



# TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

VOL. 56

Caroni, Trinidad, Wednesday 13th December, 2017—Price \$1.00

No. 135

1609

## MARRIAGE OFFICER'S LICENCES GRANTED

LICENCES dated 21st November, 2017 have been granted to the undermentioned Ministers of Religion to be Marriage Officers for the purposes of the Marriage Act, Chap. 45:01.

By Command

F. AL-RAWI  
*Attorney General and  
Minister of Legal Affairs*

21st November, 2017.

<i>Religious Denomination</i>	<i>Name</i>	<i>Where Residing</i>	<i>Place of Worship in which Officiating</i>
The New Testament Church of God	Roney Bhagwandeen ...	No. 37 Hillview Gardens Longdenville, Chaguanas	Tunapuna New Testament Church of God Maitagual Trace, Tunapuna
Agape New Creation Emmanuel Spiritual Baptist Church	Joseph Nedd ... ..	No. 52 Eight Street Barataria	Agape New Creation Emmanuel Spiritual Baptist Church Light Pole No. 59A Sagangar Trace Morne Coco Road Four Roads, Diego Martin
Bethlehem Trinidad House of Prayer	Garvin Richard Thomas ...	No. 19 Sixth Street Mt. Lambert	Bethlehem Trinidad House of Prayer No. 156 Eastern Main Road Petit Bourg
The West Indian United Spiritual Baptist Sacred Order Incorporated	Joan Joseph-Marshall ...	No. 1616 Vessigny Street Vessigny Village La Brea	St. Paul's Spiritual Baptist Church No. 142 Main Road Cap-de-Ville, Point Fortin
Presbyterian Church of Trinidad and Tobago	Damien Anand Walter Sieunarine	Corner Watts and Joyeau Streets, Curepe	Curepe Presbyterian Church Corner Lyndon and Joyeau Streets, Curepe
Baptist Union of Trinidad and Tobago	Desmond George ... ..	No. 34 Sixth Company Road New Grant, Princes Town	St. Catherine Baptist Church No. 762A Marac Village Moruga



**TRINIDAD AND TOBAGO SECURITIES AND EXCHANGE COMMISSION**

**In The Matter of the Contravention of Section 66(1) of the Securities Act, 2012**

**by**

**Urban Development Corporation of Trinidad and Tobago Limited**

**ORDER OF THE COMMISSION**

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Dated this 1<sup>st</sup> day of December 2017

**WHEREAS** Urban Development Corporation of Trinidad and Tobago Limited (“**the Respondent**”) filed its interim financial statements with the Commission for its interim period ended March 31, 2017, on July 20, 2017, past the due date of May 31, 2017;

**AND WHEREAS** by letter dated August 11, 2017 Staff of the Commission informed the Respondent that it was in breach of section 66(1) of the Securities Act, 2012 (“**the Act**”) by filing its interim financial statements with the Commission for its interim financial period ended March 31, 2017, on July 20, 2017, past the due date of May 31, 2017;

**AND WHEREAS** by letter dated November 6, 2017 the Respondent acknowledged that it was in Contravention of section 66(1) of the Act, and paid the administrative fine for the late filing of the said interim financial statements.

**AND UPON:**

The Board of Commissioners considering the submissions and being satisfied that the making of this Order is essentially procedural and does not require a Hearing pursuant to Section 159(10)(a) of the Act.

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## TRINIDAD AND TOBAGO SECURITIES AND EXCHANGE COMMISSION—ORDER

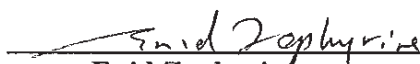
## CONTRAVENTION ORDER RE UDECOTT—CONTINUED

## IT IS HEREBY ORDERED THAT:

1. Urban Development Corporation of Trinidad and Tobago Limited (“the *Respondent*”) has contravened section 66(1) of the Act;
2. Pursuant to section 156(2) of the Act, the Respondent has paid to the Commission, an administrative fine in the sum of **Fifty Thousand Trinidad and Tobago Dollars (TT\$50,000.00)**, receipt of which the Commission hereby acknowledges; and
3. This Order shall be published in the Trinidad and Tobago Gazette and posted on the Commission’s website. A notice of the posting shall be published in two daily newspapers of general circulation in Trinidad and Tobago.



**Douglas Mendes, S.C.**  
(Chairman)



**Enid Zephyrine**  
(Deputy Chairman)



**Suzette Taylor-Lee Chee**  
(Commissioner)



**Imtiaz Hosein**  
(Commissioner)



**Patrick Solomon**  
(Commissioner)



## THE PUBLIC'S RIGHT TO ACCESS INFORMATION UNDER THE FREEDOM OF INFORMATION ACT RELATING TO PHOENIX PARK GAS PROCESSORS LIMITED AND ITS OPERATIONS

Under the Freedom of Information Act 1999 (FOIA), **PHOENIX PARK GAS PROCESSORS LIMITED (PPGPL)** is required by law to publish certain information for the benefit of the public. This includes the structure and functions of PPGPL and a list of categories of documents held by PPGPL. It also identifies those documents which are eligible for public access under the Act and sets out how to obtain the same. The following satisfies the legislative requirements of the Act and is a Public Statement pursuant to Section 7(1) (b) of the Act.

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

1. A legal right to access information held by the Public Authority.
2. A legal right to have official information relating to him/her 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.

PPGPL publishes the following information as approved by the Ministry of Energy and Energy Industries.

