Action Plan, Ghana – Jan 2011 – Dec 2011

| Activity of | Activity of Annual Plan | Concrete Actions | Start Aug 2010 | | | | | | | | | | ıly 20 |)11 | Budget (| \$) | Responsibility |
|-----------------------|---|--|----------------|---|---|---|---|---|---|---|---|---|--------|-----|----------|--------|----------------------------|
| Global Plan | | | Α | S | 0 | N | D | J | F | М | Α | М | J | J | UNIDO | Others | |
| Project management | Develop and agree on MOU between UNIDO and EPA | | | | | | | | | | | | | | | | FPs |
| | Agree disbursement procedure for demo GEF funds | | | | | | | | | | | | | | | | FPs |
| | Procurement of office and field equipment (laptops, desktops, printers, motorbike | Competitive bidding Selection of lowest bidder Supervise delivery | | | | | | | | | | | | | | | FPs |
| 1.1 | Undertake a baseline survey to indentify the key sources of local land –base contamination, erosion and biodiversity /environmental/social stress measurement at the demo project sites and report the result | Develop terms of reference Delegate site committee responsibilities Collect data, produce map of demo project site Result analysis and recommendations Presentations and sensitization Implementation of solution | - | | | | | | | | | | | | 10,000 | 4,000 | FPs + Coord + committee |
| 1.2 | Begin to work on the existing District tourism development plan to transform it into an integrated tourism plan | Meeting of stakeholders Review existing plan if any Facilitate development of integrated tourism plan Facilitate implementation of plan Enforce and monitor compliance Clean up at beach- estuary | - | | | | | | | | | | | | 12,000 | 6,000 | FPs + Coord + committee |

| | | to District assembly Produce posters and information boards Development of waste management systems Establish tourist information centre Sensitization of behavioral change of beach communities / fishermen | | | | | | |
|-----|---|---|--|--|--|-------|-------|----------------------------|
| 1.3 | Commission a consultant to study the marine erosion problem and building on previous / work to make a costed recommendation for addressing issues | Develop terms of reference and cost Recruit consultant through competitive bidding / delegate committee responsibilities Data collection / reports Implement recommendations | | | | 5,000 | 3,000 | FPs + Coord + committee |
| 1.4 | Hold series of stakeholder meetings for water way users to develop to develop a negotiated water use zones for estuary and islands | Hold three meetings with boats users, river fishermen, chalets and hotels to agree on zonation for estuary and island Develop guidelines and information as agreed at meetings Purchase inputs for water demarcation Implement guidelines — information boards and inputs in place | | | | 6,000 | 3,000 | FPs + Coord + committee |

| | | Enforce and monitor compliance | | | | | | |
|---------|--------------------------|--------------------------------|--|--|--|--------|-------|---------------|
| 1.6 | Produce awareness | Select hotels and organize | | | | 6,000 | 3,000 | FPs + Coord + |
| | materials on EMS for | training workshop | | | | | | committee |
| | hoteliers, fishing and | Introduce EMS technology | | | | | | |
| | hunting regulations, | and practice | | | | | | |
| | community waste | Best EMS technology | | | | | | |
| | disposal, sand winning | selected and adopted | | | | | | |
| | | Develop sanitation | | | | | | |
| | | monitoring and certification | | | | | | |
| | | Select areas and agreed on | | | | | | |
| | | information to create | | | | | | |
| | | awareness | | | | | | |
| | | Produce information | | | | | | |
| | | boards, posters etc | | | | | | |
| | | Distribute materials and put | | | | | | |
| | | information boards in place | | | | | | |
| | | Facilitate implementation | | | | | | |
| | | and monitor compliance | | | | | | |
| 1.7-1.9 | Meet with stakeholders | Meet with resource users | | | | 12,000 | 6,000 | FPs + Coord + |
| | to discuss issues around | within project site | | | | | | committee |
| | mangrove cutting and | Discuss threats and actions | | | | | | |
| | re-afforestation and | for sustainable utilization | | | | | | |
| | agree on actions | Select degraded areas and | | | | | | |
| | | species for planting | | | | | | |
| | | Purchase seedlings and | | | | | | |
| | | tools for planting | | | | | | |
| | | Facilitate joint eco-tourism | | | | | | |
| | | initiative for sustainable | | | | | | |
| | | utilization | | | | | | |
| | | Diversify business | | | | | | |
| | | opportunities | | | | | | |
| | | Zone ecologically sensitive | | | | | | |
| | | areas | | | | | | |

