following this, 4 other countries passed similar legislation in the two hundred years after Sweden's passage of the law. Only 13 countries had RTI laws in 1990, which demonstrates the opposition to the passage of RTI legislation. However, in the final quarter of the Twentieth Century, twenty-six nations passed the law, indicating citizens' increased demand for transparency from governments. Ninety-six countries have adopted the law in the first two decades of the twenty-first century, with Ghana being the most recent.

Ghana is party to several instruments that guarantee the right to information. Article 19 of the International Covenant on Civil and Political Rights, 1972 and Article 9 of the African Union Convention on Preventing and Combating Corruption, 2003 also enjoins State parties to adopt such legislative and other measures to give effect to the right of access to any information that is required to assist in the fight against corruption and related offences.

The Right to Information Bill was drafted as far back as 1999 by the Institute of Economic Affairs (IEA) and reviewed in 2003, 2005 and 2007. After its first presentation to Parliament in 2010, the Bill was officially passed into law on 26th of March 2019 after over two decades of advocacy and intense pressure from Civil Society Organisations (CSOs) and other non-state actors, including the media. The Bill went through numerous revisions before becoming a law. This right to information is enshrined in Article 21(1)(f) of the 1992 Constitution. Article 21(1)(f) provides that, "All persons shall have the right to information, subject to such qualifications and laws as are necessary in a democratic society."

The Right to Information Commission, which was established by the Right to Information Act, 2019 (Act 989), was set up in 2020 to **promote, protect, monitor and enforce** the right of access to information as enshrined under paragraph (f) of clause (1) of Article 21. The Commission is made up of 7 board members appointed by the President, consisting of a Chairperson, one Deputy Chairperson, and four other persons, two of whom are women and the Executive Secretary who is responsible for the day-to-day administration of the Commission.



Profile of the Members of the Governing Board



Justice (Rtd) K. A. Ofori Atta

Justice (Rtd) Kwasi Anto Ofori Atta is the Board Chairman of the Right to Information Commission. He was called to the Ghana Bar, in 1979. By dint of hard work, he was called to the Bench in 2004. He served as High Court Judge for thirteen (13) years and served in several high-profile positions within Judicial Service.



Mrs. Elizabeth Asare

Mrs. Elizabeth Asare is the Vice-Chairperson of the Governing Board of the Right to Information Commission. She has served on a number of boards giving her an enviable experience. She played a major role in training journalists as part of the United Nations Mission in Sierra Leone under the UNDP Governance office in Accra.



Yaw Sarpong Boateng Esq.

Yaw Sarpong Boateng is the Executive Secretary of the Right to Information Commission and a Member of the Governing Board. He is a selfless leader, with over a decade experience as a Barrister and solicitor of the Supreme Court. He has extensive experience in Alternative Dispute Resolution. He worked as a managing partner of MORGANBAUERS Y.E.S. Legal. He is currently an Executive Member of the Africa Network of Information Commissions (ANIC).



Dr. Edith Dankwa

Dr. Edith Dankwa is a Member of the Governing Board of the Right to Information Commission. She is an experienced leader with a demonstrated history of working in the media production industry. She is skilled in Nonprofit Organisations, Business Planning, Advertising, Entrepreneurship and Event Management.



Nana Kwame Duah

Nana Kwame Duah, a Member of the Governing Board of the Commission, is a prolific Communication Designer. He holds a Master's degree in Digital Imaging. Nana has worked with and represented some high-profile international media organisations including the Newsweek Magazine and the International Herald Tribune.



Mrs. Victoria Susuawu

Mrs. Victoria Susuawu is a Member of the Governing Board of the Right to Information Commission. She is an experienced Educationalist with in-depth knowledge in school administration and organisational management with a specialty in transforming non-performing schools to performing schools. She served as the Head Teacher for Admiral Dzang Memorial School and Rev. John Teye Memorial Institute.



Mr. David Oppon-Kusi

Mr. David Oppon-Kusi is a Member of the Governing Board of the Right to Information Commission. He worked for three decades at the Department of Feeder and Urban Roads as a Quantity Surveyor. He served as a Member of Parliament for Ofoase/Ayirebi in the Eastern Region for twelve (12) years. He also served on several committees of Parliament.



NEWLY APPOINTED EXECUTIVE SECRETARY OF RIGHT TO INFORMATION COMMISSION



Genevieve Shirley Lartey Esq.

Genevieve Shirley Lartey is the current Executive Secretary of the Right to Information Commission (RTIC), appointed in March 2025. She is a seasoned legal practitioner with over a decade of professional experience. She specialises in corporate and commercial law, financial markets, and regulatory compliance.

Prior to joining RTIC, Ms. Lartey held senior legal roles at Izwe Savings and Loans, Obour, Minta & Co., Obsidian Achnar Ltd., OmniBsic Bank Ghana Ltd., and Lexkudoz Legal Consultants. She has led major corporate transactions, advised on governance frameworks, and built a solid reputation as a trusted legal advisor in both the financial and legal sectors.

She holds an LL.M in Financial Markets Law & Regulation from the University of Ghana School of Law, an LL.B from the University of London, and a B.A. in Psychology and Linguistics from the University of Ghana. A member of the Ghana Bar Association, she also has extensive training in corporate governance and compliance.

At RTIC, Ms. Lartey is committed to advancing transparency and accountability through effective enforcement of the Right to Information Act, 2019 (Act 989), public education, and strategic institutional partnerships with local and international organisations.

INDUCTION CEREMONY FOR THE NEWLY APPOINTED EXECUTIVE SECRETARY OF RIGHT TO INFORMATION COMMISSION



His Excellency the President John Dramani Mahama (middle) in a group picture with the newly appointed Executive Secretary Genevieve Shirley Lartey Esq. (third from right), members of the Governing Board of the RTIC and the Minister of State for Government Communications Felix Kwakye Fosu (first from right)

On Tuesday, April 15, 2025, a significant milestone was marked at the Presidency as Ms. Genevieve Shirley Lartey Esq. was officially sworn in as the new Executive Secretary of the Right to Information Commission. The ceremony, presided over by His Excellency John Dramani Mahama, President of the Republic of Ghana, was attended by members of the RTI Commission's board who witnessed Ms. Lartey's formal induction into office.

EXECUTIVE SUMMARY

The 2024 Annual Report of the Right to Information Commission (RTIC) of Ghana presents a comprehensive account of the Commission's mandate to promote, monitor, and enforce the right of access to information as enshrined in Article 21(1)(f) of the 1992 Constitution and the Right to Information Act, 2019 (Act 989).

The Commission strengthened institutional capacity by conducting four major training programmes to build upon employee skills and expanded regional presence through a new office in Bolgatanga, with plans for five additional offices in 2025. Significant partnerships were fostered with local and international bodies including GIZ (German Society for International Cooperation), STAR-Ghana Foundation, and the International Republican Institute to support the implementation of access to information.

The Commission also made substantial progress in developing a Legislative Instrument (LI) to facilitate implementation of Act 989, although the LI is yet to be laid before Parliament.

In 2024, public institutions across the country received two thousand, five hundred and seventy-five (2,575) information requests, up forty-seven percent (47%) from 2023 with an approval proportion of sixty-eight percent (68%). Most of the requests originated from Greater Accra, indicating regional disparities in awareness and access. Additionally, three hundred and forty-five (345) annual reports were submitted by institutions, again with Accra leading. The Commission received one hundred and twenty-three (123) applications for review, its highest to date, resolving seventy-three percent (73%) and issuing multiple binding determinations. Administrative penalties were imposed on non-compliant institutions, including banks, Ministries, and Municipal Assemblies.

Out of the three hundred and twenty-nine (329) institutions monitored, sixty-seven percent (67%) were compliant. The Commission also conducted one hundred and eighty-three (183) mystery shopping exercises to assess institutional responsiveness, finding a sixty-three (63%) grant rate for test requests. Through one hundred and thirty-five (135) sensitisation programmes and Right to Information (RTI) Month celebrations, the Commission engaged public institutions, civil society, media, and religious groups. Media partnerships forged in the year helped expand public education across the country.

In the year under review, Ghana hosted the International Day for Universal Access to Information (IDUAI) and played a prominent role in regional and global RTI networks, with the Executive Secretary being elected Vice-Chairman of the African Network of Information Commissioners (ANIC).

Persistent issues facing RTI implementation include inadequate resources, low digital infrastructure, lack of awareness, gender and regional imbalances in RTI usage, and delays by institutions in responding to requests. Some recommendations to help with the RTI implementation process include expediting the LI, enhancing public and institutional education, improving digital access, decentralising RTI services, and increasing funding for compliance and enforcement activities.



TABLE OF CONTENTS

ORGANISATIONAL PROFILE	i
PROFILE OF THE MEMBERS OF GOVERNING BOARD	ii
NEWLY APPOINTED EXECUTIVE SECRETARY OF THE RIGHT TO INFORMATION COMMISSION	iii
EXECUTIVE SUMMARY	v
TABLE OF CONTENTS	vi
LIST OF FIGURES	viii
ABBREVIATIONS	x
CHAPTER ONE: INTRODUCTION	1
1.1 Overview and background	1
1.2 Statutory Requirement for the Annual Report	1
1.3 Preparatory Processes for the Compilation of the Annual Report	2
1.4 Scope and Structure of the Report	2
CHAPTER TWO: OPERATIONAL ACTIVITIES OF THE COMMISSION	3
2.1. Human Resource and Staff Development	3
2.2. Strengthening Partnerships: Stakeholder Engagements and Collaborations	4
2.3. Regulatory Framework and Legislative Instruments	5
2.4. Expanding Reach: Strengthening Regional Presence	5
2.5 Research	6
CHAPTER THREE: ACTIVITIES OF PUBLIC INSTITUTIONS UNDER ACT 989	7
3.1 Applications and Request Received by Public Institutions in 2024	7
3.2 Comparative Analysis of Request Received by Public Institutions in 2023 and 2024	8
3.3 Regional Distribution of Applications and Request Made by Applicants in 2024	9
3.4 Regional Distribution of Annual Report Submitted by Public Institutions in 2024	11
3.5 Mode of Application by Applicants in 2024	12
3.5.1 Mode of Making Application	12
3.5.2 Mode of Submitting Application	13
3.6 Demographic of Applicants in 2024	13



CHAPTER FOUR: REVIEWS BY THE RIGHT TO INFORMATION COMMISSION AND JUDICIARY REVIEWS	15
4.1 Summary of Applications for Review Received.....	15
4.1.1 Trend in Review Applications.....	15
4.2 Some Determinations Issued by the Commission	17
4.3 Judicial Reviews	20
CHAPTER FIVE: PROMOTION OF RIGHT TO INFORMATION.....	21
5.1 Strengthening Citizen Empowerment Through Media Engagement	21
5.2 Bridging the Gap: Sensitisation and Capacity Building for Public Institutions	22
5.3 Ghana Hosts Global Conference on Universal Access to Information.....	24
5.4 Advancing Global Collaboration: Participation in International Conferences	26
CHAPTER SIX: MONITORING, ENFORCEMENT AND COMPLIANCE	27
6.1 Compliance and Monitoring Exercise	27
6.1.1 Regional Breakdown of Compliance and Monitoring Exercise	27
6.2 Analysing the Progress of Compliance and Monitoring Exercise	28
6.3 Mystery Shopping.....	29
6.3.1 Regional Breakdown of Mystery Shopping.....	30
CHAPTER SEVEN: ACTIVITIES OF THE ACCESS TO INFORMATION DIVISION OF THE INFORMATION SERVICES DEPARTMENT	33
7.1 Recruitment Of RTI Officers	33
7.2 Breakdown of RTIOs at Post	35
7.2.1 Regional Breakdown of Information Officers	35
7.2.2 Breakdown of Information Officers in MMDAs	36
7.3 Electronic Staff Performance Appraisal Reporting (ESPAR) Training	37
7.4 Institutional Sensitisation.....	37
7.5 Public Education by RTI Field Officers.....	38
CHAPTER EIGHT: CHALLENGES AND RECOMMENDATIONS.....	40
8.1 Challenges.....	40
8.2 Recommendations.....	41

APPENDICES	42
Appendix 1: List of Institutions Imposed with Administrative Penalties in 2024	42
Appendix 2: List of Administrative Penalties Recovered in 2024	43
Appendix 3: List of Public Institutions Sensitised in 2024.....	43
Appendix 4: List of Church/Mosque Sensitised in 2024	47
Appendix 5: List of Compliant Institutions in 2024	49
Appendix 6: List of Non-Compliant Institutions in 2024	55
Appendix 7: List of Mystery Shopping Institutions in 2024	58
Appendix 8: List of Institutions that Submitted Annual Report for 2024.....	59
Appendix 9: List of Institutions that Did Not Submit Annual Report for 2024	70
Appendix 10: List of Media Houses Engaged in 2024	75
Appendix 11: List of Determinations Made in 2024	75
Appendix 12: 2024 Activity Gallery	77
TERMS AND DEFINITIONS	91
SUPPORTING ORGANIZATIONS	93

LIST OF FIGURES IN 2024 RTI ANNUAL REPORT

Figure 3.1 Graphical Representation of Requests Received by Public Institutions in 2024	7
Figure 3.2 Graphical Representation of Requests Received by Public Institutions in 2023 and 2024.....	8
Figure 3.3 Graphical Representation of Regional Distribution of Applications and Request Made by Applicants In 2024	10
Figure 3.4 Graphical Representation of Regional Distribution of Annual Report Submitted by Public Institutions	11
Figure 3.5.1 Graphical Representation of Mode of Making Application	12
Figure 3.5.2 Mode of Submitting Application	13
Figure 3.6 Graphical Representation of Gender Distribution of Applicants	13
Figure 3.6.1 Graphical Representation of Age Distribution of Applicants.....	14
Figure 4.1 Graphical Representation of Applications for Review Received	15



Figure 4.1.1 Graphical Representation of Trend in Review Applications	16
Figure 6.1 Graphical Representation of Compliance and Monitoring Exercise	27
Figure 6.1.1 Graphical Representation of Regional Breakdown of Compliance and Monitoring Exercise	28
Figure 6.2 Graphical Representation of Progress of Compliance and Monitoring Exercise	29
Figure 6.3 Graphical Representation of Mystery Shopping	30
Figure 6.3.1 Graphical Representation of Regional Breakdown of Mystery Shopping	31
Figure 6.3.1.1 Graphical Representation of Mystery Shopping in Kumasi	31
Figure 6.3.1.2 Graphical Representation of Mystery Shopping in Sunyani	32
Figure 7.1 Graphical Representation of Information Officers Recruited and Deployed in 2024	34
Figure 7.2 Graphical Representation of Information Officers deployed to MMDAs in 2024 across the Regions	34
Figure 7.3 Graphical Representation of Information Officers at Post	35
Figure 7.4 Graphical Representation of Information Officers at Post across the Regions	36
Figure 7.5 Graphical Representation of Information Officers Stationed at MMDAs across the Regions	36

ABBREVIATIONS

Act 989	Right to Information Act, 2019
ADR	Alternative Dispute Resolution
AFR	Application for Review
AIO	Assistant Information Officer
ANIC	Africa Network of Information Commissions
ATI	Access to Information
CDE	Centre for Democratic Empowerment
CSO(s)	Civil Society Organisation(s)
E4L	Empowerment for Life
ESPAR	Electronic Staff Performance Appraisal Reporting
GAF	Ghana Armed Forces
GBC	Ghana Broadcasting Corporation
GDCA	Ghana Developing Communities Association
GEA	Ghana Enterprises Agency
GESOPS	Ghana Education Service Occupational Pension Scheme
GIFMIS	Ghana Integrated Financial Management Information System
GRATIS	Ghana Regional Appropriate Technology Industrial Service
ICIC	International Conference of Information Commissioners
IDUAI	International Day for Universal Access to Information
IRI	International Republican Institute
ISD	Information Services Department
LI	Legislative Instrument
LUSPA	Land Use and Spatial Planning Authority
MDAs	Ministries, Departments and Agencies
MMDAs	Metropolitan, Municipal and District Assemblies
MoI	Ministry of Information
OGP/EU	Open Government Partnership / European Union
OHCS	Office of the Head of the Civil Service
ORMS	Online Records Management System
PPA	Public Procurement Authority
PRAAD	Public Records and Archives Administration Department
RTI	Right to Information
RTIC	Right to Information Commission
SDGs	Sustainable Development Goals
SIGA	State Interests and Governance Authority
SSNIT	Social Security and National Insurance Trust
STC	State Transport Company Limited
UDHR	Universal Declaration of Human Rights
UNESCO	United Nations Educational, Scientific and Cultural Organisation



CHAPTER ONE

INTRODUCTION

1.1 Overview and Background

The Universal Declaration of Human Rights (UDHR), 1948, establishes the right to access information as an integral part of freedom of expression, as outlined in Article 19. This right includes the freedom to seek, receive, and impart information, regardless of frontiers. This foundational principle underpins the global recognition of access to information as a fundamental human right. In Ghana, the right of access to information is enshrined in Article 21(1)(f) of the 1992 Constitution and further operationalised through the Right to Information Act, 2019 (Act 989), which was passed by Parliament to promote transparency and accountability in public institutions. The Right to Information Commission (the Commission/RTIC) is established under Act 989 with the mandate to promote, monitor, protect, and enforce the right of access to information in accordance with the law.

Prior to the passage of Act 989, many Ghanaians faced significant challenges in accessing public information, often encountering administrative obstructions and a lack of institutional responsiveness. The establishment of the Commission has, over the past four years, addressed these challenges and promoted a culture of openness in governance. The Commission has actively engaged in monitoring and compliance exercises, ensuring that public institutions adhere to the provisions of Act 989 by responding to information requests in a timely and transparent manner. Additionally, the Commission has spearheaded the development of a Legislative Instrument (LI) to facilitate implementation of Act 989, which has successfully gone through the pre-laying process in Parliament. Sensitisation exercises organised by the Commission across all regional capitals of Ghana have also engaged a wide spectrum of stakeholders. These include representatives of public institutions, civil society organisations (CSOs), traditional authorities, religious bodies, physically challenged, the media, students, and the general public.

This Annual Report provides a comprehensive account of the Commission's activities, achievements, and challenges for the 2024 reporting year. It details the operational initiatives undertaken, the strategies used to promote awareness and understanding of the RTI Act, and the Commission's commitment to strengthening institutional and stakeholder partnerships. Furthermore, the report serves as a tool for accountability, enabling Parliament, development partners, and the public to evaluate the Commission's performance in fulfilling its statutory mandate.

1.2 Statutory Requirement for the Annual Report

The preparation and submission of the Annual Report by the Right to Information Commission is a statutory obligation rooted in section 77(4) of Act 989. This section explicitly mandates the Minister to present an annual report to Parliament on the activities of public institutions and the Commission in respect of the preceding year. The provision states that:

The Minister shall by the 30th of June each year lay before Parliament, an annual report on the activities of public institutions and the Commission in respect of the preceding year based on the annual reports of the public institutions.”

In fulfilment of this statutory requirement, this report provides a comprehensive account of the operations of the Commission, and a general overview of RTI activities undertaken by public institutions in 2024. The report highlights key accomplishments, administrative and operational milestones, stakeholder engagements, capacity-building initiatives, and the general implementation progress of the right of access to information within the year under review.

1.3 Preparatory Processes for the Compilation of the Annual Report

In the effort to compile a comprehensive annual report on the implementation of the Right to Information Act, 2019 (Act 989), the Commission organised a series of virtual workshops specifically targeted at Information Officers and Designated Information Officers across various public institutions of the country. These workshops were designed to familiarise participants with the revised RTI annual report templates introduced in 2024, which incorporated updates based on feedback and recommendations received from public institutions during the previous reporting cycle. A notable change to the updated template was the introduction of section 6, which focused on the “Mode of Application”. This section sought to capture detailed data on the various channels through which information requests were submitted, including digital, written, and in-person formats. Through practical demonstrations, the Commission guided information officers on accurate data entry, clarification of indicators, and the submission process. These preparatory engagements proved invaluable in ensuring the accuracy, uniformity, and completeness of data needed in the compilation of the 2024 Annual Report.

1.4 Scope and Structure of Report

The scope of the report encompasses the Commission's core operational areas, stakeholder engagements, institutional capacity-building, research and policy initiatives, enforcement and compliance activities, as well as public education and awareness programmes.

The structure of the report is organised into eight (8) main chapters. Chapter One provides the background and statutory requirement of the Commission. Chapter Two presents the operational activities of the Commission. Chapter Three delves into the activities of public institutions under the Act. Chapter Four highlights reviews by the Commission. Chapter Five highlights the promotion of access to information by the Commission and Chapter Six presents the monitoring, enforcement and compliance of the Commission.

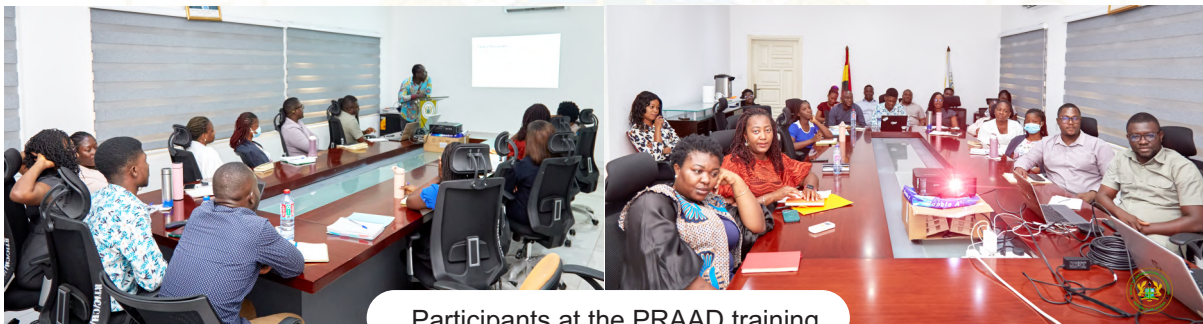
OPERATIONAL ACTIVITIES OF THE COMMISSION

2.1. Human Resource and Staff Development

The Commission recognises that a well-trained and adequately resourced workforce is essential to fulfilling its mandate efficiently. In the year under review, the Commission organised four (4) training programmes, with some staff participating in multiple training sessions to equip them with the knowledge, skills and tools necessary to perform their respective roles effectively.

The Human Resources Department participated in a public sector training programme designed for Human Resource Directors and Managers, aimed at strengthening leadership and administrative efficiency. Additionally, the Tribunal and Legal Departments staff received specialised training in a Forty (40)-hour Basic Skills Programme in Alternative Dispute Resolution (ADR) to enhance their ability to mediate disputes effectively. The Administration and Finance Department also benefited from targeted training in the Ghana Integrated Financial Management Information System (GIFMIS) to improve financial management and reporting processes. Also, representatives from all departments participated in training sessions organised by the Public Records and Archives Administration Department (PRAAD), ensuring that staff members were well-equipped with best practices in records management, information preservation, and compliance with statutory documentation standards.

To enhance its workforce capacity, the Commission replaced nineteen (19) new staff members in 2024 to fill critical vacancies. This ensured that key operational roles remained occupied, thereby sustaining the Commission's ability to deliver on its mandate effectively.



Participants at the PRAAD training



Participants at the ADR training

2.2. Strengthening Partnerships: Stakeholder Engagements and Collaborations

In fostering an informed citizenry and promoting transparency and accountability, as mandated by Act 989, the Commission has actively engaged in strategic partnerships with key institutions. These collaborations have been instrumental in supporting the effective implementation of the RTI law through technical assistance, capacity building, and financial support.

During the year under review, the Commission engaged with both local and international partners, strengthening its institutional capacity and broadening its reach. Notable partners include STAR-Ghana, GIZ, the Open Government Partnership/European Union (OGP/EU), the Ministry of Information (MoI), the Media Foundation for West Africa, the International Republican Institute (IRI), and the Information Commissioner's Office of England.

One significant collaborative effort was undertaken with the IRI, by which the Commission provided targeted training for Civil Society Organisations (CSOs) and Information Officers in twelve (12) regional capitals that recorded the lowest levels of RTI-related activities. Additionally, the European Union supported efforts of the Commission to pre-lay the Legislative Instrument with the Parliamentary Committee for Subsidiary Legislation. Beyond these engagements, the Commission also worked closely with media organisations and government agencies to amplify public education efforts and promote widespread adherence to the RTI law.



