

ANNEX 2

Core Grant Narrative Progress Report

Report period January- June 2010

Contract Ref. No. 04/core/81/CEPIL

Organisation CEPIL

Contact Tel. No. 0302-921307/508952

Report Date 30th June, 2010

Report Prepared by

Signature & date

Mercy Akwamuwor _____

Report Approved by Augustine Niber

Signature & date

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Please do not write in green coloured sections; refer to notes at last page for explanations

1. Institutional/Organisation Development: Evidence of significant progress / change

What are major changes in the organisation's circumstances that are likely to have impacted your outputs over the period?

- Organisational structure / board / management team
- Strategy / planning / decision making / knowledge management
- Human resource issues
- Marketing / communication / public relations

Indicators	Baseline Jan. 2007- Jul. 2008	Prior Period	Current Period	Cumulative
1. HR Management	July, 2008	August.-Dec. , 2009	January- June 2010	
i) <i>Leadership:</i>	2	2	2	2
ii) <i>Core staff</i>	2	8	8	8
iii) <i>Support staff</i>	5	8	8	8
2. Governance				
i) <i>Board:</i>	4 <i>Board Members:</i>	4 Member board	4 Member Board	4

<p>ii) <i>Committees</i></p> <p>iii) <i>Documented board meetings</i></p> <p>iv) <i>Management meetings</i></p> <p>v) <i>Staff meetings</i></p>	<p>CEPIL board is referred to as the Executive Committee.</p> <p>2</p> <p>2</p> <p>4</p>	<p>2</p> <p>4</p>	<p>1</p> <p>3</p>	<p>3</p> <p>7</p>
<p>3. Systems and procedures Financial management systems</p> <p>i) <i>Programme activities to overhead ratio</i></p> <p>ii) <i>Total Turnover for the period in US \$</i></p>			<p>1: 2.17</p> <p>\$ 150,675</p>	

<p>iii) <i>Total number of Donors for the Period</i></p> <p>iv) <i>Internal control</i></p> <p>Ninety</p> <p>v) <i>External audit</i></p>	<p>The Center puts in place Accounting Manual as well as an Administrative manual. All payment to be approved by a designated official of the Senior Management Team; preferably from the rank of Coordinator and above. The Custodian of all value documents is the Accountant or the Accounts Officer</p> <p>The Center to have at least each year's annual financial reports (Final Accounts) audited by recognised</p>	<p>Transactions are processed according to procedures outlined in the draft manuals. All payments are approved by the Executive Director. All cheque payments were signed by at least two signatories. All cheques and other value books were in the custody of the Accountant and the Assistant.</p> <p>The Final Account for the year 2007 and some of the project financial reports had been audited and certified by our auditors</p>	<p>3</p> <p>Approval limitations has now been established for the Executive Director, and the Deputy Executive Director, for all cheque payments. Petty cash payments are to be approved by the deputy Executive Director however payments up to GHc 20 could be approved either the Accountant or the Administrative Manager.</p> <p>Final accounts for year 2008 and 2009 has been concluded and audited.</p>	<p>Encourages accountability. Facilitates payments and minimises errors.</p> <p>Enforces our commitment to meet statutory obligations. It gives credibility to</p>
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<p><i>Operational policies</i> vi) <i>HR policy</i></p> <p>vii) <i>Gender Strategy/action plan and milestone</i></p> <p>viii) <i>Budget spent on Gender</i></p>	<p>Chartered Accounting firm appointed by the Board.</p>	<p>HR policy in place and being used</p>	<p>Same as Prior period</p> <p>Improve gender parity and participation within CEPIL at all levels of the Centre e.g Gendering HR policy, staffing, board membership. Ensure gender mainstreaming in all of CEPIL's programs, services and research. e.g legal aid services.</p> <p>High priority is given to gender in program activities and the provision of legal support.</p> <p>\$17,134.44 (11.44%)</p>	<p>the accounts to our donors.</p>
<p>4. Funding base development</p> <p><i>List long-term</i></p>	<p>RAVI-</p>			

