



# TRINIDAD AND TOBAGO GAZETTE

## (EXTRAORDINARY)

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### ASSIGNMENT OF RESPONSIBILITY TO A MINISTER

IT IS HEREBY NOTIFIED for general information that His Excellency the President, acting in accordance with the advice of the Prime Minister, under the provisions of section 79(1) of the Constitution of the Republic of Trinidad and Tobago, has assigned to the following Minister the responsibility for the Business and Departments of Government hereinafter mentioned:

| <i>Minister</i>                           | <i>Business and Departments of Government</i>  | <i>Designation</i>   |
|---|--|--|
| Senator Dr. the Honourable<br>LENNY SAITH | Ministry of Energy and Energy Industries<br><br>Energy Industries<br>Energy Policy Planning and Research<br>Hydrocarbons<br>Natural Resources<br>Quarries and Mines<br>Power Generation<br><br><i>Wholly Owned Enterprises</i><br>Lake Asphalt of Trinidad and Tobago (1978) Limited<br>National Gas Company of Trinidad and Tobago Limited<br>National Quarries Company Limited<br>Petroleum Company of Trinidad and Tobago Limited (PETROTRIN)<br>Trinidad and Tobago National Petroleum Marketing Company Limited<br><br><i>Indirectly Owned Enterprises</i><br>La Brea Industrial Development Corporation<br>National Agro Chemicals Limited<br>National Energy Corporation of Trinidad and Tobago Limited<br>NATPET Investment Company Limited<br>NATSTAR Manufacturing Company Limited<br>NGC NGL Company Limited<br>NGC Trinidad and Tobago LNG Limited<br>Powergen<br>Phoenix Park Gas Processors Limited<br>Trinidad and Tobago Marine Petroleum Company Limited<br>Trinidad Nitrogen Company Limited<br>Trinidad Northern Areas Limited<br>TRINMAR Limited<br>TRINTOC Services Limited | Minister of Public Administration and<br>Information and Minister of<br>Energy and Energy Industries |

GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
PUBLIC STATEMENT OF THE NATIONAL  
INSURANCE BOARD  
OF TRINIDAD AND TOBAGO

IN COMPLIANCE WITH SECTION 7, 8 and 9 OF THE FREEDOM OF  
INFORMATION ACT 1999

*In accordance with Sections 7, 8 and 9 of the Freedom of Information Act, 1999 (FOIA) the National Insurance Board of Trinidad and Tobago is required by law to publish the following statements which list the documents and information generally available to the Public:*

**The FOIA gives the members of the public:**

1. A legal right for each person to access information held by the body corporate;
2. A legal right for each person to have official information relating to him/herself amended where it is incomplete, incorrect or misleading;
3. A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA;
4. A legal right to complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

The National Insurance Board of Trinidad and Tobago publishes the following information as approved by the Minister of Finance.

**SECTION 7 STATEMENTS**

***Section 7(1) (a) (i)***

**Function and Structure of the National Insurance Board of Trinidad and Tobago.**

**Mission Statement:**

To effectively and efficiently deliver social insurance products and services that satisfies the needs of the population.

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The National Insurance Board of Trinidad and Tobago (formerly the Board of Management) a body corporate established by Section 3(1) of the National Insurance Act as amended by the National Insurance (Amendment) Act 1999 having its principal place of business at 2A Cipriani Boulevard Port of Spain (hereinafter called “the NIBTT”).

## **AFFILIATES**

National Insurance Property Development Company Limited      100%

Trinidad and Tobago Mortgage Finance Company Limited      51%

## **THE SCOPE OF BUSINESS OF THE NIBTT AND ITS AFFILIATES:**

Management of the National Insurance System of Trinidad & Tobago  
Property and Project Management  
Mortgage Financing

## **CORPORATE INFORMATION**

The NIBTT’s registered office is located at its Head Office at 2A Cipriani Boulevard, Port of Spain. There are fifteen (15) Service Centres located in Arima, Barataria, Chaguanas, Couva, Gulf City Mall, Point Fortin, Port Of Spain, Princes Town, Rio Claro, San Fernando, Sangre Grande, Siparia, St James, Tunapuna and Tobago.

