



## ANNUAL WORK PLAN 2023

NO.	1. INVESTMENT DEPARTMENT	Q1			Q2			Q3			Q4		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Se p	Oct	Nov	Dec
1.	Conducting National investment baseline survey												
2.	Reviewing National Investment Policy												
3.	Developing National Investment strategic plan												
4.	Conducting National Investment Forum												
NO.	2. INDUSTRIAL DEPARTMENT	Q1			Q2			Q3			Q4		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1.	Finishing and Establishment of Industrial Zone 3 Regions												
2.	Finalizing National Industrial Policy												
3.	Finalizing and implementing the Industrial Registration System												
4.	Conducting industrial inspection for the all-region												
5.	Developing Industrial Sector Strategy												
6.	Producing Industrial Production Information reports and useful statistical												
7.	Preparation of National industrial exhibition												
NO.	3. PLANNING DEPARTMENT	Q1			Q2			Q3			Q4		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1.	Improvement of ministry coordination with MDAs and Stakeholders												
2.	Preparation of quarter meeting Nordic Horn of Africa Opportunities Fund Project Steering Committee												
3.	Conducting a work shop for Five Year strategic Plan MOIID												
4.	Review policies of the ministry for their implementation plans												
5.	Review of midterm quarter plans of the ministry and amending the work plan oi the ministry												
6.	Developing a tool for monitoring and evaluation of ministry researches and projects												
7.	Preparation of ministry Book 2023												
8.	Preparation of ministry work plan year 2024												
9.	Finalizing and Launching the work plan 2024												
NO.	4. HRM DEPARTMENT	Q1			Q2			Q3			Q4		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1.	Preparation of Employee Management												
2.	Implement staff training capacity building												
3.	Developing Employee health, a safety												
4.	To encourage the staff's performance to establish a strong effective work in the ministry												
NO.	5. ICT DEPARTMENT	Q1			Q2			Q3			Q4		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec



