

Africa Centre of Excellence for Development Impact (ACE Impact)

**REGIONAL TRANSPORT RESEARCH & EDUCATION CENTRE, KUMASI
(TRECK)**

Work Plan 2020

Table 1: ANNUAL WORK PLAN FOR 2020- TRECK

ACTIVITIES	TIMELINES (IMPLEMENTATION MONTHS)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec.
1.0. Institutional Readiness												
1.1. Revise and submit Implementation Plan to the World Bank												
1.2.Design and Maintenance of website												
1.3.Inauguration of International Scientific and Sectoral Advisory Board												
1.4.Launching of TRECK and partners workshop												
2.0.Improve Teaching and Learning												
2.1.Create Network of Academic in Transport												
2.2.Procure laboratory and consumables												
2.3.Purchase two vehicles for the Centre												
2.4.Install Wireless internet												
2.5.Procure teaching equipment												
2.6.Commencement of Civil Works for Infrastructure improvement for research and learning												
3.0.Enroll Students with emphasis on Females and regionalization												
3.1.Initiates events for the recruitment of students												
3.2.Support training of existing and potential students in MSc and PhD programmes												
3.3.Organize local and regional short courses												
3.4.Faculty and Staff Training and Development												
4.0. Quality of Education												
4.1.Revision of Curriculum												
4.2.Gap Assessment												
4.3. Accreditation of new Academic programmes												

4.4.Students/Staff Research seminar												
	TIMELINES (IMPLEMENTATION MONTHS)											
ACTIVITIES	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec.
4.5.Research Publication with national and regional partners												
4.6.Sign MOU with Partners												
4.7.Regional Conference on sustainable Transport and logistics												
4.8.Regional Faculty Exchange programme, visiting professors and guest lecturers, joint training-of-trainers, and research supervisions												
5.0.Relevance of Research												
5.1.External Fund Generation prospecting												
5.2.Students Internship												
5.3.Develop ACE student/faculty innovation and entrepreneurship activities												
5.4.Undertake Industry applied research pilot project(s) and technology transfer on development challenges												
5.5.National and international transport stakeholder engagement platform												
5.6.Web presence and Centre Visibility												
5.7.Publish newsletters, research and policy briefs and exhibits Centre presence at workshops, conference												
6.0.Fiduciary Enhancement												
6.1.Development of work plan, procurement plan and uploading of documents and policies on the Centre's website												
6.2.Prepare and submit Interim Financial Reports												
6.3.Prepare Annual Financial Statements for Auditing												
6.4.Upload Audited Financial statement on Centre's website												

	TIMELINES (IMPLEMENTATION MONTHS)											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec.
7.0. Centre Management and Governance												
7.1. Meetings of International Advisory Board and the Sectoral Advisory Board												
7.2. Centre Management Meetings												
7.3. Country Steering Committee meetings												
7.4. World Bank Meetings												
7.5. Remuneration of Centre Staff												
7.6. Purchase Equipment and furniture for Administrative team												
7.7. Purchase office Supplies for administrative team												