**STATEMENTS UNDER SECTION 7 OF THE ACT**

**SECTION (7) (1) (a) (i)**

PPGPL is a Trinidad and Tobago Company Incorporated on 26th May 1989 under the Companies Ordinance Chapter 31 No1 and continued as a Company on 14th April 1999 under the Companies Act Chapter 81:01 of the Laws of the Republic of Trinidad and Tobago, with its registered office at Rio Grande Drive, Point Lisas Industrial Estate, Point Lisas, Couva.

**The Scope of the Business of PPGPL is as follows:**

PPGPL is a subsidiary company of the National Gas Company of Trinidad and Tobago Limited with its registered office located at Rio Grande Drive, Point Lisas Industrial Estate, Point Lisas, Couva. Its core business consists of natural gas processing, natural gas liquids (NGLs) aggregation, fractionation and marketing. PPGPL owns and operates Trinidad and Tobago's only natural gas processing and NGLs fractionation plant and is the largest producer and marketer of propane, mixed butane, isobutane and natural gasoline. The facility consists of a gas processing straddle plant incorporating three (3) cryogenic trains with a design capacity totaling 1.95bcfd; three (3) NGLs fractionators that separate propane, butane and natural gasoline; one (1)

butane splitting facility that produces normal butane and isobutane; six (6) product storage tanks; one (1) 54 kilometer NGL pipeline; and one (1) marine LPG loading dock.

**CORPORATE INFORMATION**

PPGPL is governed by a Board of Directors appointed by its shareholders. The shareholders of PPGPL are as follows: NGC NGL Company Limited (51%), Trinidad and Tobago NGL Limited (39%) and Pan West Engineers & Constructors LLC (10%).

**The members of the Board of Directors are as follows:**

- Mr. Gerry Collin Brooks – (Chairman)
- Mr. Kenneth Allum
- Mr. Andrew Jupiter
- Ms. Ingrid Lashley
- Mr. Sham Mahabir
- Mr. Mark Loquan

There are five (5) Board sub-committees which assist in formulating and guiding the business and policies of PPGPL:

- The Audit Committee
- The Finance and Investment Committee
- The Human Resource Committee
- The Tenders Committee
- The Operations Committee

**PPGPL's Leadership Team comprises:**

The President – Mr. Dominic Rampersad

**Six (6) Vice Presidents as follows:**

- Vice President Finance and Information Technology – Ms. Dawn Callendar
- Vice President Strategy and Corporate Services – Ms. Joanne Salazar

**Six (6) Vice Presidents as follows (continued):**

- Vice President Business Development – Mr. Alvin Dookie
- Vice President Engineering – Ms. Charlene Beepath
- Vice President Marketing – Mr. Matik Nicholls
- Vice President Operations – Mr. Ramesh Harrylal

**Two (2) Managers as follows:**

- Manager Human Resources – Ms. Rehea Jalkaran

- Manager HSSE – Ms. Lydia Lee Chong

- The Corporate Attorney – Ms. Florence Mulchansingh

**The Operating Groups are as follows:**

**Operations**

The Operations Department's main responsibility is to operate and maintain the natural gas processing facility and offsite assets. The sections in the Operations Department are as follows, General Operations, Processing (Plant Processing and Offsite and Measurement), Regulatory Services, Production Management (Plant Engineering, Advance Process Controls and Laboratory Services), Maintenance (Instrumentation and Electrical, Planning, Mechanical, Inspection and Reliability). The function also provides support to Business Development and Engineering functions in the development and implementation of selected growth projects.

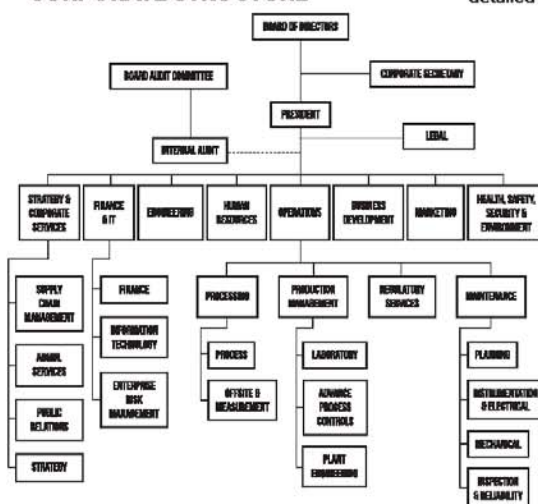
**Engineering**

The Engineering Department leads and provides detailed technical support and multi-disciplined engineering expertise for the development of PPGPL's strategic growth initiatives, plant improvement projects and solutions to chronic plant problems. The department is also responsible for the safe implementation of capital growth and plant modification projects through to commissioning and start-up.

**Business Development**

The Business Development Department is responsible for the growth strategy of the company. This involves the creation of value adding business consistent with corporate strategic objectives including the identification, evaluation, screening, promotion, development and implementation of selected growth projects. The function also supports the technical development by the Engineering Department.

**CORPORATE STRUCTURE**





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# FOIA PUBLIC STATEMENT 2017

## Finance & Information Technology

The Finance and Information Technology Department provides accounts payable, accounts receivable, payroll, financial reporting, taxation, information technology, management accounting; project cost accounting, risk management.

## Health Safety, Security & the Environment

The Health Safety Security and Environment (HSSE) department is responsible for occupational health, personal and process safety management oversight. Additionally the department provides security and environmental best practice guidance to facilitate PPGPL's continued adherence to regulatory and industry best practice codes and standards.