RTIC representatives held discussion with the Delegation of European Union to Ghana



RTI Commission hosts International Republican Institute



RTIC held discussion with representatives from the Open Government Partnership



RTI Commission hosts National Democratic Institute & House of Democracy Partnership

2.3. Regulatory Framework and Legislative Instruments

The development of a Legislative Instrument (LI) to facilitate the effective implementation of the Right to Information Act, 2019 (Act 989) has been a key priority for the Commission. Initiated in 2021, the drafting process has progressed steadily, with the regulations now in the final stages of completion.

As part of the pre-laying process, extensive consultations were undertaken in the year with key stakeholders, including the Ministry of Information, the Ministry of Justice and Attorney-General's Department, and the Parliamentary Committee for Subsidiary Legislation. This has been instrumental in refining the draft regulations to ensure clarity, legal soundness, and alignment with international best practices. However, the Commission was unable to have the LI laid in Parliament through the Minister of Information as the 8th Parliament went on recess. The Commission looks forward to have it laid in the 9th Parliament.

The completion and subsequent passage of the Legislative Instrument will provide a comprehensive legal framework to facilitate implementation of Act 989 more effectively. It will establish clear procedural guidelines for the processing of information requests, standardise compliance mechanisms across institutions, and enhance public the enforcement of Act 989 in Ghana.

2.4. Expanding Reach: Strengthening Regional Presence

The Commission has taken significant steps to extend its regional presence as part of its commitment to build an informed citizenry. In collaboration with the Regional Coordinating Council and the Information Services Department of the Upper East Region, the Commission successfully secured an office in Bolgatanga, bringing its services closer to residents. Staff have been deployed to commence operations, reinforcing the Commission's dedication to promoting and sustaining awareness of the citizenry in their right of access to information and the obligations of public institutions to disclose information. This establishment increases the number of operational offices to four, marking a steady progression towards nationwide coverage.

Looking into the future, the Commission is actively working towards expanding its footprint in five additional regional capitals before the end of 2025. Plans are underway to establish new offices in the Eastern, Volta, Central, Western, and Northern Regions in 2025. These initiatives form part of a broader strategy aimed at decentralising the Commission, strengthening public engagement, and enhancing institutional capacity for the effective implementation of Act 989. The Ghana Broadcasting Corporation (GBC) had already agreed to provide the Commission with four offices in Koforidua, Sekondi, Ho, and Tamale. Additionally, the Commission has reached an agreement with Ghana Post for an office space in Cape Coast.

The establishment of these regional offices is expected to significantly improve public access to information services, facilitate direct interactions with stakeholders, and provide critical support to public institutions in meeting their obligations under the Act. By bringing its operations closer to the people, the Commission is ensuring that the principles of transparency, accountability, and good governance are upheld across Ghana.

2.5 Research

In line with section 46(2) of Act 989, the Commission undertook two key research studies during the year under review. These studies were conducted to generate valuable insights into the practical application of the RTI law and to inform the Commission's strategic direction in key operational areas. The research findings are expected to contribute to policy development, institutional strengthening, and improved service delivery.

The first study, titled “A Study of the Impact of the Right to Information on Public Procurement and Government Contracts: A Case Study of Ghana,” examined the role of RTI in promoting transparency and accountability in public procurement processes. The research explored how access to information influences the integrity of procurement decisions, mitigates corruption risks, and enhances public trust in government contracting. As a desktop research study, it was designed to support the work of the Commission's Procurement Unit by providing empirical evidence and best practices to guide decision-making and compliance monitoring.

The second study, titled “Examining the Relevance and Importance of Information Technology in Modern Contemporary Information Dissemination,” assessed the role of digital technologies in enhancing access to information. The research focused on how ICT tools can improve the efficiency of information dissemination, streamline public access to government records, and strengthen RTI compliance among public institutions. The study was conducted as a desktop research project for the IT Unit of the Commission, serving as a foundation for the development of digital strategies that align with global trends in information management.

These research initiatives reaffirm the Commission's commitment to evidence-based decision-making and continuous improvement in the implementation of Act 989. The findings will inform policy recommendations, guide operational reforms, and support the Commission's efforts to uphold the right to information as a fundamental pillar of democratic governance.

In the effort to fully engage staff in the implementation of its mandate, the Commission has decided to develop research topics germane to its work. These topics are to be distributed among staff members for research, fostering a deeper understanding of key issues and enhancing the Commission's overall effectiveness.

ACTIVITIES OF PUBLIC INSTITUTIONS UNDER ACT 989

This section presents a comprehensive overview of the volume, handling, and outcomes of applications and information requests submitted to public institutions in the year under review, highlighting substantial operational trends and performance indicators.

3.1 Applications and Requests Received by Public Institutions in 2024

In 2024, public institutions received a total of seven hundred and twenty-five (725) applications, which generated two thousand five hundred and seventy-five (2,575) individual requests for information. This suggests that each application triggered, on average, more than three (3) requests, emphasising both the complexity of citizen inquiries and the scale of engagement with public institutions.

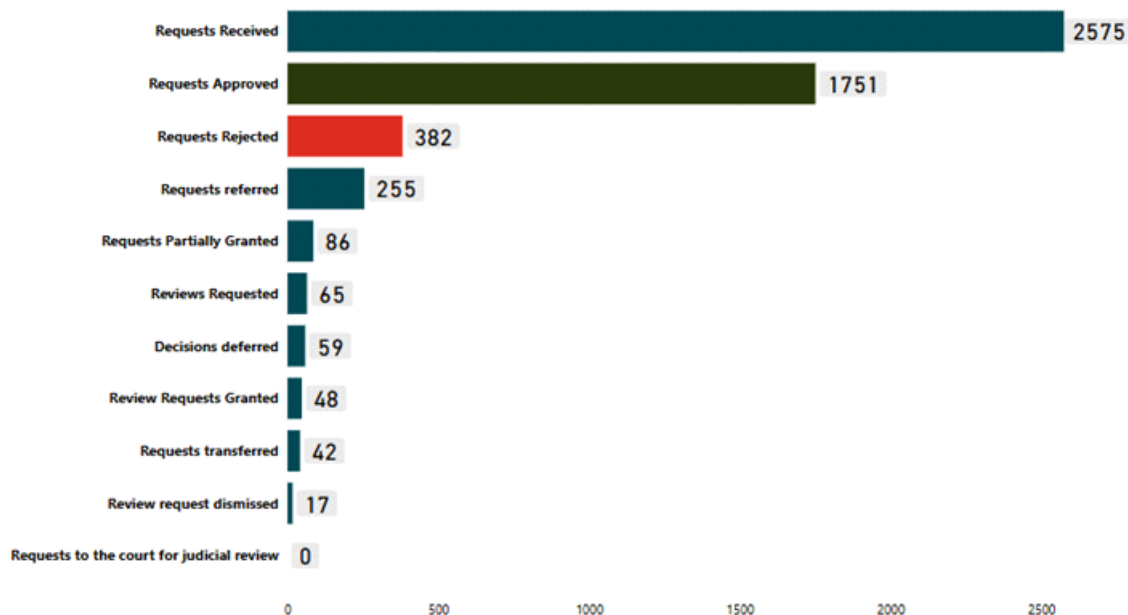


Figure 3.1 Graphical Representation of Requests Received by Public Institutions in 2024.

Among these two thousand, five hundred and seventy-five (2,575) requests, one thousand, seven hundred and fifty-one (1,751) were approved, translating to an approval rate of sixty-eight percent (68%). This reflects a strong level of responsiveness and decision-making efficiency. However, not all requests were resolved with a full grant. A significant number of two hundred and fifty-five (255) requests were referred to other entities or departments. Another eighty-six (86) requests were partially granted, highlighting situations where only certain aspects of the request were fulfilled. The rise in partial grants suggests a shift toward more nuanced decision-making processes.

Further downstream in the request life cycle, sixty-five (65) internal review requests were submitted, with forty-eight (48) representing seventy-four percent (74%) of the review request granted, showing a functioning review mechanism for contesting or reassessing decisions. There were also fifty-nine (59) deferred decisions, pointing to administrative or some other need for a delay. Meanwhile, forty-two (42) requests were transferred to different jurisdictions, and no cases escalated to court, signaling relatively effective conflict resolution within the administrative process.

3.2 Comparative Analysis of Requests Received by Public Institutions in 2023 and 2024

When compared to 2023, the data reveals notable growth across most metrics. The total number of requests increased by forty-seven percent (47.2%), increasing from one thousand, seven hundred and forty-nine (1,749) to two thousand, five hundred and seventy-five (2,575), a clear indicator of rising public engagement or awareness of access to information rights. Correspondingly, approved requests also grew by forty-two percent (42.9%), from one thousand, two hundred and twenty-five (1,225) to one thousand, seven hundred and fifty-one (1,751), maintaining a relatively stable approval rate.

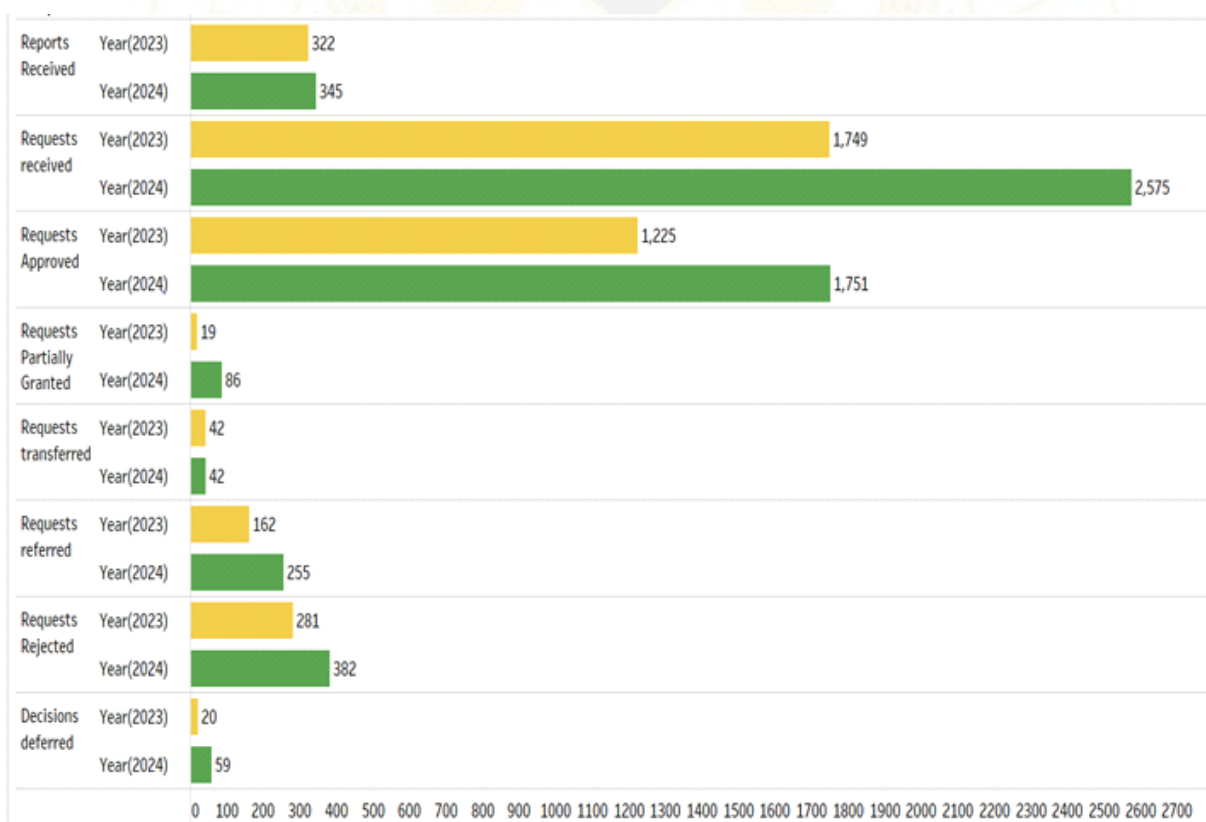


Figure 3.2 Graphical Representation of Requests Received by Public Institutions in 2023 and 2024.

One of the most dramatic increases was observed in partially granted requests, which rose by an astonishing three hundred and fifty-two percent (352.6%), from nineteen (19) in 2023 to eighty-six (86) in 2024. Similarly, deferred decisions increased by one hundred and ninety-five percent (195%), indicating a growing number of cases requiring extended processing times or further deliberation.

While transferred requests remained unchanged at forty-two (42) in both years, referred requests grew from one hundred and sixty-two (162) to two hundred and fifty-five (255), a fifty-seven percent (57.4%) increase, again underlining the growing need for cross-agency processing and the lack of knowledge among applicants about where the requested information resides. Rejections also rose from two hundred and eighty-one (281) to three hundred and eighty-two (382), representing a thirty-six (36%) increase, though the rejection rate as a percentage of total requests actually declined slightly.

Analysing the outcomes as percentages of total requests provides further clarity. The approval rate experienced a slight drop from seventy percent (70%) in 2023 to sixty-eight percent (68%) in 2024, which, while minimal, reflects the impact of increased complexity in processing requests. Conversely, the rejection rate fell slightly from sixteen percent (16%) to fifteen percent (15%), a small yet positive shift suggesting improved quality of submissions or better initial evaluations. Other notable proportional changes include an increase in the partial grant rate from one percent (1%) to three percent (3%), indicating more nuanced responses. A rise in the referral rate from nine percent (9%) to ten percent (10%), consistent with the increase in referred volumes. A marginal uptick in the deferred rate from one percent (1%) to two percent (2%). The transfer rate remained steady at two percent (2%). Together, these shifts demonstrate a system that is not only handling more requests but doing so with greater procedural complexity and refinement.

3.3 Regional Distribution of Applications and Request Made by Applicants in 2024

The regional distribution of applications and requests reveals a highly uneven landscape of civic engagement with the Right to Information process. In 2024, Greater Accra Region overwhelmingly dominated, accounting for six hundred and nine (609) of the total seven hundred and twenty-five (725) applications received, a staggering eighty-four percent (84.0%) of all submissions. This concentration is not entirely surprising, given Accra's position as the political, administrative, and economic hub of Ghana. Its superior infrastructure, higher institutional presence, and greater public awareness likely contribute to this disproportionate engagement.

The Ashanti Region, despite being the most populous region after Accra, recorded only twenty-eight (28) applications representing just over three percent (3.86%), followed by the Northern Region with twenty-four (24) applications representing three percent (3.31%). Other regions, such as the Eastern with two percent (2.07%), Western with above one percent (1.52%), and Bono also with above one percent (1.93%), showing marginal activity. Notably, Savannah, Upper West, and Western North recorded zero applications, representing a complete absence of RTI engagement in those areas.

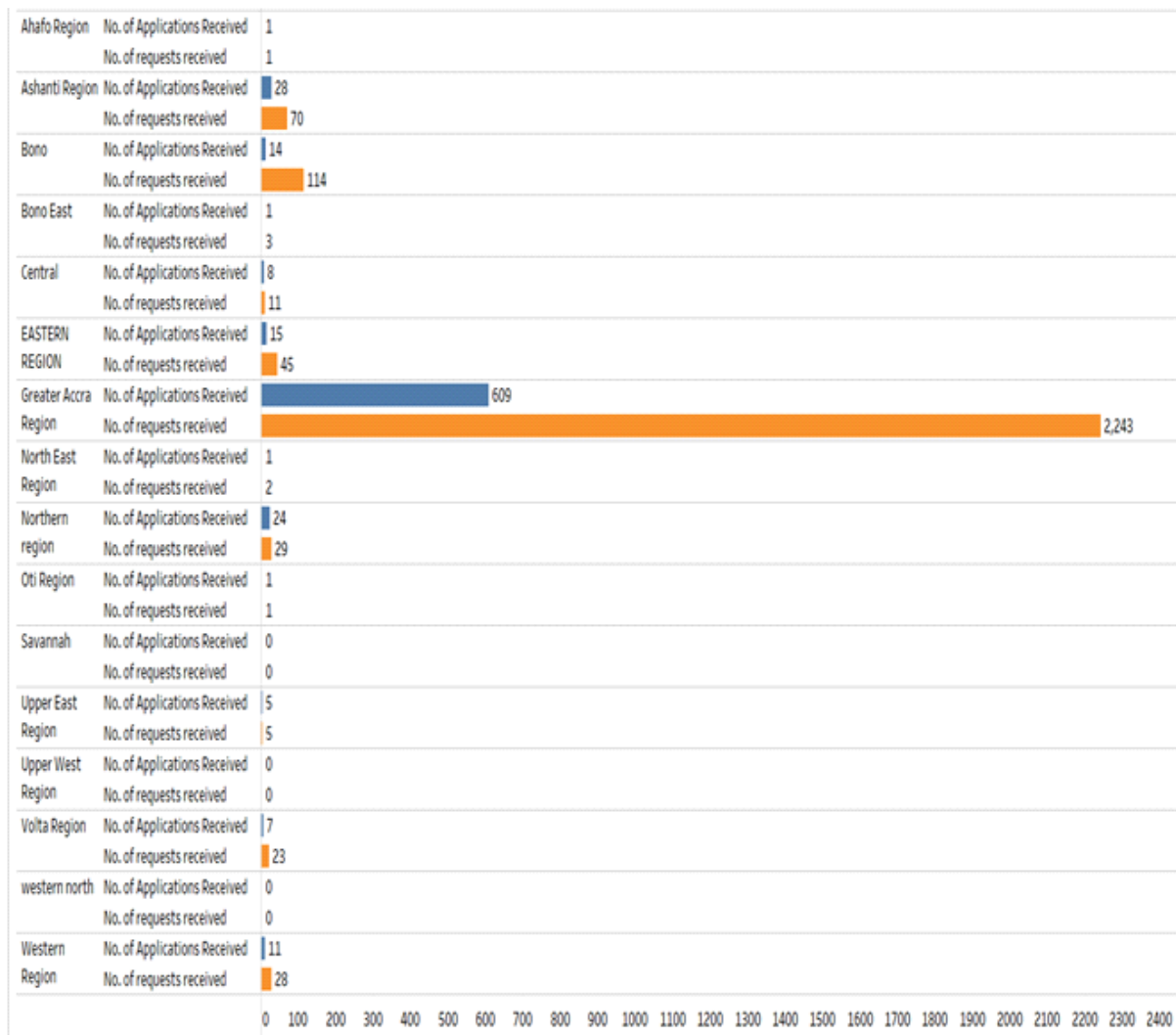


Figure 3.3 Graphical Representation of Regional Distribution of Applications and Request Made by Applicants in 2024.

When analysing requests in parallel with applications, Greater Accra also leads in volume, reaffirming its status as the country's RTI epicenter. However, Bono Region had a higher count of request than Ashanti Region, despite having a relatively lower number of applications. This may indicate possible variations in how citizens pursue information, either directly through formal applications or via follow-up and inquiry-based requests.

The regional imbalance in applications and requests points to a critical access gap. This discrepancy suggests differing levels of access, civic education, or institutional responsiveness across regions. While some areas demonstrate robust participation, others are virtually silent. These findings underscore the urgent need for targeted outreach campaigns, decentralisation of RTI infrastructure, and community sensitisation programs, especially in low-performing and non-participating regions. Bridging this regional engagement gap will be essential to achieving equitable access to information and full implementation of the RTI Act.

3.4 Regional Distribution of Annual Report Submitted by Public Institutions in 2024

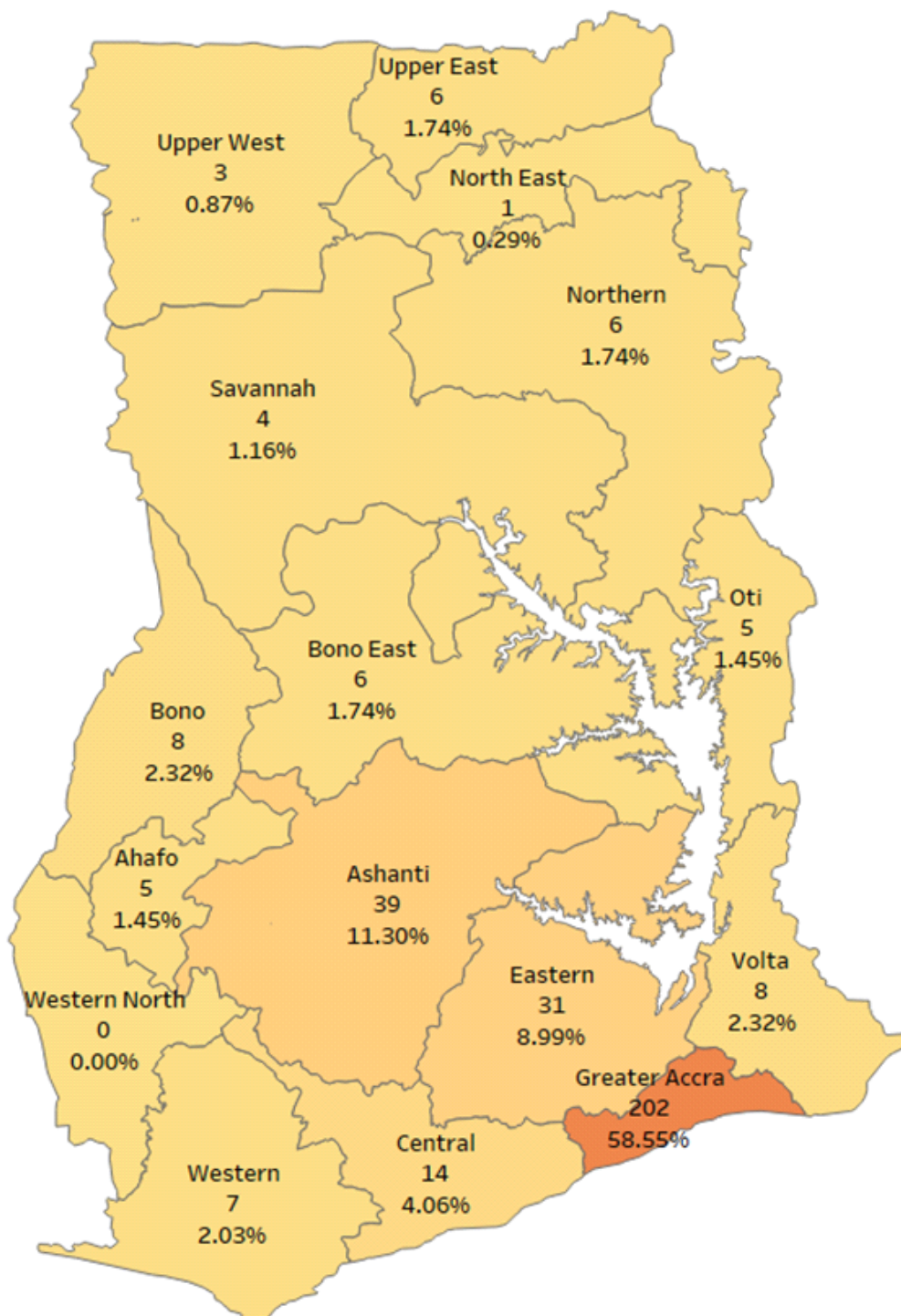


Figure 3.4 Graphical Representation of Regional Distribution of Annual Report Submitted by Public Institutions.

The submission of annual reports by public institutions in 2024 followed a similarly skewed pattern. Of the total three hundred and forty-five (345) reports received, Greater Accra alone accounted for two hundred and two (202), which is approximately fifty-eight percent (58.55%) of the national total. This figure represents an institutional compliance rate that far exceeds any other region, reinforcing the region's administrative dominance.

The Ashanti Region, with thirty-nine (39) reports representing eleven percent (11.30%), and the Eastern Region, with thirty-one (31) reports representing over eight percent (8.99%), followed at a considerable distance. Other regions, including Central with four percent (4.06%), Bono with two percent (2.32%), and Volta with two percent (2.32%), contributed modestly. At the lowest end of the spectrum, North East submitted only one report, and Western North submitted none at all.

