



# TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

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## CORRIGENDA

In *Trinidad and Tobago Gazette, (Extraordinary)*, Vol. 51, No. 154, dated Friday 28th September, 2012, Pages 1159, Item No. 1824, under the heading “Notice of Removal of Defunct Companies from Register, [Section 461(5) of the Companies Act, 1995]” the companies “REEZALS LIMITED—R 2617 (95)” and “J.S. WATSON-DIAZ FINANCIAL SERVICES LIMITED—J 612 (C)”, was incorrectly published as being struck off the Register of Companies on the 11th January, 2011 and should have read being struck off the Register of Companies on the 12th day of January, 2012. The error is regretted.

In *Trinidad and Tobago Gazette*, Vol. 52, No. 145, dated Thursday 7th November, 2013, Page 1593, Item No. 2225, under the heading “Notice of Intended Removal of Defunct Companies from Register, [Section 461(3) of the Companies Act, 1995, Chap. 81:01]” the company “SEEJATTAN HOLDINGS LIMITED—S 1311 (95)” was incorrectly published and should have read “SEEJATTAN HOLDINGS LIMITED—S 1311 (C)”. The error is regretted.

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### SUPPLEMENT TO THIS ISSUE

THE DOCUMENTS detailed hereunder have been issued and are published as a Supplement to this issue of the *Trinidad and Tobago Gazette*:

#### *Legal Supplement Part B—*

External Loans (Tax Exemption) Order, 2013—(Legal Notice No. 251 of 2013).

Resolution—(Legal Notice No. 252 of 2013).

Resolution—(Legal Notice No. 253 of 2013).

National Insurance (Amendment to First Schedule) Order, 2013—(Legal Notice No. 254 of 2013).

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### APPOINTMENT TO BE TEMPORARILY A MEMBER OF THE SENATE

IT IS HEREBY NOTIFIED for general information that His Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in him by section 44(1)(a) and section 44(4)(a) of the Constitution of the Republic of Trinidad and Tobago, has appointed WAYNE DANIEL STURGE, to be temporarily a Member of the Senate, with effect from 19th November, 2013 and continuing during the period of absence from Trinidad and Tobago of Senator the Honourable ANAND RAMLOGAN.

E. DANIEL-LIVERPOOL  
*Secretary to His Excellency  
the President*

19th November, 2013.

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### REVOCATION OF APPOINTMENT TO ACT IN THE OFFICE OF AUDITOR GENERAL

IT IS HEREBY NOTIFIED for general information that in accordance with the provisions of subsection (2) of section 117 of the Constitution of the Republic of Trinidad and Tobago, His Excellency the Acting President, has revoked with effect from 4th November, 2013 the appointment of Mr. MAJEED ALI, Assistant Auditor General, to act in the Office of Auditor General, made by Instrument dated 15th October, 2013.

E. DANIEL-LIVERPOOL  
*Secretary to His Excellency  
the Acting President*

4th November, 2013.

**GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO****2013 Updated Public Statement  
of the  
Electrical Inspectorate Division  
Ministry of Public Utilities****In compliance with sections 7, 8 and 9 of  
The Freedom of Information Act (FOIA) 1999**

In accordance with Section 7, 8 and 9 of the Freedom of Information Act, 1999 (FOIA) the Electrical Inspectorate Division is required by law to publish the following statements, which list the documents and information generally available to the public.

The Act gives members of the public:

- (1) A legal right for each person to access information held by the **Electrical Inspectorate Division**.
- (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.

**Section 7 Statements****Section 7(1) (a) (i)****Function and structure of the Electrical Inspectorate Division****Mission Statement:**

The mission of the Electrical Inspectorate Division is to certify qualified and competent persons to safeguard the well-being of our people and their property from injury and fire;

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MINISTRY OF PUBLIC UTILITIES—Continued

to maintain the integrity of wiring systems and their equipment through timely and meticulous electrical inspections.

**Structure**

The Electrical Inspectorate Division is a Division of the Ministry of Public Utilities. The Division comprises a staff of fifty-five (55) officers and is headed by the Chief Electrical Inspector, who is responsible for the administration, regulation and enforcement of the following Acts as they relate to the inspections of Electrical Installations, the licensing of Electricians and Cinema Operators (Projectionists).

