

TRUSTWORK CONSULTING LIMITED

TRUSTWORK PROJECTS/ASSIGNMENTS EXPERIENCE BRIEF PROFILE

TRUSTWORK CONSULTING LIMITED
(WWW.THETRUSTWORKGHANA.COM)

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Brief about TRUSTWORK Consulting Limited

Background

TRUSTWORK is management, research and development-driven Ghanaian consulting company with a growing footprint in Africa. Our focus is on provision of innovative services and solutions to government/public, private and non-governmental (NGO) sector clients. In line with the broader developmental challenges and central to the company's approach is the need to empower institutions through the development of innovative research, integrated management solutions and models; the promotion of best practices as well as delivering effective solutions that are grounded in evidence-based research.

The company is chaired and managed by Prof. Emmanuel Jediael Ophir (Ph.D.) and a team of well-qualified and experienced professionals, who bring to the company a blend of hard-development operational and strategic management skills, as well as a deep understanding of domestic and international corporate governance and socio-economic issues.

Founded in 2005, TRUSTWORK areas of specialization are:

- Capacity Building and Training
- Research and Development (R&D)
- Planning Advisory Services (PAS)
- Management Consulting Services
- Software Development, System Integration and IT Engineering
- Tourism Consulting Services
- Agricultural Development, Trade and Economic Advisory Services
- Policy Formulation, Strategic Education and Communication Services
- Corporate Governance and Enterprise Development
- Investment and Financial Advisory Services
- Procurement Advisory Services
- Natural Resources Utilization and Support Services

For each area, TRUSTWORK's starting point is simple – We Listen, Learn and Respond, in order to develop mutually beneficial and empowering partnerships, by providing professional, specialized research and consulting services. We not only generate sustainable solutions for our clients, but also work with them to achieve their strategic objectives.

In keeping with the aims and objectives of the TRUSTWORK programmes, the company has built a collaborative relationship with research institutions and international consulting firms aimed at ensuring that a full complement of resources, skills and expertise are always available for effective and efficient service delivery.

Relevant Experience

About Our Experience

Through best practices and experience, quantitative and qualitative research methods, TRUSTWORK is able to:

- **Undertake organizational effectiveness and impact reviews** as a means of strengthening the performance and service delivery capabilities of public, private and NGO sector institutions.
- **Develop course content and conduct hands-on training including “tailor-made programmes”** for professional and institutional management development with a view to building up managerial capacity and promoting growth among the organizations to effectively and efficiently compete in national and international platforms for greater returns.
- **Undertake socio-economic surveys** that give voice to target populations and provide a platform for key stakeholders in public and private sectors to make informed decisions.
- **Formulate dynamic policies, development plans and business strategies** that are aligned with Africa’s micro-economic conditions and the global environment; prepare viable projects and programmes that ensure economic transformation and rural reconstruction.
- **Contribute to the development of the micro, small and medium enterprises (MSMEs) sector** and promote supply chain empowerment through innovative solutions and customized training packages.
- **Provide training in Global Management Approach (GMA) to the Economic and Social Development of the Nation** by introducing an innovative integrated Development approach, which has been tested and resulted in successful levels of development in relation to economic and social change for rural communities. The techniques and 'know how' used ensure commitment and ownership by the country for project development.

We deliver Institutional and Management Effectiveness, Human Capital Performance Improvements and Strategic Services through:

- Institutional capacity building, management and performance improvements contracts
- Management training and capacity building
- Capacity appraisal and performance assessments.
- Workforce training and human resource (HR) planning
- Developing and supporting organizations to implement competency-based Human Resource (HR) systems, HR scorecard, skills gaps assessment, providing practical tools to measuring performance and diagnosing organizational effectiveness for optimal service delivery.
- Strategic reviews and best value reviews.

- Effective financial management systems for public and private sector organizations including fiscal capacity analysis, financial auditing and audit reviews, financial control mechanisms, funds application and reporting, effective utilization and assets management.
- Fund management and results-based composite budgeting and reporting
- Project Assessment, Performance Management and formulation of Project Performance Improvement Strategic Plans.
- Cost Effectiveness Analysis, Procurement, Accounting and Finance, HR and Operational auditing for preparation of thematic Plans/Policies.
- Strategic procurement and supply chain management.
- Competitiveness benchmarking.
- Project reviews, monitoring and evaluation of programmes and activities, including impact assessments to identify progress against baseline data.
- Development strategic planning, as well as alignment of operational plans to strategic objectives.
- Formulation of Monitoring and Evaluation (M&E) Plans, and Impact surveys designed to inform ongoing decisions and to assess the degree to which programmes and initiatives are delivering on strategic commitments.
- Perception and customer satisfaction surveys based on quantitative and qualitative research tools: desktop research, surveys and focus group interviews.
- Organizational Assessment, Performance Management and Structural Surveys (OAPM&SS).

Service Concept, Vision and Values

The overall service concept informing TRUSTWORK approach and strategy is:

- To develop empowering and mutually beneficial partnerships through **listening, learning and responding**. We do this by offering professional and specialized management, research and development services in order to contribute to the creation of sustainable solutions for our clients and the realization of their strategic objectives. We grow as our customers flourish.

Our core values guarantee that we are able to provide innovative and cost-effective research and consulting solutions with the emphasis on quality. Our local experience, coupled with extensive international and Pan African exposure, equips us with the essential skills and insights to deliver effective solutions to our clientele. TRUSTWORK continues to attain its philosophy: serving clients effectively with an experienced and required knowledge base.