The NIBTT is governed by a Tripartite Board of Directors comprising eleven (11) members appointed by the Minister of Finance as follows:

- a) Three (3) members nominated by Government;
- b) Three (3) members nominated by the associations most representative of Business;
- c) Three (3) members nominated by the associations most representative of labour;
- d) A person, who in the opinion of the Minister, is independent of Government, Labour and Business, who shall be Chairman;
- e) The Executive Director as an ex-officio member.

Six (6) Board sub-committees assist in formulating and guiding the business and policies of the NIBTT:-

- The Human Resource Committee
- The Audit Committee

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- The Tenders Committee
- The Computer Project Implementation Committee
- The Finance Committee
- The Investment Committee

The Organisation's Executive Management team is comprised of the Executive Director, five (5) Executive Managers and eighteen (18) Senior Managers.

- **Executive Director**
- **Five (5) Executive Managers**
  - Executive Manager – Insurance Operations
  - Executive Manager – Investments, Finance & Business
  - Executive Manager – Planning and Technology
  - Executive Manager – Human Resources
  - Executive Manager Legal Services/Corporate Secretary
- **Eighteen (18) Senior Managers**
  - Area Operations Manager (3)
  - Manager Insurance Operations
  - Senior Investments Analyst
  - Mortgages Manager
  - Financial Accountant
  - Manager Business Services
  - Manager Research and Development
  - Manager IT Development
  - Manager IT Infrastructure
  - Senior Manager Compensation Development and HR Planning
  - Senior Manager Employee and Industrial Relations
  - Legal Officer (2)
  - Manager Corporate Communications
  - Actuarial Analyst
  - Internal Auditor

## **STRUCTURE OF THE NIB**

The current organizational structure of the NIBTT is divided into five (5) strategic Business Units in the areas of Insurance Operations, Planning and Technology, Human Resources, Investment, Finance and Business and Legal/Secretariat.



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- **The Insurance Operations Business Unit**

The main functions are:-

The receipt of National Insurance (NI) contributions, processing of claims for NI benefits, registration of employers and employees under the NI system, maintaining and updating contribution records and monitoring employer compliance.

- **The Investment, Finance and Business Unit**

- (a) Provides accounts payable, accounts receivable, chequing, financial reporting, investment, mortgage administration, treasury management, contract administration and administrative services.
- (b) Provides property management, courier, general maintenance, security and printing services.

- **Planning and Technology**

Responsibility for three (3) areas:

- (a) Maintenance of the Insurance Administration Database and relevant infrastructure;
- (b) Systems Development i.e. the development, evaluation and implementation of all software used throughout the NIB.
- (c) Corporate Planning and Research to support the planning function and operations of the NIB.

- **Human Resources**

Provides training and development, human resource planning, organisation relations, compensation management, payroll, recruitment, disciplinary personnel filing services, and manages the Library facilities.

- **Legal/Secretariat Division**

Responsible for two (2) areas:

- (a) Provides legal, corporate secretarial, contracts, administration services and advises and lobbies for legislative amendments necessary for the effective functioning of the NI system.
- (b) Corporate Communications – which provides community relations, public relations and information services.

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There is one (1) independent Department:

- Internal Audit Department which provides independent, objective assurance and consultancy designed to improve the organisation's operations.

## **EFFECT OF SCOPE OF BUSINESS ON MEMBERS OF THE PUBLIC**

**The framework for the scope of business of NIBTT and its affiliates is three-fold:**

1. To effectively operate and manage the system of National Insurance in Trinidad and Tobago.
2. To manage projects in the Region that assist in the development of the Region.
3. Mortgage Financing.