When compared with 2023, the overall number of reports grew modestly by 6.8%, but this increase was largely driven by incremental gains in high-performing regions. There was little to no change in activity reporting from the majority of low-submission regions, suggesting a structural or systemic limitation in those areas. The data therefore reflects not just a disparity in regional output but also a potential disconnect in institutional compliance and enforcement mechanisms.

The heavy concentration of report submissions in Greater Accra and a few select regions indicates a centralized pattern of administrative activity, potentially influenced by better resourcing, oversight, and proximity to national RTI authorities. In contrast, the consistent underperformance of other regions points to capacity gaps, possible lack of enforcement, or insufficient awareness among institutional heads about reporting obligations.

To promote a more balanced reporting ecosystem, there is a need to strengthen institutional accountability frameworks, offer region-specific capacity-building, and ensure routine follow-up on non-compliance. These efforts would not only improve the completeness of national RTI data but also enhance public trust and transparency across all levels of government.

3.5 Mode of Application by Applicants in 2024

3.5.1 Mode of Making Application

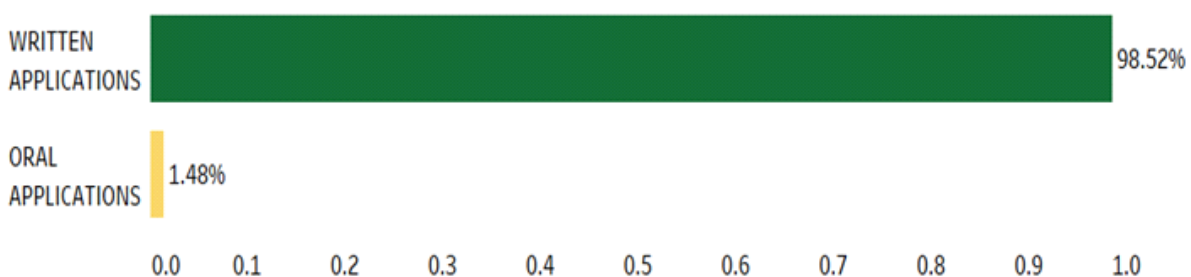


Figure 3.5.1 Graphical Representation of Mode of Making Application.

Written applications dominated the process, making up ninety-eight percent (98.52%) of all applications made. The very low rate of oral applications of just over one percent (1.48%) may be that the informal sector may not be well informed about the law and/or procedure for requesting information from public institutions, despite the policy support for oral submissions to cater for that segment. This also translates into a lack of exercise of the constitutional right of access to information.

3.5.2 Mode of Submitting Application

In-person submissions account for sixty-eight percent (68.92%), indicating a continued reliance on physical presence, which could reflect either limited digital infrastructure, user preference for direct interaction, or institutional policies that favour face-to-face communication. Electronic submissions, at thirty-one percent (31.08%), represent a significant but secondary channel. This suggests a growing digital adoption trend, though barriers such as digital literacy, access, or trust in electronic systems may still need to be addressed to encourage broader use.

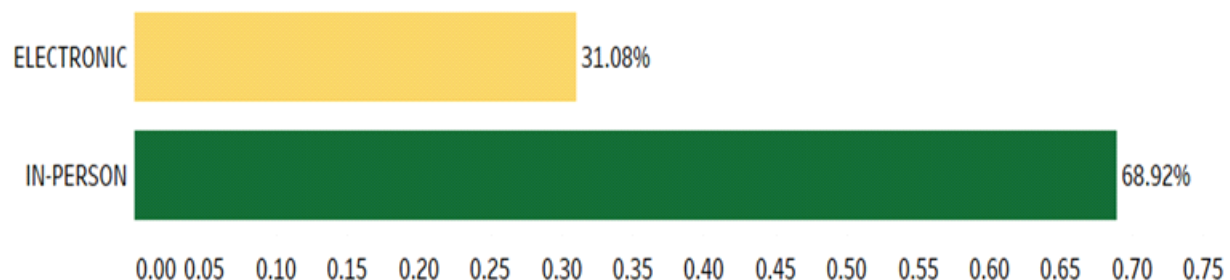


Figure 3.5.2 Mode of Submitting Application.

3.6 Demographic of Applicants in 2024



Figure 3.6 Graphical Representation of Gender Distribution of Applicants.

The demographic data reveals a significant gender disparity, with male applicants accounting for seventy-six percent (76.34%), while female applicants make up just twenty-three percent (23.66%). This imbalance could stem from social, economic, or cultural factors, and points to the need for gender-inclusive policies that empower more women to engage with RTI processes.

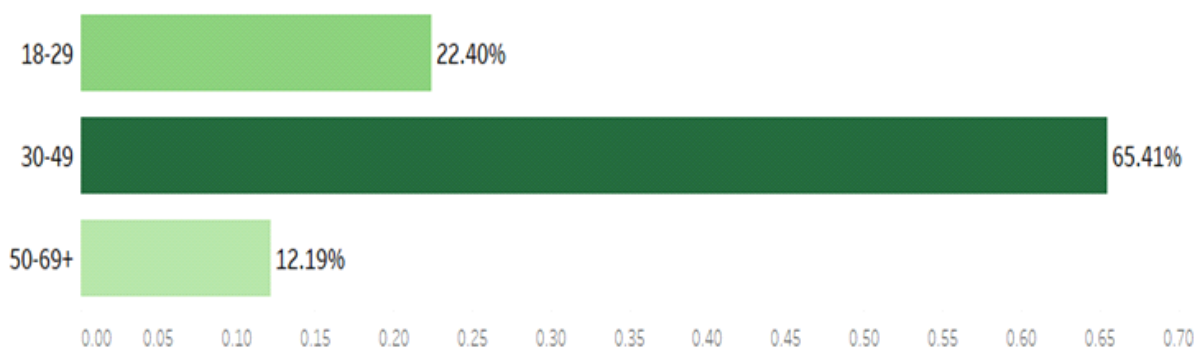


Figure 3.6.1 Graphical Representation of Age Distribution of Applicants.

In terms of age, the majority of applicants representing sixty-five percent (65.41%) fall within the 30–49 age range, with the 18–29 age group contributing twenty-two percent (22.40%), and only twelve percent (12.19%) of applicants aged 50 and above. This indicates that middle-aged adults are the most active demographic, while younger and older populations may require more targeted awareness and facilitation strategies.

REVIEWS BY THE RIGHT TO INFORMATION COMMISSION AND JUDICIARY

4.1 Summary of Applications for Review Received

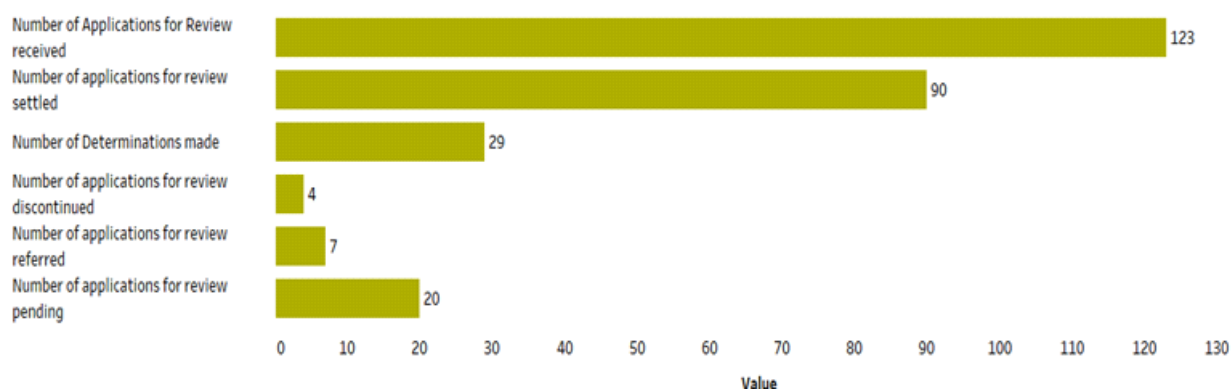


Figure 4.1 Graphical Representation of Applications for Review Received.

The Commission recorded a significant rise in activities in 2024 under the review application process, marking the strongest performance since the implementation of Act 989. In 2024, the number of review applications received by the Commission was One Hundred and Twenty-Three (123) representing approximately Eighty-Nine (89.2%) percent rise in applications brought to the Commission for review. Thirty (30) applications were brought forward from the previous year, bringing the total application for review to One Hundred and Fifty-Three. Of the total applications for review in the year, Ninety (90) were successfully settled, representing approximately Seventy-Three percent (73.2%) of the total applications for review received. Twenty-Nine (29) applications representing just above Twenty-Three percent (23.6%) of the total applications for review were determined. Twenty applications representing approximately Sixteen percent (16.3%) were at various stages of the review process as at close of year.

4.1.1 Trend in Review Applications

From 2021 to 2024, the review application process under the Right to Information Act experienced a transformative rise in both activity and institutional performance. A total of Two Hundred and Ninety-Seven (297) applications were received over this period, with 2024 alone accounting for Forty-One percent (41%), highlighting that nearly half of all review activity occurred in the final year. The number of applications rose from Twenty-Four (24) in 2021 to One Hundred and Twenty-Three (123) in 2024, representing a Compound Annual Growth Rate (CAGR) of approximately Seventy-Seven percent (76.7%), a strong indicator of growing public trust and awareness of the Commission's role.

This rising demand was met with a commendable scaling of administrative capacity. Applications settled grew from just Eight (8) in 2021 to Ninety (90) in 2024, contributing Fifty-Two percent (52%) of all One Hundred and Sixty-Seven (167) settlements recorded during the four-year period.

The CAGR for settlements stands at an impressive One Hundred and Sixteen percent (116.6%), signaling significant institutional strengthening in dispute resolution. Not only did the number increase, but the proportion of applications settled in 2024 relative to those received was Seventy-Three percent (73%), up from just Thirty-Three percent (33%) in 2021.

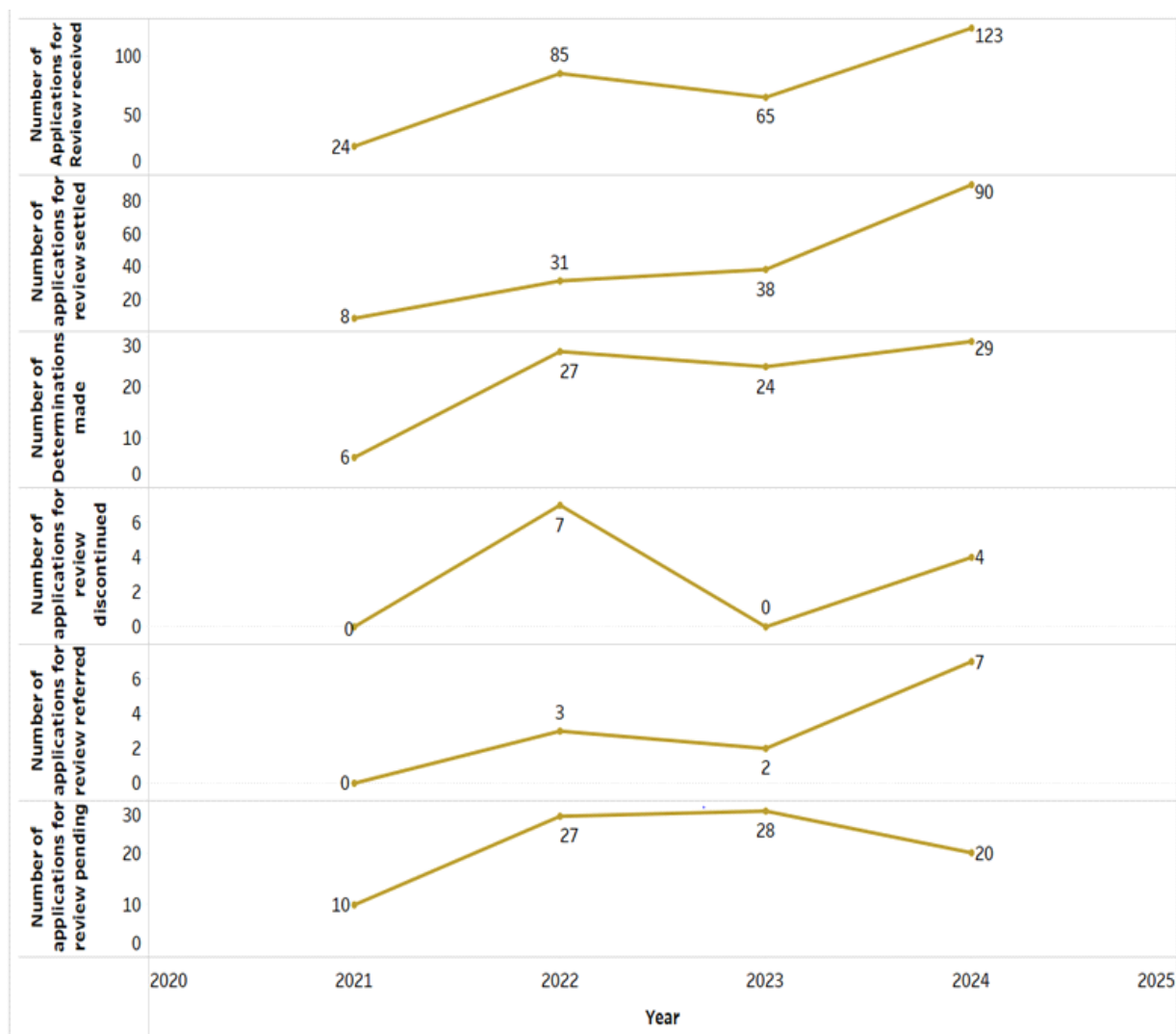


Figure 4.1.1 Graphical Representation of Trend in Review Applications

Determinations made, a marker of the Commission's adjudicative role, also grew steadily, from Six (6) in 2021 to Twenty-Nine (29) in 2024. This reflects a CAGR of Seventy-Seven percent (77.5%), with 2024's determinations representing Thirty-Three percent (33%) of the total Eighty-Six (86) recorded across all four years. These gains suggest increased confidence in the Commission to issue binding decisions where necessary.

The number of discontinued applications remained marginal throughout the period, with Four (4) cases in 2024 accounting for just Six percent (6.2%) of the year's applications, a relatively stable rate compared to the Eight percent (8.2%) discontinuation rate in 2022.

This stability reflects a consistent follow-through by applicants and clarity in process resolution. Referred applications increased gradually, with Seven (7) recorded in 2024, being Fifty-Eight percent (58%) of the Twelve (12) total referrals over the four years. While the overall volume remains low, the CAGR for referrals is One Hundred and Twenty-One percent (121.9%), indicating that while procedural clarity is improving, complex jurisdictional matters are emerging as access to information becomes more nuanced.

Despite this exponential growth in incoming cases, pending applications decreased from Twenty-Eight (28) in 2023 to Twenty (20) in 2024, amounting to just Sixteen percent (16.3%) of the year's total applications, a sharp contrast to 2023, where pending cases constituted Forty-Three percent (43%).

The decline in pending cases from 2023 to 2024 marks a huge turning point in backlog reduction, as this improvement demonstrates faster case resolution and better internal case management, particularly through the use of alternative dispute resolution.

4.2 Some Determinations Issued by the Commission

THE FOURTH ESTATE V. MINISTRY OF EDUCATION: AFR NO: RTIC/AFR/55/2024

Ms. Adwoa Adobea-Owusu requested for information from the Ministry of Education regarding admission to category "A" schools through the 5% protocol in 2017, 2018, 2019, 2020, 2021, and 2022 but the information was not provided. The applicant sent a follow up email to the Ministry of Education on 13th May, 2024, but received no response to this either. The applicant then applied to the Right to Information Commission (the Commission) for review on 20th May, 2024. The Commission wrote to the Respondent in a letter dated 28th May, 2024, requesting for its reasons for the refusal to grant access to the requested information. The Respondent provided the information requested for, but the Commission found it to be neither exempt nor frivolous under Right to Information Act, 2019 (Act 989). The Commission made specific orders directed at the Minister of Education to submit the information requested and imposed an administrative penalty of GH¢ 20,000 and an additional default penalty at a rate of 10% of the principal penalty sum of GH¢ 20,000 in the event of default.

BUOBAL LANDLORDS & RESIDENTS ASSOCIATION V. ASOKORE MAMPONG MUNICIPAL ASSEMBLY: AFR NO: RTIC/AFR/47/2023

The Buobai Landlords & Residents Association (hereinafter referred to as 'the Applicant') acting through their secretary Awudu Gariba requested for a document titled 'STREET ADDRESS MAP FOR BUOBAL 2021' from the Asokore Mampong Municipal Assembly (hereinafter referred 'the Respondent') on 23rd of June 2023 but received no response. A subsequent application dated 18th July 2023 by the Applicant was again not responded to which led to the Applicant applying to the Right to Information Commission (hereinafter referred to as 'the Commission') for a review of the Respondent's failure and/or refusal to release to the Applicant the information sought in a letter dated 3rd August 2023. The Respondent failed to respond to the Commission's letter which led to the Commission imposing an administrative penalty of GH¢ 20,000 and ordering the Respondent to release the information to the Applicant.

RAPHAEL CUBAGEE V. JUDICIAL SERVICE: AFR NO. RTIC/AFR/85/2024

Raphael Cubagee, an applicant, requested information from the Judicial Service, Bono Region, regarding Henry Maama Nelson, Manellis Mart, Accra, an Auctioneer. The requested information included appointment letters, acceptance letters, auction dates, and payment dates. The Commission, in response, found the applicant had failed to respond to the Commission's letters. The Commission did not find any of the requested information exempt from disclosure or frivolous.

The Commission imposed an administrative penalty of GH¢ 20,000 on the Respondent for the failure to respond to the Commission's letter. The Commission further directed Regional Administrator to release the information to the Applicant within 14 days of receiving the decision.

CENTRE FOR DEMOCRATIC EMPOWERMENT V. MINISTRY OF EDUCATION: AFR NO: RTIC/AFR/11/2024

The Centre for Democratic Empowerment, through Mr. Ernest Dannsah Appiah, requested from the Ministry of Education, the public Procurement Authority Approval Letters for the use of Single Source Procurement method in respect of attached list of contract details and Statutory mandatory documents such as SSNIT Clearance Certificate and PPA license submitted by contractors in respect of attached list of contracts details.

The Respondent, in a letter dated 21st October, 2024, referenced section 20(1) (b) and (c) of the Right to Information Act, 2019 (Act 989) to refer the Applicant to the Public Procurement Authority (PPA) and the Social Security and National Insurance Scheme (SSNIT) for the information requested for.

The Commission, in its decision however held that documents such as the SSNIT clearance certificate and PPA license are prerequisites for contracts in public institutions. These documents are submitted when contracts are awarded. The Commission therefore found it difficult that the Respondent claimed that it did not have such documents in its possession. The Respondent in this instance is the contract-awarding institution, hence required bidders of contracts to provide requisite documents as part of the bidding processes. It does not therefore lie in the mouth of the Respondent to say that it did not have custody of the documents being requested for by the Applicant.

The Commission imposed an administrative penalty of GH¢80,000 and ordered the Ministry to release the information to the Applicant.

NADIA LAMPTEY V SCANCOM PLC.: AFR NUMBER: RTIC/AFR/52/2024

The Applicant requested for some pieces of information from Scancom PLC the parent company of MTN Ghana Limited, which they failed to provide. She applied to the Commission for a review of the decision of the Respondent. The Commission determined that Scancom PLC was subject to the provisions of Act 989 since they qualify as a public institution as defined by section 84 of the Right to Information Act, 2019 (Act 989) and ordered the Respondent to release the requested information. the Commission also imposed an administrative penalty of GH¢100,000.00 against Scancom PLC for its failure to comply with its obligations under the Act.

CENTRE FOR DEMOCRATIC EMPOWERMENT V. GHANA HIGHWAY AUTHORITY: AFR NO: RTIC/AFR/70/2024

The Applicant herein, CDE, requested copies of some specific documents from the Respondent, including contractors' certificates and approval letters in relation to procurement of some contracts awarded by the Ghana Highway Authority. The Respondent partially released the requested information, and promised to provide the remaining within 20 days, which they had failed to follow through on. The Commission per its processes wrote to the Respondent to provide its reasons for failing to grant the Applicant access to the pieces of information outstanding. The Respondent however failed to respond to the Commission's inquiry.

The Commission directed the Respondent to release the outstanding documents to the Applicant and imposed an administrative penalty of GH¢50,000.00 on the Respondent.

ANANE FUGAR V NATIONAL INVESTMENT BANK: AFR NUMBER: RTIC/AFR/90/2024

The Applicant in this matter requested for some pieces of information from the Respondent regarding the personal finances of his late father. The Bank however failed to respond to the Applicant's requests. The Applicant, aggrieved by this, applied to the Commission for a review of the Respondent's decision. The Commission in its decision imposed an administrative penalty of GH¢100,000.00 and directed the Respondent to grant the Applicant the information requested since the information requested by the Applicant did not fall within any of the exempt classes of information stated under Act 989.

KWAME BOAFO & OTHERS V. PRUDENTIAL BANK LIMITED: AFR NO: RTIC/AFR/41/2024

The Applicants, who are members of the Ghana Education Service Occupational Pension Scheme (GESOPS), acting through their lawful representation requested for information relating to a custodian agreement between the GESOPS board of trustees and the Respondent. The Respondent failed, refused and/or neglected to respond to the Applicant's initial application as well as their subsequent review application. The Commission held that the Respondent is a public institution and therefore subject to the provisions of Act 989. The Commission further directed the Respondent bank to release the information requested by the Applicants and imposed an administrative penalty of GH¢100,000.00 on them for its failure to comply with the provisions of Act 989.

KOJO MBEAH V. JUDICIAL SERVICE OF GHANA: AFR NUMBER: RTIC/AFR/88/2024

The Applicant in this case submitted a request for information from the Respondent institution requesting for some pieces of information relating to the events surrounding the dismissal of one Abuu Moro in 2007. The Respondent in denying the request argued that the information was exempt from disclosure under Section 13(1) of Act 989. The Commission in line with sections 43 (2) and 70 of Act 989 requested for the pieces of information from the Respondent to enable it to determine whether or not it is exempt under section 13 of Act 989. The Respondent however failed, refused and/or neglected to respond to the Commission's directive.

The Commission in its decision determined that the pieces of information requested by the Applicant are not exempt and therefore directed the Respondent to release the information and imposed an administrative penalty of GH¢50,000.00 on the Respondent.

CENTRE FOR DEMOCRATIC EMPOWERMENT (REPRESENTED BY ERNEST DANNSAH APPIAH) V. PUBLIC PROCUREMENT AUTHORITY: AFR NO: RTIC/AFR/100/2024

The Centre for Democratic Empowerment requested for some pieces of information from the Public Procurement Authority (PPA) on 17th September 2024, including copies of application letters and approval letters for 42 contracts. The Applicant did not receive a response and petitioned for an internal review. The Respondent responded that the requested information is exempt under sections 10 and 11 of the Right to Information Act, 2019 (Act 989). The Applicant then petitioned the Right to Information Commission for a review. The Commission requested the Respondent to provide the requested information, which the Respondent failed to do so.

However, in its Decision, the Commission examined the two sections cited by the Respondent and found that the pieces of information did not fall within any of the exemptions cited by the Respondent. The Commission therefore imposed an administrative penalty of GH¢50,000 on the Respondent for its failure to comply with its obligations under Act 989 and ordered it to release the information to the Applicant.

4.3 Judicial Reviews

THE REPUBLIC V. RTIC, EX PARTE NATIONAL SECURITY & PIUS ASIEDU (INTERESTED PARTY)

National Security applied for a judicial review to quash the decision of the Commission which imposed administrative penalty on National Security and made other orders. The Court dismissed the application and upheld the decision of the Commission.

THE REPUBLIC V. RTIC; EX PARTE KORLE BU TEACHING HOSPITAL

Korle Bu brought a judicial review application against the Commission's decision. The Court ruled in favour of the Commission. The Commission is yet to move its motion for the recovery of administrative penalty.

