



Introduction

This guide is Part A of a set of Guidelines for Planning and Reporting. The set contains the following parts:

- **Part A: Planning and reporting framework**
- Part B: Developing Plans
- Part C: Preparing Annual Reports
- Part D: Planning Tools
- Part E: Key Ingredients for Successful Implementation
- Part F: Definitions and Norms

This part of the guidelines provides district managers with a framework for the planning and reporting parts that follow. A list of references and useful publications is shown under Part D: Planning Tools.

It includes the following sections:

- The district health system
- Different planning and reporting requirements
- District health planning and reporting
- Treasury requirements
- Linking with integrated development plans (IDPs)
- Comprehensive and integrated planning and reporting
- Planning spiral
- Managing the process

It describes the background to the development of medium-term district health plans and annual reports, and helps managers to understand:

- The role of planning and reporting in the district health system.
- How district health plans fit with other planning and reporting requirements.
- Treasury requirements for health plans.
- How district health plans should link with IDPs.
- How different elements of district health services should be included in district health planning and reporting.
- The spiral relationship between plans and reports.
- How the process should be managed.