### ***Section 7(1) (a) (ii)***

## **CATEGORIES OF DOCUMENTS IN THE POSSESSION OF THE NIB**

The NIBTT maintains records that relate to its administrative function, support services and its technical operations (related to its core business activities of National Insurance.) These records include the following documents:

- i) Files dealing with administrative support and general administrative documents, for the operations of the NIBTT.
- ii) Personnel files which detail staff appointments, job applications, job promotions, transfers, resignations, deaths, retirement, leave, vacation, etc.
- iii) Financial Records (records relating to budgets, capital investments, financial planning and reporting, cheques, vouchers, invoices, receipts, pay records, financial statements).
- iv) Internal and external correspondence files.

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- v) Legislation and legal instruments, Guide to Amendments to the National Insurance Act.
- vi) Correspondence with Ministers and other Public Authorities, Reports to the responsible Minister on the Social Security Scheme.
- vii) Minutes of Board Committees and the Board of Management.
- viii) Strategic Business Plans, proposals, reviews and reports.
- ix) Corporate Procedural Policy Instructions.
- x) Speeches and presentations to public forums
- xi) Annual Reports, audited financial accounts laid in Parliament.
- xii) Records related to the management and operation of the National Insurance System including employer and employee contribution files, claims, pension records, etc.
- xiii) Records of legal decisions, decisions of the Appeals Tribunal, contracts, agreements, tender documents and procedures, litigation and other legal proceedings.
- xiv) Consultancy Reports, Actuarial Review Reports.
- xv) Research papers on Social Security Systems, information technology and public assistance programs.
- xvi) Pension Plan Fund Reports.

**Section 7 (1) (a) (iii)**

**DOCUMENTS PREPARED FOR PUBLICATION AND INSPECTION**

If in stock and available, the public may inspect and/or obtain copies of the following material between the hours of 9.30 a.m. and 3.00 p.m. on normal working days at:-

**THE NATIONAL INSURANCE BOARD OF TRINIDAD AND TOBAGO  
CORPORATE COMMUNICATIONS DEPARTMENT  
NIB HOUSE  
2A CIPRIANI BOULEVARD  
PORT OF SPAIN  
PHONE – (868) 625-2171-8  
FAX: (868) 627-1787**

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- National Insurance Benefit booklets and pamphlets
- Annual Financial Report
- NI Forms
- Speeches and presentations to public forums, conferences
- Employers' Guide
- NIBulletin

If distribution copies of these publications are out of stock, requestors would be required to pay for photocopying or duplication.

All general information is also available on the NIB's website: [www.nibtt.co.tt](http://www.nibtt.co.tt)

### **Section 7 (1) (a) (iv)**

#### **DOCUMENTS AVAILABLE BY WAY OF SUBSCRIPTION**

The NIBTT does not currently publish any documents that are available by way of subscription.

### **Section 7 (1) (a) (v)**

#### **PROCEDURE FOR ACCESSING DOCUMENTS FROM NIB**

##### **How to Request Information**

- 1) Request and public services under the FOIA will be entertained between the hours of 10:00 a.m. and 2:30 p.m. daily.
- 2) All requests for access to documents that are not readily available in the public domain are to be made on the Request for Access to Official Document(s) Form that is available from the Designated Officer at the NIB.
- 3) Queries for amendments to documents containing personal information about the applicant are to be directed to the Designated Officer in the form of a letter.
- 4) To ensure prompt handling of requests, please address it to the Designated Officer of the National Insurance Board of Trinidad and Tobago
- 5) Request will be acknowledged as official when made on the prescribed form.
- 6) Applicants must provide sufficient information to enable the Designated Officer to identify the document(s) being requested.