- The Electricity (Inspection) Act Chapter 54:72
- The Electric Installations (Buildings) Act Chapter 54:71
- The Cinematograph Act and Video Entertainment Act Chap: 20:10

The Division has four (4) responsibility centres:

- (1) The Head Office at Arouca: services North East (East of Lady Young Road) and part of Central Trinidad.
- (2) Sub Office at San Fernando: services South Trinidad from Guayaguayare to Cedros, including Central South.
- (3) Sub Office at 2 Elizabeth Street, St. Clair, Port of Spain: services North West (West of Lady Young Road).
- (4) Sub Office at Scarborough: services the entire Island of Tobago.

**Functions****Administrative**

- (i) Receipt of applications for inspections of domestic, commercial or industrial electrical installations. Determination and collection of the appropriate fees and assignment of dates for the said inspections.
- (ii) Assignment of inspections to electrical Inspectors on a daily basis and review of submitted reports.

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- (iii) Maintenance of records associated with inspections of electrical installations on all building/structures in Trinidad and Tobago.
- (iv) Other functions associated with the maintenance of the clerical and technical operations of the Division.

**Inspections**

- (i) Inspections of all New Domestic, Commercial and Industrial Electrical Installations in Trinidad and Tobago. Issuing Certificates of Approval which are mandatory for the connection of an Electricity Supply by the Trinidad and Tobago Electricity Commission.
- (ii) Inspections of all rewired or altered installations for compliance with established standards of safety. Certificates of Approval are also a prerequisite for the energizing/use of these installations.
- (iii) Inspection of 'Disconnected Installations' for 're-connection' purposes.
- (iv) Routine 'Condition Inspection' of installations to determine their continued safety. Advising owners/occupiers of defects if any, to be corrected within a specified time.
- (v) Annual Inspection of the electrical installation and apparatus in all Public Buildings and places of entertainment (Electricity Inspection Act Chap. 54:72 Section 15). {Electricity (Inspection) Rules}.
- (vi) Routine inspections carried out in large industries and high-risk areas. Owner/occupiers are advised of defects (if any) that need to be corrected within a specific period.
- (vii) Inspection of High Voltage Installations.
- (viii) Commissioning of new Installations including large industrial plants.
- (ix) Maintenance testing (at stipulated intervals).

**Advisory/Consultancy Services**

- (i) Responding to owners, electricians, contractors and other members of the public upon their requests for information that impact upon the inspection of their electrical installation.

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- (ii) Participating in the work of the Electrical Codes Committee (Board of Engineering of Trinidad and Tobago and the National Training Board.
- (iii) Interfacing with the Trinidad and Tobago Electricity Commission as regards defects/problems associated with electrical systems/installations.
- (iv) Presentations to schools and firms as regards electrical safety and training.

**Fire and Accident Investigation**

- (i) Visiting scenes of fires upon requests from the Police, the Trinidad and Tobago Electricity Commission, Trinidad and Tobago Fire Services or Insurance Companies. Conducting investigations with the intent of determining if the fire was due to an electrical fault.
- (ii) Attending court proceedings that may arise from the investigations at one (1) above, when summoned to give evidence.
- (iii) Investigations of incidents/accidents resulting in loss of life or grievous hurt to any person that occurred in connection with electrical installations or plant or apparatus and submission of findings to the nearest Magistrate.

**Regulatory Functions**

- (i) Determining/reviewing codes, regulations and standards that are adhered to in the inspection of installations.
- (ii) Evaluating the qualifications, competence and experience of applicants for the grant of Wireman's License. Reviewing/Evaluating the performance/conduct of Wiremen and renewing their Licenses as appropriate.
- (iii) Administering the grant of Projectionists (Cinema Operators) Licenses to competent candidates and renewal of same.
- (iv) Interfacing with the Trinidad and Tobago Electricity Commission regarding defects/problems associated with electrical systems/installations.
- (v) Interfacing with Importers, Distributors and Manufacturers as regards the design, application and acceptable standard of electrical products.

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### **Effects of functions on members of the public**

The functions of the Electrical Inspectorate Division have a profound effect on the public in that it affords them a degree of comfort, knowing that their wiring system have met a satisfactory standard of safety. They are also assured the practical safeguarding of all persons and their property from hazards, which may arise from their usage of electricity.

The public can participate in the decision-making of the Electrical Inspectorate Division through the Electrical Association of Trinidad and Tobago (E.A.T.T.) via the Electrical Code Committee of the Board of Engineering of Trinidad and Tobago.

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

#### **Categories of Documents in the possession of the Electrical Inspectorate Division**

1. Files dealing with administrative support and general administrative documents for the operation of the Electrical Inspectorate Division.
2. Personnel files, which detail all staff appointments, job applications, job specifications, promotions, transfers, resignations, deaths, retirements, leave, vacation etc.
3. Files dealing with the accounting and financial management function of the Electrical Inspectorate Division.
4. Financial Records (cheques, vouchers, receipts, journals, Electrical Inspection, Housing Electricians and Cinema Operators Fees).
5. Files dealing with matters relating to the procurement of supplies, services and equipment.
6. Policy and Procedure Documents.
7. Internal and External correspondence files.
8. Customer files.
9. Legislation and Legal Instruments.
10. Legal Opinions and related matters.
11. Files dealing with training – local and foreign and technical co-operation.
12. Files dealing with Circulars, memoranda, notices, bulletins, etc.
13. Inventory.

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14. Complaints/suggestions files.
15. Registers/Certificates/Permits/Licenses etc.

**Section 7(1) (a) (iii)****Material prepared for publication or inspection**

The public may inspect and/or obtain copies of the following material

- High Voltage Regulations
- Low Voltage Regulations
- Electrical Inspections Fees
- Housing Electricians Fees
- Cinema Operators Fees
- Departmental Rulings from the Chief Electrical Inspector
- Requirements for Wireman's License and Cinema Operators Permits.

Persons who wish to inspect or obtain copies of such material can visit the offices of the Electrical Inspectorate between the hours of 8:00 am to 4:00 p.m. on normal working days at:

Head Office:	#48 Eastern Main Road, Arouca Tel. 692-6548, 692-6549
South Sub Office:	11 Independence Avenue, San Fernando. Tel. 652-3483/0646
Port of Spain Sub Office:	2 Elizabeth Street, St. Clair, Port of Spain Telephone number 628-9500 Extension 1107, 1113
Tobago Office:	Cor. Castries and Carrington Streets, Scarborough, Tobago Tel. 639-3459

Members of the public can also visit the Ministry's website: [www.mpu.gov.tt](http://www.mpu.gov.tt)

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

This section is not applicable.

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

**Procedure to be followed when accessing a document from the Electrical Inspectorate Division (EID).**

How to Request Information:

General Procedure:

The EID's policy is to answer all requests for information, both oral and written. However, in order to exercise the rights under the FOIA (for example the right to challenge a decision if a request for information is refused), the applicant must make his/her request in writing. The applicant must, therefore, complete the appropriate form (Request for Access to Official Documents) which is available at any of the four offices of the Electrical Inspectorate Division, for information that is not readily available to the public.

Addressing Requests:

To facilitate prompt handling of a request, please address it to the Chief Electrical Inspector of the Electrical Inspectorate Division (**see section 7 (1) (a) (vi)**)

Details in the Request:

Applicants should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided clarification will be sought from the applicant. If the applicant is not sure how to write the request or what details to include, communicate with the EID's Designated Officer (**see section 7 (1) (a) (vi)**).

Request not handled under the FOIA

A request under the FOIA will not be processed to the extent that it asks for information, which is readily available to the public, either from the Electrical Inspectorate Division or from another public authority.

Responding to your Request

Retrieving Documents:



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Prior to the commencement of the Freedom of Information Act 1999 old records may have been destroyed. The granting of a request for such documents may therefore not be possible. Various laws regulations and manuals give the time periods for keeping records before they may be destroyed. For example, The Exchequer and Audit Act: Chap: 69:01.

**Furnishing Documents:**

An applicant is entitled to copies of information that is in the possession, custody or power of the EID. The EID will furnish only one copy of a document. If the EID cannot make a legible copy of a document to be released, the EID may not attempt to reconstruct it. Instead, the EID will furnish the best copy possible and note its quality in our reply.

Please note the Electrical Inspectorate Division is not compelled to do the following:

- (a) Create new documents. For example, the EID is not required to write a new program so that a computer will print information in the format preferred by the applicant.
- (b) Perform research for the public.