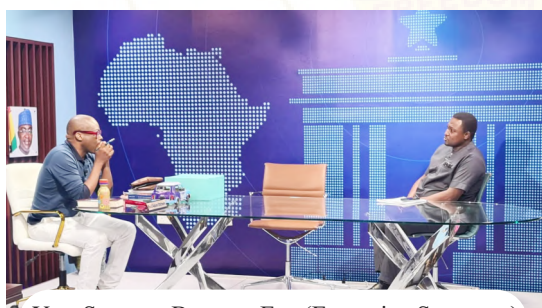
PROMOTION OF RIGHT TO INFORMATION

5.1 Strengthening Citizen Empowerment Through Media Engagement

The Commission recognises the function of the media in fostering transparency, accountability, and an informed citizenry. As part of its ongoing efforts to promote the effective implementation of Act 989, the Commission actively engaged with various media platforms to educate both public institutions and the general public on their rights and obligations under the law. These engagements provided a critical avenue for raising awareness, clarifying misconceptions, and encouraging the public to exercise their right to access information.

Throughout the year under review, the Commission embarked on a series of media sensitisation programmes across diverse platforms in the country. These included prominent media houses such as Joy News, Citi FM, Ghana Broadcasting Corporation (GBC), Asaase Radio, Ash FM, Adehye FM, Storm FM, Metro TV, Oseikrom TV, GTV, 3FM, and Onua FM. The engagements focused on key aspects of the RTI Act, including the processes for requesting information, the responsibilities of public institutions, and the role of information officers in ensuring compliance with the law. Through these interactions, the Commission reinforced the importance of transparency and public participation in governance, ensuring that citizens understood how to demand accountability from duty bearers.

By leveraging the extensive reach and influence of the media, the Commission expanded its public education efforts and deepened engagement with a broader audience. The strategic use of radio, television, and digital media platforms enabled the Commission to reach both urban and rural communities, ensuring that information about the RTI Act was accessible to all segments of society. Moving forward, the Commission remains committed to sustaining and enhancing its media engagement initiatives, recognising that a well-informed public is fundamental to strengthening Ghana's democracy and governance structures.



Yaw Sarpong Boateng Esq.(Executive Secretary)
on Metro TV



Stephen Owusu Esq. being
interviewed on CITI FM



Stephen Owusu Esq. appeared on 3FM's
Morning Show



Ms. Vivian Tetteh (Head of Tribunal)
on Joy TV

5.2 Bridging the Gap: Sensitisation and Capacity Building for Public Institutions

A key priority of the Commission is to ensure that public institutions understand their obligations under Act 989 and are equipped to implement them effectively. In pursuit of this objective, the Commission actively organised one hundred and thirty-five (135) sensitisation and training programmes throughout the year across all regions, to enhance compliance with the law and promote a culture of transparency within the public sector. These engagements were designed to build the capacity of public institutions, strengthen internal RTI compliance mechanisms, and improve service delivery in response to information requests.

During the year under review, the Commission adopted a hybrid approach, combining in-person workshops with virtual training sessions to maximise reach and participation. These programmes targeted information officers and other key personnel across various public institutions, including the Ghana Enterprises Agency (GEA), the Land Use and Spatial Planning Authority (LUSPA), the Ghana Armed Forces (GAF), the State Transport Company Limited (STC), and the Ghana Regional Appropriate Technology Industrial Service (GRATIS) Foundation. The training sessions empowered participants to uphold the principles of proactive disclosure, enhance records management practices, and respond efficiently to information requests in accordance with the provisions of the RTI Act.



Sensitisation at GIPC in Accra



Sensitisation at Ghana Maritime Authority in Accra



Sensitisation at Ghana Customs Division in Sunyani



Sensitisation at Ghana Shippers Authority, Accra



Sensitisation at Ghana Customs Division in Sunyani



Sensitisation at Sunyani Municipal Assembly, Bono Region

Furthermore, in collaboration with the International Republican Institute (IRI), the Commission conducted specialised training for Civil Society Organisations (CSOs) and RTI Information Officers from twelve regional capitals identified in the 2022 Annual Report as having the lowest RTI-related activities. This initiative served as a trainer-of-trainers programme, equipping CSOs with the knowledge and tools to educate their communities on the tenets of Act 989. Through these efforts, the Commission continues to bridge the knowledge gap and foster a more responsive public sector, ensuring that citizens can effectively exercise their right to information. The Commission also collaborated with the Ghana Developing Communities Association (GDCA) under their Empowerment for Life (E4L) programme to undertake training on Act 989 for their staff, representatives of Civil Society Organisations, Metropolitan, Municipal and Districts Assemblies (MMDAs) in the Savannah, North-East, and Northern Region. The primary objective of these training sensitisation programmes was to enhance the understanding and capacity of management and staff of E4L and representatives of MMDAs and CSOs on the RTI Law to ensure they are well-equipped to comply with the law, facilitate access to information, and contribute to the overall goal of improved governance.

As part of efforts to deepen grassroots sensitisation, the RTI Month celebration saw sensitisation initiatives in churches and mosques. A total of one hundred (100) religious bodies; eighty-two (82) churches and eighteen (18) mosques in the Greater Accra, Bono, and Ashanti Regions were randomly selected for targeted sensitisation sessions on the rights and responsibilities enshrined in Act 989. This initiative underscored the Commission's commitment to ensuring that the principles of access to information reach all sectors of society, fostering an inclusive approach to public engagement.



Capacity building on the RTI Act for Information Officers and Civil Society Organisations

5.3 Ghana Hosts Global Conference on Universal Access to Information

The International Day for Universal Access to Information (IDUAI), observed annually under the auspices of the United Nations Educational, Scientific, and Cultural Organisation (UNESCO), serves as a global platform to raise awareness on the fundamental right to access information and to evaluate progress since the adoption of the United Nations (UN) Sustainable Development Goals (SDGs). In a landmark achievement, Ghana hosted the 2024 Global IDUAI Conference—marking the first time the event was held on the African continent.

The celebrations officially commenced with a press launch on June 5, 2024, setting the stage for months of intensive planning and collaboration. The main conference took place on October 1st and 2nd at the Alisa Hotel in Accra, under the theme “Mainstreaming Access to Information and Participation in the Public Sector.” Jointly organized by UNESCO and the Government of Ghana, the event was coordinated by a Planning Committee comprising representatives from UNESCO, the Ministry of Information (now the Government Communications Office), the Right to Information Commission, various state institutions, and civil society organisations.

The two-day conference brought together over a hundred participants from across the globe, including policymakers, information commissioners, civil society leaders, and development partners. Countries represented included Ghana, Sierra Leone, Gambia, Gabon, Zambia, Spain, Mexico, and South Africa, among others. Through keynote addresses, panel discussions, and interactive workshops, delegates explored practical strategies for integrating Access to Information (ATI) laws into the operational frameworks of public institutions.



Dignitaries present at the IDUAI 2024

A core focus of the conference was to share best practices for mainstreaming the right to information across government systems and to promote policy coherence. Special attention was given to the contributions of civil society and non-governmental actors in strengthening ATI implementation, particularly in support of vulnerable populations such as women, youth, and persons with disabilities. Emphasizing the African experience, the event underscored the importance of information access in building inclusive, transparent, and peaceful societies aligned with the Sustainable Development Goals.

A highlight of the celebration was the high-level event, attended by a representative of the President of the Republic of Ghana, the Minister of Information, and other dignitaries from around the world. This flagship session reinforced Ghana's leadership and commitment to transparency, participatory governance, and international cooperation in advancing the right to information in the digital age.

Closing remarks by Ghana's Minister of Information, Fatimatu Abubakar, and UNESCO's Assistant Director-General for Communication and Information, Tawfik Jelassi, captured the momentum and optimism generated by the conference. Their statements reaffirmed the importance of continued collaboration to enhance access to information as a driver of accountability and sustainable development.

Organised as part of the month-long RTI celebrations in Ghana, the 2024 IDUAI conference represented a significant milestone in the global access to information movement. Not only did the conference elevate Ghana's role on the international stage, but it also provided a valuable forum for knowledge exchange, innovation, and renewed commitment to open and inclusive governance.



Hon. Fatimatu Abubakar giving Keynote Address



Dignitaries and Participants present at the IDUAI 2024



Panelists answering questions asked by some Dignitaries and Participants at the IDUAI 2024 in Accra



5.4 Advancing Global Collaboration: Participation in International Conferences

As part of its commitment to strengthening international cooperation and staying abreast of global best practices in access to information, the Commission actively participated in key international conferences in the year under review. These engagements provided valuable opportunities for knowledge exchange, capacity building, and strategic partnerships with other information commissions and transparency advocates across the world.

Notably, the Executive Secretary and selected Board Members represented the Commission at the 15th Edition of the International Conference of Information Commissioners (ICIC), held in Albania. As a recognised member of the global community of information commissioners, the Commission contributed to high-level discussions on improving access to information frameworks, addressing emerging challenges in the digital age, and fostering collaboration among jurisdictions with similar transparency laws. Ghana's participation further reinforced the country's commitment to strengthening its RTI implementation mechanisms and aligning with global standards.

Additionally, the Commission took part in the Regional Meeting of the Africa Network of Information Commissions (ANIC), held in South Africa. This platform facilitated engagement with other African nations on strategies to enhance the effectiveness of access to information (ATI) laws across the continent. A significant milestone during this event was the election of the Executive Secretary of the Commission as the Vice-Chairperson of ANIC, a recognition of Ghana's leadership in the promotion of access to information in Africa. This achievement is expected to further elevate the country's role in regional discussions and policy formulation aimed at advancing the right of access to information across the continent.

By participating in these international conferences, the Commission not only gained insights into innovative approaches to RTI implementation but also strengthened its position as a key player in the global transparency and accountability agenda. Moving forward, the Commission will continue to engage with international partners to enhance the effectiveness of Act 989 and leverage global expertise to improve access to information in Ghana.



Delegates from RTI Commission of Ghana present at the ICIC held in Albania



Participants present at the ICIC held in Albania

MONITORING, ENFORCEMENT AND COMPLIANCE

6.1 Compliance and Monitoring Exercise

In line with the Commission's mandate under Act 989, routine compliance monitoring was carried out across public institutions in 2024. The objective was to assess the extent to which these institutions adhered to the provisions of the Act, particularly in terms of operationalising the structures and processes necessary for access to information.



Figure 6.1 Graphical Representation of Compliance and Monitoring Exercise

The findings indicate that out of the three hundred and twenty-nine (329) institutions that were monitored, two hundred and twenty-two (222) representing sixty seven percent (67%) were compliant, while one hundred and seven (107) depicting thirty-three (33%) did not meet the minimum compliance requirements. This reflects a generally encouraging level of compliance, with many institutions demonstrating commitment to transparency and accountability. The notable difference highlights the progress made in institutional compliance; however, the number of non-compliant institutions remains significant and calls for targeted enforcement measures.

The Commission recognises the efforts made by compliant institutions and urges those lagging to take immediate steps towards full compliance. Moving forward, the Commission will intensify its monitoring and enforcement efforts, whilst providing the necessary technical support and guidance to ensure that all public institutions meet their obligations under the RTI Act 989.

6.1.1 Regional Breakdown of Compliance and Monitoring Exercise

An analysis of the regional compliance levels revealed notable variances across the four regions monitored: specifically, Accra, Kumasi, Sunyani, and Bolgatanga.

Accra recorded the highest number of monitored institutions, with two hundred and fifty-two (252) in total. Out of these, one hundred and ninety-five (195) institutions representing seventy-seven percent (77%) were found to be compliant. However, it also registered the highest number of non-compliant institutions at fifty-seven (57), which corresponds to twenty-three percent (23%). This performance suggests that while institutional awareness and adherence to the Right to Information Act are relatively high in Accra, ongoing enforcement is essential to further bridge the compliance gap.

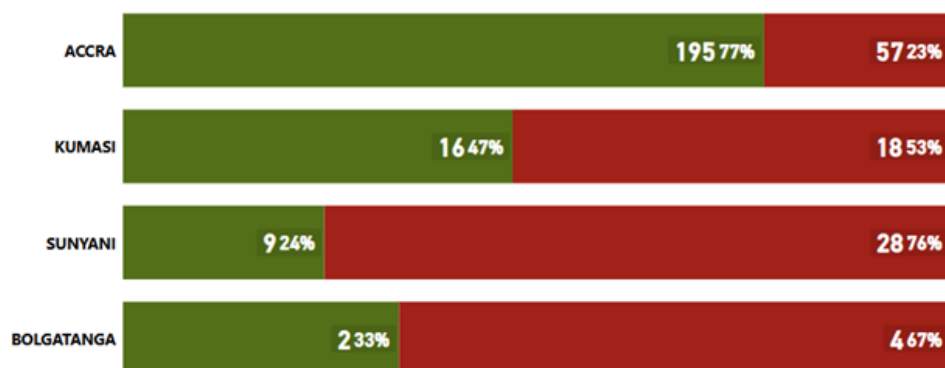


Figure 6.1.1 Graphical Representation of Regional Breakdown of Compliance and Monitoring Exercise.

In Kumasi, out of the thirty-four (34) institutions monitored, sixteen (16) which is equivalent to forty-seven percent (47%) met the compliance benchmarks. On the other hand, eighteen (18) institutions, representing fifty-three percent (53%), were non-compliant. This near-even distribution signals the need for targeted institutional sensitisation and continuous monitoring to improve adherence levels in the region.

Sunyani recorded thirty-seven (37) monitored institutions and exhibited the highest proportion of non-compliance among the four regions. Only nine (9) institutions, representing twenty-four percent (24%), were deemed compliant. In contrast, twenty-eight (28) institutions constituting seventy-six percent (76%) fell short of compliance. This compliance gap points to a pressing need for regular sensitisation initiatives and sustained monitoring to improve institutional responsiveness.

Bolgatanga, with just nine (9) institutions monitored, had the lowest regional representation. Out of these, two (2) institutions which represents approximately thirty-three percent (33%) were compliant, while four (4) institutions depicting sixty-seven percent (67%) were not. Despite the relatively small sample size, the high rate of non-compliance in the region underscores the need for strengthened institutional readiness through regular sensitisation and monitoring initiatives. In summary, these regional patterns reveal the variations in institutional compliance and underscores the need for regular monitoring and sensitisation exercises.

6.2 Analysing the Progress of Compliance and Monitoring Exercise

Over the past three years, the Commission's monitoring efforts have expanded substantially, underscoring its dedication to promoting institutional accountability and transparency in accordance with Act 989. The total number of institutions monitored rose from one hundred and forty-nine (149) in 2022 to two hundred and fifty (250) in 2023, which shows an increase of approximately sixty-seven percent (67.1%). This upward trajectory continued in 2024, with the number reaching three hundred and twenty-nine (329), representing an additional increase of about thirty-two percent (31.6%). Overall, this marks a cumulative rise of roughly one hundred and twenty-one percent (120.8%) in institutional monitoring coverage across the three-year period.

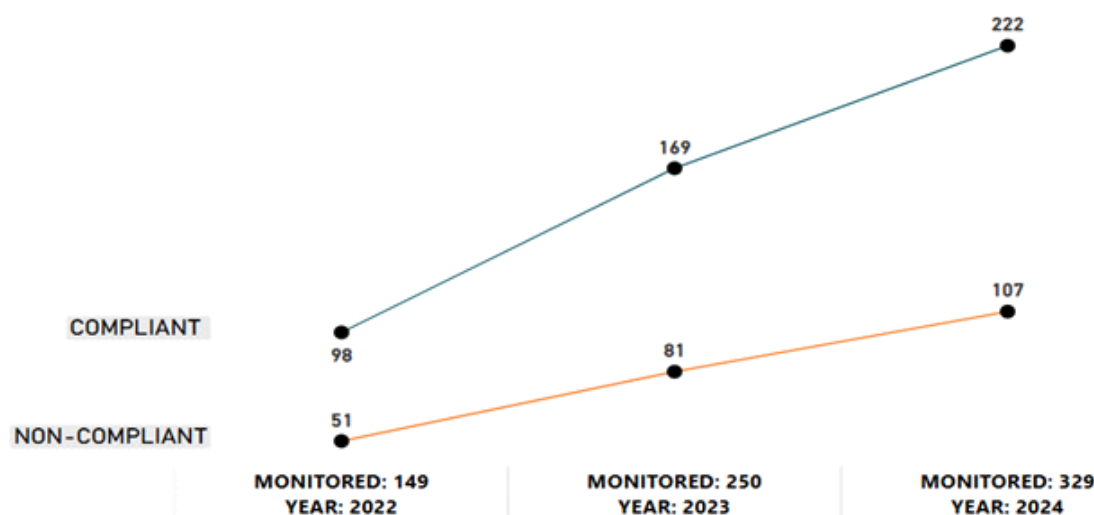


Figure 6.2 Graphical Representation of Progress of Compliance and Monitoring Exercise.

The trend in compliance has likewise been encouraging. As depicted by the teal line in the accompanying graph, the number of compliant institutions has consistently increased year on year. While the total number of both compliant and non-compliant institutions has grown in absolute terms, the average growth rate of compliant institutions of approximately fifty-three percent (52.5%) exceeds that of the non-compliant institutions of approximately forty-six percent (45.5%). This positive trend suggests that the Commission's sustained monitoring, capacity-building, and enforcement activities are fostering a steady improvement in institutional compliance. Nonetheless, the concurrent rise in non-compliant institutions underscores the persistent need for strategic interventions to close the compliance gap.

6.3 Mystery Shopping

As part of its compliance monitoring framework, the Commission conducted mystery shopping activities in 2024 to assess how effectively public institutions processed requests for information under Act 989. As illustrated in figure 6.3., a total of one hundred and eighty-three (183) requests were submitted.

Out of these, one hundred and sixteen (116) requests representing approximately sixty-three percent (63.39%) were granted, reflecting encouraging levels of responsiveness across many institutions. However, twenty-six (26) requests accounting for approximately fourteen percent (14.21%) were still awaiting response, while twenty-two (22) requests constituting around twelve percent (12.02%) were denied. Together, these pending and denied requests make up more than one-quarter of the total submissions and point to persistent institutional barriers, possibly related to internal processing delays, unclear procedures, or lack of awareness of RTI obligations. Together, these pending and denied requests make up more than one-quarter of the total submissions and point to persistent institutional barriers, possibly related to internal processing delays, unclear procedures, or lack of awareness of RTI obligations.

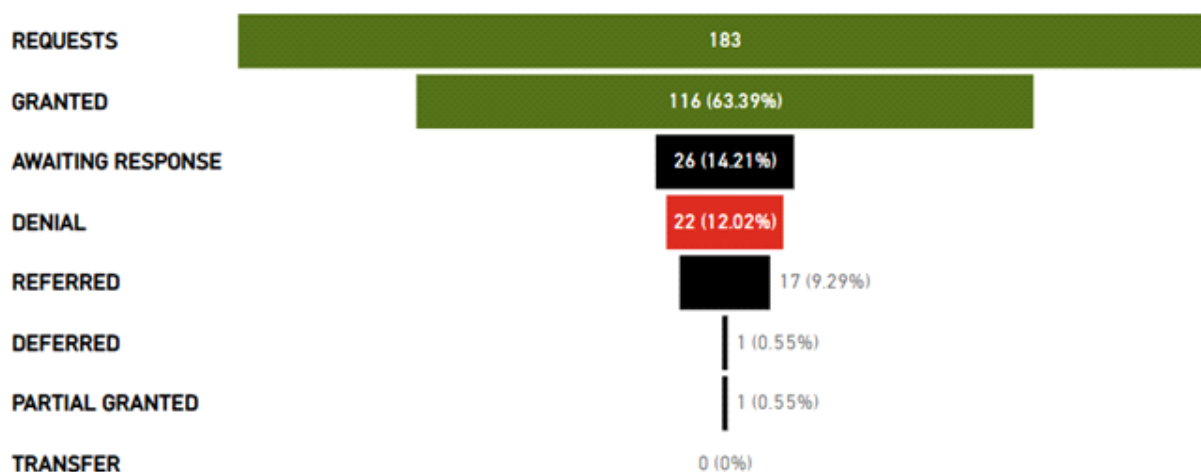


Figure 6.3 Graphical Representation of Mystery Shopping.

In addition, seventeen (17) requests making up nearly ten percent (9.29%) were referred. This could be attributed either to jurisdictional limitations or uncertainty regarding the designated RTI Officers. Meanwhile, both deferred and partially granted requests were limited to one (1) each, representing less than one percent (0.55%) apiece. This consistency in minimal occurrence suggests relative clarity in internal decision-making regarding these outcomes. Notably, no requests were recorded as transferred implying that information officers generally prefer to refer applicants to the appropriate public institutions rather than taking on the responsibility of transferring their request to the appropriate institutions. This may signal a lack of commitment to transfer processes by the Information Officers.

Overall, the 2024 mystery shopping analysis affirms steady progress in institutional responsiveness, yet underscores the need for continued sensitisation programmes, especially in managing denials and reducing pending cases.

6.3.1 Regional Breakdown of Mystery Shopping

The mystery shopping analysis for Accra in 2024 reflects a generally strong institutional response to access to information requests under Act 989. As depicted in the chart, out of the one hundred and fifty (150) requests submitted, one hundred and ten (110) representing approximately seventy-three percent (73.33%) were granted. This indicates a commendable level of compliance and efficiency in processing RTI requests within the region and positions Accra as a relatively high-performing region.

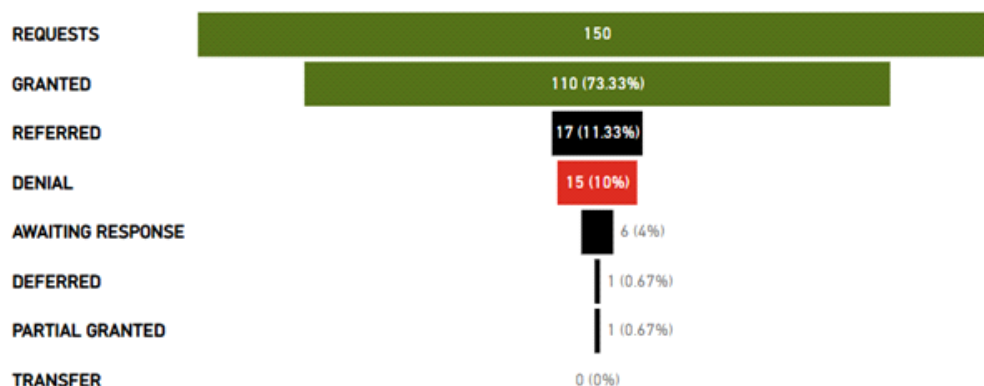


Figure 6.3.1 Graphical Representation of Regional Breakdown of Mystery Shopping.

Nonetheless, seventeen (17) requests accounting for roughly eleven percent (11.33%) were referred, while fifteen (15) representing ten percent (10%) were denied. Combined, these make up over one-fifth of all requests and raise concerns about internal protocols and the justification for refusals. This warrants closer examination of institutional procedures and decision-making criteria. Also, only six (6) requests, which is about four percent (4%), remained awaiting response. Additionally, one (1) request was deferred and one (1) was partially granted, each constituting less than one percent (0.67%) of the total. These low figures may reflect the relatively low complexity of requests submitted in the region. Notably, no requests were transferred which suggests that applicants accurately directed their requests to the appropriate public institutions from the outset.

The 2024 mystery shopping exercise in Kumasi revealed a mixed performance in the handling of RTI requests. Out of the eighteen (18) requests submitted, more than half, i.e., ten (10), representing approximately fifty-six percent (55.56%) were still awaiting response at the time of the analysis. This significant delay in institutional responsiveness may hinder public access to timely information in the region.