## Marketing

This Group's functions include

- ▷ Marketing propane, butane, isobutane, natural gasoline and condensate,
- ▷ Commercial services – commercial analysis, sales contract negotiations and contract management,
- ▷ Industry analysis, market research and intelligence,
- ▷ Shipping and logistics management.

## Human Resources

The Human Resources department has the responsibility for the development, implementation and management of human resource systems and policies for PPGPL. The department manages the planning, organizing and controlling of all human resource management activities as it affects recruitment and selection, compensation and benefits administration, policy administration, training and career development, employee relations and organization development activities.

## Strategy and Corporate Services

Strategy & Corporate Services comprises of Strategy, Supply Chain Management, Administrative Services and Public Relations. Strategy's core area of responsibility is corporate planning. Supply Chain Management manages procurement of goods and services, customs and warehousing. Administrative Services manages the facilities, offices, equipment and supply, kitchen services, travel and vehicles. Public Relations manages PPGPL's corporate communications, stakeholder relations, branding and reputation management and corporate social responsibility.

## Legal Services

The Corporate Attorney is responsible for providing legal support and services for the Company and corporate secretarial services.

## Effect of Scope of Business on Members of the Public

The framework for the scope of business of PPGPL is as follows:

## Group Vision

To be a recognized global leader in the development of sustainable energy-related businesses.

## Group Mission

To create exceptional value from natural gas and related energy businesses through our people and strategic partnerships.

In the course of the business PPGPL does not normally deal directly with members of the general public in relation to formulation of policy in, or the administration of the Public Authority.

## SECTION 7 (1) (a) (ii) Categories of Documents in the Possession of PPGPL

PPGPL maintains records that relate to its administrative functions, support services and its technical operations (relating to its core business activities). These records are generally categorized as follows:

1. **General Administrative and Support Services:**
  - a. Records related to property management, risk management and office services.
  - b. Files dealing with administrative documents for the operations of PPGPL.
  - c. Inventory files.
2. **Committee Deliberations**
  - a. Minutes and reports of committees and of other internal bodies.
3. **Legal Activities**
  - a. Records of decisions, legislation, policies and procedures, contracts, opinions, documents pertaining to litigation and other legal proceedings, tender rules and procedure.
4. **Human Resource Activities**
  - a. Records relating to Human Resource management operations – Records regarding personnel and employment management.
  - b. Records relating to training plans and administration of local and foreign training.
  - c. Records relating to the recruitment and selection of personnel.
  - d. Records relating to employee compensation and benefits.
  - e. Records pertaining to the performance management system.
  - f. Records pertaining to employee relations activities.
5. **Business / Marketing Activities**
  - a. Documents relating to the strategic review and business development of PPGPL.
  - b. Business plans, proposals, reviews, reports, process and procedures, project charters, reports relating to risk assessments.
  - c. Records related to development, planning, general management and execution of projects.
  - d. Public relations records and files including bursaries, sponsorships, brochures, newsletters, photographs, maps, audio and visual material related to public relations activities.
6. **Financial Accounting Operations**
  - a. Records related to budgeting, capital investments, financial planning and reporting, taxation, cash management, etc.
  - b. Reports to government, audited financial accounts.
  - c. Accounting records.
  - d. Annual financial reports.
7. **Technical Operations**
  - a. Records related to the purchase and sale of natural gas, building and physical infrastructure etc.
  - b. Scientific and technical files/reports.
  - c. Files dealing with maintenance activities.
  - d. Reports on the Plant Thermal Reduction (PTR) between PPGPL and the National Gas Company of Trinidad and Tobago (NGC) Limited.
  - e. Equipment Inspection Reports.
  - f. Incident Investigation Reports.
8. **Environment, Health, Safety and Security**
  - a. Files dealing with Health Safety and Environmental Issues (HSSE).
9. **Policy and Procedure documents**
  - Policy and Procedure and rules of the Organization as it relates to the Board of Directors and Shareholders.
10. **Policy and Procedure documents as it relates to PPGPL.**
  - e. Records relating to Information resource management facilities, services and technology.
  - f. Records relating to marketing and business promotions.
  - g. Performance and audit assessments and analyses.
  - h. Consultancy, technical, valuation, assessment and various reports which supports business decisions.
  - i. Policies, procedures and manuals, e.g. safety manual evacuation procedures.
  - j. Speeches and presentations to public forums, conferences.
  - k. Records related to the management of corporate events.
  - l. Registers, approvals, licenses, contracts, memoranda of understanding etc.
  - m. Records relating to customs, receipt, disposal, shipping and brokerage information.
  - n. Reports and presentations dealing with marketing/commercial studies, analyses and presentations.
  - o. Reports and presentations to be placed before the Board of Directors or Sub-Committees of the Board of Directors.
  - p. Files dealing with tenders issued by PPGPL.
  - q. Files dealing with matters relating to the procurement of supplies, services and equipment – Contract Administration.

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# FOIA PUBLIC STATEMENT 2017

## 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 10 a.m. and 2.30pm normal working days at:

*Phoenix Park Gas Processors Limited  
Public Relations Department  
PPGPL Administration Office  
Rivulet Road  
Couva*

Phone: 636-1522

Fax: 636-1128

E-mail: Florence.Mulchansingh@PPGPL.co.tt

- Various pamphlet, leaflets, booklets and brochures relating to natural gas and the natural gas industry,
- Annual Financial Reports,
- Speeches and presentations to public forums, conferences,
- Tenders' rules and procedures.

