



# ARAP

Accountability, Rule of law and  
Anti-Corruption Programme

## ANNEXE 3

UPDATE TO THE CONTINGENCY PLAN  
FACING THE COVID19 CRISIS

22.05.2020

Funded by



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Implemented by



FIIAPP

COOPERACIÓN ESPAÑOLA



The following update is attached to the Contingency Plan presented on 24 March 2020 and the update of 8 and 24 April 2020.

## COUNTRY SITUATION

### 1. Current situation in Ghana

The official figures are 6,269 infected, 1898 recovered and 31 dead. All social distancing measures are maintained (prohibition of events, closure of churches, bars, discotheques, beaches...) the recommendation to continue with the telework formula by restricting face-to-face attendance at offices whenever possible, and the closure of borders until at least 31 May. A further extension of these measures cannot be ruled out.

As of 7 May, Ghana has started daily testing of COVID-19 in Accra and Kumasi. Although the figures are still modest, especially compared to other European countries, it seems clear that the virus is very present in Ghana, as the number of tests performed increases, and the number of reported cases increases accordingly. The speed with which restrictive measures were taken has helped to slow down the spread of the virus, but this does not mean that hygiene and social distancing measures should be relaxed.

It is not possible, as of today, to return to Ghana from Spain. We do not know when the borders will be reopened and regular flights resumed (beyond the forecasts of the airlines that are planning to start operating again from July) and, if so, what quarantine measures or other restrictions will be imposed. However, it will depend entirely on the authorities lifting the border closure, so these are still mere forecasts. This is why residents are in principle recommended to remain in their country of residence, unless other personal circumstances make travel advisable.

The Spanish Embassy in Ghana remains fully operational with the exception of the visa section, which remains closed due to travel restrictions in Ghana and Spain. In order to respect the appropriate social distancing and avoid crowding, an appointment should be made in advance to carry out any arrangements.

### 2. Status of project staff in the field

- The EU Delegation has authorized the entire coordination team to perform the functions under the telework formula. Following the government recommendations, international agencies and institutions in the field continuing teleworking, with the essential basic services being provided in an official international organization by appointment.
- The staff of the ARAP office in Accra continues to telework although, given the possibility of mobility, for justified service, an inspection visit has been made to the office that remains in a safe condition, as well as PPE (masks and gloves) have been provided to the office staff in case it should be urgent to provide a specific and essential service during this interim period.
- The office staff has been provided from the beginning with the necessary material for the adequate provision of the services in telework mode (computers, shared

- tools, databases and internet data connection)
- The Team Leader of the project and the Financial Officer are currently in Spain, as well as the Communication and Visibility Expert (recruited by GIZ) providing its services telematically in teleworking, maintaining the activity of constant communication and coordination with ARAP staff in Accra, Madrid FIIAPP HQ, the EU Delegation and with the partner institutions in the programme.

## STATUS OF THE PROGRAMME

### 3. Programme continuity plan

#### Relationship and performance with Stakeholders

Constant communication, work and coordination is maintained with the programme's partner institutions through the digital platforms Zoom and Webex, with regular weekly meetings successfully held with all stakeholders and experts of the programme that guarantee the communication and continuity of the programme's action.

**The XV SC scheduled for 28 May 2020 will be held online with the participation of all programme's partners and the EUD.**

Evolution of specific actions:

- The elaboration of the transfer and donation of the digital platforms where the developed systems are hosted to the Institutions has been completed, it is being revised with them as well as elaborating a technical assistance plan from the programme for the administration of the platforms in the next months.  
(JS : PRCU – Web Library – EPA: Complains platform – AGO : Case register – Solicitor general platform- GPS : Register – CHRAJ: NACORD )
- Launched the Tender for computer equipment in the process.
- Other bids pending to be launched.
- The contracting of the NCCE (National Commission of Civic Education) web page has begun, in support of the Ghanaian citizenry communication and awareness campaign aimed at informing and raising awareness about the prevention of the COVID-19 virus.
- Upon the conclusion of the Cinema-Van, which supports the activity of the NCCE, the product is being validated by sending technical reports and videos to carry out the technical inspection of the product remotely, and pending its delivery to Ghana when the border restrictions allow it.
- The Second pilot in complaints of the EPA has been reformulated, in accordance with the institution, a priori and pending the evolution of events in the coming months. The work of preparation of the activity is advanced, with the expert who directs it in constant communication with the EPA via telematics.  
The manual, which will serve as the basis for this Second pilot, in the way of printing and telematics diffusion, has been completed.