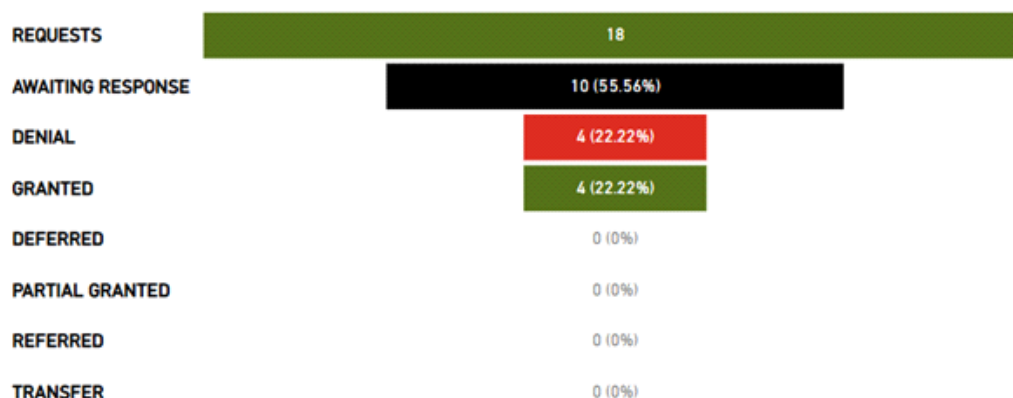


Figure 6.3.1.1 Graphical Representation of Mystery Shopping in Kumasi.

Only four (4) requests which is about twenty-two percent (22.22%) were granted, reflecting a relatively low success rate compared to the total number of requests submitted. An additional four (4) requests, also representing about twenty-two percent (22.22%), were denied, further contributing to the region's less favourable performance. Notably, there were no recorded instances of deferrals, partial grants, referrals, or transfers, with zero (0) across all these categories which may point to a narrower scope of request types received or processed in the region.

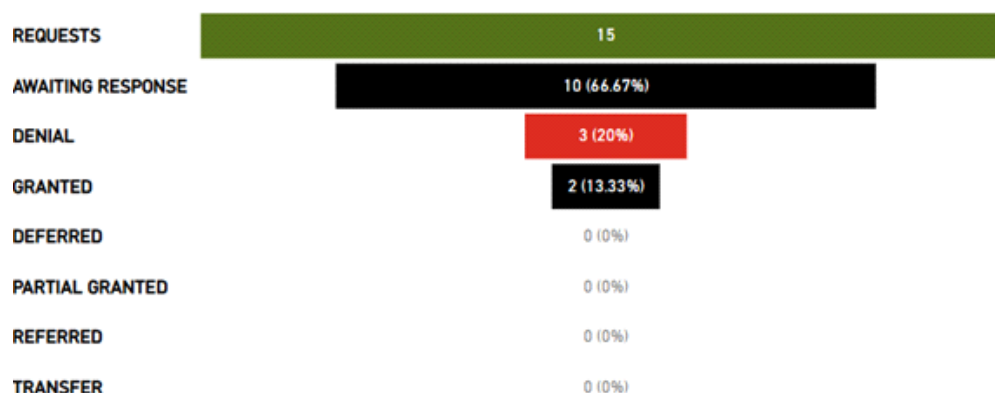


Figure 6.3.1.2 Graphical Representation of Mystery Shopping in Sunyani.

The 2024 mystery shopping analysis for Sunyani indicates significant challenges in institutional responsiveness to RTI requests. Out of the fifteen (15) requests submitted, ten (10) representing approximately sixty-seven percent (66.67%) were still awaiting response at the time of assessment. This considerable delay points to potential operational or administrative barriers that require urgent monitoring and remedial interventions. In addition, three (3) requests accounting for twenty percent (20%) were denied, raising concerns about the basis and consistency of such decisions, and indicating the need for closer assessment of the justification and procedures surrounding request denials. Only two (2) requests, which is slightly above thirteen percent (13.33%), were granted, marking a notably low success rate for applicants seeking access to information in the region. There were no instances of deferral, partial grants, referrals, or transfers.

In summary, Accra's performance in the mystery shopping exercise demonstrated significant progress in the implementation of Act 989. However, the proportion of referrals and denials suggests areas where institutional sensitisation, and regular monitoring can be further strengthened. The data underscores the need for improved response timelines and increased sensitisation programmes in Kumasi to ensure that institutions meet their statutory obligations under Act 989. The data from Sunyani signals a pressing need to strengthen institutional capacity and response mechanisms in line with Act 989.

ACTIVITIES OF THE ACCESS TO INFORMATION DIVISION OF THE INFORMATION SERVICES DEPARTMENT

In 2024, the Access to Information (ATI) Division of the Information Services Department (ISD) implemented key initiatives to strengthen the enforcement and promotion of Act 989. These included the recruitment, training, and deployment of new RTI officers, institutional sensitisation sessions to support their integration, and nationwide public education campaigns to raise awareness about the Act. The year also saw a leadership reshuffle within the ISD as part of a broader Transformation Agenda, with Dr. Winnifred N. Mahama appointed Acting Director and Madam Bridget Mensah stepping in as Head of the ATI Division, signalling a renewed focus on strategic alignment and operational efficiency.

7.1 Recruitment Of RTI Officers

In the ATI Division's 2023 annual report on the supply side of the RTI architecture, the Division highlighted a high attrition rate among RTI officers. Several officers resigned during the year, citing reasons such as pursuing further studies and taking up alternative employment opportunities. This development significantly reduced the number and presence of RTI officers across various public institutions, thereby affecting the Division's capacity to provide consistent back-end support.

In response, the ISD, through the erstwhile Ministry of Information, recognised the urgency of the situation and secured financial clearance from the Ministry of Finance, facilitated by the Office of the Head of the Civil Service (OHCS), to recruit replacement officers. The recruitment exercise, undertaken in collaboration with the OHCS, aimed to ensure continuity in the implementation of the RTI Act within the institutions affected by the resignations. In all, a total of Forty-Four (44) officers were recruited and trained to fill vacant positions in those institutions. The officers underwent a comprehensive training programme to equip them with the necessary skills and knowledge for their roles. The officers were deployed as follows:

- Nineteen (19) were deployed to Ministries, Departments and Agencies (MDAs).
- Four (4) deployed to State Interests and Governance Authority (SIGA) institutions.
- Twenty-One (21) Assistant Information Officers (AIOs) to Metropolitan, Municipal, and District Assemblies (MMDAs), including Regional Coordinating Councils.

The chart below represents the number of officers deployed to MDAs, SIGA institutions and MMDAs.



A group photograph of newly trained officers.

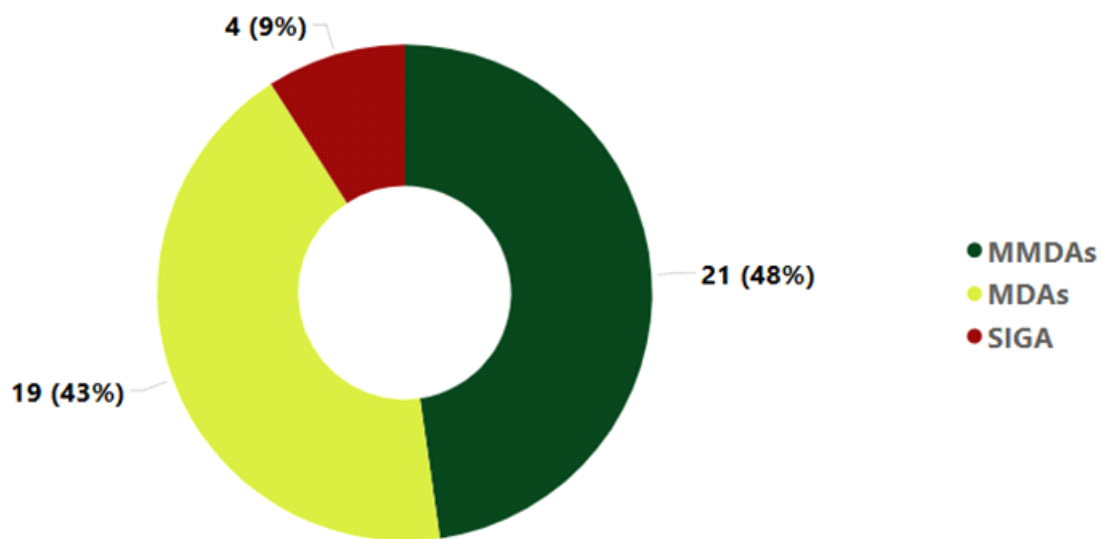


Figure 7.1: Graphical Representation of Information Officers Recruited and Deployed in 2024

Out of the Forty-Four (44) officers recruited in 2024, Twenty-One (21) officers were deployed to MMDAs across eight regions in Ghana. The chart below shows a breakdown of the regional deployment.

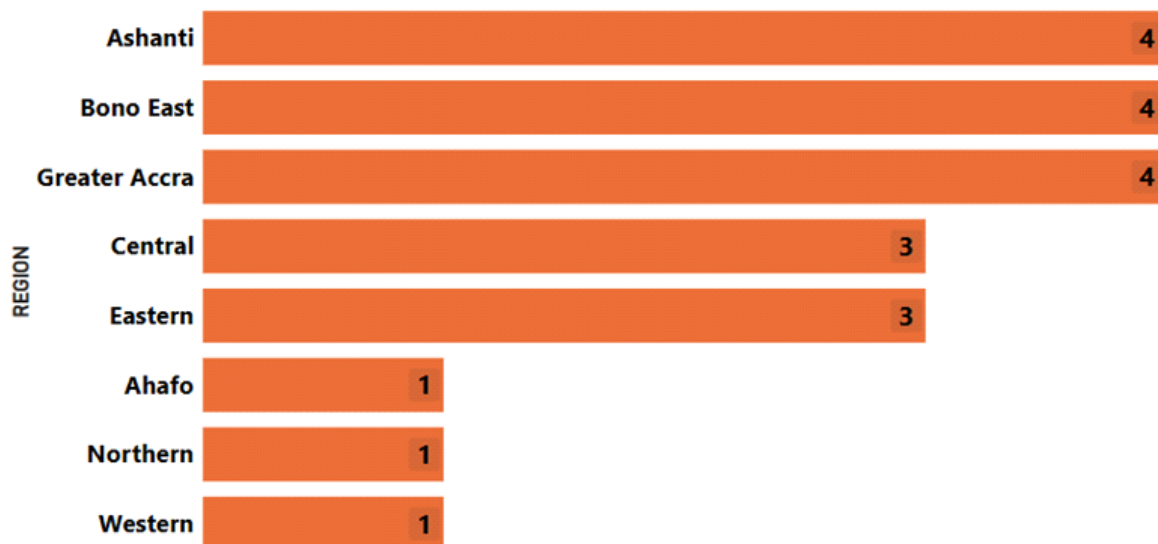


Figure 7.2: Graphical Representation of Information Officers Deployed to MMDAs in 2024 across the Regions

Out of the Forty-Four (44) officers recruited in 2024, Twenty-Three (23) AIOs were deployed to various Ministries, Departments and Agencies and SIGA Institutions in 2024. Nineteen (19) AIOs were deployed to departments and agencies, and Four (4) deployed to SIGA institutions. The chart below shows a breakdown of the regional deployment.

7.2 Breakdown of RTIOs at Post

As of December 2024, Three Hundred and Forty-Three (343) officers were at post, below is the breakdown:

- Eighty-Seven (87) were deployed to Ministries, Departments and Agencies (MDAs).
- Sixty-six (66) deployed to SIGA institutions.
- One Hundred and Ninety (190) Regional Information Officers (RIOs) to Metropolitan, Municipal, and District Assemblies (MMDAs), including Regional Coordinating Councils.

The chart below represents the number of officers deployed to MDAs, SIGA institutions and MMDAs.

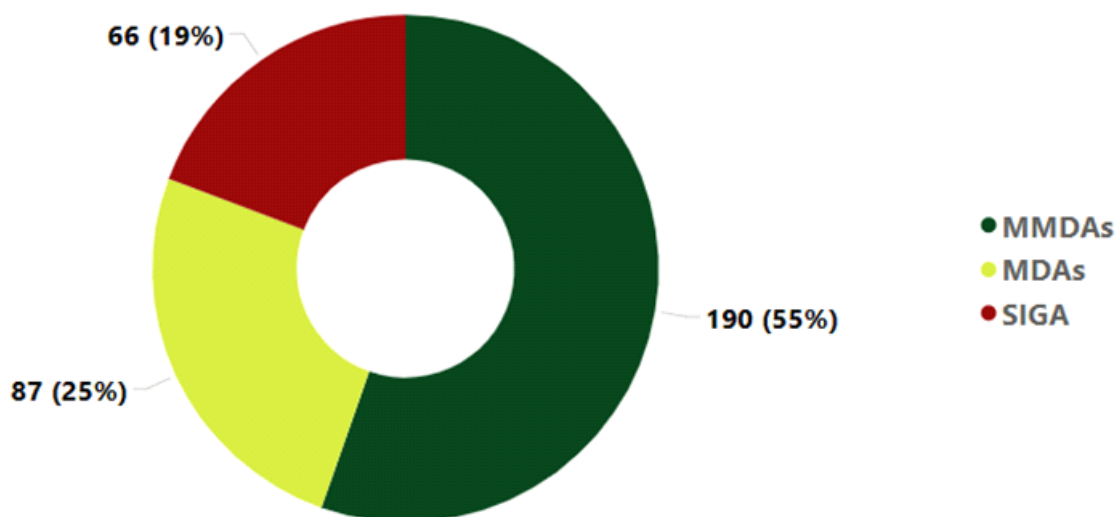


Figure 7.3: Graphical Representation of Information Officers at Post

7.2.1 Regional Breakdown of Information Officers

Out of Three Hundred and Forty-Three (343) officers at post, Greater Accra has the highest recipient of One Hundred and Eighty-Two (182) Information Officers because majority of MDAs and SIGA institutions are centred in the capital. Ashanti Region followed with Forty-Seven (47) Information Officers, Ahafo – Nine (9), Volta Region has Seven (7) officers, Savannah and Upper West has Four (4) each, while Oti and North-East have One (1) each. Below is a representation of the regional postings of Information Officers:

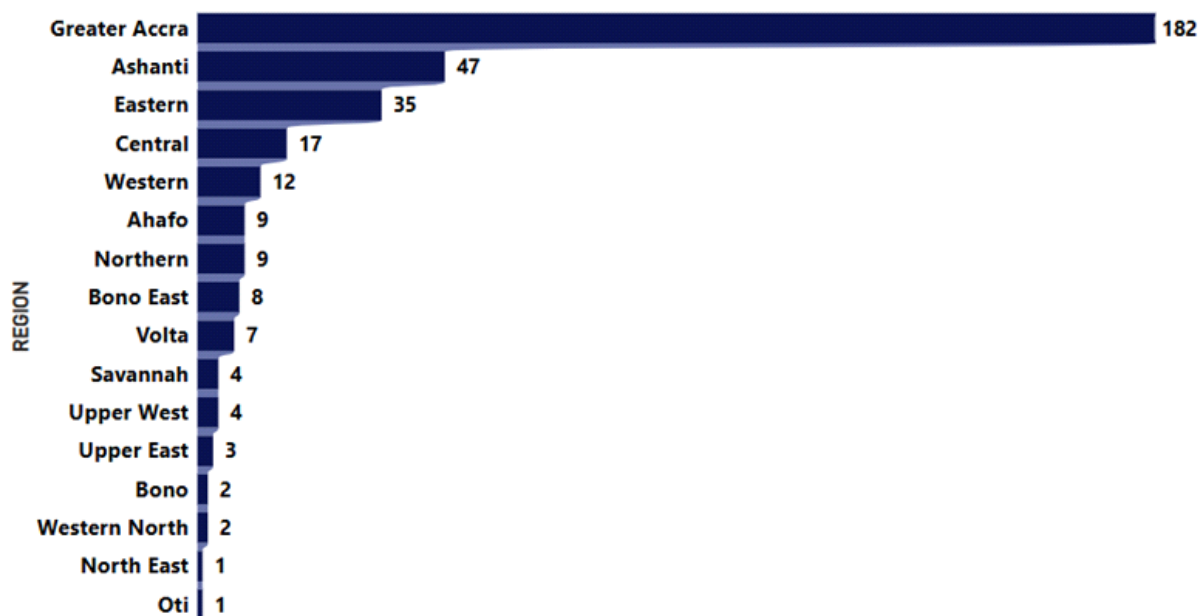


Figure 7.4: Graphical Representation of Information Officers at Post across the Regions

7.2.2 Breakdown of Information Officers in MMDAs

Out of Three Hundred and Forty-Three (343) officers at post, One Hundred and Ninety (190) are stationed in various MMDAs across the sixteen regions in Ghana. The chart below shows the breakdown:

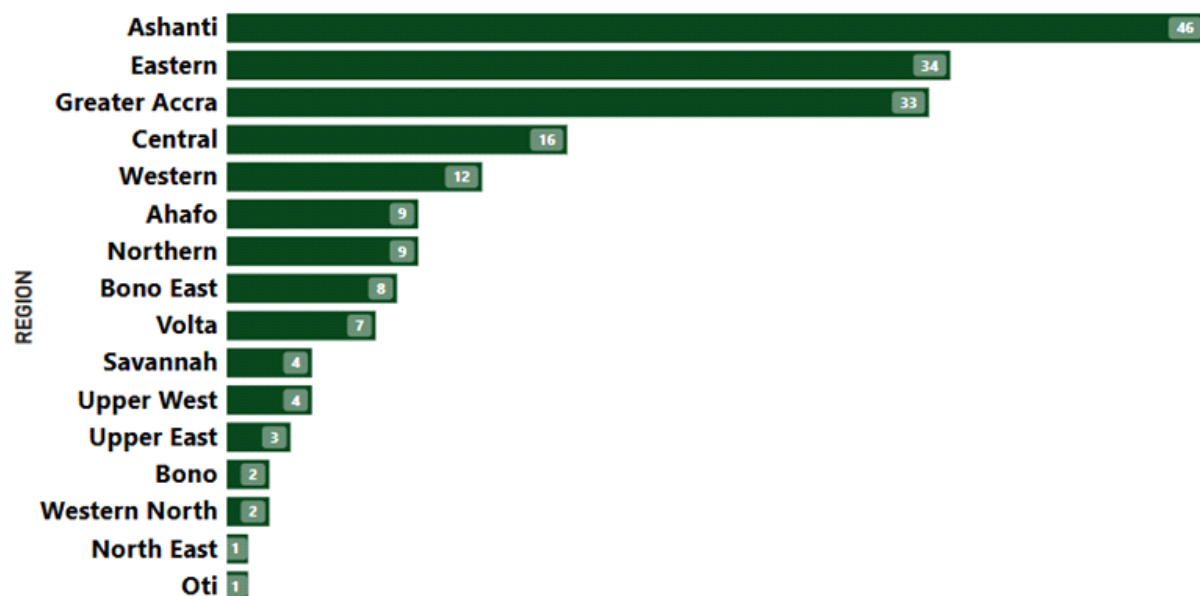


Figure 7.5: Graphical Representation of Information Officers Stationed at MMDAs across the Regions

7.3 Electronic Staff Performance Appraisal Reporting (ESPAR) Training

The ATI Division conducted three key training programmes on the Electronic Staff Performing Appraisal Reporting (ESPAR) platform throughout the year to ensure that all staff members were proficient in using the platform for performance evaluations. The training sessions took place at the beginning of the year during the planning phase, at mid-year to assess progress, and at the end of the year to facilitate comprehensive appraisals. These sessions provided officers with a thorough understanding of the platform's features, enabling them to efficiently complete appraisals, track performance, and contribute to the overall assessment process. The training aimed to enhance officers' engagement, streamline the appraisal process, and ensure the successful integration of all officers unto the ESPAR platform. All officers were successfully enrolled unto the platform.



Right to Information Officers participating in ESPAR Training.

7.4 Institutional Sensitisation

In 2024, the ATI Division continued to prioritise continuous institutional engagement as a cornerstone of its strategy to support public institutions in implementing Act 989. Recognising that informed leadership and well-trained personnel are essential for compliance and operational efficiency, the Division focused its efforts on targeted capacity-building initiatives across a range of public sector bodies.

These engagements were designed to deepen participants' understanding of their obligations under the RTI Act, with special emphasis on the role of the RTI Officer and the need for management to provide the necessary tools and logistical support for effective information management. Sessions were tailored to align with the operational contexts of each institution and aimed to strengthen both strategic direction and day-to-day practices related to information access.

Throughout the year, the Division engaged several key institutions, including ministries, authorities, and government departments across sectors such as communication, information, environment, infrastructure, agriculture, and health. The sessions addressed common themes such as proactive disclosure, transparency in governance, responsive public communication, and the handling of sensitive information. Notably, institutions such as the Ministry of Communication, Ministry of Environment, Science, Technology and Innovation, the Mental Health Authority, and the Ghana Highway Authority benefitted from focused workshops that linked RTI compliance to their core mandates.

These institutional engagements not only raised awareness but also equipped public officers with practical tools and strategies to meet their responsibilities under Act 989. By fostering a deeper commitment to transparency and accountability, the ATI Division's efforts in 2024 contributed meaningfully to building a more open and responsive public sector across Ghana.



A group photograph of ATID facilitators and staff of Ministry of Communications

7.5 Public Education by RTI Field Officers

Public education remains a vital pillar in promoting awareness of citizens' rights under Act 989. In recognition of this, RTI field officers undertook an extensive nationwide education campaign throughout 2024, aimed at empowering citizens to actively engage with and exercise their right to information. Over the course of the year, a total of 250 public education campaigns were conducted across the country. These initiatives were designed to enhance public understanding of Act 989, promote civic participation, and strengthen the foundational support for the RTI framework at all levels of society.

Strategically implemented within Metropolitan, Municipal, and District Assemblies (MMDAs), the campaigns ensured broad geographic and demographic reach. Field officers engaged directly with communities through interactive sessions in educational institutions, helping to instill principles of transparency and accountability among students and educators.

Community information centres were also instrumental in reaching grassroots populations, serving as key channels for the dissemination of RTI-related information in familiar, accessible settings.

To deepen public impact, officers extended their outreach to religious institutions—including churches and mosques—where they educated congregants about their legal right to access public information. These efforts were further complemented by widespread engagements at market squares, town hall meetings, public forums, and community gatherings, where officers addressed common misconceptions, provided practical guidance, and encouraged active use of the RTI Act.

The cumulative effect of these widespread campaigns has been significant. Public awareness of the RTI Act grew markedly in 2024, accompanied by a notable increase in information requests submitted to public institutions compared to the previous year. This upward trend reflects growing citizen confidence, awareness, and willingness to assert their right to information—a key indicator of an empowered and informed society. Overall, the 2024 public education drive has not only strengthened the implementation of the RTI Act but also reinforced Ghana's broader commitment to transparency, accountability, and participatory governance.

Looking ahead, the ATI Division will focus on several key initiatives aimed at deepening the implementation of Act 989 and enhancing transparency across public institutions. A major priority for the year is the operationalisation of the Online Records Management System (ORMS). Developed in line with section 18 of the RTI Act, this digital platform is designed to enable citizens to apply for information online, while supporting information officers in maintaining accurate records and improving response efficiency. The ORMS represents a transformative step in the digitisation of RTI processes and is expected to be fully operational by the end of 2025. This project will be jointly implemented by the ATI Division of the Information Services Department and the RTI Commission. Building on the success of previous stakeholder engagements, the Division will organise the second edition of the Right to Information Forum, an annual event first introduced in 2023. The forum brings together key stakeholders to review implementation progress, discuss challenges, and propose solutions for improving access to information. It serves as a platform to reaffirm access to information as a fundamental human right and to promote a more transparent and accountable governance system in Ghana.

CHALLENGES AND RECOMMENDATIONS

8.1 Challenges of Public Institutions in Implementation of Act 989

In the year under review, public institutions experienced some challenges that hindered the effective exercise of their duties. Among these challenges are:

1. Confusion regarding fees for RTI requests, as the flat-rate fees and the role of the gazetted authority are unclear.
2. Many public officials lack adequate knowledge and training in applying the RTI Law.
3. Difficulty in contacting applicants, leading to delays.
4. Insufficient public awareness and training about the RTI Law.
5. Fees charged for reproduction of information are too small to justify maintaining a bank account for RTI operations.
6. Limited resources to execute RTI-related programmes effectively.
7. Problems with internet connectivity and faulty computers hinder effective work.
8. Delays from relevant departments in providing requested information.
9. Some departments are slow to process RTI requests which lead to delays in providing requested information.
10. Difficulty in meeting the 14-day response deadline while managing other duties as a designated officer.
11. Challenges in handling contract-related RTI requests due to lack of detailed guidelines.
12. Difficulty in getting approval from corporate institutions for awareness activities.
13. Inadequate recognition of RTI activities within local government departments.
14. Some institutions lack permanent RTI officers, affecting coordination.
15. Some applicants fail to provide contact details or check emails, causing complaints due to presumed denial of access.
16. The ATI Division lacks adequate financial resources to undertake its activities to ensure effective functioning of the supply side of the RTI architecture including quality assurance. It also needs more resources to deepen monitoring and evaluation of RTI officers.
17. Limited staffing across various public institutions hinders the ATI Division's efforts to provide back-end support to all public institutions.