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### **TIME ALLOWED**

- 7) Applicants will be notified within thirty (30) calendar days whether or not the request is approved.
- 8) Applicants whose requests are incomplete or unclear will be informed of same by the Designated Officer who will make arrangements to meet with the applicant for consultation with a view to clarifying the request.
- 9) The time limit of thirty (30) days will be suspended while consultation with the applicant is being undertaken, and resumes on the day the applicant confirms or alters the request.
- 10) Applicant's whose request for documents is refused, will be notified by the Designated Officer in writing of the reasons for refusal. The Officer will consult with the applicant about alternative resources that are open to him/her.

### **FEEES AND CHARGES**

- 11) Details of charges for photocopies or purchase of documents already in the public domain will be determined based upon individual requests by applicants.
- 12) Applicants will be required to complete an official company invoice before funds are paid to the Cashier.
- 13) Regulations for fees under the FOIA are now in force, therefore fees will be charged based on the Schedule as contained in the said Regulations under the FOIA.

### ***Section 7 (1) (a) (vi)***

### **OFFICERS IN THE NIBTT RESPONSIBLE FOR**

- 1) The initial receipt of an action upon notices under section 10;
- 2) Request for access to documents under section 13; and
- 3) Application for correction of personal information under section 36 of the FOIA.

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*The Designated Officer is:*

**WENDY A. ALI**

The National Insurance Board of Trinidad & Tobago

2A Cipriani Boulevard

Port of Spain

Phone: (868) 625-2171/8 Ext. 311/312

Fax: (868) 624-0276

**Email: ccbs@nibtt.co.tt**

*The Alternate Officer is:*

**NIALA PERSAD**

The National Insurance Board of Trinidad and Tobago

2A Cipriani Boulevard

Port of Spain

Phone: (868) 625-2171/8 Ext. 311/312

Fax: (868) 624-0276

**Email: nib@nibtt.co.tt**

***Section 7 (1) (a) (vii)***

**ADVISORY BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES  
(WHERE MEETINGS/MINUTES ARE OPEN TO THE PUBLIC)**

At this time, there are no bodies that fall within the meaning of this section of the FOIA.

***Section 7 (1) (a) (viii)***

**LIBRARY/READING ROOM FACILITIES**

Information in the public domain can be accessed through our website at  
**www.nibtt.co.tt.**

General Information enquiries can be made to the:

**Executive Manager Legal Services/Corporate Secretary**

**Legal Department**

**National Insurance Board**

**2A Cipriani Boulevard**

**Port Of Spain**

**Phone: (868) 625-2171/8 Ext. 311/312**

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For the purposes of FOIA reference, documents may be viewed between 9:30 a.m. and 3:00 p.m. in the designated reading area located at the:

**The National Insurance Board of Trinidad and Tobago  
Library  
First Floor, Administration Building  
National Insurance Board  
2A Cipriani Boulevard  
Port of Spain**

The public is required to adhere to the rules and regulations outlined for use of the facility.

## **SECTION 8 STATEMENTS**

### ***Section 8(1) (a) (i)***

Documents containing interpretations or particulars of written laws or schemes administered by the NIBTT, not being particulars contained in another written law. The Laws/Acts which impact upon the NIBTT are as follows:

1. The National Insurance Act Chapter 32:01 and the Regulations thereto.
2. Act No. 9 of 2004
3. The National Insurance (Contribution) (Amendment) Regulations 2004.
4. The National Insurance (Benefits) (Amendment) Regulations, 2004.
5. The National Insurance (Registration) Regulations, 2004.
6. The National Insurance (Medical Expenses) (Amendment) Regulations 2004.
7. The National Insurance (Employment Injury) (Payment of Medical Expenses) (Amendment) Order, 2004.
8. Legal Notice No. 213 of 1999 – the National Insurance Order.
9. Legal Notice No. 54 of 1999.
10. The National Insurance (Benefits) (Amendment) Regulations, 1999.
11. The Freedom of Information Act No. 26 of 1999.
12. The National Insurance (Agreement and Administrative Arrangement on Social Security between Canada and Trinidad and Tobago) Order, 1998.
13. The National Insurance (CARICOM Reciprocal Agreement on Social Security) Order 1998.

