

**OFFICE OF THE HEAD OF THE LOCAL GOVERNMENT SERVICE
(OHLGS)**

*In case of reply, the number
and the date of this letter
should be quoted.*



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Our Ref: OHLGS/FC/45/08

Date: 03/03/2021

Your Ref:

**MONITORING AND VERIFICATION OF 2020 PERFORMANCE CONTRACT FOR
RCCs & MMDAs**

The mandate of the Local Government Service (LGS) is to ensure effective administration and management of the Local Government in the country. In line with this objective, the LGS developed a comprehensive Performance Management System (PMS) that is based on Service Delivery Standards (SDS) and anchored on systematic processes of planning, implementing, monitoring, evaluating and reporting on performance of LGS employees.

As part of the process Performance Contracts were signed between Regional Ministers and Regional Coordinating Directors and Metropolitan, Municipal and District Chief Executives with Metropolitan, Municipal and District Coordinating Directors. The Office of the Head of the Local Government Service (OHLGS) will conduct a Monitoring and Verification exercise of the 2020 Performance Contract for Regional Coordinating Councils (RCCs) and Metropolitan, Municipal and District Assemblies (MMDAs).

The exercise is scheduled to start from 8th March - 16th April, 2021. Attached is the itinerary for all the Regions.

In view of the above, all RCDs are kindly requested to inform their various MMDAs about this exercise.

Fuel support will be provided to each RCC to facilitate their movement with the teams.

Counting on your cooperation.

**JAMES OPPONG MENSAH
CHIEF DIRECTOR**

For: HEAD OF SERVICE

ALL HON. REGIONAL MINISTERS

Attr: ALL REGIONAL COORDINATING DIRECTORS