

Human Resources Diagnosis – Assessment of SIGA Organisational Structure

Country:	Ghana
Region:	Africa
Customer:	AFD French Development Agency / Expertise France
Partner:	State Interests Governance Authority (SIGA)
Duration:	November 2022 – June 2023



Starting point

Merged in 2020 from two former agencies (SEC & DIC), SIGAs mandate is to oversee and ensure the efficient and profitable operations of approx. 175 Specified Entities. As a public organisation SIGA aims to drive and generate business with a private sector corporate culture approach. Organisational Development and Personnel Development have been identified as key drivers for success.

Scope

Support the fulfilment of SIGA mandates through progressive strengthening of SIGA's skills and its organisational structure.

Activities

- Elaboration of a status quo SIGA Workforce Report
- Moderation of several full-day target organisation workshops
- Elaboration of a draft target organisation for SIGA
- Individual skills assessment interviews with General Managers, Heads of Division, Managers and Assistant Managers
- Career counselling with selected SIGA staff
- Development of HR tools such as headcount planning, evaluation of trainings and exit interviews
- Elaboration of job descriptions for the draft target organisation
- Conducting of a basic several days HR training for all HR professionals on HR KPIs & HR dashboard, HRIS, recruitment, personnel development, performance – potential – analysis, compensation & benefits and organisational development

Achievements

- Human resources diagnosis / SIGA Workforce Report 2022 & 2023
- General diagnosis of the organisation (management, HR processes) and existing human resources in SIGA
- Elaboration of 50+ recommendations in the areas of organisational development, business development, personnel development, human resources management and knowledge management
- Review of the organic framework draft and the organisational chart
- Draft of job descriptions
- Conducting skills assessment interviews with SIGA staff
- Training needs assessment and capacity building plan
- 3-year-training plan for 2023, 2024 and 2025 to support the capacity building of SIGA staff