<i>programmes(3yrs +)</i>	\$274,211.28	UNDEF \$ 393,250		
<i>List short-term programme(1 year)</i>	Oxfam America- \$186,150.00	OXFAM America \$139,830 DFID \$ 200,438.48 IIED \$ 21,750 GRAP \$120,000 Others- \$ 30,213.56	OXFAM America \$ 51,300 OSIWA \$ 91, 534 ELAW \$ 39,783	
<i>Total dollar volume of programmes</i>	\$460,361.28	\$ 905,482.04	\$ 182,617	\$ 1,088,099.04
<i>Approved dollar volumes</i>	\$460,361.28	\$171,963.56	\$ 182,617	\$ 354,580.56
<i>Percentage overhead recovery</i>	16.5%	23.80%	20.83%	22.32%
List number of publications (policy briefs, briefing papers, research reports, programme reviews.		<ol style="list-style-type: none"> 1. Handbook for Human Rights Paralegals in Ghana. 2. Economic, Social and Cultural rights in Ghana 3. Training manual for Human Rights Paralegals. 	<ol style="list-style-type: none"> 4. Paralegal Handbook for Forest communities. 5. Midterm Review Report of the District and Community Level Consultations of the Constitution Review Commission 	

2. Collaboration, coalitions and networking

Using the format below, list the most important organisations you collaborated with over the period. For each organisation, give an indication of the issues or themes you worked on, its status and the outcomes.

	Organisation /Coalition	Policy issue / theme / nature Starting / ongoing / ending	Outcome
Government - executive	- -Ministry of Energy:- Energy Commission Ministry of Environment and science:- EPA	Improving quality of Environmental Impact Assessments (EIA)	<p>Following the oil rig accident in the Gulf of Mexico, involving BP petroleum, CEPIL conducted a second review of the Environmental Impact Assessment (EIA) Report submitted by Tullow Oil to the Environmental Protection Agency to ascertain the measures that been put in place or provided in EIA to avert oil blowout and remedy a situation of that nature. The review identified serious concerns with the EIA report prepared by the Company. Tullow is proposing to use Blow-Out Preventers (BOPs) permanently installed on the subsea wells during well completions, and the use of a double mechanical barrier system during production and injection operations using the subsea christmas trees and other barriers. BOPs were used by BP which failed to work. Tullow Oil is neither proposing preemptive drilling of relief wells that can be used in a matter of days to stop the flow of oil from a deep water well off the coast of Ghana, or an acoustic control system to activate the blowout preventer if an accident disables the primary control system.</p> <p>A memorandum has been prepared and submitted to the Environmental Protection Agency to ensure Tullow drill preemptive of relief wells or put in place an acoustic control system to activate the blowout preventer if an accident disables the primary control system.</p>
	Constitution Review Commission		<p>CEPIL developed a consultation instrument which is being used for the conduct of the District and Community Level Consultations of the Constitution review process by Constitution Review Commission (CRC).</p> <p>Additionally, CEPIL provided training for 40 researchers and research assistants (25 male, 15 female) for the Constitution Review Commission to</p>

<p>- legislature</p>			<p>conduct the district and community level consultations. The researchers and research assistant were trained on the consultation instrument, basic constitutional law presentation skills, team building skills, report writing, community entry strategies and media management.</p> <p>CEPIL also, conducted a midterm review of the conduct of the District and Community Level Consultations being carried out in five regions namely; Upper East, Northern Brong Ahafo, Eastern and Volta regions. The midterm review of the Community and District Level Consultations is required to assist the Commission to fully assess the progress and impact of the consultations and to ascertain the strategies being used by the teams of researchers and research assistants in the consultation process and also to recommend whether the commission should maintain, adjust or completely change the strategy in other to achieve maximum results.</p> <p>With the aid of a questionnaire, CEPIL conducted the review exercise using personal interviews and group discussion with the team of researchers and research assistants in the field.</p> <p>The midterm review report was submitted to the CRC identifying some challenges in the first phase of the District and community level consultations in the 5 regions and made specific recommendation to improve the consultation process in the other regions.</p>
<p>- judiciary</p>	<p>Judicial Service</p>	<p>Instituted human rights and public interest cases in the courts.</p>	<p>Court cases are still pending.</p> <p>The estate of Clement Kofi Baffoe obtained letters of administration and filed an application for extension of time to sue AngloGold Ashanti for wrongful death.</p> <p>Abena Nsiah vrs. Attorney General and Ministry of Road involves destruction of farms and crops during the construction of a road without the payment of compensation. The</p>