- Progress is being made with the EPA's Legal Unit programme on the investigation of environmental crimes, with specific aspects of the programme being closed by means of telematic meetings with the EPA, as well as a possible timetable for completion, taking into account the e-learning formula being initiated in the programme.
- The compilation of manuals and validated secondary legislation continues pending printing. To date, the process has begun with two LAC codes.
- Implementation of the specific support action in the fight against Covid-19 to contribute to the creation and improvement of a safe and efficient working space by promoting the use of new digital communication and information technologies.** The needs have been defined and the system for contracting platforms, equipment and providing connectivity for the promotion of online work has been implemented.
- The adequate platforms to carry out e-learning training have been analysed in an online meeting with all the Stakeholders of the programme. The activities included in the work plan have also been defined, which can be tackled under this modality according to the strategic plan designed for this purpose in April by KE in Communication and Public Education.

Stakeholder / institution	Activity	Number of participants	Communication & collaboration needs
<b>FIIAPP</b>	Steering Committee (Meeting)	30	Teleconference, screen sharing
<b>CHRAJ</b>	Preparation & dissemination of NACAP Reports (conference)	15	Teleconference, screen sharing, document collaboration
	NACAP Mid Term Evaluation (technical working group)	45	Teleconference, screen sharing, document collaboration
	NACAP Mid Term Evaluation (Validation)	100	Teleconference, screen sharing, document collaboration
<b>EPA</b>	Training of staff (Compliance monitoring)	45	Teleconference, screen sharing, document collaboration, Webinar
	Training Regional office and Legal Unit (prosecution)	35	Teleconference, screen sharing, document collaboration, e-learning, Webinar
	Training on environmental noise crimes	30	Teleconference, screen sharing, document collaboration, e-learning
<b>JS</b>	Capacity Building for PRCU in data analysis and report writing	30	Teleconference, screen sharing, document collaboration, e-learning
<b>LAC</b>	Online public engagement		Teleconference, screen sharing, document collaboration, e-learning
	Validation workshop Strategic Plan	75	Teleconference, screen sharing, document collaboration, e-learning
<b>OAG</b>	Annual attorney training	120	Teleconference, screen sharing, document collaboration, e-learning
	Training registry staff on the use of digital system	50	Teleconference, screen sharing, document collaboration, e-learning

- The possibility of carrying out online activities has been analysed, the validation of LAC's strategic plan telematically has been launched by the date. The strategy has been presented by the consultant and online analysis, examination and evaluation process is being designed for validation with the online institution.
- News related to corruption, transparency and public accountability in Ghana is being collected and analysed, providing information on how the extraordinary situation of the COVID-19 crisis is affecting these areas.

### Internal Programme Planning

- Work is being carried out in the areas and tasks defined in the Contingency Plan by the individuals and experts responsible for them as initially planned. **Work in progress.**
- **Regular weekly meetings have been held, both internally to coordinate the program and with the Stakeholders** through Zoom. This tool guarantees the permanent coordination of all the project staff.
- **The use of Webex as a secure platform recommended by the EUD is initiated.** The coordination of the work between FIIAP HQ, CU in Accra and the Stakeholders of the programme is maintained on a permanent basis with the holding of regular weekly meetings to deal with all the programmatic, logistical and organisational aspects of the programme which continues its activity.
- **The technical requirements are being prepared for the next Steering Committee, scheduled for 28 May 2020, to be held virtually. After confirming it with the EUD, the WebEx platform has been contracted, which for security reasons must be used for the development of this meeting.**