**Time Limits****General**

The FOIA sets a time limit of thirty (30) calendar days for determination of an applicant's request for access to documents. If the EID fails to meet this deadline, the FOIA gives the applicant the right to proceed as though the request has been denied. The EID will try diligently to comply with the time limit. If it appears that processing the request may take longer than the statutory limit, the request will be acknowledged and the applicant advised of its status. Since there is a possibility that requests may be incorrectly addressed or misdirected, the applicant may wish to call or write to confirm that the request has been received and to ascertain its status.

**Time Allowed**

The EID will determine whether to grant a request for access to information as soon as practicable but no later than 30 days as required by Section 15 of the FOIA. If a decision

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is taken to grant access to the information requested, the applicant will be permitted to inspect the document and/or be provided with copies.

### **Fees and Refunds**

Section 17(1) stipulates that no fee shall be charged by a public authority for the making of a request for access to an official document. However, where access to an official document is to be given in the form of printed copies or copies in some other form, such as on a tape, disk, film or other material, the applicant will be required to pay the prescribed fee incurred for duplication of the said material. Similarly, where documents in the public domain are made available to a member of the public, the EID may charge duplication fees in accordance with its normal replication policy.

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

Officers in the Electrical Inspectorate Division are responsible for:

- (1) The initial receipt of and action upon notices under section 10,
- (2) Requests for access to documents under section 13 and
- (3) Applications for correction of personal information under Section 36 of the FOIA

### **The Designated Officer is:**

Mr. Marlon Williams  
Chief Electrical Inspector  
#48 Eastern Main Road, Arouca  
Telephone: 692-6548, 692-6549

### **The Alternate Officer is:**

Ms. Patricia Hewitt-White  
Administrative Officer II  
#48 Eastern Main Road, Arouca  
Telephone: 692-6548, 692-6549

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

**Advisory Boards, Council, Committee, and other bodies**

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There are no bodies that fall within the meaning of this section of the FOIA

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

**Library/Reading Room Facilities**

There is no Library or reading room at the EID. Certain information may be readily accessed at our four offices:

- Head Office - #48 Eastern Main Road, Arouca  
Telephone: #692-6548, 692-6549
- Sub Office - 11 Independence Avenue, San Fernando  
Telephone #652-3483/0646
- Sub Office - 2 Elizabeth Street, St. Clair, Port of Spain  
Telephone number 628-9500 Extension 1107, 1113
- Tobago Office - Castries and Carrington Streets, Scarborough, Tobago  
Telephone #639-3459

General enquiries can be addressed to the Chief Electrical Inspector (Mr. Marlon Williams at 692-6548, 692-6549). Our offices are open to the public from Monday to Friday between the hours of 8:00am and 4:00pm.

**Policy of the Electrical Inspectorate Division for provision of copies of documents that are readily available to the public.**

Members of the public may:

- (a) Indicate the form in which the copies are to be made available e.g. soft or hard copies, and must take into consideration the possibility that the copies may not be available in the form required.
- (b) Be required to supply copying paper in instances where requests require large amounts of paper.

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### **Section 8 Statements**

**The EID is guided by the following pieces of legislation, rules and regulations:**

- Electricity (Inspection) Act Chapter 54:72
- Electrical Installation (Building) Act Chapter 54:71
- Public Service Regulations