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All documents listed above are available for purchase at the Government Printery.

### **Section 8(1) (a) (ii)**

Manuals, rules of procedure, statements of policy, records of decisions, letters of advice to persons outside the Public Authority, or similar documents containing rules, policies, guidelines, practices or precedents.

The following in-house documents can be made available for inspection only upon request.

- Corporate Policy and Procedural Instructions
- Tenders procedure
- Recruitment policy
- The NIBTT Training Manual
- Y2K Contingency Manual
- Guide to Amendments to the National Insurance Act No. 35 of 1971 and Regulations.
- Garnishee Proceedings Manual.
- NI Bulletins
- A Guide to National Insurance Benefits

### **Section 8 (1) (a)**

In enforcing written laws or schemes administered by the Public Authority where a member of the public might be directly affected by that enforcement, being documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of the written laws or schemes.

- Benefit Pamphlets and booklets.

## **SECTION 9 STATEMENTS**

### **Section 9 (1) (a)**

A report, or statement containing the advice or recommendations, of a body or entity established within the National Insurance Board of Trinidad and Tobago.



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- Reports of Corporate Policies and Procedures Management Group
- Reports of the Actuarial Review Committee

**Section 9 (1) (b) - Section 9 (1) (d)**

At this time we have no reports under the aforementioned sections.

**Section 9 (1) (e)**

A report (including a report concerning the results of studies, surveys or tests) prepared for the National Insurance Board of Trinidad and Tobago by a scientific or technical expert, whether employed within the National Insurance Board of Trinidad and Tobago or not, including a report expressing the opinion of such an expert on scientific or technical matters.

- Report on Quantitative Research National Insurance Board, Caribbean Market Research Limited.
- NIBCOL Collection of Research Papers and/or Presentations.
  - IT Strategic Report
  - Social Security in the Caricom Single Market & Economy.

**Section 9 (1) (f)**

A report prepared for the National Insurance Board of Trinidad and Tobago by a consultant who was paid for preparing the report.

- National Insurance Board Annual Reports containing the NIB's audited financial statements 1972/73 to 2003/2004.

**Section 9 (1) (g) – Section 9 (1) (l)**

At this time we have no reports under the aforementioned sections.

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- Reports of Corporate Policies and Procedures Management Group
- Reports of the Actuarial Review Committee

**Section 9 (1) (b) - Section 9 (1) (d)**

At this time we have no reports under the aforementioned sections.

**Section 9 (1) (e)**

A report (including a report concerning the results of studies, surveys or tests) prepared for the National Insurance Board of Trinidad and Tobago by a scientific or technical expert, whether employed within the National Insurance Board of Trinidad and Tobago or not, including a report expressing the opinion of such an expert on scientific or technical matters.

- Report on Quantitative Research National Insurance Board, Caribbean Market Research Limited.
- NIBCOL Collection of Research Papers and/or Presentations.
- IT Strategic Report
- Social Security in the Caricom Single Market & Economy.

**Section 9 (1) (f)**

A report prepared for the National Insurance Board of Trinidad and Tobago by a consultant who was paid for preparing the report.

- National Insurance Board Annual Reports containing the NIB's audited financial statements 1972/73 to 2003/2004.

**Section 9 (1) (g) – Section 9 (1) (l)**

At this time we have no reports under the aforementioned sections.

**Section 9 (1) (m)**

A valuation report prepared for the National Insurance Board of Trinidad and Tobago by a valuator; whether or not the valuator is an officer of the National Insurance Board of Trinidad and Tobago.

- The first, second, third, fourth, fifth and sixth Actuarial Valuations of the National Insurance Systems.