8.2 Recommendations

The following are recommendations proffered by public institutions to help with the effective implementation of the RTI law.

1. Partner with the National Commission on Civic Education for mass media campaigns to increase awareness of the RTI Act.
2. Develop a Legislative Instrument (LI) to clarify exemptions and ensure uniform application of the RTI Law.
3. Conduct workshops and training for public officials to improve RTI law application, and educate the public on their rights.
4. Ensure all RTI requests are sent directly to the RTI Officer for better handling.
5. Provide sufficient resources for RTI operations, including funding and personnel.
6. Establish a continuous training programme for public officials and RTI staff.
7. Strengthen documentation and record-keeping processes for better RTI request management.
8. Provide ongoing support for RTI units within public institutions to enhance their effectiveness.
9. Provide RTI information in local languages to improve accessibility for all citizens.
10. Provide better internet connectivity and technical resources to support RTI officers in their work.

APPENDICES

Appendix 1:

List of Institutions Imposed with Administrative Penalties in 2024

NO	INSTITUTIONS	AMOUNT
1	Controller and Accountant-General's Department (CAGD)	50,000.00
2	Aowin Municipal Assembly	20,000.00
3	Asokore Mampong Municipal Assembly	20,000.00
4	Public Procurement Authority (PPA)	50,000.00
5	East Mamprusi Municipal Assembly	20,000.00
6	Department of Urban Roads	50,000.00
7	National Intelligence Bureau (NIB)	10,000.00
8	Ministry of Education	250,000.00
9	Mortuaries and Funeral Facilities Agency (MoFFA)	30,000.00
10	Ablekuma Central Municipal Assembly	20,000.00
11	Ghana Highway Authority (GHA)	50,000.00
12	National Investment Bank (NIB)	100,000.00
13	Judicial Service of Ghana	100,000.00
14	Ministry of Justice and Attorney-General's Department	50,000.00
15	Minerals Commission	100,000.00
16	InvestCorp Asset Management Limited	100,000.00
17	Ghana Highway Authority (GHA)	50,000.00
18	Universal Merchant Bank (UMB)	100,000.00
19	Social Security and National Insurance Trust (SSNIT)	200,000.00
20	Public Procurement Authority (PPA)	50,000.00
21	Prudential Bank Limited	100,000.00

Appendix 2: List of Administrative Penalties Recovered in 2024

NO	INSTITUTION	AMOUNT
1	Ghana Education Service (GES)	50,000.00
2	Ministry of Education	74,642.86
3	Keta Municipal Assembly	5,000.00
4	Lands Commission	70,000.00
5	Ghana Police Service (GPS)	180,000.00
6	Parliamentary Service	53,785.71
8	State Housing Company Limited (SHC)	50,000.00
9	East Mamprusi Municipal Assembly	27,857.14
11	Ministry of Energy	70,000.00
12	Ministry of Health – Ridge Hospital (Accra Ridge Hospital)	15,000.00
13	National Health Insurance Authority (NHIA)	144,285.71
15	Ghana Audit Service	60,000.00

Appendix 3: List of Public Institutions Sensitised in 2024

NO	INSTITUTION	MODE OF TRAINING	OFFICE
1	Accra Metropolitan Assembly (AMA)	In-Person	Accra
2	Architects Registration Council (ARC)	In-Person	Accra
3	Architectural and Engineering Services Limited (AESL)	In-Person	Accra
4	Awutu Senya District Assembly	In-Person	Accra
5	Centre for National Distance Learning and Open Schooling	In-Person	Accra
6	Data Protection Commission (DPC)	In-Person	Accra
7	Department of Factories Inspectorate (DFI)	In-Person	Accra
8	Department of Feeder Roads (DFR)	In-Person	Accra
9	Economic and Organized Crime Office (EOCO)	In-Person	Accra
10	Fair Wages and Salaries Commission (FWSC)	In-Person	Accra
11	Fisheries Commission (FC)	In-Person	Accra
12	Ghana Airports Company Limited (GACL)	In-Person	Accra
13	Ghana Armed Forces (GAF)	In-Person	Accra

14	Ghana Book Development Council (GBDC)	In-Person	Accra
15	Ghana College of Nurses and Midwives (GCNM)	In-Person	Accra
16	Ghana College of Physicians and Surgeons (GCPS)	In-Person	Accra
17	Ghana Commodity Exchange (GCX)	In-Person	Accra
18	Ghana Copyright Office (GCO)	In-Person	Accra
19	Ghana Enterprises Agency (GEA)	In-Person	Accra
20	Ghana Gas Company Limited (Ghana Gas)	In-Person	Accra
21	Ghana-India Kofi Annan Centre of Excellence in	In-Person	Accra
22	Ghana Investment Fund for Electronic Communications	In-Person	Accra
23	Ghana Investment Promotion Centre (GIPC)	In-Person	Accra
24	Ghana Irrigation Development Authority (GIDA)	In-Person	Accra
25	Ghana Maritime Authority (GMA)	In-Person	Accra
26	Ghana Meteorological Agency (GMet)	In-Person	Accra
27	Ghana National Petroleum Corporation (GNPC)	In-Person	Accra
28	Ghana Post Company Limited (Ghana Post)	In-Person	Accra
29	Ghana Prisons Service (GPS)	In-Person	Accra
30	Ghana Railway Development Authority (GRDA)	In-Person	Accra
31	Ghana Shippers' Authority (GSA)	In-Person	Accra
32	Ghana Water Company Limited (GWCL)	In-Person	Accra
33	GIHOC Distilleries Company Limited (GDCL)	In-Person	Accra
34	Gratis Foundation (GRATIS)	In-Person	Accra
35	Greater Accra Regional Hospital (GARH)	In-Person	Accra
36	Intercity State Transport Corporation (ISTC)	In-Person	Accra
37	Kwame Nkrumah Memorial Park (KNMP)	In-Person	Accra
38	La Dade-Kotopon Municipal Assembly (LaDMA)	In-Person	Accra
39	Land Use and Spatial Planning Authority (LUSPA)	In-Person	Accra
40	Legal Aid Commission (LAC)	In-Person	Accra
41	Ministry of Energy (MoEn)	In-Person	Accra
42	Ministry of Environment, Science, Technology, and Innovation	In-Person	Accra
43	Ministry of Gender, Children and Social Protection (MoGCSP)	In-Person	Accra
44	Ministry of the Interior (MINTER)	In-Person	Accra
45	Ministry of Roads and Highways (MRH)	In-Person	Accra
46	Ministry of Tourism, Arts and Culture (MoTAC)	In-Person	Accra
47	Ministry of Transport (MoT)	In-Person	Accra
48	Ministry of Works and Housing (MWH)	In-Person	Accra
49	National Disaster Management Organisation (NADMO)	In-Person	Accra
50	National Ambulance Service (NAS)	In-Person	Accra
51	National Biosafety Authority (NBA)	In-Person	Accra
52	National Blood Service (NBS)	In-Person	Accra

53	National Commission on Culture (NCC)	In-Person	Accra
54	National Communications Authority (NCA)	In-Person	Accra
55	National Council for Curriculum and Assessment (NaCCA)	In-Person	Accra
56	National Folklore Board (NFB)	In-Person	Accra
57	National Health Insurance Scheme (NHIS)	In-Person	Accra
58	National Labour Commission (NLC)	In-Person	Accra
59	National Media Commission (NMC)	In-Person	Accra
60	National Population Council (NPC)	In-Person	Accra
61	National Premix Fuel Secretariat (NPFS)	In-Person	Accra
62	National Service Secretariat (NSS)	In-Person	Accra
63	National Sports Authority (NSA)	In-Person	Accra
64	National Teaching Council (NTC)	In-Person	Accra
65	Nuclear Regulatory Authority (NRA)	In-Person	Accra
66	Office of the President	In-Person	Accra
67	Postal and Courier Services Regulatory Commission (PCSRC)	In-Person	Accra
68	PSC Tema Shipyard (PSC)	In-Person	Accra
69	Public Utilities Regulatory Commission (PURC)	In-Person	Accra
70	State Housing Company Limited (SHC)	In-Person	Accra
71	Student Loan Trust Fund (SLTF)	In-Person	Accra
72	Tema Metropolitan Assembly (TMA)	In-Person	Accra
73	University of Ghana (UG)	In-Person	Accra
74	Agona West Municipal Assembly (AWMA)	Virtual	Accra
75	Assin Fosu Municipal Assembly (AFMA)	Virtual	Accra
76	Atiwa East District Assembly (AEDA)	Virtual	Accra
77	Awutu Senya East Municipal Assembly (ASEMA)	Virtual	Accra
78	Cape Coast Metropolitan Assembly (CCMA)	Virtual	Accra
79	Denkyemba District Assembly (DDA)	Virtual	Accra
80	Eastern Regional Coordinating Council (ERCC)	Virtual	Accra
81	Ekumfi District Assembly (EDA)	Virtual	Accra
82	Gomoa Central District Assembly (GCDA)	Virtual	Accra
83	Kintampo South District Assembly (KSDA)	Virtual	Accra
84	Lower Manya Krobo Municipal Assembly (LMKMA)	Virtual	Accra
85	Nabdam District Assembly (NDA)	Virtual	Accra
86	Pusiga District Assembly (PDA)	Virtual	Accra
87	Upper Denkyira East Municipal Assembly (UDEMA)	Virtual	Accra
88	Volta Regional Coordinating Council (VRCC)	Virtual	Accra
89	Western North Regional Coordinating Council (WNRCC)	Virtual	Accra
90	Bosomtwe District Assembly (BDA)	In-Person	Kumasi
91	Commission on Human Rights and Administrative Justice	In-Person	Kumasi

92	Ejisu Municipal Assembly (EMA)	In-Person	Kumasi
93	Environmental Protection Agency (EPA)	In-Person	Kumasi
94	Ghana Grid Company (GRIDCo)	In-Person	Kumasi
95	Ghana Investment Promotion Centre (GIPC)	In-Person	Kumasi
96	J. A. Kufuor Senior High School (JAKSHS)	In-Person	Kumasi
97	Kwame Nkrumah University of Science and Technology – College of Science (KNUST-CoS)	In-Person	Kumasi
98	National House of Chiefs (NHC)	In-Person	Kumasi
99	National Union of Ghana Students – 57th Congress	In-Person	Kumasi
100	New Testament Assembly (NTA)	In-Person	Kumasi
101	New Testament Assembly (Leadership) (NTA)	In-Person	Kumasi
102	Oforikrom Municipal Assembly	In-Person	Kumasi
103	Oseikrom TV (Oseikrom TV)	In-Person	Kumasi
104	Prempeh College Senior High School (PCSHS)	In-Person	Kumasi
105	Prince of Peace Girls' Senior High School (POPGISS)	In-Person	Kumasi
106	Rent Control Department (RCD)	In-Person	Kumasi
107	St. Hubert Seminary/Senior High School (SAHUSS)	In-Person	Kumasi
108	KNUST Junior High School (KNUST JHS)	In-Person	Kumasi
109	Afigya Kwabre North District Assembly (AKNDA)	Virtual	Kumasi
110	Afigya Kwabre South District Assembly (AKSDA)	Virtual	Kumasi
111	Ahafo Ano South East District Assembly (AASEDA)	Virtual	Kumasi
112	Ahafo Ano South West District Assembly (AASWDA)	Virtual	Kumasi
113	Akrofuom District Assembly (ADA)	Virtual	Kumasi
114	Bosome Freho District Assembly (BFDA)	Virtual	Kumasi
115	Berekum East Municipal Assembly (BEMA)	In-Person	Sunyani
116	Controller and Accountant-General's Department (CAGD)	In-Person	Sunyani
117	Customs Division (CD)	In-Person	Sunyani
118	Department of Labour (DoL)	In-Person	Sunyani
119	Dormaa East Municipal Assembly (DEMA)	In-Person	Sunyani
120	Ghana National Fire Service (GNFS)	In-Person	Sunyani
121	Ghana Revenue Authority (GRA)	In-Person	Sunyani
122	Ghana Water Company Limited (GWCL)	In-Person	Sunyani
123	Health Facilities Regulatory Agency (HeFRA)	In-Person	Sunyani
124	Ministry of Health (MoH)	In-Person	Sunyani
125	National Disaster Management Organisation (NADMO)	In-Person	Sunyani
126	National Petroleum Authority (NPA)	In-Person	Sunyani
127	National Road Safety Authority (NRSA)	In-Person	Sunyani
128	National Service Secretariat (NSS)	In-Person	Sunyani
129	Registrar-General's Department (RGD)	In-Person	Sunyani
130	Sunyani Municipal Assembly (SMA)	In-Person	Sunyani

131	Technical and Vocational Education and Training (TVET)	In-Person	Sunyani
132	Food and Drugs Authority (FDA)	In-Person	Bolgatanga
133	Ghana Tourism Authority (GTA)	In-Person	Bolgatanga
134	Public Utilities Regulatory Commission (PURC)	In-Person	Bolgatanga
135	Upper East Regional Hospital (UERH)	In-Person	Bolgatanga

Appendix 4: List of Church/Mosque Sensitised in 2024

NO	NAME OF CHURCH/MOSQUE	OFFICE
1	The Church of Pentecost, New Jerusalem Assembly	Accra
2	The Church of Pentecost, Living Stream	Accra
3	Ahodwo Nhyiaeso Mosque	Kumasi
4	Church of Pentecost Ambassadors Assembly (English)	Accra
5	Church of Pentecost Royal Assembly (Twi)	Accra
6	The Church of Pentecost Ampabame Assembly	Kumasi
7	Saint Stephen Parish Church	Kumasi
8	Bethany Church Mission International	Kumasi
9	Christ Apostolic Church Asante Juaben	Kumasi
10	Samandiya Mosque	Kumasi
11	Kingdom Foundation Evangelistic Ministry	Accra
12	The Apostolic Church-Ghana	Accra
13	Intercessory Prayer Sanctuary	Accra
14	The Church of Pentecost, New Mamprobi. Glorious Assembly	Accra
15	Mercy City Revival Chapel	Accra
16	Positive Gospel International Church	Accra
17	Great Winners World Ministry	Accra
18	The Apostolic Church-Ghana	Accra
19	Dr Alhaji Asuma Banda	Accra
20	Alhaji Salia Mosque	Accra
21	Christian Praise International	Sunyani
22	Apostle Continuation Church	Sunyani
23	Church of Pentecost	Sunyani
24	Salvation Baptist Church	Sunyani
25	Fiapre SDA Church	Sunyani
26	Calvary Methodist Church-Fiapre	Sunyani
27	New Life World Mission-Fiapre,Sunyani	Sunyani
28	Divine Healers' Church-Fiapre, Sunyani	Sunyani
29	Christ Redeemed Church	Sunyani
30	Mighty Militant Ministry International	Accra

30	Mighty Militant Ministry International	Accra
31	Living Foundation Ministry	Accra
32	The Mega Church, Juaben	Kumasi
33	Christian Baptist Church	Kumasi
34	New Testament Assembly, Juaben	Kumasi
35	The Church of Pentecost, Central Assembly	Kumasi
36	Inner Life Christian Ministry	Kumasi
37	The Church of Pentecost, Ahodwo Assembly, Juaben	Kumasi
38	Methodist Church, Aprapunagya Branch	Kumasi
39	The Church of Pentecost, Konongo District Central Assembly	Kumasi
40	Church of Christ	Kumasi
41	Presbyterian Church of Ghana, Emmanuel Congregation	Kumasi
42	Presbyterian Church of Ghana, Konongo/Asante Akyem	Kumasi
43	Methodist Church of Ghana, Emmanuel Society	Kumasi
44	Kumasi Central Police Station Mosque	Kumasi
45	Asantehene Mosque Asawase	Kumasi
46	4TH Garrison Mosque	Kumasi
47	Kyirapatre Sda Church	Kumasi
48	Methodist Church of Ghana, Gethsemane Society, Mamprobi	Accra
49	Living Word and Prayer Ministry	Accra
50	Soul Revival Ministry	Accra
51	Christian Family Church International	Accra
52	Presbyterian Church of Ghana	Sunyani
53	Petroleum Estate Worship Centre	Accra
54	Church of Pentecost. Salem/Bethel Assembly	Accra
55	Methodist Church of Ghana.	Sunyani
56	Presbyterian Church of Ghana, Calvary Congregation	Kumasi
57	Victory Bible Church	Accra
58	Greater Grace Assemblies of God	Accra
59	Holy Paraclete Anglican	Accra
60	Resurrection Royal Chapel International	Accra
61	Christ Apostolic Church	Accra
62	Perez Chapel International (Rehoboth Temple)	Kumasi
63	The Methodist Church-Ghana	Kumasi
64	Light House Chapel International	Accra
65	The Church of Pentecost Roman Ridge Assembly	Accra
66	Presbyterian Church of Ghana, Christ the King Congregation	Accra
67	Presbyterian Church of Ghana, Peace Congregation	Kumasi
68	The Church of Pentecost (PENSA)	Accra
69	Pentecost Church - French Assembly	Accra
70	Deeper Life Bible Church, Fiapre- Sunyani	Sunyani
71	Mercy Baptist Church	Sunyani
72	Church of Pentecost (Nkwaben South)	Sunyani

73	Christ Apostolic Church	Sunyani
74	Bethel Prayer Ministry	Sunyani
75	Open Bible Church	Sunyani
76	New Life World Mission Church	Sunyani
77	Global Evangelical Church	Sunyani
78	Grounds of Healing Church	Sunyani
79	Christ Apostolic Church	Sunyani
80	Area One Mosque	Sunyani
81	Golden City Chapel	Accra
82	New Apostolic Church	Accra
83	Apostle's Continuation Church	Accra
84	Light of Christ Church	Accra
85	Tantra Hills Assemblies of God	Accra
86	Christ Standard Chapel International	Accra
87	Presbyterian Church of Ghana, Trinity Congregation	Accra
88	Gateway Baptist Church	Accra
89	Assemblies of God	Accra
90	Presbyterian Church of Ghana, Redemption Congregation	Accra
91	Pentecost International Worship Centre-Sunyani (PIWC)	Sunyani
92	Presbyterian Church of Ghana, Ampabame	Kumasi
93	Christ is the Answer	Accra
94	Christ & Missionary Alliance	Accra
95	The Radiant Place of Grace	Accra
96	Believers Revival Ministry	Accra
97	St. Stephen Anglican Church	Accra
98	Bethany Methodist Church	Accra
99	Covenant Church	Accra
100	The Apostolic Church	Accra

Appendix 5: List of Compliant Institutions in 2024

NO	INSTITUTION	OFFICE
1	Ablekuma North Municipal Assembly	Accra
2	Ablekuma West Municipal Assembly	Accra
3	Accra International Conference Centre (AICC)	Accra
4	Accra Metropolitan Assembly (AMA)	Accra
5	Greater Accra Regional Hospital	Accra
6	Ashaiman Municipal Assembly	Accra
7	Ayawaso East Municipal Assembly	Accra
8	Ayawaso Central Municipal Assembly	Accra
9	Ayawaso North Municipal Assembly	Accra
10	Births and Deaths Registry (BDR)	Accra

11	Bui Power Authority (BPA)	Accra
12	Bulk Oil Storage and Transportation Company Limited (BOST)	Accra
13	Bureau of Ghana Languages (BGL)	Accra
14	Centre for National Distance Learning and Open Schooling	Accra
15	Commission on Human Rights and Administrative Justice (CHRAJ)	Accra
16	Civil Service Training Centre (CSTC)	Accra
17	Coastal Development Authority (CoDA)	Accra
18	Commission for Technical and Vocational Education and Training	Accra
19	Community Water and Sanitation Agency (CWSA)	Accra
20	Controller and Accountant-General's Department (CAGD)	Accra
21	Council for Scientific and Industrial Research (CSIR)	Accra
22	Council of State (CoS)	Accra
23	Cyber Security Authority (CSA)	Accra
24	Data Protection Commission (DPC)	Accra
25	Department of Co-operatives (DoC)	Accra
26	Department of Factories Inspectorate (DFI)	Accra
27	Department of Social Welfare (DSW)	Accra
28	District Assemblies Common Fund (DACF)	Accra
29	Domestic Violence Secretariat (DVS)	Accra
30	Driver and Vehicle Licensing Authority (DVLA)	Accra
31	Economic and Organised Crime Office (EOCO)	Accra
32	Electoral Commission (EC)	Accra
33	Energy Commission (EC)	Accra
34	Environmental Protection Agency (EPA)	Accra
35	Fair Wages and Salaries Commission (FWSC)	Accra
36	Department of Feeder Roads (DFR)	Accra
37	Financial Intelligence Centre (FIC)	Accra
38	Fisheries Commission (FC)	Accra
39	Food and Drugs Authority (FDA)	Accra
40	Forestry Commission (FC)	Accra
41	Ga Central Municipal Assembly (GCMA)	Accra
42	Ga North Municipal Assembly (GNMA)	Accra
43	Gaming Commission (GC)	Accra
44	General Legal Council (GLC)	Accra
45	Ghana Psychology Council (GPC)	Accra
46	Ghana AIDS Commission (GAC)	Accra
47	Ghana Airports Company Limited (GACL)	Accra
48	Ghana Audit Service (GAS)	Accra
49	Ghana Book Development Council (GBDC)	Accra
50	Ghana Broadcasting Corporation (GBC)	Accra

51	Ghana Civil Aviation Authority (GCAA)	Accra
52	Ghana Cocoa Board (COCOBOD)	Accra
53	Ghana College of Nurses and Midwives (GCNM)	Accra
54	Ghana College of Physicians and Surgeons (GCPS)	Accra
55	Ghana Commission for UNESCO (Ghana NatCom)	Accra
56	Ghana Commodity Exchange (GCX)	Accra
57	Ghana Communication Technology University (GCTU)	Accra
58	Ghana Deposit Protection Corporation (GDPC)	Accra
59	Ghana Education Service (GES)	Accra
60	Ghana Education Trust Fund (GETFund)	Accra
61	Ghana Enterprises Agency (GEA)	Accra
62	Ghana Export-Import Bank (GEXIM)	Accra
63	Ghana Export Promotion Authority (GEPA)	Accra
64	Ghana National Fire Service (GNFS)	Accra
65	Ghana Free Zones Authority (GFZA)	Accra
66	Ghana Geological Survey Authority (GGSa)	Accra
67	Ghana Grid Company Limited (GRIDCo)	Accra
68	Ghana Health Service (GHS)	Accra
69	Ghana Highway Authority (GHA)	Accra
70	Ghana Immigration Service (GIS)	Accra
71	Ghana Institution of Engineers (GhIE)	Accra
72	Ghana Investment Fund for Electronic Communications (GIFEC)	Accra
73	Ghana Investment Promotion Centre (GIPC)	Accra
74	Ghana Irrigation Development Authority (GIDA)	Accra
75	Ghana Library Authority (GhLA)	Accra
76	Ghana Maritime Authority (GMA)	Accra
77	Ghana Meteorological Agency (GMet)	Accra
78	Ghana National Gas Company (GNGC)	Accra
79	Ghana News Agency (GNA)	Accra
80	Ghana Police Service (GPS)	Accra
81	Ghana Ports and Harbours Authority (GPHA)	Accra
82	Ghana Prisons Service (GPS)	Accra
83	Ghana Publishing Company Limited (GPCL)	Accra
84	Ghana Railway Development Authority (GRDA)	Accra
85	Ghana Refugee Board (GRB)	Accra
86	Ghana Revenue Authority (GRA)	Accra
87	Ghana Secretariat School (GSS)	Accra
88	Ghana Shippers Authority (GSA)	Accra
89	Ghana Standards Authority (GSA)	Accra
90	Ghana Statistical Service (GSS)	Accra