TRUSTWORK has staff strength of thirty-four (34), who are well qualified and experienced with diverse backgrounds, and over one hundred (100) external consulting partners, out of the thirty-four are twenty-five consultants, five assistant consultants and researchers and four supporting staff.

In addition to meeting Africa's stipulated development goals, TRUSTWORK is committed on a deeper level to ongoing socio-economic transformation, both internally and externally. TRUSTWORK's developmental approach involves a commitment to hiring a diverse staff, to creating a workplace that is free from discrimination and prejudice and to providing skills development opportunities for our staff members and for the broader community.

Please contact TRUSTWORK's office for more information about our corporate social responsibility programmes, The 'Green' policy, work experience programmes and other change initiatives.

Legal Status

TRUSTWORK is legally registered under the Ghana Companies Law of 1963 (Act 179) as a Limited Liability Company from the Registrar Generals' Department, Ghana with the full name: TRUSTWORK Consulting Limited.

Registration and Tax Identification Details:

Company Registration Number: CA – 79,352/ CS077162018

Taxpayer Identification Number: TIN – 524V068526/ C0004578562, Including as a VAT/NHIL Registered Member with VAT Registration Certificate.

Areas of Competence

TRUSTWORK has a strong, experienced and professionally competent team with wide ranging expertise and specializations in areas of **consultancy-research** and **training**. The team, individually and collectively is committed to working together with your organization to achieve its strategic objectives.

TRUSTWORK areas of competence cover Consultancy and Training in the following areas:

- Management Training, Research and Development
- Project Management, Organizational and Human Resource Development
- Public Financial Management, Investment Planning, Budgeting and Auditing
- Software Development, System Integration and IT Engineering

With respect to training, the firm is able to offer open as well as an implant and customized training based on comprehensive needs assessment of clients felt needs vis-à-vis perceived needs. Training is then provided to address identified gaps in participants' competences to improve performance on the job.

Consultancy and Training Methodology

Consultancy:

- The methodology for identifying client problems and offering solutions has primarily been participatory and interactive. That is, a Hands-on, process consulting approaches.

Training:

- TRUSTWORK adopts participatory training methodology suitable for adult learning based on needs analysis; this enables us to offer an approach to training, which combines a practical mix of participant-cantered discussions and frontal presentations, case studies, best practices, audiovisuals, role-plays and syndicate work tailor-made for clients’ needs.

Our methodology and approach to every assignment carefully considers our clients requirements and translate these into series of operational stages, which will lead to the attainment of the expected deliverables.

Our participatory experience is the best way to identify and engage all stakeholders. The approach is also critical in securing stakeholders’ buy in as well as obtaining their inputs and participation in the design and implementation of every exercise. We believe that a broad-based programme of stakeholder consultation and participation is necessary from the onset to establish commitment and support for any proposed recommendations. Accordingly, the methodology that we propose to apply to every assignment is based on this concept.

In providing effective services to meet the objectives of our client, we are committed to understand the background and policy context of the client’s organization and framework conditions for the successful monitoring and evaluation of the client’s assignment, taking a critical look at the operations, objectives, issues and needs of the client’s organization. The nature of the relationship we bring for the purposes of every assignment is shown in the diagram below.



In broad terms, our methodological approach, which is participatory, is framed within the concept of Appreciative Inquiry. The Appreciative Inquiry is a facilitated approach to organizational planning and change that asks “what is working well around here and how do we build on it? It is based on the assumption that in every group or organization, something works well.

The concept of appreciative inquiry therefore involves recognizing the best in people or the world around us, affirming the past and present strengths, successes and potentials.

It helps to unearth those life- giving factors that give life (health, vitality, vision, values, passion, excellence) that are found within every system, those factors that hold the potential for inspired, positive change. It utilizes a 4-stage process focusing on the 4Ds, namely discover, dream, design and deliver.

Our Experts

We have in place a team of in-house experts with specializations in training and institutional capacity building, integrated urban development and governance; policy planning, monitoring and evaluation; financial management; project management; capital investment planning; investment attraction and resource mobilization; revenue improvement planning; process management and enterprise development; environmental planning and management; urban renewal and regeneration; rural reconstruction, policy analysis and formulation; management consulting; participatory research and development.

Our team has huge experience in Africa governments' systems and structures through continuous work done in various African countries and our consulting firm – Trustwork, is very well-positioned including logistical and administrative support to effectively and efficiently undertake assignments to help achieve the strategic objectives of every organization/company.

Our Clients

Our Client List

In pursuance of our vision, TRUSTWORK has provided management, research and development consulting services for over fifty clients in the areas including strategic leadership, course content development and management and staff training, institutional and workforce performance assessment and capacity building, project management, financial management and accounting, integrated urban development management systems, participatory governance, physical planning and spatial development, environmental planning, land-use management systems, planning and policy analysis, formulation of development plans, monitoring and evaluation, socio-economic surveys, agriculture, trade and economic advisory services, infrastructural development, tourism advisory and business development services.