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

- General information is also available on the PPGPL's website: [www.ppgpl.com](http://www.ppgpl.com)

## SECTION 7 (1) (a) (iv)

### Documents available by way of subscription:

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

## SECTION 7(1) (a) (v)

Procedure to be followed to access official documents under the FOIA

1. Requests and public services under the FOIA will be entertained between the hours of 10:00a.m. and 2.30p.m. only (Monday to Friday, excluding public holidays);
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 Documents Form that is available at the Reception area PPGPL Administrative Office or from the FOIA Unit at their website address: [www.foia.gov.tt](http://www.foia.gov.tt)
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, the request should be addressed to the Designated Officer of Phoenix Park Gas Processors Limited.
5. Requests will be acknowledged as official when made on the prescribed form.
6. Applicants must provide sufficient information to enable the Designated Officer to obtain

the document(s) being requested.

7. The general policy is to answer all requests for information, both oral and written. However, in order to derive the right given to the applicant under the Act (for example the right to challenge a decision if the request for information is refused), the applicant must make such a request for information in writing.
8. If insufficient information is provided, clarification will be sought from the applicant.
9. If the applicant is not sure how to write his/her request or what details to include therein, communication with the Designated Officer is recommended.
10. A request under the Act will not be processed to the extent that it asks for information which is readily available to the public, either from the public authority or from another public authority for example, by way of brochure, pamphlets, reports etc.

### Time Allowed:

11. Applicants will be notified within 30 calendar days or before whether or not the request is approved.
12. Applicants whose requests are incomplete or unclear will be informed of the same by the Designated Officer who will make arrangements to meet with the applicant for consultation, with a view to clarifying the request.
13. The time limit of 30 calendar days will be suspended while consultation with the applicant is being undertaken, and will resume on the day the applicant confirms or alters the request.
14. An applicant, whose request for documents is refused, will be notified by the Designated Officer in writing of the reasons for refusal. The Designated Officer will consult with the applicant about alternative resources that are open to him/her.
15. If PPGPL fails to meet the 30 days deadline, the Act gives the applicant the right to proceed as though his/her request has been denied.
16. If it appears that processing the applicant's request may take longer than the statutory limit, PPGPL will acknowledge the request and advise the applicant of the issue.
17. 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 Designated Officer has received the request and to ascertain its status.

### Fees and Charges:

18. 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, section 17(2) states that where

access to an official document is to be given in the form of printed copies, or copies in some form such as tape, disk, film or other material, the applicant shall pay the prescribed fee incurred for the duplication of the said material.

19. Details of charges for photocopies or purchase of documents will be determined based upon individual requests by applicants.
20. Applicants will be requested to complete an official company invoice before funds are paid to the Cashier.

## SECTION 7 (1) (a) (vi)

### Officers in PPGPL responsible for:

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

The Designated Officer for PPGPL is *Florence Mulchansingh* and the Alternate Officer is *Michelle Roopnarine-Sirjusingh*.

All communication should be addressed as follows:

### Designated Officer

#### FLORENCE MULCHANSINGH

*Phoenix Park Gas Processors Limited  
PPGPL Administrative Office  
Rivulet Road  
Couva*

Phone: 636-1522

Fax: 636-1128

E-mail: [Florence.Mulchansingh@PPGPL.co.tt](mailto:Florence.Mulchansingh@PPGPL.co.tt)

### Alternate Officer

#### MICHELLE ROOPNARINE-SIRJUSINGH

*Phoenix Park Gas Processors Limited  
PPGPL Administrative Office  
Rivulet Road  
Couva*

Phone: 636-1522

Fax: 636-1128

E-mail: [Michelle.Roopnarine-Sirjusingh@PPGPL.co.tt](mailto:Michelle.Roopnarine-Sirjusingh@PPGPL.co.tt)

To Contact PPGPL, the public may

Phone: 636-1522 ext. 6300

Fax: 636-1128

E-mail: [pr@ppgpl.com](mailto:pr@ppgpl.com)

## 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.



# FOIA PUBLIC STATEMENT 2017

## SECTION 7 (1) (a) (viii)

### Library/reading room facilities

Information in the public domain can be accessed through our website at [www.ppgpl.com](http://www.ppgpl.com). General information enquiries can be made to the Public Relations department, 636-1522 ext. 6405.

At this time, there is no designated reading room. For the purpose of FOIA reference, documents may be viewed between 10.00a.m and 2.30p.m in an area designated to accommodate the request, located at:

*Phoenix Park Gas Processors Limited  
PPGPL Administration Office  
Rivulet Road  
Couva*

All members of the public will be requested to adhere to the rules and regulations outlined for use of the facility.

## STATEMENTS UNDER SECTION 8 OF THE ACT

The following in house documents can be made available for inspection upon request:

- Safety Policy and Procedure.
- Tenders Rules and Procedures.
- HR Policies and Procedures.

## SECTION 8 (1) (a) (i)

This sub-section pertains to documents utilized by the public authority for its use and guidance in making decisions or recommendations, or in providing advice to persons outside the public authority, with respect to rights, privileges, benefits, obligations, penalties or other detriments. These documents contain interpretations or particulars of written laws or schemes administered by the public authority, not being particulars contained in another written law.

## SECTION 8 (1) (a) (ii)

Manuals, rules of procedures, 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.

## SECTION 8 (1) (b)

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

## STATEMENTS UNDER SECTION 9 OF THE ACT

This section applies, in respect of a public authority, to any document that is -

## SECTION 9 (1) (a)

A report or a statement containing the advice or recommendations, of a body or entity established within Phoenix Park Gas Processors Limited.

## 1. Policies and procedures relating to:

- a. The issuing and evaluation of tenders and contracts.
  - b. Personnel and administrative matters.
  - c. Information technology.
2. Accident/incident reports.
  3. Inspection reports.
  4. Environment and safety reports and recommendations.

## SECTION 9 (1) (b)

A report, or a statement containing the advice or recommendations of a body or entity established outside PPGPL by or under a written law; or by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to PPGPL or to the responsible minister of PPGPL.

At this time there are no such reports.

## SECTION 9 (1) (c)

A report or statement containing the advice or recommendations of an inter-departmental committee whose membership includes an officer of PPGPL.

1. Reports containing advice and/or recommendations from:
  - a. Safety Committee.
  - b. Wellness Committee.
  - c. Pension Committee.
  - d. Philanthropic Contributions Committee.
  - e. Management Tenders Committee.

## SECTION 9 (1) (d)

A report or statement containing the advice or recommendations of a committee established within PPGPL, to submit a report, provide advice or make recommendations to the responsible minister of PPGPL or to another officer of PPGPL who is not a member of the committee.

1. Accidents/incident reports.
2. Periodic financial data reports.
3. Business Development Projects.
4. Disciplinary Action/Procedures.
5. Hazard and Risk Assessments.

## SECTION 9 (1) (e)

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

1. Feasibility studies.
2. Risk Assessments.
3. Environmental Impact Assessment.
4. Pre-lay and Post-lay surveys.
5. Scientific tests relating to NGLs and purity products.
6. Engineering or Technical Studies.

## SECTION 9 (1) (f)

A report prepared for PPGPL by a consultant who was paid for preparing the report.

1. Environmental Impact Assessments.
2. Consultancy reports.
3. Means and assets/ investigative reports.
4. Financial Reports and audits.
5. Health, Safety and Security reports.
6. Risk Assessment.
7. Commercial/Marketing Studies.

## SECTION 9 (1) (g)

A report prepared within PPGPL and containing the results of studies surveys or tests carried out for the purpose of assessing, or making recommendations on, the feasibility of establishing a new or proposed Government policy, programme or project.

1. Feasibility studies.
2. Environmental impact assessments.
3. Business Development/Engineering Decision Support Packages.

## SECTION 9 (1) (h)

A report on the performance or efficiency of PPGPL, or of an office, division or branch of PPGPL, whether the report is of a general nature or concerns a particular policy, programme or project administered by PPGPL.

1. Financial reports.
2. Audit reports.
3. Project status reports.
4. Pension plan reporting.
5. Savings plan reporting.
6. CEC reports.
7. Environmental compliance reports.

## SECTION 9 (1) (i)

A report containing final plans or proposals for the re-organization of the functions of PPGPL, the establishment of a new policy programme or project to be administered by the public authority, or the alteration of an existing policy programme or project administered by PPGPL; whether or not the plans or proposals are subject to approval by the officer of PPGPL, another public authority, the responsible Minister of PPGPL or Cabinet.

1. Budgets.
2. Business Plans.
3. Strategic Plans.
4. Strategic Staffing.
5. Corporate Workplans.
6. Approved Organization Charts and Structural Changes.

## SECTION 9 (1) (j)

A statement prepared within PPGPL and containing policy directions for the drafting of legislation.

At this time, PPGPL has no such statements.

## SECTION 9 (1) (k)

A report of a test carried out within PPGPL on a product for the purpose of purchasing equipment.

At this time PPGPL has no such reports.

## SECTION 9 (1) (l)

An environmental impact statement prepared within PPGPL.

1. EIA for Growth Projects.

## SECTION 9 (1) (m)

A valuation report prepared for PPGPL by a valuator, whether or not the valuator is an officer of PPGPL.

1. Valuation reports.
2. Actuarial reports.

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SERVICE COMMISSIONS DEPARTMENT  
APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