**Electrical installations in Trinidad and Tobago must comply with the following standards:**

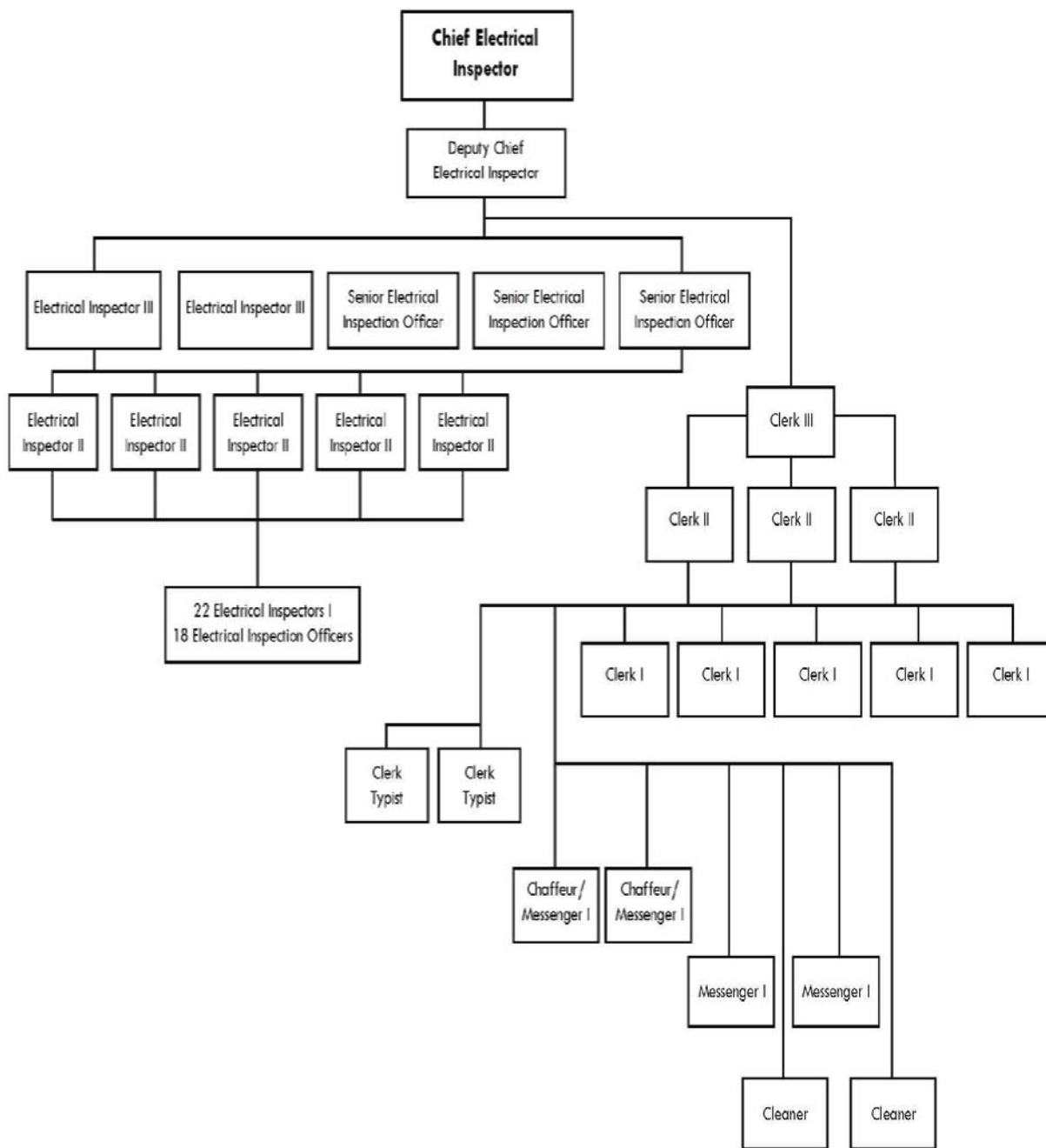
- Trinidad and Tobago Wiring Code, Part 1, Low voltage installation (TTS171: Part 1: 2002)
- Trinidad and Tobago Wiring Code, Part 2, High voltage installation (TTS171: Part 2: 2002)
- Trinidad and Tobago Wiring Code, Part 3, Renewable Energy Systems and Interconnections (TTS171: Part 3: 2011)
- National Electrical Code – 2011
- TTEC – Wiring for lighting and power (2008)
- Bulletins issued by the Chief Electrical Inspector

### **Section 9 Statements**

This section is not applicable at this time.

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MAYARO-RIO CLARO REGIONAL CORPORATION

## TEMPORARY CLOSURE OF FOUR ACCESS ROUTES

THE PUBLIC is hereby notified that the following roads and traces located in the Ward of Cocal have been closed to all vehicular traffic for a period of three (3) weeks with effect from 28th October, 2013 to 18th November, 2013:

Oilfield Road  
Cedar Grove Road  
Northwest Trace  
Lazzari Extension Trace

This has become necessary to facilitate the construction of cylindrical crossings.

The public is advised that there are no alternative access routes.

The Corporation apologizes for any inconvenience which may be caused by this.

