

# THE PROJECT FOR INSTITUTIONAL CAPACITY DEVELOPMENT OF THE CIVIL SERVICE TRAINING CENTRE (CSTC)

**Period: March 2011 - February 2014**

**Beneficiaries: Recruit Training and Development Directorate Staffs, Management and Training Staffs of CSTC, Management Services Department Staff, Part-time Trainers from Various Ministries, and over 3150 Civil Servants in Ghana, Sierra Leone and Liberia.**

**Implementing Organization: CSTC**

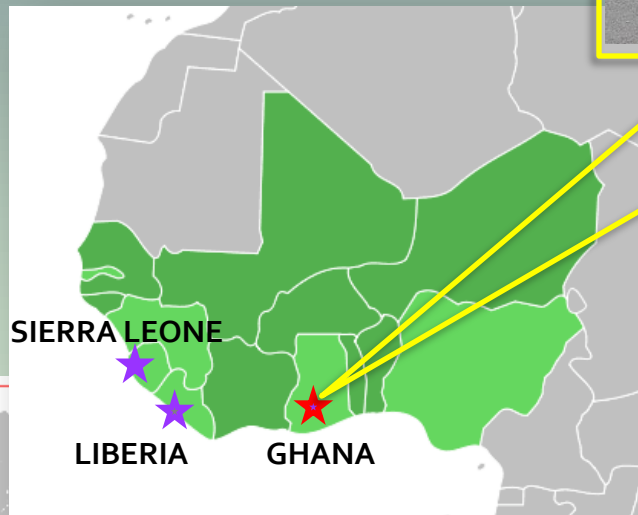
**Overall Goal: Civil servants and Institutions in the Sub-region (Sierra Leone and Liberia) benefit from the services of CSTC as “Centre of Excellence (COE)” in Civil Service Training.**

**Project Purpose: Institutional capacity of CSTC strengthened towards its functioning as the COE.**



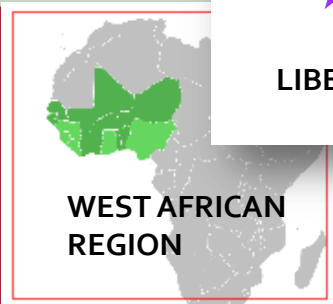
# PROJECT SITE : THE CIVIL SERVICE TRAINING CENTRE, ACCRA.

The Civil Service Training Centre was established in the 1953 by the Colonial Government to assist the Establishment Secretariat now the Office of the Head of Civil Service (OHCS) to train lower and middle level Civil Servants.



Over the years, the Centre has provided training, consultancy and research services to nurture and develop the civil and public servant. The Centre also expands its activities to Sierra Leone and Liberia.

---OHCS HP: [http://www.ohcs.gov.gh/?page\\_id=77](http://www.ohcs.gov.gh/?page_id=77)



## Activities:

Supporting CSTC to become the “Centre of Excellence” of Civil Service Training by:

- Development of training management capacity,
- Empowerment of its institutional management, and
- Technical assistance to implement and manage overseas training courses.

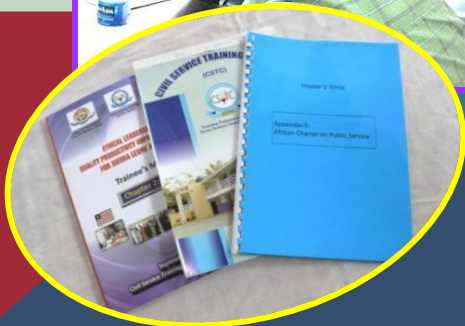


This project has been conducted to improve the institutional capacity of CSTC, which aims to become the Centre of Excellence of Civil Service Training in West African Region.

The project focuses on CSTC’s training management capacity improvement including Training Needs Assessment, curriculum design, material development, training implementation and evaluation. In this process, CSTC has developed and implemented Ethical Leadership and Quality Productivity Improvement Course and Training of Trainers Course.

Adding to these technical assistances, CSTC’s administrative capacity development has been practiced. In this end, Oversea Training in Singapore and Counterpart Training in Japan were provided.

The project supplies material support as well. Corresponding to the increased needs for trainings, the three story 15-unit Classroom Block is now under construction utilizing the Counter Value Fund, with its equipment provided by JICA.



## Comments from Counterparts –

Interviewed on September 24, 2012.

### **Mrs. Dora Dei-Tumi** (Principal of the Civil Service Training Centre )

Thanks to JICA's technical assistance. Currently, CSTC is confident in our ability to design and develop new programs for domestic and international participants. We have expanded our frontiers in training Civil/Public Servants in Ghana to Sierra Leone and Liberia. We are poised to partner JICA to provide technical support to Civil/Public Servants and training institutions in the Anglophone countries in the West African sub region.



### **Comment from Expert –Mr. Kunitoshi Saito** (Team Leader, the Expert Team from Japan)

The project team members are working hard assisting CSTC to become the Centre of Excellence (COE). The CSTC staff are responding positively to our support with its tireless effort and a wonderful team spirit. I appreciate the attitude of Mrs. Dora Dei-Tumi towards maximizing the effectiveness of every project activity. Her commitment is immensely driving the capacity development process. Yes, we can do it!