**Appointments**

Name	Post to Which Appointed	Ministry/Department	Date	Date of Memo to Auditor General
Ms. Adanna Ramsey	Teacher III	Tobago House of Assembly (Bishop's High School)	01-09-2008	03-10-2017
Ms. Salisha Mohammed	Clerk I	Ministry of Local Government	01-10-2012	28-03-2013
Mr. Rajin Singh	Teacher III	SWAHA Hindu College	21-03-2013	20-10-2017
Mr. Pradeep Mathura	Teacher III	SWAHA Hindu College	15-09-2016	20-10-2017
Mr. Kevin Ramkay-Henry	Teacher III	SWAHA Hindu College	21-08-2017	20-10-2017
Ms. Giselle Shalto	Teacher II	Providence Girls' Roman Catholic School	10-03-2011	20-10-2017
Ms. Delene Rawlins	Technical Vocational Teacher II	Siparia West Secondary School	01-02-2015	30-10-2017 appt. on transfer
Ms. Julia Hernandez	Teacher I	East Mucurapo Secondary School	02-09-2010	03-10-2017
Mr. Joel Sammy	Technical Vocational Teacher I	Mayaro Secondary School	16-03-2007	13-11-2017
Mrs. Marilyn Ramkissoon-Chotaek	Teacher I	Biche Presbyterian Primary School	02-09-2010	06-11-2017
Mr. Lennox Hackshaw	Messenger I	Ministry of Rural Development and Local Government	06-12-2016	17-11-2017
Mr. Stephen Persad	Teacher I	Poole River Presbyterian Primary School	29-08-2012	15-11-2017
Mrs. Annisha Dookie-Boodram	Teacher I	Rochard Douglas Presbyterian Primary School	15-10-2013	15-11-2017
Ms. Charlene Roopan	Teacher I	Exchange Presbyterian Primary School	20-03-2014	15-11-2017
Ms. Laura Boodoo	Teacher I	Exchange Presbyterian Primary School	28-08-2014	15-11-2017
Mrs. Meera Boodlal	Teacher I	St. Clement APS Primary School	02-09-2013	15-11-2017
Ms. Tracy-Ann Vallabh Patel	Teacher I	Penal Presbyterian Primary School	29-08-2013	15-11-2017
Ms. Christina Babwah	Teacher I	El Dorado South SDMS Primary School	18-09-2014	15-11-2017
Ms. Geeta Lalla-Maharajh	Teacher I	Felicity SDMS Primary School	22-04-2014	15-11-2017
Ms. Geeta Mahabir	Teacher I	Waterloo SDMS Primary School	07-02-2014	15-11-2017
Ms. Kimberly Boodoo	Teacher I	Five Rivers SDMS Primary School	03-09-2015	15-11-2017
Mr. Devon Deonarine	Teacher I	Felicity SDMS Primary School	03-09-2015	15-11-2017
Mr. Jesse Ramkaysingh	Teacher I	Santa Cruz Presbyterian Primary School	03-09-2015	15-11-2017
Ms. Nisha Babooram	Teacher I	Clarke Road SDMS Primary School	03-09-2015	15-11-2017
Ms. Cheryse Beharysingh	Teacher I	Prinees Town #2 Presbyterian Primary School	01-10-2015	15-11-2017
Ms. Kimberly Samuel	Teacher I	Fyzabad Presbyterian Primary School	03-09-2015	15-11-2017
Mrs. Deena Gossai	Teacher I	Aranguez SDMS Primary School	03-11-2015	15-11-2017
Mrs. Sintra Balkaran	Teacher I	Felicity SDMS Primary School	08-09-2015	15-11-2017
Mrs. Valarie Seeraj-Ramroop	Teacher I	Penal Rock SDMS Primary School	09-11-2015	15-11-2017
Mrs. Savitri Ramcharan	Teacher I	San Franquique SDMS Primary School	03-09-2015	15-11-2017
Mrs. Lisa Ramlochan	Teacher I	Navet Presbyterian Primary School	03-09-2015	15-11-2017
Mr. Vikash Ramoutar	Teacher I	Curepe APS Primary School	01-09-2016	15-11-2017
Ms. June Moore	Cleaner I	Ministry of Education	01-09-2016	13-12-2016
Ms. Latchmie Mohammed	Cleaner I	Ministry of Education	01-09-2016	12-12-2016
Ms. Shafina Mohammed	Cleaner I	Ministry of Works and Transport	01-06-2012	05-12-2016
Ms. Joan Lewis	Cleaner I	Ministry of Education	01-09-2016	12-12-2016
Ms. Suyin Lee Hunte	Teacher I	Coryal Secondary School	02-09-2010	03-11-2017
Mr. Geogory Walker	Teacher I	Aranguez North Secondary School	02-09-2010	03-11-2017
Ms. Antoinette Loney	Teacher I	Success/Laventille Secondary School	02-09-2010	03-11-2017
Mr. Rajindra Seebaran	Teacher I	Siparia East Secondary School	02-09-2010	03-11-2017
Ms. Veronica Anthony	Teacher I	Cunupia Secondary School	02-09-2010	03-11-2017
Mr. Vishal Ranjattan	Teacher I	Mucurapo West Secondary School	02-09-2010	03-11-2017
Ms. Zahira Babwah	Teacher II	ASJA Boys' College, Charleville	02-09-2010	02-11-2017
Ms. Shari Lequay	Teacher I	Crystal Stream Government Primary School	25-09-2013	06-11-2017
Mrs. Nialah Batson-Robinson	Teacher I	La Horquetta North Government Primary School	10-02-2014	10-11-2017
Ms. Lenavosky Charran	Teacher I	Cocorite Government Primary School	27-01-2012	06-11-2017
Mrs. Audra Maharaj	Teacher I	Eastern Boys' Government Primary School	28-08-2013	06-11-2017



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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Confirmations