### Relationship and communication with the EU

- The 5th financial report for implementation over the past year has been approved. Also already released the payment of 2,500,000€.
- Permanent contact is maintained with EUD, working at this time on the Addendum for the extension of the deadline for contracting (which ended on 5 July 2020), standardised readjustment of budget items and introduction of a new line of action in support of the effort to combat the effects of COVID-19, has been submitted for approval.
- The work plan for concrete action to support the prevention and fight against the pandemic has been launched, focusing on strong support for the promotion of the maintenance of occupational safety and effectiveness under the circumstances imposed by the COVID-19 pandemic.

The proposal, after closing with the Institutions in view of their needs, has materialized in the support to the partner Institutions in the promotion of prevention and safety, while maintaining the effectiveness, of the working activity under the circumstances imposed by the risks of the pandemic:

- With measures for the development and implementation of new communication, and information technologies in the institutions, facilitating online development and teleworking in the institutions as a safe means of providing work during the pandemic (and as a means of working in the future to respond to the foreseeable changes in the way work services are provided).

Provision of:

- Licenses for online work platforms and e-learning: Cisco- webex and Microsoft Teams.
- Fixed and mobile routers with wide capacity and range in



- simultaneous connectivity.
- 4G-fibre data connection packages with ample connectivity capacity to numerous devices simultaneously for the routers.
- Support for the improvement of social communication tools: improvement of the functionalities of the NCCE website for use in the COVID-19 education and prevention campaign they are developing.
- With support measures and international good practice guides on safety, hygiene, and prevention in the workplace, as well as guides and good practices on teleworking.

Concrete action in whose design and implementation plan are involved the TL of the CU, HQ, the KE in Rule of Law and Public education, the Stakeholders, and their experts and IT advisors.

The concrete action outlined to the EUD for incorporation into the programme's action lines will be presented in the next SC.

#### **4. Options for continued dialogue with partners and EUD**

The Contingency Plan and the Communications Plan was sent to the EUD and the Project counterparts for information and follow-up.

This update will be sent as well.

#### **5. Communications Plan**

The Communication Plan is maintained and applied in its terms. The news in the communication channels of the Programme are updated: Web, Twitter and Facebook. As well as sending updated information on the evolution of the COVID19 crisis and the state of the country's situation to all the members of the ARAP programme through our Communications Officer.

#### **6. Economic implications**

As discussed above, an addendum to the contract will be presented in order to: readjust the budget items, extend the time limit for contracting FIIAPP in the programme. Other possible adjustments, if appropriate, will be assessed in the light of developments in the country's circumstances and the progress of the programme.

### **RISK ASSESSMENT**

#### **7. The EUD's position on the situation and analysis of possible contractual and economic implications**

The proposal for a concrete action plan in the fight against the crisis will be presented to the EU delegation with the assessments made by the partners of the programme and will be submitted to them for their consideration on the origin and contractual adjustments if necessary, for its implementation.

Awaiting the concretion and sending to the EUD of the request of prepared addenda previously exposed, pending of their considerations, initially favourable to all of them once announced verbally in meeting online and by email.

No new instructions regarding the programme, the indications of the past meeting regarding the willingness to conclude the programme, the effective execution of the remaining tasks and the appropriate closure, remain up to date.

**8. Proposal for short (15 days) and medium term (one month - two months) mitigation: e.g. suspension of contracts, reduction of man/days, etc**

The measures that have been adopted are teleworking, suspension of presential Expert's missions and reduction in the provision of staff and experts working days (WD) in accordance with new policies established and implemented in the overall framework by FIIAPP for application in programmes and/or with partner agencies in the face of the pandemic situation, needs and programmatic possibilities.

The entire team in the coordination office is authorized to telework.

*Given the exceptional nature of the situation in which we find ourselves, this Contingency Plan will be reviewed again in two weeks.*