A detailed table of relevant projects' experience is included as summarized below. TRUSTWORK has undertaken over fifty contracts in its areas of specialization for both local and international organizations including: Ministries, other Public Sector Organizations, Metropolitan, Municipal and District Assemblies of the Government of Ghana; among the organizations are:

National / Local Organizations:

- Government of Ghana Ministries, Departments and Agencies. Public and Private Sector Organizations including:
 - Ministry of Finance
 - Public Investment Division/MOF/GOG/WB
 - Ministry of Trade and Industry
 - World Bank/IDA/GOG MSMEs Project
 - European Union (EU) Ghana Office

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- Ministry of Local Government and Rural Development
- Local Government Services (OHLGS) and MMDAs
- Ministry of Food and Agriculture
- Social Security and National Insurance Trust (SSNIT), Ghana
- National Board for Small Scale Industries (NBSSI)
- Association of Ghana Industries (AGI)
- Ghana Oil Company Limited, Etc.

International Organizations:

- World Bank
- European Union (EU)
- International Labour Organization (ILO)
- Streetnet International, Ghana and South Africa
- African Community Development Foundation (ACDF), Uganda, Kenya and UK
- Department of City and Regional Planning, Cardiff University, Wales, UK
- National Resource Institute (NRI), Greenwich University, UK, etc.

Annex 1: Summary of some Projects Experiences

Summary of Some Institutional Capacity Building and Training Assignments' Experiences:

Name of Project	Project Duration and Location	Client	Description
<p>Consulting Services: Institutional and Human Resource Planning Model (Course Content and Manual) Development.</p>	<p>November 2013 – February 2014. Accra.</p>	<p>European Union Funded Project for the Local Government Service (LGS), MLGRD – Ghana.</p>	<p>Provided consulting services in the area of human resource planning capacity building, course content and manual development, and trained the institutional managers of the assemblies. This assignment included HR auditing -MMDAs staff performance assessment – competency-based performance reviews, appraisal, HR best practices and case studies reviews and integration, performance effectiveness analysis and work force planning in relation to job analysis, description and classification in the local government. The aim is to bring job clarity, improve assembly-level HR planning and productivity for better local services delivery.</p>

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Name of Project	Project Duration and Location	Client	Description
Consultancy Services – Capacity Building	September – October, 2013 Accra	World Bank Funded Project of Ministry of Trade and Industry	Provided Training Services to the Ministry of Trade and Industry under the Micro, Small and Medium Enterprises Project (MSME) funded by the World Bank -in the areas of Training Needs Assessment –Skills Gap Identification, Course Content Development and Designing of appropriate Training Modules including themes, scope of work and methodologies. Resource materials -Manuals/Guidebooks preparation and conducting of the training on Project Monitoring and Evaluation, Technical Report Writing, Closing and Sustainability Planning; and Post training tasks including reporting. The assignment was aimed at building the capacity of management and staff of the project implementing agencies for successful project closing and planning for the project sustainability.
Consultancy Services – Capacity Building	May – June 2013 Accra	World Bank Funded Project of Ministry of Finance and Economic Planning / Financial Sector Division	Provided training services including development of course content and relevant training materials, and training facilitation/delivery on Executive Project Management (EPM) including Communication and Technical Report Writing to the Ministry of Finance and Economic Planning (MOFEP), Ghana on

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			the World Bank Funded Project called Economic Management Capacity Building (EMCB) under the Financial Sector Division (FSD) for the Management and Staff of Project Implementing Agencies for project management and implementation effectiveness and efficiency.
Consultancy Services – Capacity Building	October – November 2012 Accra	World Bank Funded Project of Ministry of Trade and Industry	Provided capacity building including development of course content and other training materials, and training facilitation/delivery - management training on Participatory Project Planning for the Senior Staff of Ministry of Trade and Industry, aimed at improving functional skills for effective and efficient project implementation and service delivery.

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<p>Consultancy Services – Capacity Building</p>	<p>June – July, 2012 Accra</p>	<p>World Bank Funded Project of Ministry of Finance and Economic Planning / Financial Sector Division</p>	<p>Provided Training Services to the Ministry under the Financial Sector Division (FSD) - World Bank Funded Project titled: Economic Management Capacity Building (EMCB) -in the areas of Training Needs Assessment –Skills Gap Identification, development of course content and other training materials, and Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training on Effective Office Management and Administration, and Post training tasks including reporting. The assignment was aimed at enabling an increase in the administrative productivity of the Ministry for better delivery on the Ministry’s Strategic and Project Objectives.</p>
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<p>Second Urban Environment and Sanitation Project (UESPII)- Institutional Capacity Development</p>	<p>August – December 2011 Sekondi-Takoradi</p>	<p>World Bank/Nordic Development Fund (NDF)/ Sekondi-Takoradi Metropolitan Assembly (STMA)</p>	<p>Provided consultancy services – developed course content and other training materials, conducted training for the STMA institutional managers, departmental heads and project staff; and provided capacity building in support of UESPII including Organizational and Staff Performance Assessment and Training; and other technical services including Environmental, Water and Sanitation Needs Assessment and Improvement Training Support; and integrated urban management, M&E, project management and investment planning to enhance the institutional capacity of the Assembly, and other various trainings for the STMA’s Personnel and its stakeholders to improve their skills more effectively for a better service delivery.</p>
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Summary of some MDAs Training Assignments Experiences:

Name of Project	Project Duration and Location	Client	Description
Consultancy Services – Capacity Building	September – October, 2013 Accra	World Bank Funded Project of Ministry of Trade and Industry	Provided Training Services to the Ministry of Trade and Industry under the Micro, Small and Medium Enterprises Project (MSME) funded by the World Bank -in the areas of Training Needs Assessment –Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies. Resource materials -Manuals/Guidebooks preparation and conducting of the training on Project Monitoring and Evaluation, Closing and Sustainability Planning; and Post training tasks including reporting. The assignment was aimed at building the capacity of management and staff of the project implementing agencies for successful project closing and planning for the project sustainability.
Consultancy Services – Capacity Building	May – June 2013 Accra	World Bank Funded Project of Ministry of Finance and Economic Planning / Financial Sector Division	Provided training services on Executive Project Management (EPM) to the Ministry of Finance and Economic Planning (MOFEP), Ghana on the World Bank Funded Project called Economic Management Capacity Building (EMCB) under the Financial Sector Division (FSD) for the

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			Management and Staff of Project Implementing Agencies.
Consultancy Services – Capacity Building	October – November 2012 Accra	World Bank Funded Project of Ministry of Trade and Industry	Provided capacity building - management training on Participatory Project Planning for the Senior Staff of Ministry of Trade and Industry, aimed at improving functional skills for effective and efficient project implementation and service delivery.
Consultancy Services – Capacity Building	June – July, 2012 Accra	World Bank Funded Project of Ministry of Finance and Economic Planning / Financial Sector Division	Provided Training Services to the Ministry under the Financial Sector Division (FSD) - World Bank Funded Project titled: Economic Management Capacity Building (EMCB) -in the areas of Training Needs Assessment –Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training on Effective Office Management and Administration, and Post training tasks including reporting. The assignment was aimed at enabling an increase in the administrative productivity of the Ministry for better delivery on the Ministry’s Strategic and Project Objectives.

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Consultancy Services – Capacity Building	November – December 2011 Accra	World Bank Funded Project - MSMEs Project of the Ministry of Trade and Industry	Provided capacity-building services including personnel assessments and management training to the Policy, Planning, Monitoring and Evaluation (PPME) Department, and the personnel of Ministry of Trade and Industry. The training was aimed at equipping the senior staff with practical and emerging trends in Participatory Monitoring and Evaluation (PM&E), also improving their functional skills on PM&E for better project results and strengthening the M & E system within the Ministry for greater returns.

Some additional TRUSTWORK Project Experiences:

Assignment name: Consultancy Services – Records Digitization System and Application Softwares Project (E-Records)	Duration of assignment (months): Six months
Country: Ghana Location within country: Accra	
Name of Client: Ministry of Trade and Industry (MOTI)/MSMEs Project	Total No. of staff-months of the assignment: Six months
Address: Ministry of Trade and Industry (MOTI)/MSMEs Project, Accra, Ghana	
Start date (month/year): May, 2013 Completion date (month/year): October, 2013	No. of professional staff-months provided by associated Consultants: None

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<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Alex Bonsu Functions performed:</p> <ul style="list-style-type: none"> • Coordinated commencement meetings and framework coding • Data collection and analysis • Systems analysis • Programming and designing • Software developing and testing • Implementation and training; and • After implementation technical support services
<p>Narrative description of Project: Data collection and analysis, systems analysis, programming and designing, software developing and testing, implementation and training; and after implementation technical support services.</p>	
<p>Description of actual services provided by your staff within the assignment: Developed and provided technical support for the implementation of records digitization systems software for the ministry’s project operations nationwide to manage and safeguard the project documents/records.</p>	

Firm’s Name: TRUSTWORK Consulting Limited

<p>Assignment name: Consultancy Services – Records Digitization System and Application Softwares Project (E-Records)</p>	<p>Duration of assignment (months): Six months</p>
<p>Country: Ghana Location within country: Accra</p>	
<p>Name of Client: NBSSI Ghana</p>	<p>Total No. of staff-months of the assignment: Six months</p>
<p>Address: NBSSI Ghana, Accra.</p>	
<p>Start date (month/year): January, 2014 Completion date (month/year): June, 2014</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>

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<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Alex Bonsu</p> <p>Functions performed:</p> <ul style="list-style-type: none"> • Assured technical and professional best standards and assignment quality (Quality Assurance) • Coordinated commencement meetings and framework coding • Data collection and analysis • Systems analysis • Programming and designing • Software developing and testing • Implementation and training; and • After implementation technical support services
<p>Narrative description of Project: Data collection and analysis, systems analysis, programming and designing, software developing and testing, implementation and training; and after implementation technical support services.</p>	
<p>Description of actual services provided by your staff within the assignment: Developed and provided technical support for the implementation of records digitization systems software for their office operations in Ghana to manage and safeguard their documents/records.</p>	

Firm's Name: TRUSTWORK Consulting Limited

<p>Assignment name: Consultancy Services – Records Digitization System and Application Softwares Project (E-Records)</p>	<p>Duration of assignment (months): Six months</p>
<p>Country: Ghana Location within country: Accra</p>	
<p>Name of Client: MSMEs Project Ghana</p>	<p>Total No. of staff-months of the assignment: Six months</p>
<p>Address: MSMEs Project Ghana, Accra.</p>	
<p>Start date (month/year): August, 2012 Completion date (month/year): January, 2013</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>

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<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Alex Bonsu</p> <p>Functions performed:</p> <ul style="list-style-type: none"> • Led the team (Team Leader) and assured technical and professional best standards and assignment quality (Quality Assurance) • Coordinated commencement meetings and framework coding • Data collection and analysis • Systems analysis • Programming and designing • Software developing and testing • Implementation and training; and • After implementation technical support services
<p>Narrative description of Project: Data collection and analysis, systems analysis, programming and designing, software developing and testing, implementation and training; and after implementation technical support services.</p>	
<p>Description of actual services provided by your staff within the assignment: Developed and provided technical support for the implementation of records digitization systems software for their office operations in Ghana to manage and safeguard their documents/records.</p>	