Name	Post to Which Confirmed	Ministry/Department	Date	Date of Memo to Auditor General
Ms. Reyhana Mohammed	Clerk I	Industrial Court	21-03-2015	11-07-20:
Ms. Ann Mavis Williams	Cleaner I	Ministry of Health	01-09-2016	20-10-20:
Mrs. Linda Nancis-Williams	Rest House Keeper	Tobago House of Assembly	26-04-2000	29-09-20:
Mr. Mc Carthy Saunders	Mounted Police Aide	Ministry of National Security	17-09-1999	10-10-20:
Ms. Kelly Ann Moonilal-Boodoo	Telephone Operator I	Ministry of the Attorney General and Legal Affairs	13-05-2010	23-10-20:
Ms. Theresa Liverpool-Lezama	Receptionist/Telephone Operator	Ministry of the Attorney General and Legal Affairs	22-11-2010	23-10-20:
Ms. Sarah Joy Francois	Teacher III	San Fernando Central Secondary School	27-01-2011	30-10-20:
Mrs. Lisa Ramnarinesingh	Teacher II	San Fernando Central Secondary School	06-01-2005	30-10-20:
Ms. Maria Seenath	Teacher II	San Fernando Central Secondary School	10-10-2007	30-10-20:
Mr. Christian Sealy	Teacher III	San Fernando Central Secondary School	09-02-2011	30-10-20:
Mr. Dexter Rampersad	Principal	Tunapuna Presbyterian Primary School	29-05-2013	19-10-20:
Ms. Arlene Ramsuair	Teacher I	Princes Town Presbyterian #2 Primary School	02-09-2010	19-10-20:
Ms. Dana Ragbir	Teacher I	Princes Town Presbyterian #2 Primary School	02-09-2011	19-10-20:
Ms. Marie Badal	Clerk Stenographer II	Ministry of the Attorney General and Legal Affairs	01-12-2011	18-12-20:
Mr. Prashant Sookhoo	Petroleum Engineer I/II	Ministry of Energy and Energy Industries	02-11-2009	20-07-20:
Mr. Julien Emmanuel	Transport Foreman III	Ministry of Works and Transport	06-09-2014	24-08-20:
Mrs. Cher Augustine-Hamilton	Accountant III	Ministry of the Attorney General and Legal Affairs	24-11-2007	10-10-20:
Mrs. Cher Augustine-Hamilton	Accountant IV	Ministry of the Attorney General and Legal Affairs	02-10-2011	10-10-20:
Mr. John Joseph	Teacher I	Ministry of Education	02-09-2010	13-11-20:
Ms. Natalie Charles	Teacher III	Ministry of Education	25-10-2012	11-10-20:
Mrs. Karen Warren-Manahor	Dean	Marabella North Secondary School	01-11-2013	11-10-20:
Mr. Evans Goodman	Technical Vocational Teacher I	Ministry of Education	13-02-1992	11-10-20:
Ms. Petronilla Ramlal	Head of Department	Union Claxton Bay Secondary School	01-11-2013	11-10-20:
Mrs. Christine Reece-Phillander	Clerk Typist I	Service Commissions Department	01-12-2011	08-11-20:
Mrs. Sylvia Garraway-George	Executive Secretary	Service Commissions Department	31-07-2009	08-11-20:
Mr. Glenford Dottin	Dean	North Eastern College	20-04-2009	10-11-20:
Mr. Don Roberts	Guidance Officer I	Ministry of Education	04-04-2006	10-11-20:
Mrs. Darlene Smith-Joseph	Guidance Officer II	Ministry of Education	26-10-2011	10-11-20:
Mr. Curt Jones	Guidance Officer I	Ministry of Education	01-06-2011	10-11-20:
Ms. Krystal Hosein	Guidance Officer I	Ministry of Education	01-06-2011	10-11-20:
Mrs. Abigale Rampersad-Mohammed	Teacher I	Enterprise Government Primary School	02-09-2010	10-11-20:
Ms. Selina Dass	Teacher I	Sangre Grande Government Primary School	02-09-2010	10-11-20:
Ms. Shalima Chowtee	Teacher I	Egypt Village Government Primary School	29-08-2013	10-11-20:
Ms. Donna Khan	Teacher I	Cedros Government Primary School now at Chatham Government Primary School	12-10-2011	10-11-20:
Mr. Sylvan Dookran	Senior Teacher	Brasso Venado Government Primary School	13-11-2014	10-11-20:
Mrs. Rachael Trim	Teacher I	La Puerta Government Primary School now at Chaguanas Government Primary School	29-08-2012	10-11-20:
Mrs. Natasha Subit	Teacher I	Belmont Government Primary School now at La Horquetta Government Primary School \	02-09-2011	10-11-20:
Ms. Annette Ali-Pahey	Teacher I	Egypt Village Government Primary School now at Gasparillo Government Primary School	07-09-2011	10-11-20:
Ms. Annadora Bhin-Binda	Teacher I	Gasparillo Government Primary School	29-08-2012	10-11-20:
Ms. Wendy Seepersad	Teacher I	Pointe-a-Pierre Government Primary School	11-02-2014	10-11-20:
Mrs. Maria Waterman-Ali	Teacher I	Mt Pleasant Government Primary School now at Macaulay Government Primary School	02-09-2010	10-11-20:
Mrs. Janice Castillo-Martinez	Teacher I	La Horquetta North Government Primary School	02-09-2010	10-11-20:
Ms. Jenny Gopaul	Teacher I	Icacos Government Primary School	02-09-2011	10-11-20:
Ms. Karen Sawh	Teacher I	Belmont Government Primary School	06-09-2011	10-11-20:
Ms. Marisa Craig	Teacher I	Eastern Girls' Government Primary School	08-11-2011	29-09-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Promotions

Name	Post to Which Promoted	Ministry/Department	Date	Date of Memo to Auditor General
Mr. Joel Johnson	Human Resource Adviser II	Service Commissions Department	03-01-2017	31-01-20:
Mr. Marlon Mohammed	Driver Licensing Examiner	Tobago House of Assembly	01-07-2017	25-10-20:
Mr. Michael Ali	Forest Ranger II	Ministry of Agriculture, Land and Fisheries	10-12-2014	28-06-20:
Ms. Petal Roopnarine	Assistant Chief State Solicitor	Ministry of Attorney General and Legal Affairs	19-09-2016	03-11-20:
Mr. Baldeo Ramoutar	Assistant Commissioner of Valuation	Ministry of Finance	10-10-2017	26-10-20:
Mr. Ronnie Roberts	Road Superintendent	Ministry of Works and Transport	03-06-2017	08-05-20:
Ms. Delene Rawlins	Technical Vocational Teacher IV	Siparia West Secondary School	02-02-2015	30-10-20:
Mr. Rajin Harrichan	Driver Licensing Examiner	Ministry of Works and Transport	02-07-2017	25-10-20:
Ms. Devonne Murray	Teacher III	Tableland Secondary School	26-08-2008	13-11-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Promotions—Continued