*Chief Executive Officer,  
Mayaro-Rio Claro Regional  
Corporation*

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MAYARO-RIO CLARO REGIONAL CORPORATION

## CLOSURE OF LUTCHMINIA TRACE

THE PUBLIC is hereby notified that Lutchminia Trace in the Ward of Cocal has been closed to all vehicular traffic with effect from 28th October, 2013 until further notice.

This has become necessary to facilitate refurbishment work on Bridge No. 1.

The public is advised that there are no alternative access routes.

The Corporation apologizes for any inconvenience which may be caused.

*Chief Executive Officer,  
Mayaro-Rio Claro Regional  
Corporation*

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## NOTICE OF INTENDED REMOVAL OF DEFUNCT COMPANIES FROM REGISTER

*[Section 461(3) of the Companies Act, 1995], Chap. 81:01*

NOTICE is hereby given that at the expiration of three months from the date of this notice the name of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the companies will be dissolved:

*Name of Companies*

CONTRAST SYSTEMS LIMITED—C 3628 (95)  
CARIB CONTAINERS LIMITED—C 203 (C)  
PRINCIPAL FINANCE COMPANY LIMITED—P 499 (C)  
HERVILL GROUP TRINIDAD LIMITED—H 1728 (95)  
FORTREX35 LIMITED—F 1584 (95)

FORTEX7 LIMITED—F 1579 (95)  
GASCON TRAVEL SERVICE LIMITED—G 491 (C)  
CUN EXPORT TRADING INVESTMENT COMPANY LIMITED—C 4350 (95)  
COBIS SOLUTIONS LTD.—C 6655 (95)  
CLASSIC INDUSTRIES LIMITED—C 2026 (C)  
AVIATION AND MARITIME ASSOCIATES LIMITED—A 5478 (95)  
EDEN CONSTRUCTION LTD.—E 1711 (95)  
BELRESIDENCE 6 LIMITED—B 2424 (95)  
BELRESIDENCE 5 LIMITED—B 2423 (95)  
BELRESIDENCE 4 LIMITED—B 2422 (95)  
BELRESIDENCE 3 LIMITED—B 2421 (95)  
BELRESIDENCE 7 LIMITED—B 2425 (95)  
BELRESIDENCE 8 LIMITED—B 2426 (95)  
DON WALKER & COMPANY LIMITED—D 1085 (95)  
CHRISTIFF INVESTMENTS LTD.—C 6276 (95)  
CHAGTERMS LIMITED—C 5350 (95)  
COPY CENTRE PLUS LIMITED—C 3371 (95)  
CROSSWINDS DEVELOPMENT MANAGEMENT COMPANY LIMITED—C 5149 (95)  
BLAKE'S PEST AND TERMITE CONTROL SERVICES LIMITED—B 2883 (95)  
BENNETT'S CONSULTANCY & MANAGEMENT SERVICES LTD.—B 3039 (95)  
BABY BOOM LTD.—B 1725 (95)  
BELRESIDENCE 2 LIMITED—B 2420 (95)  
BG TRINIDAD EC LIMITED—B 1599 (95)  
LANCELOT INDUSTRIES LIMITED—L 2017 (95)  
PARAM INSURANCE & INVESTMENT AGENCY LIMITED—P 2394 (95)  
TRINIDAD CONTAINER OPERATORS LIMITED—T 563 (C)  
DOOPAN SERVICES LIMITED—D 1078 (95)  
DM KODAV ENTERPRISES LIMITED—D 2949 (95)  
BLACKSMITH IRON WORKS LIMITED—B 2233 (95)  
SABANETTA & COMPANY LIMITED—S 783 (C)  
GER-MAR DISTRIBUTORS LTD.—G 2198 (95)  
PAUL DE FREITAS CONSTRUCTION LIMITED—P 2577 (95)  
CHAGUANAS HARDWARE ELECTRICAL & PLUMBING SUPPLIES LTD.—C 4712 (95)  
TECHNOLOGIES ESSENTIAL LIMITED—T 3104 (95)  
ADRIAN'S AUTO BODY CONCEPTS LTD.—A 5645 (95)  
CR CONSULTANCY SERVICES LIMITED—C 5434 (95)  
GLOBAL ARCHITECTURE LTD.—G 2499 (95)

Dated this 28th day of October, 2013, at the Registrar General's Office.

F. M. SANDY  
*Deputy Registrar General*