**WEST MAMPRUSI MUNICIPAL ASSEMBLY**





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

**Tel: 0715 –22024/22009**

**Our Ref: …………………………….**

**Your Ref:……………………………**

**Office of the Municipal Administration**

**P. O. Box 6**

**Walewale, N/R**

**E-mail:** [wmd.nr.gh@gmail.com](mailto:wmd.nr.gh@gmail.com)

Date: 3rd October, 2024.

**INVITATION TO A TWO-DAY TRAINING WORKSHOP ON ADMINISTRATIVE DATA COMPILATION**

The Ghana Statistical Service (GSS) expresses its appreciation for your support in facilitating the administrative data compilation since February 2022 using a standard data template. Following this compilation, most Metropolitan, Municipal and District Assemblies (MMDAs) have compiled data covering the 15 thematic areas over the period of 2015-2022.

As part of efforts to access the quality of data compiled, some issues have been identified that could have been addressed by the statistical officers during the compilation of the data.

To ensure that the data focal person (**Statistics Focal Persons**) in your department has a better understanding of the administrative data compilation, Ghana Statistical Service (GSS) is therefore inviting the focal person to a two-day training workshop scheduled as follows:

**Date: 7th and 8th October, 2024**

**Venue: Municipal Assembly conference Hall**

**Time: 8:30am each day**

Counting on your usual cooperation.

Thank you.

FOR: HON. MUNICIPAL CHIEF EXECUTIVE

**(ALHAJI ALHASSAN OSMAN SEIDU)**

AG. MUNICIPAL COORD. DIRECTOR

**DISTRIBUTION LIST**

Coordinating Director (Lead)

Municipal Statistical Department

Department of Agriculture

Ghana Education Service

Ghana Health Service

Births and Deaths Registry

Municipal Environmental Health Unit

Municipal Planning Unit

Department of Social Welfare

Department of Feeder Roads

Department of Forestry

NEDCO/ECG/VRA

Business Advisory Centre

Community Water and Sanitation Agency/ Ghana Water

Department of Labour

**Attention:**

All Statistics Focal Persons