Firm's Name: TRUSTWORK Consulting Limited

<p>Assignment name: Consultancy Services – Capacity Building</p>	<p>Duration of assignment (months): Two months</p>
<p>Country: Ghana Location within country: Accra</p>	
<p>Name of Client: Ministry of Finance and Economic Planning (Financial Sector Division)</p>	<p>Total No. of staff-months of the assignment: Two months</p>
<p>Address: Ministry of Finance and Economic Planning P.O. Box M40, Ministries-Accra</p>	
<p>Start date (month/year): May, 2013 Completion date (month/year): June, 2013</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>

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<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: George Owusu (PhD) Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.</p>
<p>Narrative description of Project: Provided training services on Executive Project Management (EPM) to the Ministry of Finance and Economic Planning (MOFEP), Ghana on the World Bank Funded Project called Economic Management Capacity Building (EMCB) under the Financial Sector Division (FSD) for the Heads and Staff of the Project Implementing Agencies.</p>	
<p>Description of actual services provided by your staff within the assignment: Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The staff also arranged for the training venue, food, equipments and other items needed for the programme.</p>	

Firm's Name: TRUSTWORK Consulting Limited

<p>Assignment name: Consultancy Services – Capacity Building</p>	<p>Duration of assignment (months): Three months</p>
<p>Country: Ghana Location within country: Accra, Ghana</p>	
<p>Name of Client: Institutional Capacity Building Support Project/MOFEP</p>	<p>Total No. of staff-months of the assignment: Three month</p>
<p>Address: Accra, Ghana</p>	
<p>Start date (month/year): November, 2012 Completion date (month/year): January, 2013</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>

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<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Mr. Frank Boakye Dankwa Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.</p>
<p>Narrative description of Project: The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.</p>	
<p>Description of actual services provided by your staff within the assignment: Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.</p>	

Firm's Name: TRUSTWORK Consulting Limited

<p>Assignment name: Consultancy Services – Capacity Building</p>	<p>Duration of assignment (months): Two months</p>
<p>Country: Ghana Location within country: Accra</p>	
<p>Name of Client: Institutional Capacity Building Support Project/MOFEP</p>	<p>Total No. of staff-months of the assignment: Two months</p>
<p>Address: Accra, Ghana</p>	
<p>Start date (month/year): November, 2012 Completion date (month/year): December, 2012</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>
<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Mr. Frank Boakye Dankwa Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed</p>

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	<p>training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.</p>
<p>Narrative description of Project: The assignment aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting, Composite Budgeting, Procurement and Contract Management.</p>	
<p>Description of actual services provided by your staff within the assignment: Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.</p>	

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<p>Assignment name: Consultancy Services – Capacity Building</p>	<p>Duration of assignment (months): Two months</p>
<p>Country: Ghana Location within country: Accra</p>	
<p>Name of Client: Institutional Capacity Building Support Project/MOFEP</p>	<p>Total No. of staff-months of the assignment: Two months</p>
<p>Address: Accra, Ghana</p>	
<p>Start date (month/year): November, 2012 Completion date (month/year): December, 2012</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>
<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. Akwasi Adarkwa Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators prepared training report.</p>

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Narrative description of Project:

The assignment aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Operation and Maintenance Planning, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.

Description of actual services provided by your staff within the assignment:

Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.

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Assignment name: Consultancy Services – Capacity Building	Duration of assignment (months): Two months
Country: Ghana Location within country: Kumasi	
Name of Client: Institutional Capacity Building Support Project/MOFEP	Total No. of staff-months of the assignment: Two months
Address: Accra, Ghana	
Start date (month/year): November, 2012 Completion date (month/year): December, 2012	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. Akwasi Adarkwa Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.

Narrative description of Project:

The assignment aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.

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Description of actual services provided by your staff within the assignment:
 Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.

Firm's Name: TRUSTWORK Consulting Limited

Assignment name: Consultancy Services – Capacity Building	Duration of assignment (months): Three months
Country: Ghana Location within country: Kumasi	
Name of Client: Institutional Capacity Building Support Project/MOFEP	Total No. of staff-months of the assignment: Three months
Address: Kumasi, Ghana	
Start date (month/year): October, 2012 Completion date (month/year): December, 2012	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. Osei Kusi Functions performed: Provided overall advice to the Assignment Team and ensured that all end products meet the highest professional standards, and developed appropriate Training Modules to address those needs. Planning, coordinating, and delivering of the trainings.
Narrative description of Project: The assignment aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting.	
Description of actual services provided by your staff within the assignment: Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.	

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Assignment name: Consultancy Services – Capacity Building	Duration of assignment (months): Two months
Country: Ghana Location within country: Accra	
Name of Client: Ministry of Trade and Industry	Total No. of staff-months of the assignment: Two months
Address: Ministry Of Trade & Industry/MSMEs Project, P.O. Box M47, Accra	
Start date (month/year): October, 2012 Completion date (month/year): November, 2012	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Dr. Kwasi Dartey-Baah Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training modules; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.
Narrative description of Project: Provided capacity building - management training on Participatory Project Planning to the Executive and Senior Staff of Ministry of Trade and Industry, aimed at improving functional skills for effective and efficient project implementation and service delivery.	
Description of actual services provided by your staff within the assignment: Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The staff also arranged for the training venue, food, equipments and other items needed for the programme.	