| | | Produce map Implement guidelines and monitor compliance | | | | | | | |
|-----|---|--|--|--|---|--|--------|--------|-------------------------|
| 2.1 | Identify and nominate key representatives from each stakeholder group as a local tourism management committee (destination planning, eco-tourism management, EMS, erosion control | Key representatives identified and nominated from existing structures and consultative meetings Development of TOR of committee TOR and nomination letters sent to nominees through structures in place First gathering, presentation and tour of project site by committee | | | - | | 500 | 300 | FPs +Demo Coord |
| 2.2 | Undertake an inception meeting for all local stakeholders to introduce the demo project to the local people | Circulate letter on meeting to stakeholders, nominees etc Media coverage- print and electronic Presentation on project – objective, themes and expected roles of stakeholders Committee inaugurated First committee meeting held | | | | | 800.00 | 500.00 | FPs + Coord + committee |
| | Develop and test simple monitoring mechanism for destination planning | Committee meet to develop draft monitoring guidelines (using UNWTO guidelines) | | | | | 800.00 | 500.00 | FPs + Coord + committee |

| | , EMS and eco-tourism (draw upon UNWTO indicators) | Meeting with relevant agency /stakeholders to discuss/fine tune guidelines Modalities and responsibilities agreed on Implement guideline, enforce and monitor compliance | | | | | | |
|-----|--|--|--|--|--|---------------------------------|--------|-------------------------|
| 2.3 | Prepare initial demo project awareness raising materials (billboards, poster, brochures etc) | Meeting –inputs into materials, identification of target groups, distribution list etc Estimate for quantities and cost Production of materials Distribution of materials | | | | 1,500 | 600 | FPs + Coord + committee |
| 2.5 | Develop partnership action plan / pathway for each and roles and co-financing commitments | Meeting with partners Define action and roles Develop MOU for co- financing Implement agreement | | | | 500.00 | 300.00 | FPs + Coord + committee |
| 3.1 | Identify and establish an MOU with a locally based training and / or research institute | Develop MOU with local institute based on recommendation from capacity assessment Discuss and develop sub contract for training delivery | | | | Region al Budget UNIDO | | FPs + Coord + committee |
| 3.2 | Undertake local assessment of capacity gaps and report the | Facilitate activity with consultant Comment on draft report | | | | Region al Budget | | FPs + Coord + committee |

| | results to check against proposed activities | Develop MOU with locally based training institute | | | | | | UNIDO | | |
|-----|--|---|--|--|--|--|--|---------------------------------|--------|--|
| 3.3 | Identify trainees for EMS training and begin implementation | Develop TOR and cost if possible Recruit trainees for training delivery Discuss report and implement recommendation | | | | | | Region al Budget UNIDO | | FPs + Coord + committee |
| 4.1 | Prepare educational/ information materials on the Ada estuary for use by the general public | Dialogue meeting Target audience identified Agreed on information to promote tourism and conservation of the estuary Agree on quantities, cost an produce materials Distribute material appropriately and put information boards in place | | | | | | 900.00 | 500.00 | FPs + Coord + committee |
| | Meet with management committee to develop a work plan for 2012 | Evaluate 2010 performance Develop 2011 work plan Develop actions to address challenges | | | | | | 500.00 | 500.00 | FPs + Coord + Management committee |