91	Ghana Technical and Vocational Education and Training Service	Accra
92	Ghana Tertiary Education Commission (GTEC)	Accra
93	Ghana Tourism Authority (GTA)	Accra
94	Ghana Tourism Development Company (GTDC)	Accra
95	Ghana Water Company Limited (GWCL)	Accra
96	Graphic Communications Group Limited (GCGL)	Accra
97	Gratis Foundation (GRATIS)	Accra
98	Greater Accra Regional Hospital (GARH)	Accra
99	Health Facilities Regulatory Agency (HeFRA)	Accra
100	Information Services Department (ISD)	Accra
101	Internal Audit Agency (IAA)	Accra
102	Judicial Service of Ghana (JSG)	Accra
103	La Dade-Kotopon Municipal Assembly (LaDMA)	Accra
104	Labour Department (LD)	Accra
105	Lands Commission (LC)	Accra
106	Land Use and Spatial Planning Authority (LUSPA)	Accra
107	Ledzokuku Municipal Assembly (LeKMA)	Accra
108	Management Development and Productivity Institute (MDPI)	Accra
109	Microfinance and Small Loans Centre (MASLOC)	Accra
110	Mental Health Authority (MHA)	Accra
111	Minerals Commission (MINCOM)	Accra
112	Ministry of Chieftaincy and Religious Affairs (MoCRA)	Accra
113	Ministry of Communications and Digitalisation (MoCD)	Accra
114	Ministry of Defence (MoD)	Accra
115	Ministry of Education (MoE)	Accra
116	Ministry of Energy (MoEn)	Accra
117	Ministry of Environment, Science, Technology and Innovation (MESTI)	Accra
118	Ministry of Finance (MoF)	Accra
119	Ministry of Fisheries and Aquaculture Development (MoFAD)	Accra
120	Ministry of Food and Agriculture (MoFA)	Accra
121	Ministry of Foreign Affairs and Regional Integration (MoFARI)	Accra
122	Ministry of Gender, Children and Social Protection (MoGCSP)	Accra
123	Ministry of Health (MoH)	Accra
124	Ministry of Information (MoI)	Accra
125	Ministry of the Interior (MoI)	Accra
126	Ministry of Justice and Attorney-General's Department (MoJAGD)	Accra
127	Ministry of Lands and Natural Resources (MLNR)	Accra
128	Ministry of Local Government, Decentralisation and Rural Development	Accra
129	Ministry of Parliamentary Affairs (MoPA)	Accra
130	Ministry of Railway Development (MoRD)	Accra

131	Ministry of Roads and Highways (MRH)	Accra
133	Ministry of Tourism, Arts and Culture (MoTAC)	Accra
134	Ministry of Trade and Industry (MoTI)	Accra
135	Ministry of Transport (MoTr)	Accra
136	Ministry of Works and Housing (MoWH)	Accra
137	Ministry of Youth and Sports (MoYS)	Accra
138	Narcotics Control Commission (NACOC)	Accra
139	National Ambulance Service (NAS)	Accra
140	National Biosafety Authority (NBA)	Accra
141	National Blood Service (NBS)	Accra
142	National Commission for Civic Education (NCCE)	Accra
143	National Commission on Culture (NCC)	Accra
144	National Communications Authority (NCA)	Accra
145	National Food Buffer Stock Company (NAFCO)	Accra
146	National Health Insurance Authority (NHIA)	Accra
147	National Identification Authority (NIA)	Accra
148	National Labour Commission (NLC)	Accra
149	National Lottery Authority (NLA)	Accra
150	National Media Commission (NMC)	Accra
151	National Information Technology Agency (NITA)	Accra
152	National Peace Council (NPC)	Accra
153	National Pensions Regulatory Authority (NPRA)	Accra
154	National Population Council (NPC)	Accra
155	National Premix Fuel Secretariat (NPFS)	Accra
156	National Road Safety Authority (NRSA)	Accra
157	National Sports Authority (NSA)	Accra
158	National Teaching Council (NTC)	Accra
159	National Theatre of Ghana (NTG)	Accra
160	National Youth Authority (NYA)	Accra
161	New Times Corporation (NTC)	Accra
162	Nuclear Regulatory Authority (NRA)	Accra
163	Office of the Administrator of Stool Lands (OASL)	Accra
164	Office of the Attorney-General and Ministry of Justice (MoJAGD)	Accra
165	Office of the Head of Civil Service (OHCS)	Accra
166	Office of the President (OoP)	Accra
167	Office of the Registrar of Companies (ORC)	Accra
168	Pantang Hospital (PH)	Accra
169	Parliament of Ghana (Parliament)	Accra
170	Petroleum Commission (PC)	Accra
171	Postal and Courier Services Regulatory Commission (PCSRC)	Accra

172	Precious Minerals Marketing Company (PMMC)	Accra
173	Procurement and Supply Chain Management Department (PSCMD)	Accra
174	PSC Tema Shipyard (PSC-TS)	Accra
175	Public Sector Reform Secretariat (PSRS)	Accra
176	Public Services Commission (PSC)	Accra
177	Public Works Department (PWD)	Accra
178	Right to Information Commission (RTIC)	Accra
179	National Blood Service (NBS)	Accra
180	National Commission for Civic Education (NCCE)	Accra
181	Securities and Exchange Commission (SEC)	Accra
182	National Commission on Small Arms and Light Weapons (NACSA)	Accra
183	Social Security and National Insurance Trust (SSNIT)	Accra
184	State Housing Company Limited (SHC)	Accra
185	State Interests and Governance Authority (SIGA)	Accra
186	State Protocol Department (SPD)	Accra
187	Student Loan Trust Fund (SLTF)	Accra
188	Tema Development Corporation (TDC Ghana Ltd)	Accra
189	Tema Oil Refinery (TOR)	Accra
190	University of Media, Arts and Communication (UniMAC)	Accra
191	University of Ghana (UG)	Accra
192	University of Ghana Medical Centre (UGMC)	Accra
193	Volta River Authority (VRA)	Accra
194	Water Resources Commission (WRC)	Accra
195	Youth Employment Agency (YEA)	Accra
196	Afigya Kwabre South District Assembly (AKSDA)	Kumasi
197	Asokore Mampong Municipal Assembly (AMMA)	Kumasi
198	Asokwa Municipal Assembly (AsMA)	Kumasi
199	Atwima Nwabiagya North District Assembly (ANNDA)	Kumasi
200	Bosomtwe District Assembly (BDA)	Kumasi
201	Community Water and Sanitation Agency (CWSA)	Kumasi
202	Ejisu Municipal Assembly (EMA)	Kumasi
203	Ghana Library Authority (GhLA)	Kumasi
204	Juaben Municipal Assembly (JMA)	Kumasi
205	Kwabre East Municipal Assembly (KEMA)	Kumasi
206	Kwadaso Municipal Assembly (KMA)	Kumasi
207	National Commission for Civic Education (NCCE)	Kumasi
208	National Sports Authority (NSA)	Kumasi
209	Oforikrom Municipal Assembly (OMA)	Kumasi
210	Public Records and Archives Administration Department (PRAAD)	Kumasi

211	Sekyere East District Assembly (SEDA)	Kumasi
212	Commission on Human Rights and Administrative Justice (CHRAJ)	Sunyani
213	Department of Community Development (DCD)	Sunyani
214	Customs Division – Ghana Revenue Authority (GRA-Customs)	Sunyani
215	Fisheries Commission (FC)	Sunyani
216	Ghana Immigration Service (GIS)	Sunyani
217	Ghana National Service Scheme (NSS)	Sunyani
218	Office of the Administrator of Stool Lands (OASL)	Sunyani
219	Sunyani Central Prisons (SCP)	Sunyani
220	Securities and Exchange Commission (SEC)	Sunyani
221	Bolgatanga Municipal Assembly	Bolgatanga
222	Bongo District Assembly	Bolgatanga

Appendix 6: List of Non-Compliant Institutions in 2024

NO	INSTITUTION	OFFICE
1	Accra College of Education (ACCE)	Accra
2	Accra Psychiatric Hospital (APH)	Accra
3	Accra Technical University (ATU)	Accra
4	Adentan Municipal Assembly (AdMA)	Accra
5	Allied Health Professions Council (AHPC)	Accra
6	Ayawaso West Municipal Assembly (AWMA)	Accra
7	Department of Factories Inspectorate (DFI)	Accra
8	Electricity Company of Ghana (ECG)	Accra
9	Ga East Municipal Assembly (GEMA)	Accra
10	Ghana Academy of Arts and Sciences (GAAS)	Accra
11	Ghana Co-operatives Council (GCC)	Accra
12	Ghana College of Nurses and Midwives (GCNM)	Accra
13	Ghana College of Pharmacists (GCP)	Accra
14	Ghana Hydrological Authority (GHA)	Accra
15	Ghana Integrated Iron and Steel Development Corporation	Accra
16	Ghana Museums and Monuments Board (GMMB)	Accra
17	Ghana National Petroleum Corporation (GNPC)	Accra
18	Ghana National Procurement Agency (GNPA)	Accra
19	Ghana Post Company Limited (GPCL)	Accra
20	Ghana Psychology Council (GPC)	Accra
21	Ghana Railway Development Authority (GRDA)	Accra
22	Ghana Real Estate Agency Council (GREAC)	Accra

23	Ghana Tourism Development Company Limited (GTDC)	Accra
24	Ghana-India Kofi Annan Centre of Excellence in ICT (AITI-KACE)	Accra
25	Ghana Integrated Aluminium Development Corporation (GIADEC)	Accra
26	Ghana Industrial Holding Corporation Distilleries (GIHOC)	Accra
27	Institute of Accountancy Training (IAT)	Accra
28	Accra College of Education (ACCE)	Accra
29	Accra Psychiatric Hospital (APH)	Accra
30	Accra Technical University (ATU)	Accra
31	Intercity State Transport Corporation (STC)	Accra
32	Kwame Nkrumah Memorial Park	Accra
33	La Nkwantanang Municipal Assembly	Accra
34	Law Reform Commission	Accra
35	Medical and Dental Council (MDC)	Accra
36	Metro Mass Transit Limited (MMTL)	Accra
37	Ministry of Sanitation and Water Resources (MSWR)	Accra
38	Mortuaries & Funeral Facilities	Accra
39	National Disaster Management Organization (NADMO)	Accra
40	National African Peer Review Mechanism Governing Council	Accra
41	National Folklore Board (NFB)	Accra
42	National Investigation Bureau (NIB)	Accra
43	National Sports Authority (NSA)	Accra
44	National Vaccine Institute (NVI)	Accra
45	Narcotics Control Commission (NACOC)	Accra
46	Nursing and Midwifery Council (N&MC)	Accra
47	Petroleum Hub Development Corporation (PHDC)	Accra
48	Pharmacy Council	Accra
49	Public Procurement Authority (PPA)	Accra
50	Public Servants Housing Loan Scheme Board	Accra
51	Public Works Department (PWD)	Accra
52	Regional Maritime University (RMU)	Accra
53	Rent Control Department (RCD)	Accra
54	State Transport Corporation (STC)	Accra
55	Tema General Hospital (TGH)	Accra
56	West African Examinations Council (WAEC)	Accra
57	Architectural and Engineering Services Limited (AESL)	Accra
58	Asokore Mampong Municipal Assembly (AMMA)	Kumasi
59	Commission for Human Rights and Administrative Justice (CHRAJ)	Kumasi

60	Department of Social Welfare (DSW)	Kumasi
61	Driver and Vehicle Licensing Authority (DVLA)	Kumasi
62	Accra College of Education (ACCE)	Kumasi
63	Electoral Commission (EC)	Kumasi
64	Forestry Commission (FC)	Kumasi
65	Ghana Chamber of Commerce	Kumasi
66	Ghana National Fire Service (GNFS)	Kumasi
67	Narcotics Control Commission (NACOC)	Kumasi
68	National Health Insurance Authority (NHIA)	Kumasi
69	National Labour Commission (NLC)	Kumasi
70	National Service Secretariat (NSS)	Kumasi
71	Old Tafo Municipal Assembly (OTMA)	Kumasi
72	Rent Control Department (RCD)	Kumasi
73	Suame Municipal Assembly (SMA)	Kumasi
74	Tree Crops Development Authority (TCDA)	Kumasi
75	Water Resources Commission (WRC)	Kumasi
76	Attorney-General's Department (AGD)	Sunyani
77	Bank of Ghana (BoG)	Sunyani
78	Births and Deaths Registry (BDR)	Sunyani
79	Ghana Cocoa Board (COCOBOD)	Sunyani
80	Controller and Accountant-General's Department (CAGD)	Sunyani
81	Department of Factories Inspectorate (DFI)	Sunyani
82	Department of Gender	Sunyani
83	Department of Labour (DoL)	Sunyani
84	Fisheries Commission (FC)	Sunyani
85	Forestry Commission (FC)	Sunyani
86	Ghana AIDS Commission (GAC)	Sunyani
87	Ghana Audit Service (GAS)	Sunyani
88	Ghana Education Service (GES)	Sunyani
89	Ghana Enterprises Agency (GEA)	Sunyani
90	Ghana Post	Sunyani
91	Ghana Revenue Authority (GRA)	Sunyani
92	Health Facilities Regulatory Agency (HeFRA)	Sunyani
93	Information Services Department (ISD)	Sunyani
94	Lands Commission (LC)	Sunyani
95	Ministry of Trade and Industry (MoTI)	Sunyani
96	National Disaster Management Organization (NADMO)	Sunyani

97	National Petroleum Authority (NPA)	Sunyani
98	National Road Safety Authority (NRSA)	Sunyani
99	National Service Secretariat (NSS)	Sunyani
100	National Youth Authority (NYA)	Sunyani
101	Social Security and National Insurance Trust (SSNIT)	Sunyani
102	Sunyani Central Prison (SCP)	Sunyani
103	Technical and Vocational Education and Training (TVET)	Sunyani
104	Bawku West District Assembly (BWDA)	Bolgatanga
105	Bolgatanga East District Assembly (BEDA)	Bolgatanga
106	Talensi District Assembly (TDA)	Bolgatanga
107	Upper East Regional Coordinating Council (UERCC)	Bolgatanga

Appendix 7: List of Mystery Shopping Institutions in 2024

NO	INSTITUTION	OFFICE
1	Public Records and Archives Administration	Kumasi
2	Lands Commission	Kumasi
3	Ghana Prisons Service	Kumasi
4	Kumasi Senior High	Kumasi
5	Ghana Export Promotion Authority	Kumasi
6	Uthmaniya Senior High School	Kumasi
7	National Ports Authority	Kumasi
8	National Communication Authority	Kumasi
9	Rent Control Department	Kumasi
10	Commission for Human Right and Administrative Justice	Kumasi
11	National Sports Authority	Kumasi
12	Environmental Protection Agency	Kumasi
13	Narcotics Control Commission	Kumasi
14	Ghana Grid Company Limited	Kumasi
15	Ghana Education Service	Sunyani
16	Controller and Accountant General Department	Sunyani
17	Technical and Vocational Education Training	Sunyani
18	Sunyani Central Prisons	Sunyani
19	Lands Commission	Sunyani
20	Ghana Aids Commission	Sunyani
21	Ghana Post	Sunyani
22	Forestry Commission	Sunyani

23	Rent Control	Sunyani
24	National Population Council	Sunyani
25	Birth and Death Registry	Sunyani
26	National Road Safety Authority	Sunyani
27	Health Facility and Regulatory Authority	Sunyani
28	Department of Rural Housing	Sunyani
29	Environmental Protection Agency	Sunyani
30	Ghana Health Service	Sunyani
31	Bolgatanga Municipal Assembly	Bolgatanga
32	Ghana Tourism Authority	Bolgatanga
33	Regional Coordinating Council	Bolgatanga
34	Ghana Water Company Limited	Bolgatanga
35	Social Security and National Insurance Trust	Bolgatanga
36	Ghana Police Service	Bolgatanga
37	Ghana Fire Service	Bolgatanga

Appendix 8: List of Institutions that Submitted Annual Report for 2024

SN	INSTITUTION
1.	Ablekuma Central Municipal Assembly
2.	Ablekuma North Municipal Assembly
3.	Ablekuma South Sub-Metropolitan District Council
4.	Ablekuma West Municipal Assembly
5.	Abuakwa North Municipal Assembly
6.	Abuakwa South Municipal Assembly
7.	Accra Metropolitan Assembly
8.	Accra Psychiatric Hospital
9.	Accra Technical University
10.	Achiase District Assembly
11.	Ada East District Assembly
12.	Ada West District Assembly
13.	Adansi Asokwa District Assembly
14.	Adansi North District Assembly
15.	Adansi South District Assembly
16.	Adentan Municipal Assembly
17.	Afigya Kwabre North District Assembly

18.	Afigya Kwabre South District Assembly
19.	Agona East District Assembly
20.	Ahafo Ano South East District Assembly
21.	Ahafo Ano South West District Assembly
22.	Ahafo Regional Coordinating Council
23.	Ajumako Enyan Essiam District Assembly
24.	Akatsi South Municipal Assembly
25.	Akrofuom District Assembly
26.	Akuapem North Municipal Assembly
27.	Akuapem South Municipal Assembly
28.	Akyemansa District Assembly
29.	Amansie Central District Assembly
30.	Amansie South District Assembly
31.	Amansie West District Assembly
32.	Ankaful Psychiatric Hospital
33.	Anloga District Assembly
34.	Architects Registration Council
35.	Asante Akim North Municipal Assembly
36.	Asante Akim South Municipal Assembly
37.	Asene Manso Akroso District Assembly
38.	Ashaiman Municipal Assembly
39.	Ashanti Regional Coordinating Council
40.	Ashiedu Keteke Sub Metropolitan District Assembly
41.	Asokwa Municipal Assembly
42.	Assin Fosu Municipal Assembly
43.	Assin North District Assembly
44.	Asunafo North Municipal Assembly
45.	Asunafo South District Assembly
46.	Asuogyaman District Assembly
47.	Asutifi South District Assembly
48.	Atiwa East District Assembly
49.	Atiwa West District Assembly
50.	Atwima Kwanwoma District Assembly

51.	Atwima Nwabiagya North District Assembly
52.	Awutu Senya East Municipal Assembly
53.	Ayawaso Central Municipal Assembly
54.	Ayawaso East Municipal Assembly
55.	Ayawaso North Municipal Assembly
56.	Ayawaso West Municipal Assembly
57.	Banda District Assembly
58.	Bawku Municipal Assembly
59.	Bawku West District Assembly
60.	Berekum East Municipal Assembly
61.	Berekum West District Assembly
62.	Biakoye District Assembly
63.	Birim Central Municipal Assembly
64.	Birim North District Assembly
65.	Birim South District Assembly
66.	Births and Deaths Registry
67.	Bongo District Assembly
68.	Bono East Regional Coordinating Council
69.	Bono Regional Coordinating Council
70.	Bosome Freho District Assembly
71.	Bosomtwe District Assembly
72.	Bui Power Authority
73.	Builsa North Municipal Assembly
74.	Bulk Energy Storage and Transportation Limited Company
75.	Bureau of Ghana Languages
76.	Central Gonja District Assembly
77.	Central Region Development Commission
78.	Coastal Development Authority
79.	Commission for Technical and Vocational Education and Training
80.	Commission on Human Rights and Administrative Justice
81.	Community Water and Sanitation Agency
82.	Controller and Accountant-General's Department
83.	Council for Scientific and Industrial Research
84.	Cyber Security Authority
85.	Denkyembour District Assembly

86.	Department of Community Development (Bono Branch)
87.	Department of Co-operatives
88.	Department of Factories Inspectorate
89.	Department of Feeder Roads
90.	Department of Parks and Gardens
91.	Department of Social Welfare
92.	District Assemblies Common Fund
93.	Dormaa East District Assembly
94.	Driver and Vehicle Licensing Authority
95.	Eastern Regional Coordinating Council
96.	Economic and Organised Crime Office
97.	Effia Kwesimintsim Municipal Assembly
98.	Effutu Municipal Assembly
99.	Ejisu Municipal Assembly
100.	Ejura-Sekyedumase Municipal Assembly
101.	Electoral Commission
102.	Electricity Company of Ghana Limited
103.	Ellembelle District Assembly
104.	Energy Commission
105.	Engineering Council
106.	Environmental Protection Authority
107.	Fair Wages and Salaries Commission
108.	Fanteakwa North District Assembly
109.	Fanteakwa South District Assembly
110.	Financial Intelligence Centre
111.	Fisheries Commission
112.	Food and Drugs Authority
113.	Forestry Commission
114.	Ga Central Municipal Assembly
115.	Ga East Municipal Assembly
116.	Ga North Municipal Assembly
117.	Ga South Municipal Assembly
118.	Ga West Municipal Assembly
119.	Gaming Commission

120.	Ghana Aids Commission
121.	Ghana Airports Company Limited
122.	Ghana Atomic Energy Commission
123.	Ghana Audit Service
124.	Ghana Book Development Council
125.	Ghana Civil Aviation Authority
126.	Ghana Cocoa Board
127.	Ghana College of Physicians and Surgeons
128.	Ghana Commodity Exchange
129.	Ghana Communication Technology University
130.	Ghana Deposit Protection Corporation
131.	Ghana Domain Name Registry
132.	Ghana Education Service
133.	Ghana Enterprises Agency
134.	Ghana Export Promotion Authority
135.	Ghana Export-Import Bank
136.	Ghana Freezones Authority
137.	Ghana Geological Survey Authority
138.	Ghana Health Service
139.	Ghana Highway Authority
140.	Ghana Immigration Service
141.	Ghana Infrastructure Investment Fund
142.	Ghana Institute of Engineering
143.	Ghana Integrated Aluminium Development Corporation
144.	Ghana Investment Fund for Electronic Communications
145.	Ghana Investment Promotion Centre
146.	Ghana Irrigation Development Authority
147.	Ghana Library Authority
148.	Ghana Maritime Authority
149.	Ghana Museums and Monuments Board
150.	Ghana National Gas Company
151.	Ghana News Agency
152.	Ghana Ports and Harbours Authority
153.	Ghana Prisons Service
154.	Ghana Publishing Company Limited

155.	Ghana Refugee Board
156.	Ghana Revenue Authority
157.	Ghana Shippers' Authority
158.	Ghana Standards Authority
159.	Ghana Statistical Service
160.	Ghana Technical and Vocational Education and Training Service
161.	Ghana Tourism Authority
162.	Ghana Water Limited
163.	Gomoa Central District Assembly
164.	Gomoa East District Assembly
165.	Gomoa West District Assembly
166.	Greater Accra Regional Coordinating Council
167.	Greater Accra Regional Hospital
168.	Health Facilities Regulatory Agency
169.	Ho Municipal Assembly
170.	Ho West District Assembly
171.	Hohoe Municipal Assembly
172.	Information Services Department
173.	Information Services Department (Ashanti Regional Office)
174.	Institute of Accountancy Training
175.	Jaman North District Assembly
176.	Kassena Nankana Municipal Assembly
177.	Keta Municipal Assembly
178.	Kintampo Municipal Assembly
179.	Komenda Edina Eguafo Abirem Municipal Assembly
180.	Korle Klottey Municipal Assembly
181.	Korle-Bu Teaching Hospital
182.	Kpando Municipal Assembly
183.	Kpone-Katamanso Municipal Assembly
184.	Krachi East Municipal Assembly
185.	Krachi Nchumuru District Assembly
186.	Krowor Municipal Assembly
187.	Kumasi Metropolitan Assembly
188.	Kumbungu District Assembly