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Assignment name: Consultancy Services – Capacity Building	Duration of assignment (months): Two months
Country: Ghana Location within country: Accra	
Name of Client: Ministry of Finance and Economic Planning (Financial Sector Division)	Total No. of staff-months of the assignment: Two months
Address: Ministry of Finance and Economic Planning P.O. Box M40, Ministries-Accra	
Start date (month/year): June, 2012 Completion date (month/year): July, 2012	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. W. Siaw Functions performed: Provided overall advice to the Assignment Team and ensured that all end products meet the highest professional standards, and ultimately provided the relevant technical expertise for the different stages of the training assignment. Assessed and diagnosed the training needs –skills gap identification, and developed appropriate Training Modules to address those needs.
Narrative description of Project: Provided Training Services to the Ministry under the Financial Sector Division (FSD) World Bank Funded Project titled: Economic Management Capacity Building (EMCB) –The assignment was aimed at enabling an increase in the administrative productivity of the Ministry for better delivery on the Ministry’s Strategic and Project Objectives.	
Description of actual services provided by your staff within the assignment: Training Needs Assessment –Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training on Effective Office Management and Administration, and Post training tasks including reporting. The staff also arranged for the training venue, food, equipment and other items needed for the programme.	

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Assignment name: Consultancy Services – Capacity Building	Duration of assignment (months): Two months
Country: Ghana Location within country: Accra	
Name of Client: Ministry of Trade and Industry	Total No. of staff-months of the assignment: Two months
Address: Ministry Of Trade & Industry, P.O. Box M47, Accra	
Start date (month/year): November, 2011 Completion date (month/year): December, 2011	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Dr. George Owusu Functions performed: Designed instrument for training needs assessment; coordinated training needs assessment; developed training module; chaired technical meetings; validated the training materials; involved in facilitation; supervised delivery of other facilitators; prepared training report.
Narrative description of Project: Provided capacity building – training including personnel assessments and management training to the Policy, Planning, Monitoring and Evaluation (PPME) Department, and the personnel of Ministry of Trade and Industry. The training aimed at equipping the senior staff with practical and emerging trends in Participatory Monitoring and Evaluation (PM&E), also improving their functional skills on PM&E for better project results and strengthening the M & E system within the Ministry for greater returns.	
Description of actual services provided by your staff within the assignment: Training Needs Assessment –Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training on Effective Office Management and Administration, and Post training tasks including reporting. The staff also arranged for the training venue, food, equipment and other items needed for the programme.	

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<p>Assignment name: Consultancy Services – Second Urban Environment and Sanitation Project (UESPII)- Institutional Strengthening</p>	<p>Duration of assignment (months): Four months</p>
<p>Country: Ghana Location within country: Sekondi-Takoradi</p>	
<p>Name of Client: Sekondi- Takoradi Metropolitan Assembly (STMA)</p>	<p>Total No. of staff-months of the assignment: Four months</p>
<p>Address: Sekondi Takoradi Metropolitan Assembly, P.O. Box 74, Sekondi, Western Region</p>	
<p>Start date (month/year): August, 2011 Completion date (month/year): December, 2011</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>
<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: Dr. George Owusu Functions performed: Provided overall advice to the Assignment Team and ensured that all end products meet the highest professional standards, and ultimately provided the relevant technical expertise for the different stages of the training assignment. Assessed and diagnosed the training needs –skills gap identification, and developed appropriate Training Modules to address those needs.</p>
<p>Narrative description of Project: Provided Technical assistance and other consultancy services including Human Resource Development and Planning to enhance the institutional capacity of the Assembly, and training for the STMA’s Personnel to improve their skills more effectively for a better service delivery.</p>	
<p>Description of actual services provided by your staff within the assignment: Provided training and developed systems manual on human resource planning and management, participatory planning, monitoring and evaluation for the Assembly under Second Urban Environment and Sanitation Project (UESPII).</p>	

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Assignment name: Consultancy Services – Market Business Proposal	Duration of assignment (months): Three months
Country: Ghana Location within country: Accra	
Name of Client: Ministry of Trade and Industry	Total No. of staff-months of the assignment: Three months
Address: Accra, Ghana	
Start date (month/year): August, 2010 Completion date (month/year): October, 2010	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. Obeng Ayirebi Functions performed: Chaired technical meetings Coordinated development of proposal Validated the draft proposal Prepared final proposal and report
Narrative description of Project: Preparation of a District All- Purpose Model Market Business Proposal as a fund raising masterpiece to attract investment funds for construction of a District All-Purpose Model Market to generate revenue for the assembly, employment, improve the livelihood of the people and enhance the socio-economic development of the district through Public Private Partnership arrangement.	
Description of actual services provided by your staff within the assignment: A study of the district economy was conducted to identify potentials of the districts. The firm also had a consultation with key stakeholders, proposal drafting, and discussion of the draft proposal with the management of the Assembly. The proposal was finalized, considering inputs and concerns raised during discussion of the draft proposal.	