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PROPOSALS FOR PREQUALIFICATION OF CONSULTANTS TO ASSIST IN A PROGRAMME TO INCREASE THE EFFECTIVENESS AND USE OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) IN THE PUBLIC AND PRIVATE SECTORS AS DEFINED IN THE ICT PLAN, *FASTFORWARD*, MINISTRY OF PUBLIC ADMINISTRATION AND INFORMATION

THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT) will be accessing loan funding from the Inter-American Development Bank (IDB) Loan No. TT0056 for an ICT Support Programme. The general objective of the programme is to increase the effectiveness and use of ICT in the public and private sectors as defined in the National ICT Plan, *Fastforward*, Ministry of Public Administration and Information. This will include support for institutional strengthening, legal/regulatory framework reforms, e-government implementation and a connectivity programme to reach low-income communities.

In this regard, the Central Tenders Board wishes to invite applications from local and international consulting firms to pre-qualify for the undermentioned projects—

- (i) Design of a B2C e-Commerce Strategy.
- (ii) Design of a Human Resources Strategy to support ICT Development.
- (iii) Assist in an e-Government Feasibility Study.

Consulting firms are required to submit a separate application for each project.

Pre-qualification documents may be obtained from address (1) below and any further information from address (2) below during the normal hours of 8.00 a.m. to 4.00 p.m. local time.

Firms are requested to submit their prequalification applications (original and five (5) copies) clearly marked as follows: Prequalification of consulting firms to assist in a programme to increase the effectiveness and use of Information and Communication Technology (ICT) in the Public and Private Sectors as defined in the ICT Plan, *Fastforward*, Ministry of Public Administration and Information—Project 1, 2, or 3.

The Central Tenders Board is seeking to pre-qualify 3–6 firms for each of the three projects.

Envelopes must be delivered to the address (2) below and be deposited in the Brown Tenders Box located in the lobby of the Board's Office on or before 1.00 p.m. local time on Thursday 6th April, 2006. Submissions will be opened shortly after the closing, in the presence of applicants who choose to attend.

Applications should be packaged to fit the slot in the Tenders Box, the dimensions of which are 37.5 cm. x 5.5 cm.

The Central Tenders Board reserves the right to cancel the prequalification process without defraying any cost incurred by firms submitting.

Late submissions will not be accepted.

Address (1)

Mr. Peter Mitchell  
Senior Manager  
ICT Division  
Ministry of Public Administration and Information  
Lord Harris Court  
52, Pembroke Street  
Port-of-Spain  
Republic of Trinidad and Tobago  
West Indies

Telephone No. 1-(868)-627-9642  
Fax No.: 1-(868)-624-8001  
E-mail: mitchellp@pai.gov.tt

Address (2)

Chairman  
Central Tenders Board  
116, Frederick Street  
Port-of-Spain  
Republic of Trinidad and Tobago

Telephone No.: 1-(868)-625-3565  
Fax No. 1-(868)-625-1809  
E-mail: mofctb@tstt.net.tt

S. BABOOLAL  
*Acting Chairman,  
Central Tenders Board,  
Government of the Republic  
of Trinidad and Tobago*

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LICENSING SESSIONS  
(*Liquor Licences Act, Chap. 84:10*)

PRINCES TOWN

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of the County of Victoria (East), Princes Town Area, has appointed MONDAY THE 20TH DAY OF MARCH, 2006 at 9.00 o'clock in the forenoon at the Princes Town Magistrate's Court as the day, hour and place at which a Session will be held for the granting of Certificates for the issue of licences for the period 1st April, 2006 to 31st March, 2007.

All applications for New Licences must be submitted in triplicate on the prescribed form and be accompanied by three (3) copies of the floor plan of the premises sought to be licensed together with the prescribed fee of forty dollars (\$40.00) and the applicant's Board of Inland Revenue File Number and should reach the Secretary, Licensing Committee, Princes Town, on or before the 27th day of February, 2006.

All applicants for renewals must be in duplicate and should reach the Secretary, Licensing Committee, Princes Town on or before the 10th March, 2006.

Dated this 6th day of January, 2006 at the Princes Town Magistrate's Court.