<p>Legal Aid</p>		<p>Access to justice</p>	<p>plaintiffs include 52 female and 20 male. CEPIL applied and obtained an order for the discovery of documents necessary for the case and the court has ordered the plaintiffs to file inventories of the crops destroyed.</p> <p>CEPIL provided about 15 people (9 male 6 female) with legal aid through its legal aid clinic. These are people by the accessment of CEPIL cannot afford the services of commercial lawyers. The cases dealt with at the clinic include, motor accident cases, the negligence of a medical facility, labour related cases, land lord and tenant cases, some commercial cases and criminal cases. A number of the people who consulted the legal aid clinic received legal advice on their cases others had letters written on their behalf by CEPIL. The labour cases were favourably resolved and CEPIL is representing those whose cases are before the courts and providing them with free legal representation.</p>
<p>Coalition, network</p>	<p>Environmental Law Alliance Worldwide(ELAW)</p>	<p>Empowering Young Environmental Leaders</p>	<p>CEPIL, ELAW and Green Advocates Liberia, are collaborating to empower young environmental leaders in the three countries. A network of these young environmental leaders has been created and participants are exchanging ideas on sustainable mining and forestry and also on climate change issues. CEPIL has selected 25 young environmental leaders comprising 10 female and 15 males from universities and polytechnics in Ghana who are participating in the discussions.</p> <p>The project includes an exchange programme as such a staff of CEPIL travelled to the United States of America in February 2010 as a fellow at ELAW. The staff conducted research on sustainable mining activities in the US and participated in the annual Public Interest Environmental Law Conference in Eugene Oregon.</p>
<p>Peers CBOs</p>	<p>WACAM</p>	<p>Access to Justice and advocacy for policy change</p>	<p>Collaboration with WACAM, CEPIL continue to provide free legal services including court room representation to mining communities in mining areas, namely Teberebe, Prestea, NKwantakrom, Kenyasi.</p>

			<p>During the period the total numbers of persons in these communities who have benefitted from the free legal services provided by CEPIL are about 176. Out of this number 63 are female and 113 male including 20 children.</p> <p>The affected persons in Teberebe and Prestea-Dumase are being represented in court by CEPIL.</p> <p>CEPIL and WACAM issued Press Release on the celebration of World Water Day calling on Regulatory agencies to be proactive in preventing pollution of rivers by mining operations and to provide timely information on pollution of water bodies to affected communities.</p> <p>CEPIL WACAM and other NGOs also issues a statement on the celebration of the World Environment Day, 5th June 2010 under the theme "biodiversity – ecosystems management and green economy registering our unhappiness with government's continue violation of national laws and international conventions that it had signed relating to biodiversity conservation and demand that government should as a matter of urgency revoke the mining rights granted to all mining companies in the country to mine in forest reserves and stop granting exploration rights to companies in the country within protected areas</p>
Donor agencies	G-RAP	Oil and Gas	<p>CEPIL in collaboration with WACAM and with support from GRAP organized the third and final phase of paralegal training on oil and gas to coastal communities in the Western Region. 15 focal persons from six selected communities in the Western region of Ghana , Axim, Princess Town, Asanta, Essiama, Kikam and , Half Assini were trained in the second phase.</p>
DA (please indicate district)	Ga West District Assembly	Right to Housing	<p>Prosecuting an Appeal in a suit against the Ga West District Assembly for the demolition of houses at Mallam.</p> <p>During the reporting period written submissions on the grounds of appeal has been filed and a date is set in July 2010 for judgment.</p>
Private Sector	1. Gold Fields Ghana Ltd.	Law suits on behalf of mining and other communities	<p>CEPIL continued to prosecute the cases instituted against these</p>

	<ol style="list-style-type: none"> 2. ,Ghana Australian Goldfields (Aglo-Gold Ashanti), 3. Tema Oil Refinery, 4. Golden Star Resources Ltd 		<p>companies on behalf of mining and other communities. The communities include, Teberebe, Dumase, Kobeda and Tema. There are six (6) cases being prosecuted in the High Court in Tarkwa, one (1) case in the High Court in Tema, three (3) cases in the High Court in Accra.</p> <p>These cases are at various stages in the courts.</p> <p>Evidence in two of the cases in the High Court in Tarkwa has been concluded and CEPIL is writing the submissions on behalf of these communities to be filed in the court.</p> <p>In the other cases though CEPIL lawyers have attended court several times, the stages of these cases have not changed. In respect of the cases in the High Court, Tarkwa the defendants are yet to open their defence in two of the cases and also continue with their evidence in one of them while the last one is still at the summons for direction stage.</p> <p>In the High Court in Tema, Tema Oil Refinery and their lawyers have consistently failed to come to court during the period and CEPIL is yet to Commence giving evidence.</p> <p>Though significant progress have been made during the reporting period in giving evidence in all the three cases pending in the High Court in Accra CEPIL is yet to close its evidence in these cases.</p>