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Assignment name: Consultancy Services – Preparation of M&E Plan (2010 – 2013)	Duration of assignment (months): Two months
Country: Ghana Location within country: Accra	
Name of Client: Institutional Capacity Building Support Project/MOFEP	Total No. of staff-months of the assignment: Two months
Address: Accra, Ghana	
Start date (month/year): March, 2010 Completion date (month/year): April, 2010	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: S. K Okyere Functions performed: Provided the relevant technical expertise for the different stages of the assignment, and ultimately provided overall advice to the Assignment Team and ensured that all end products meet the highest professional standards. Oversight and technical input into the preparation of the monitoring and evaluation plan. Trained the District Development Planning Coordinating Unit (DPCU) Members and other Key Officers on the implementation of the M&E plan, and how to manage and oversee Monitoring and Evaluation Activities.
Narrative description of Project: Assisted the Districts Technically for the preparation of their District Monitoring and Evaluation (M & E) Plan for the years 2010 – 2013 as per the DMTDP.	
Description of actual services provided by your staff within the assignment: In order to develop ownership of the plan as well as build capacity among the staff, our professionals worked with the District Planning Coordinating Units (DPCU) to prepare the District Monitoring and Evaluation (M & E) Plan for the years 2010 – 2013.	

Firm's Name: TRUSTWORK Consulting Limited

Assignment name: Consultancy Services – Socio-Economic Effects of Landfills in a Less Developed Country: A Case Study Of Mallam and Oblogo Landfills, Accra, Ghana.	Duration of assignment (months): Three months
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Country: Ghana Location within country: Accra	
Name of Client: Foundation for Science (IFS), Sweden	Total No. of staff-months of the assignment: Three months
Address: Foundation for Science (IFS), Sweden.	
Start date (month/year): June, 2009 Completion date (month/year): August, 2010	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: George Owusu (PhD) Functions performed: Coordinated design of questionnaires Coordinated training of enumerators Supervised fieldwork Supervised data entry and analysis Prepared report
Narrative description of Project: This was a case study on the Socio-Economic Effects of Landfills in a Less Developed Country	
Description of actual services provided by your staff within the assignment: The actual services provided were design of questionnaire, training of enumerators, data collection, data entry and analysis as well as report writing.	

Firm's Name: TRUSTWORK Consulting Limited

Assignment name: Consultancy Services – Formulation of Medium Term Development Plan (2010- 2013)	Duration of assignment (months): Three months
Country: Ghana Location within country: Accra	

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Name of Client: Institutional Capacity Building Support Project/MOFEP	Total No. of staff-months of the assignment: Three months
Address: Accra	
Start date (month/year): October, 2009 Completion date (month/year): December, 2009	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: S.K Okyere Functions performed: Provided the relevant technical expertise for the different stages of the assignment, and ultimately provided overall advice to the Assignment Team and ensured that all end products meet the highest professional standards. Oversight and technical input into the preparation of the DMTDP. Trained the District Development Planning Coordinating Unit (DPCU) Members and other Key Officers on the implementation of the DMTDP, and how to manage and oversee Development Activities in the District.
Narrative description of Project: Provided Technical Assistance for the formulation of the District Medium Term Development Plan (2010-2013) for the Economic growth and structural transformation in the District to ensure livelihood improvement and sustainable development.	
Description of actual services provided by your staff within the assignment: In order to develop ownership of the plan as well as build capacity among the staff, our professionals worked with the District Planning Coordinating Unit (DPCU) to formulate the District Medium Term Development Plan (2010- 2013)	

Firm's Name: TRUSTWORK Consulting Limited

Assignment name: Consultancy Services – Ghana Country Case Study on Industrial Clusters and Indigenous Private Sector	Duration of assignment (months): Three months
Country: Ghana Location within country: Nationwide	

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Name of Client: World Bank and JICA (Japan International Cooperation Agency)	Total No. of staff-months of the assignment: Three months
Address: World Bank and JICA (Japan International Cooperation Agency)	
Start date (month/year): January, 2009 Completion date (month/year): March, 2009	No. of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Team Leader: Mr. Osei Kusi Functions performed: Coordinated design of questionnaires Coordinated training of enumerators Supervised fieldwork Supervised data entry and analysis Prepared report
Narrative description of Project: This work was a Country Case Study of Ghana on Industrial Clusters and Indigenous Private Sector performance.	
Description of actual services provided by your staff within the assignment: The actual services provided were design of questionnaire, training of enumerators, data collection, data entry and analysis as well as report writing.	

Firm's Name: TRUSTWORK Consulting Limited

Assignment name: Consultancy Services – Situational Analysis of Selected Communities in Accra and Sekondi-Takoradi.	Duration of assignment (months): Three months
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<p>Country: Ghana Location within country: Accra and Secondi - Takoradi</p>	
<p>Name of Client: CHF-Ghana/Gates Foundation</p>	<p>Total No. of staff-months of the assignment: Three months</p>
<p>Address: CHF-Ghana/Gates Foundation</p>	
<p>Start date (month/year): September, 2009 Completion date (month/year): November, 2009</p>	<p>No. of professional staff-months provided by associated Consultants: None</p>
<p>Name of associated Consultants, if any: None</p>	<p>Name of senior professional staff of your firm involved and functions performed:</p> <p>Team Leader: George Owusu (PhD) Functions performed: Coordinated design of questionnaires Coordinated training of enumerators Supervised fieldwork Supervised data entry and analysis Prepared report</p>
<p>Narrative description of Project: This research project is part of large project titled Slum Communities Achieving Livable Environments with Urban Partners (SCALE-UP). We conducted a situational analysis of selected communities in Accra and Secondi-Takoradi.</p>	
<p>Description of actual services provided by your staff within the assignment: The actual services provided were design of questionnaire, training of enumerators, data collection, data entry and analysis as well as report writing.</p>	