E. SUPERSAD  
*Secretary, Licensing Committee,  
Victoria (East)*

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MORUGA

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of the County of Victoria (East), Moruga Area, has appointed WEDNESDAY THE 1ST DAY OF MARCH, 2006 at 9.30 o'clock in the forenoon at the Moruga Magistrate's Court as the day, hour and place at which a Session will be held for the granting of Certificates for the issue of Licences for the period 1st April, 2006 to 31st March, 2007.

All applications for New Licences must be in triplicate on the prescribed forms and be accompanied by three (3) copies of the floor plan of the premises sought to be licensed together with the prescribed fee of forty dollars (\$40.00), the applicant's Board of Inland Revenue File Number and should reach the Secretary, Licensing Committee, Moruga, on or before the 7th day of February, 2006.

All applicants for renewals must be in duplicate and should reach the Secretary, Licensing Committee, Princes Town on or before the 21st February, 2006.

Dated this 6th day of January, 2006 at the Princes Town Magistrate's Court.

E. SUPERSAD  
*Secretary, Licensing Committee,  
Victoria (East)*

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(*Sale of Produce Act, Chap. 63:52*)

PRINCES TOWN

NOTICE is hereby given that the undersigned Senior Magistrate has appointed MONDAY THE 20TH DAY OF MARCH, 2006 at 9.00 o'clock in the forenoon at the Princes Town Magistrate's Court as the day, hour and place at which a Session will be held for the granting of Licences as Dealers in Licensable Produce in the County of Victoria (East), Princes Town District, for the period 1st April, 2006 to 31st December, 2006 in pursuance of the provisions of the above Act.

All applications for such Licences must be submitted to the Magistrate in writing, in duplicate, on the prescribed form and should reach the Senior Magistrate not later than the 4th day of March, 2006.

Each applicant shall furnish Board of Inland Revenue File Number to the Chairman, Licensing Committee, before the issue of such Licence.

Dated this 6th day of January, 2006 at the Princes Town Magistrate's Court.

I. CEDENO  
*Senior Magistrate,  
Victoria*

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MORUGA

NOTICE is hereby given that the undersigned Senior Magistrate has appointed WEDNESDAY THE 1ST DAY OF MARCH, 2006 at 9.30 o'clock in the forenoon at the Moruga Magistrate's Court as the day, hour and place at which a Session will be held for the granting of Licences as Dealers in Licensable Produce in the County of Victoria (East), Moruga District, for the period 1st April, 2006 to 31st December, 2006 in pursuance of the provisions of the above Act.

All applications for such Licences must be submitted to the Magistrate in writing, in duplicate, on the prescribed form and should reach the Senior Magistrate not later than the 13th day of February, 2006.

Each applicant shall furnish Board of Inland Revenue File Number to the Chairman, Licensing Committee, before the issue of such Licence.

Dated this 6th day of January, 2006 at the Princes Town Magistrate's Court.

I. CEDENO  
*Senior Magistrate,  
Victoria*

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TRANSFER OF LICENCE  
(*Liquor Licences Act, Chap. 84:10*)

ST. GEORGE WEST

NOTICE is hereby given that a notification in writing has this 18th day of January, 2006, been lodged with me the undersigned Secretary of the Licensing Committee for the Licensing District of the County of St. George West, Port-of-Spain Area, by Tara Ramganes, that it is her intention to apply to the Licensing Committee at the Port-of-Spain Magistrate's First Court on THURSDAY THE 16TH DAY OF FEBRUARY, 2006 at 1.00 o'clock in the afternoon for a transfer to her of the Spirit Retailer's Licence now held by Somraj Ramganes (deceased) in respect of premises situate at No. 178 El Socorro Road, San Juan.

Dated this 18th day of January, 2006 at the Port-of-Spain Magistrates' Court.

E. PRINCE  
*Secretary, Licensing Committee,  
Port-of-Spain*