189.	Kwabre East District Assembly
190.	Kwadaso Municipal Assembly
191.	Kwahu Afram Plains North District Assembly
192.	Kwahu East District Assembly
193.	Kwahu South Municipal Assembly
194.	Kwahu West Municipal Assembly
195.	La Dadekotopon Municipal Assembly
196.	Land Use and Spatial Planning Authority
197.	Lands Commission
198.	Lawra Municipal Assembly
199.	Lower Manya Krobo Municipal Assembly
200.	Mampong Municipal Assembly
201.	Management Development and Productivity Institute
202.	Manhyia North Sub-Metropolitan Assembly
203.	Mental Health Authority
204.	Mfantseman Municipal Assembly
205.	Microfinance and Small Loans Centre
206.	Middle Belt Development Authority
207.	Minerals Commission
208.	Ministry of Chieftaincy and Religious Affairs
209.	Ministry of Communication, Digital Technology and Innovations
210.	Ministry of Defence
211.	Ministry of Education
212.	Ministry of Energy
213.	Ministry of Environment, Science, Technology and Innovation
214.	Ministry of Finance
215.	Ministry of Fisheries and Aquaculture
216.	Ministry of Food and Agriculture
217.	Ministry of Foreign Affairs
218.	Ministry of Gender, Children and Social Protection
219.	Ministry of Health
220.	Ministry of Labour, Jobs and Employment
221.	Ministry of Lands and Natural Resources
222.	Ministry of Local Government, Chieftaincy and Religious Affairs

223.	Ministry of Parliamentary Affairs
224.	Ministry of Roads and Highways
225.	Ministry of Sanitation and Water Resources
226.	Ministry of Sports and Recreation
227.	Ministry of the Interior
228.	Ministry of Tourism, Culture and Creative Arts
229.	Ministry of Trade and Industry
230.	Ministry of Transport
231.	Ministry of Works and Housing
232.	Mion District Assembly
233.	Nadowli Kaleo District Assembly
234.	Narcotics Control Commission
235.	National Ambulance Service
236.	National Biosafety Authority
237.	National Blood Service
238.	National Commission on Culture
239.	National Commission on Small Arms & Light Weapons
240.	National Council for Curriculum and Assessment
241.	National Disaster Management Organization
242.	National Food Buffer Stock Company
243.	National Health Insurance Authority
244.	National Identification Authority
245.	National Information Technology Agency
246.	National Insurance Commission
247.	National Investment Bank
248.	National Lottery Authority
249.	National Media Commission
250.	National Peace Council
251.	National Pensions Regulatory Authority
252.	National Population Council
253.	National Premix Fuel Secretariat
254.	National Road Safety Authority
255.	National Schools Inspectorate
256.	National Sports Authority
257.	National Teaching Council

258.	National Theatre of Ghana
259.	New Juaben South Municipal Assembly
260.	New Times Corporation
261.	Ningo Prampram District Assembly
262.	Nkoranza North District Assembly
263.	Nkoranza South Municipal Assembly
264.	Nkwanta North District Assembly
265.	North East Gonja District Assembly
266.	North East Regional Coordinating Council
267.	Nsawam Adoagyiri Municipal Assembly
268.	Nuclear Regulatory Authority
269.	Obuasi Municipal Assembly
270.	Obuasi East Municipal Assembly
271.	Office of the Attorney-General and Ministry of Justice
272.	Office of the Head of Local Government Service
273.	Office of the Head of the Civil Service
274.	Office of the President
275.	Office of the Registrar of Companies
276.	Offinso Municipal Assembly
277.	Offinso North District Assembly
278.	Oforikrom Municipal Assembly
279.	Okaikoi South Sub-Metropolitan District Council
280.	Okaikwei North Municipal Assembly
281.	Okere District Assembly
282.	Old Tafo Municipal Assembly
283.	Oti Regional Coordinating Council
284.	Pantang Hospital
285.	Parliamentary Service
286.	Petroleum Commission
287.	Petroleum Hub Development Corporation
288.	Postal and Courier Services Regulatory Commission
289.	Precious Minerals Marketing Company
290.	Prestea Huni-Valley Municipal Assembly
291.	PSC Tema Shipyard

292.	Public Procurement Authority
293.	Public Sector Reform Secretariat
294.	Public Services Commission
295.	Public Utilities Regulatory Commission
296.	Public Works Department
297.	Right to Information Commission
298.	Savannah Regional Coordinating Council
299.	Savelugu Municipal Assembly
300.	Securities and Exchange Commission
301.	Sekondi Takoradi Metropolitan Assembly
302.	Sekyere Afram Plains District Assembly
303.	Sekyere Central District Assembly
304.	Sekyere East District Assembly
305.	Sekyere Kumawu District Assembly
306.	Sekyere South District Assembly
307.	Shai-Osudoku District Assembly
308.	Shama District Assembly
309.	Social Security and National Insurance Trust
310.	State Housing Company Limited
311.	State Interests and Governance Authority
312.	State Protocol Department
313.	Students Loan Trust Fund
314.	Suame Municipal Assembly
315.	Suhum Municipal Assembly
316.	Sunyani Municipal Assembly
317.	Tamale Metropolitan Assembly
318.	Tano South Municipal Assembly
319.	Tarkwa-Nsuaem Municipal Assembly
320.	TDC Ghana Limited
321.	Techiman Municipal Assembly
322.	Techiman North District Assembly
323.	Tema General Hospital
324.	Tema Metropolitan Assembly

325.	Tema Oil Refinery
326.	Tema West Municipal Assembly
327.	Tolon District Assembly
328.	University of Ghana
329.	University of Media, Arts and Communication
330.	Upper Denkyira East Municipal Assembly
331.	Upper Manya Krobo District Assembly
332.	Upper West Akim District Assembly
333.	Volta Lake Transport Company Limited
334.	Volta Regional Coordinating Council
335.	Volta River Authority
336.	Wa East District Assembly
337.	Wa Municipal Assembly
338.	Wassa East District Assembly
339.	Water Resources Commission
340.	Weija Gbawe Municipal Assembly
341.	West Akim Municipal Assembly
342.	West Gonja Municipal Assembly
343.	Yendi Municipal Assembly
344.	Yilo Krobo Municipal Assembly
345.	Youth Employment Agency

Appendix 9: List of Institutions that Did Not Submit Annual Report for 2024

SN	INSTITUTIONS NOT SUBMITTED
1	37 Military Hospital
2	Ablekuma South Municipal Assembly
3	Abura Asebu Kwamankese District Assembly
4	Adaklu District Assembly
5	Adansi District Assembly
6	Afadzato South District Assembly
7	Agona West Municipal Assembly
8	Agortime Ziope District Assembly
9	Ahanta West Municipal Assembly
10	Aircraft Accident and Incident Investigation and Prevention Bureau
11	Akatsi North Municipal Assembly
12	Amenfi Central District Assembly
13	Aowin Municipal Assembly
14	Architectural and Engineering Services Limited
15	Asikuma-Odoben-Brakwa-Breman District Assembly
16	Assin South District Assembly
17	Atebubu Amantin Municipal Assembly
18	Ayensuano District Assembly
19	Bia East District Assembly
20	Bia West District Assembly
21	Bibiani Anhwiaso Bekwai Municipal Assembly
22	Binduri District Assembly
23	Bodi District Assembly
24	Bole Municipal Assembly
25	Bolgatanga East District Assembly
26	Bolgatanga Municipal Assembly
27	Builsa South District Assembly
28	Bunkpurugu Nakpanduri District Assembly
29	Cape Coast Metropolitan Assembly
30	Cape Coast Teaching Hospital
31	Center for National Learning and Open Schooling
32	Central Regional Coordinating Council
33	Central Tongu District Assembly
34	Centre For National Culture
35	Chereponi District Assembly

36	Christian Health Association of Ghana
37	Council For Law Reporting
38	Council Of State
39	Creative Arts Agency
40	Dafiama Bussie Issa
41	Department of Children
42	Department of Gender
43	Department of Urban Roads
44	Dormaa Central Municipal Assembly
45	Dormaa West District Assembly
46	East Gonja Municipal Assembly
47	East Mamprusi Municipal Assembly
48	Ekumfi District Assembly
49	Garu District Assembly
50	General Legal Council (Ghana Law School)
51	Ghana Academy of Arts and Science
52	Ghana Air Force
53	Ghana Army
54	Ghana Boundary Commission
55	Ghana Broadcasting Corporation
56	Ghana Co-operative College
57	Ghana Co-operatives Council
58	Ghana Cylinder Manufacturing Company
59	Ghana Digital Centres Limited
60	Ghana Grid Company Limited
61	Ghana Heavy Equipment Limited
62	Ghana Institute of Languages
63	Ghana Institution of Surveyors
64	Ghana Integrated Iron and Steel Development Corporation
65	Ghana International Trade Commission
66	Ghana Medical and Dental Council
67	Ghana Meteorological Agency
68	Ghana National Chamber of Commerce and Industry
69	Ghana National Fire Service
70	Ghana National Migration Commission
71	Ghana National Office of the West African Examinations Council
72	Ghana National Petroleum Corporation
73	Ghana National Service Authority
74	Ghana Navy

75	Ghana Police Service
76	Ghana Post Company Limited
77	Ghana Railway Company Limited
78	Ghana Railway Development Authority
79	Ghana Tertiary Education Commission
80	Ghana Tourism Development Company
81	Ghana Trade Fair Company Limitede
82	Ghana-India Kofi Annan Center of Excellence In ICT
83	Government Technical Training Centre
84	Graphic Communication Group Limited
85	GRATIS Foundation of Ghana
86	Guan District Assembly
87	Gushiegu Municipal Assembly
88	Hemang Lower Denkyira District Assembly
89	Ho Teaching Hospital
90	Hotel Catering and Tourism Training Institute
91	Hydrological Service Department
92	Institute of Local Government Studies
93	Intercity STC Coaches Ltd
94	Internal Audit Agency
95	Jaman South Municipal Assembly
96	Jasikan Municipal Assembly
97	Jirapa Municipal Assembly
98	Jomoro Municipal Assembly
99	Juaben Municipal Assembly
100	Juaboso District Assembly
101	Judicial Service
102	Kadjebi District Assembly
103	Karaga Municipal Assembly
104	Kassena Nankana East Municipal Assembly
105	Kassena Nankana West District Assembly
106	Ketu North Municipal Assembly
107	Ketu South Municipal Assembly
108	Kintampo North Municipal Assembly
109	Kintampo South District Assembly
110	Kofi Annan Int. Peacekeeping Training Centre
111	Komfo Anokye Teaching Hospital
112	Kpandai District Assembly
113	Krachi West Municipal Assembly

114	Kwaebibirem Municipal Assembly
115	Kwahu Afram Plains South District Assembly
116	Kwame Nkrumah Memorial Park
117	Labour Department
118	Lambusie Karni District Assembly
119	La-Nkwantanang Municipal Assembly
120	Law Reform Commission
121	Ledzokuku Municipal Assembly
122	Legal Aid Commission
123	Mamprugu Moagduri District Assembly
124	Metro Mass Transit Limited
125	Zabzugu District Assembly
126	Ministry of Railways Development
127	Mortuaries And Funeral Facilities Agency
128	Mpohor District Assembly
129	Nabdam District Assembly
130	Nandom District Assembly
131	Nanton District Assembly
132	Nanumba North Municipal Assembly
133	Nanumba South Municipal Assembly
134	National Accreditation Board
135	National Communications Authority
136	National Council for Persons with Disability
137	National Development Planning Commission
138	National Film Authority
139	National Folklore Board
140	National House of Chiefs
141	National Intelligence Bureau
142	National Labour Commission
143	National Petroleum Authority
144	National Sports College
145	National Youth Authority
146	New Juaben North Municipal Assembly
147	Nkwanta South Municipal Assembly
148	North Dayi District Assembly
149	North Gonja District Assembly
150	North Tongu District Assembly
151	Northern Development Authority (Savannah Accelerated Development Authority)
152	Northern Electricity Distribution Company

153	Northern Regional Coordinating Council
154	Nzema East Municipal Assembly
155	Office of the Administrator of Stool Lands
156	Office of the Registrar-General
157	Pharmacy Council
158	Pru East District Assembly
159	Pru West District Assembly
160	Pusiga District Assembly
161	Regional Maritime University
162	Saboba District Assembly
163	Sagnerigu Municipal Assembly
164	Sawla Tuna Kalba District Assembly
165	Scholarship Secretariat
166	Sefwi Akontombra District Assembly
167	Sefwi Wiawso Municipal Assembly
168	Sekyere Municipal Assembly
169	Sene East District Assembly
170	Sene West District Assembly
171	Sissala East Municipal Assembly
172	Sissala West District Assembly
173	South Dayi District Assembly
174	South Tongu Municipal Assembly
175	Suaman District Assembly
176	Sunyani West Municipal Assembly
177	Tain District Assembly
178	Talensi District Assembly
179	Tatale Sanguli District Assembly
180	Tempane District Assembly
181	The National Board for Professional and Technician Examinations
182	Tree Crops Development Authority
183	Twifu Ati Morkwa District Assembly
184	Upper Denkyira West Municipal Assembly
185	Upper East Regional Coordinating Council
186	Upper West Regional Coordinating Council
187	Veteran Administration Ghana
188	W.E.B Du Bois Memorial Centre
189	Wa West District Assembly
190	Wassa Amenfi East Municipal Assembly
191	Wassa Amenfi West Municipal Assembly

192	West Mamprusi Municipal Assembly
193	Western North Regional Coordinating Council
194	Western Regional Coordinating Council
195	Yunyoo Nasuan District Assembly

Appendix 10: List of Media Houses Engaged in 2024

NO.	RADIO STATION	TV STATION
1	Ash FM	Metro TV
2	Asaase Radio	GTV
3	Garden City Radio	Garden City TV
4	Silver FM	PCG TV
5	Agyenkwa FM	Joy News TV
6	Time FM	
7	Adehye3 FM	
8	Sikka FM	
9	Oyerapa FM	
10	Radio BAR-GBC	
11	Storm FM	
12	Space FM	
13	3 FM	
14	Citi FM	
15	Asaase Radio	
16	Joy FM	

Appendix 11: List of Determinations Made in 2024

NO.	APPLICANT/INSTITUTION	VS	PUBLIC INSTITUTION CONCERN
1	MARTIN A.B.K. AMIDU ESQ	vs	CONTROLLER AND ACCOUNTANT GENERAL'S DEPARTMENT (CAGD)
2	THEOHILUS QUAYNOR & OTHERS	vs	ABLEKUMA CENTRAL MUNICIPAL ASSEMBLY
3	MEDIA FOUNDATION FOR WEST AFRICA (SETH J. BOKPE)	vs	MORTUARIES AND FUNERAL FACILITIES AGENCY
4	CENTRE FOR DEMOCRATIC EMPOWERMENT (ERNEST DANNSA APPIAH)	vs	MINISTRY OF EDUCATION
5	KWAME A. BOAFO & ASSOCIATES (REP. KWAKU O. ANIM ADDO, ESQ)	vs	NATIONAL TEACHING COUNCIL

NO.	APPLICANT/INSTITUTION	VS	PUBLIC INSTITUTION CONCERN
6	KWAME A. BOAFO & ASSOCIATES (REP. KWAKU O. ANIM ADDO, ESQ)	VS	UNIVERSAL MERCHANT BANK
7	KWAME A. BOAFO & ASSOCIATES (REP. KWAKU O. ANIM ADDO, ESQ)	VS	PRUDENTIAL BANK
8	MARTIN A. B. K. AMIDU ESQ.	VS	NATIONAL INTELLIGENCE BUREAU
9	NADIA LAMPTEY	VS	SCANCOM PLC
10	THE FOURTH ESTATE (ADWOA ADOBEA - OWUSU)	VS	MINISTRY OF EDUCATION
11	CENTRE FOR DEMOCRATIC EMPOWERMENT (REP BY ERNEST DANNSA APPIAH)	VS	GHANA HIGHWAY AUTHORITY
12	STEPHEN DESU	VS	MINISTRY OF JUSTICE & ATTORNEY GENERAL'S DEPARTMENT
13	RAPHAEL CUBAGEE	VS	JUDICIAL SERVICE (BONO REGION)
14	EWURAMA OCRAN GBEKOR	VS	ARCHITECTS REGISTRATION COUNCIL
15	KOJO MBEAH	VS	JUDICIAL SERVICE OF GHANA
16	THE FOURTH ESTATE (REP. BY EDMUND AGYEMANG BOATENG)	VS	MINERALS COMMISSION
17	ANANE FUGAR	VS	NATIONAL INVESTMENT BANK
18	MICHAEL NANA AMISSAH	VS	MINISTRY OF EDUCATION
19	AFRICAN EDUCATION WATCH (REP BY KOFI ASARE)	VS	WEST AFRICAN EXAMINATION COUNCIL
20	CENTRE FOR DEMOCRATIC EMPOWERMENT	VS	PUBLIC PROCUREMENT AUTHORITY
21	INNOCENT SAMUEL APPIAH	VS	SOCIAL SECURITY AND NATIONAL INSURANCE TRUST (SSNIT)
22	GARIBA AWUDU	VS	ASOKORE MAMPONG MUNICIPAL ASSEMBLY
23	CENTRE FOR DEMOCRATIC EMPOWERMENT	VS	MINISTRY OF EDUCATION
24	CENTRE FOR DEMOCRATIC EMPOWERMENT	VS	DEPARTMENT OF URBAN ROADS
25	CENTRE FOR DEMOCRATIC EMPOWERMENT	VS	GA WEST MUNICIPAL ASSEMBLY
26	SELASI AKLOTSOI MENSAH	VS	GHANA EDUCATION SERVICE
27	CLEMENT ANTWI-BOADU	VS	NATIONAL LOTTERIES AUTHORITY
28	CENTRE FOR DEMOCRATIC EMPOWERMENT (ERNEST DANNSA APPIAH)	VS	DEPARTMENT OF URBAN ROADS
29	NEW JUABEN CUSTOMARY LANDS SECRETARIAT	VS	LANDS COMMISSION (EASTERN REGION)

Appendix 12: 2024 Activity Gallery



Africa Network of Information Commissioners (ANIC)
held in Johannesburg, South Africa



Commemoration of the International Conference of Information Commissioners held in Albania



Delegates at the International Day for Universal Access to Information conference held in Accra, Ghana



ANIC Executives conferring at a breakfast session during the International Day for Universal Access to Information conference held in Accra, Ghana



Panelists deliberating on key issues during the ANIC meeting at IDUAI



ANIC Executives - (left to right); Yaw Sarpong Boateng Esq.,(Ghana), Adv. Pansy Tlakula (South Africa), Dr. Ibrahim Shaw (Sierra Leone) and Mr. Omar Segrouchni (Morocco)



Media Engagements



RTIC Celebrates Ghana Month



Sensitisation of Public Institutions



Sensitisation of Public Institutions



Church and Mosque Sensitisation



Church and Mosque Sensitisation



RTIC marks the Holiday Season with 9 Lessons & Carols



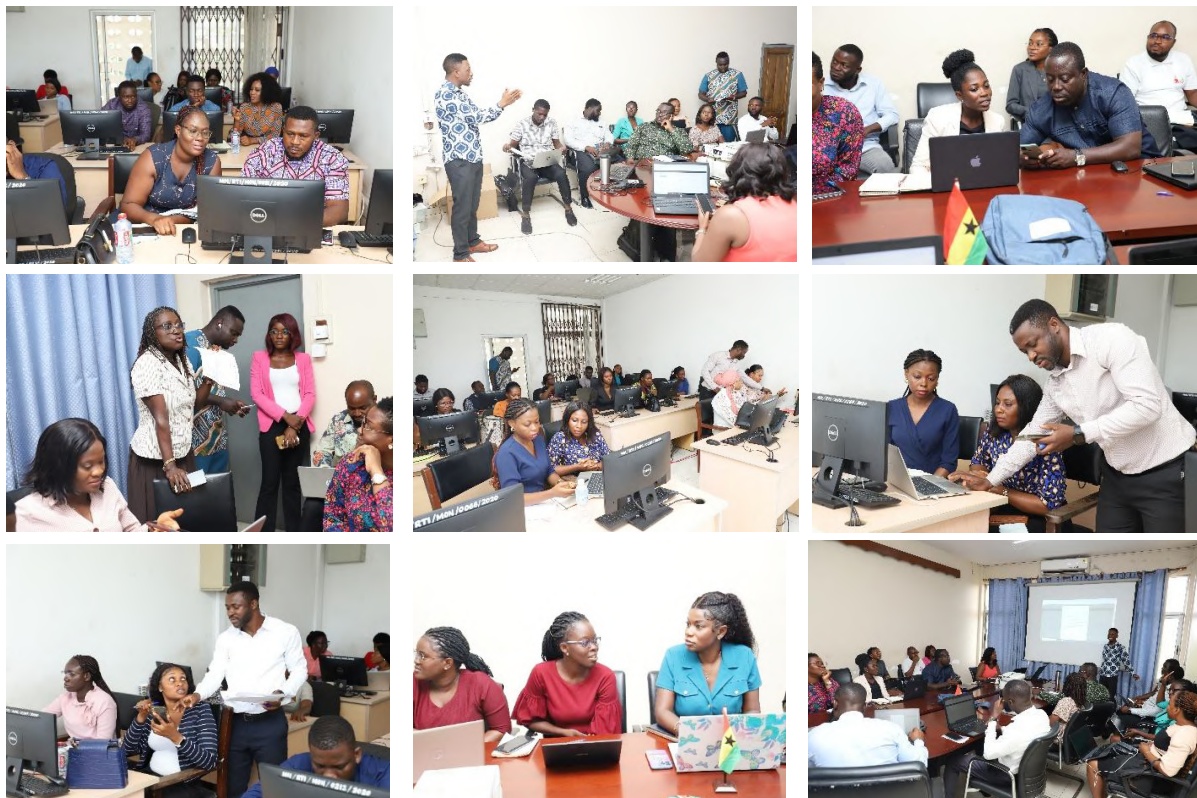
International Day for Universal Access to information



Public Education on the Act by Information Officers



Training for Recruited Information Officers



Electronic Staff Performance Appraisal Reporting Training of Information Officers

TERMS AND DEFINITIONS

Administrative Penalty: A fine or monetary sanction imposed on public institutions or officials for failing to comply with the RTI Act.

ADR (Alternative Dispute Resolution): A set of methods, such as negotiation, conciliation, mediation, and arbitration, used to resolve complaints lodged by dissatisfied applicants for information.

Applications: The document submitted to a public institution by an individual or entity, formally requesting access to information under the Right to Information Act.

Capacity Building: Activities (like training) designed to improve the abilities of institutions and individuals to fulfil their RTI roles.

Deferred Decision: When a decision is delayed for later date.

Designated Officers / Information Officers: Public officials appointed in institutions to receive, process, and respond to information requests under the RTI Act.

Desktop Research: Research conducted using existing sources such as documents, reports, and online materials, without going to the field to gather information or data through interviews.

Internal Review Request: A formal request made to the head of a public institution by an applicant for information to review a decision or denial of access to information by an information officer.

Legislative Instrument (LI): A set of regulations in the nature of subsidiary legislation that make detailed rules to facilitate the implementation of Act 989.

Mystery Shopping: A method of testing how institutions respond to RTI requests by sending anonymous requests and analysing their responses.

Pre-laying process: The stage where a set of regulations meant for passage as Legislative Instrument is formally submitted to Parliament for its consideration after all necessary consultations and finetuning have been done.

Proactive Disclosure: The practice of regularly publishing information without being asked, to increase transparency.

Referral: Redirecting an applicant for information to another institution that is believed to hold the requested information.

Request: Information sought by an applicant for information.

Request Approved: A situation where the public institution grants the applicant full access to all the information requested.

Request Deferred: A decision by the institution to temporarily delay providing information, often due to the need for additional time to locate, process, or evaluate the request.

Request Partially Granted: A response where the institution provides only part of the information requested, either because some data is exempt or unavailable.

Request Rejected: A situation where the public institution denies access to the requested information, either because it falls under an exempt category or for procedural lapses.

Request to the Court for Review: A legal action taken by an applicant or institution seeking judicial review of a decision made by the RTI Commission, usually when one party is dissatisfied with the Commission's determination.

Request Transferred: A request that has been officially forwarded by one public institution to another because the information is held by the receiving institution.

Review Request Granted: A decision by the Right to Information Commission to overturn the rejection or inaction of a public institution and require that the information be released.

Statutory Obligation: A legal requirement under Act 989.

Transfer: forwarding the request officially to the institution that holds the requested information.

SUPPORTING ORGANIZATIONS





rticommission@rtic.gov.gh

CONTACT US

No. 4 Osu Badu Link, Airport West

Residential Area, Accra

GA-156-1702

030 278 8353/030 278 8412