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Summary of other relevant MMDAs Training Assignments Experiences:

Name of Project	Project Duration and Location	Client	Description
Consultancy Services – Capacity Building	Sept. 2012 – January 2013 Kete Krachi, Volta Region	Multiple Donor Funded Project - District Development Fund (DDF) under the Ministry of Local Government and Rural Development (MLGRD) / Krachi West District Assembly	<p>Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting.</p> <p>The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.</p>
Consultancy Services – Capacity Building	November - December 2012 Assin Foso, Central Region	Multiple Donor Funded Project - District Development Fund (DDF) under the Ministry of Local Government and Rural Development (MLGRD) District Development Fund (DDF)/ Assin North Municipal Assembly	<p>Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Training was on Project Management.</p>
Consultancy Services – Capacity Building	November - December 2012	Multiple Donor Funded Project - District Development Fund (DDF) under the	<p>Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules</p>

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	<p>Bogoso, Western Region</p>	<p>Ministry of Local Government and Rural Development (MLGRD)</p> <p>District Development Fund (DDF)/ Prestea Huni Valley District Assembly.</p>	<p>including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Cash Flow Analysis and Operation and Maintenance Planning, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.</p>
<p>Consultancy Services – Capacity Building</p>	<p>November - December 2012</p> <p>Ahafo Ano South, Ashanti Region</p>	<p>Multiple Donor Funded Project - District Development Fund (DDF) under the Ministry of Local Government and Rural Development (MLGRD)</p> <p>District Development Fund (DDF)/ Ahafo Ano South District Assembly Assembly.</p>	<p>Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Effective Coordination and Planning, Project Integration, M&E, Cash Flow Analysis and Financial Reporting, Composite Budgeting, Procurement and Contract Management, and Participatory Planning.</p>

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<p>Consultancy Services – Capacity Building</p>	<p>October - December 2012 Kadjebi, Volta Region</p>	<p>Multiple Donor Funded Project - District Development Fund (DDF) under the Ministry of Local Government and Rural Development (MLGRD) District Development Fund (DDF)/ Kadjebi District Assembly.</p>	<p>Training Services provided: Training Needs Assessment -Skills Gap Identification, Designing of appropriate Training Modules including themes, scope of work and methodologies, Resource materials (manuals) preparation, conducting of the training and Post training tasks including reporting. The assignment was aimed at enabling an increase in the managerial productivity of the assembly for better project implementation through management training. The Trainings were on various themes including Project Management, Cash Flow Analysis and Financial Reporting.</p>
<p>Second Urban Environment and Sanitation Project (UESPII)- Institutional Strengthening</p>	<p>August – December 2011 Sekondi-Takoradi</p>	<p>World Bank/Nordic Development Fund (NDF)/ Sekondi-Takoradi Metropolitan Assembly (STMA)</p>	<p>Provided Technical Assistance – conducting Cost Effectiveness Analysis of some selected components of the (UESPII) and other consultancy services including Environmental, Water and Sanitation Needs Assessment and Improvement Training Support; and Human Resource Development and Planning to enhance the institutional capacity of the Assembly, and other various trainings for the STMA’s Personnel and its stakeholders to improve their skills more effectively for a better service delivery.</p>

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Market Business Proposal	August-October 2010 Abura-Asebu Kwamankese	AAKDA		Preparation of a District All-Purpose Model Market Business Proposal as a fund raising masterpiece to attract investment funds for construction of a District All-Purpose Model Market to generate revenue for the assembly, employment, improve the livelihood of the people and enhance the socio-economic development of the district through Public Private Partnership arrangement.
Preparation of District M&E Plan (2010 – 2013)	March – April 2010 Akyemansa, Eastern Region	Akyemansa Assembly.	District	Assisted the Akyemansa District Technically for the preparation of their District Monitoring and Evaluation (M & E) Plan for the years 2010 – 2013 as per the DMTDP.
Formulation of District Medium Term Development Plan (2010-2013)	October – December 2009 Akyemansa, Eastern Region	Akyemansa Assembly.	District	Provided Technical Assistance for the formulation of the Akyemansa District Medium Term Development Plan (2010-2013) for the Economic growth and structural transformation in the District to ensure livelihood improvement and sustainable development.

Summary of other Relevant Research Project Experiences:

Name of Project	Project Duration and Location	Client	Description
Ghana Country Case Study on Industrial Clusters and Indigenous Private Sector	2009 Ghana	World Bank and JICA (Japan International Cooperation Agency)	Provided Project Cost Effectiveness Analysis and Performance Assessment of some Industries within the Study Coverage Area. This work was a collaborative Country Case Study of Ghana on Industrial Clusters and Indigenous Private Sector performance.
Socio-Economic Effects of Landfills in a Less Developed Country: A Case Study Of Mallam and Oblogo Landfills, Accra, Ghana.	2009-2010 Accra	Foundation for Science (IFS), Sweden	This was a case study on the Socio-Economic Effects of Landfills in a Less Developed Country.
Situational Analysis of Selected Communities in Accra and Sekondi-Takoradi.	2008 Accra and Sekondi - Takoradi	CHF-Ghana/Gates Foundation	This research project is part of large project titled Slum Communities Achieving Livable Environments with Urban Partners (SCALE-UP). We conducted a situational analysis of selected communities in Accra and Sekondi-Takoradi.

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