3. National pro-poor policies

Identified Policy Issue	Research/Advocacy activities in relation to the identified policy area	What are the policy gaps identified from the research/ advocacy conducted	What is your organisations position on these issues supported by your research/advocacy	What policy alternatives do you propose and how do you hope to achieve this policy change
Residential Landlords and Tenants	Baseline Study of Rent Control Department	Inadequate protection for Tenants	There is the need to build the capacity of the rent control officers to better administer the Rent Act.	The need for a review of the Rent Act of 1962. We have drafted a proposal and is sourcing for funds to build the capacity of the rent control officers and to advocate for the

				review of the Rent Act.
Housing	The right to housing	No right to housing in the Constitution of Ghana	There is the need for the development of a comprehensive housing policy. Drafted a proposal to be submitted to the Constitution Review Commission on the need for an express provision on the right to housing in the Constitution.	Government support for improvement of local materials in housing delivery.
Land Rights	Conducting research on land rights in Ghana	Taking community lands for the utilization of natural resources without the payment of compensation	Research is ongoing. It has already been established that no compensation is paid for the taking of the land.	Payment of compensation for all lands required for the utilization of mineral resources whether they have economic trees, structure or not.

4. Success Story

Briefly describe your organisation's landmark achievement this period

The Center conducted research and develop a Handbook for Paralegals in Forest Communities in Ghana for publication.

All the 15 focal persons selected from communities and trained as paralegals are currently providing costs effective legal services to communities in Axim, Princess Town, Asanta, Essiama, Kikam and , Half Assini and are submitting monthly reports to CEPIL..

5. Stakeholder Perception

How has the credibility and legitimacy of RAOs changed in the eyes of GoG and the Ghana public? What is your interpretation? Is there a reference to this evidence of change?

There has been considerable collaboration and interactions between RAOs, the Government of Ghana and other governmental institutions including general public. Government and governmental institutions are partnering with RAOs in designing social interventions and also accepting contributions made by RAOs on many social issues. RAOs are considered as change agents. These are clear indications of the credibility and legitimacy of RAOs in the eyes of GOG and the public in contribution towards policy change in the country.

Government institutions often call on RAOs to assist in the preparation of policy documents, presenting briefing papers on key policy issues.

6. What is your perception on the general policy making environment in Ghana

There is generally conducive policy making environmental in Ghana in the advent of our constitutional dispensation. This is evidenced by the fact that governments are now more receptive to formulating policies that will enure to the benefit of the society as a whole and poor and marginalised in particular. This cordial policy environment has witnessed RAOs influencing and sometimes driving the policy change and direction in many sectors of the country.

7. Grant and report related issues

7.1 What issues do you wish to raise relating to the Grant or to G-RAP management?

7.2 What parts of the report are confidential or cannot be shared without prior consent?

G-rap Narrative Progress Report

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Notes on narrative reporting

In addition to this narrative report, G-rap accepts grantee organisation's own annual report, on the assumption that these reports show a relationship between annual workplans, budgets and outputs of these organisations and – if possible – impact.

G-rap however monitors a number of indicators that a Grantee's annual report may not always focus on and have designed a simple narrative reporting format to gather this data. This gives the programme managers a quick overview of progress against workplan of each grantee and of significant results in a number of relevant areas relating to the Logical Framework and objectives of the Programme.

G-rap intends to minimize Grantee's time investments in reporting, hence this concise format. Nonetheless, additional documentation can be annexed to the report for more detail.

Narrative reporting is a bi-annual contractual requirement. The deadline for report submission is four weeks after the end of the reporting period.

Completed reports need to be submitted in signed hard copy (2 signatures), as well as in electronic format using MS-Word 2003 compatible software (to: info.grap.ghana@gmail.com).