Name	Post to Which Promoted	Ministry/Department	Date	Date of Memo to Auditor General
Mr. Joel Sammy	Teacher II	St. James Secondary School	29-08-2014	13-11-20:
Mrs. Cheryl Layne-Pereira	Deputy Director, Social Welfare	Ministry of Social Development and Family Services	29-08-2017	06-10-20:
Ms. Nariya Baksh	Public Management Consultant III	Ministry of Public Administration and Communications	27-06-2016	06-10-20:
Mrs. Lisa Henry-David	Director, Educational Planning	Ministry of Education	25-10-2017	02-11-20:
Ms. Sharon Diaz	Tax Officer IV	Ministry of Finance	09-10-2015	07-11-20:
Ms. Marcia Massiah	Tax Officer IV	Ministry of Finance	08-10-2015	07-11-20:
Mr. Narish Mylalsingh	Tax Officer IV	Ministry of Finance	24-10-2017	07-11-20:
Ms. Anne Marie-Solomon	Tax Officer V	Ministry of Finance	03-06-2015	07-11-20:
Ms. Anne Marie-Solomon	Tax Officer VI	Ministry of Finance	05-06-2017	07-11-20:
Ms. Ann Marie Lewis	Tax Officer IV	Ministry of Finance	15-10-2015	07-11-20:
Mr. Michael Abraham	Tax Officer IV	Ministry of Finance	16-10-2015	07-11-20:
Mr. Ravi Shankar Chotak	Tax Officer IV	Ministry of Finance	23-10-2017	07-11-20:
Mr. Richard Glasgow	Pesticides and Toxic Chemicals Inspector	Ministry of Health	01-02-2006	14-09-20:
Mr. Gregory Jones	Senior Planning Officer	Ministry of Planning and Sustainable Development now Ministry of Planning and Development	03-11-2010	30-06-20:
Mrs. Yvette Ramesar	Head of Department	Tacarigua Presbyterian Primary School	11-01-2017	19-10-20:
Mr. Clint Bisram	Vice Principal	Curepe Presbyterian Primary School	07-06-2017	19-10-20:
Mr. Carl Lallan	Tax Officer V	Ministry of Finance	23-10-2017	07-11-20:
Ms. Cyd James	Tax Officer IV	Ministry of Finance	21-10-2015	07-11-20:
Mr. Kimdath Maharaj	Tax Officer IV	Ministry of Finance	19-10-2015	07-11-20:
Mr. Roger Jackman	Tax Officer IV	Ministry of Finance	14-10-2015	07-11-20:
Ms. Zahirra Babwah	Teacher III	ASJA Boys' College, Charlieville	07-01-2014	02-11-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Transfers

Name	Rank of Officer	From Min./Dept./School	To Min./Dept./School	Date	Date of Memo to Auditor General
Ms. Gemma Joseph	Messenger I	Ministry of Food Production	Ministry of Agriculture, Land and Fisheries	01-10-2015	19-08-20:
Ms. Portia Pierre	Office Attendant	Ministry of Food Production	Ministry of Agriculture, Land and Fisheries	01-10-2015	19-08-20:
Ms. Ayanna Snagg-Mack	Development Control Inspector	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	27-04-20:
Ms. Alana Ambrally-Ousman	Town Planning Assistant I	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	27-04-20:
Ms. Jassodra Kuizon	Town Planner I	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	27-04-20:
Mr. Zaheer Mohammed	Town Planning Assistant I	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	27-04-20:
Ms. Dropadee Kallidass	Accountant I	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	23-03-20:
Ms. Marva Williams	Senior Statistician	Ministry of Planning and Sustainable Development	Ministry of Planning and Development	01-10-2015	27-04-20:
Ms. Gemma Foote	Receptionist/Telephone Operator	Ministry of Finance and the Economy	Ministry of Finance	01-10-2015	02-08-20:
Ms. Laurel Mascal	Telephone Operator	Ministry of Finance and the Economy	Ministry of Finance	01-10-2015	02-08-20:
Ms. Sasha Pancham-Bentick	Research Officer I	Ministry of Public Administration	Ministry of Public Administration and Communications	17-03-2016	09-09-20:
Ms. Delavern Henry	Telephone Operator I	Ministry of Foreign Affairs	Ministry of Foreign and CARICOM Affairs	01-10-2015	18-11-20:
Ms. Pearl Smith	Messenger I	Ministry of Foreign Affairs	Ministry of Foreign and CARICOM Affairs	01-10-2015	18-11-20:
Mr. Anthony Teague	Messenger I	Ministry of Foreign Affairs	Ministry of Foreign and CARICOM Affairs	01-10-2015	18-11-20:
Ms. Sherrone Supersad	Teacher I	Jordan Hill Presbyterian Primary School	Penal Presbyterian Primary School	01-09-2016	16-11-20:
Ms. Vashti Maharaj	Teacher I	Penal Presbyterian Primary School	Bien Venue Presbyterian Primary School	01-09-2016	16-11-20:
Mrs. Ann Rammath	Teacher I	Bonne Aventure Presbyterian Primary School	Union Presbyterian Primary School	27-09-2016	16-11-20:
Mr. Glenn Mootoo	Teacher I	Debe Presbyterian Primary School	Hermitage Presbyterian Primary School	01-09-2016	16-11-20:
Ms. Onella Achong	Teacher I	Tacarigua Presbyterian Primary School	Arima Presbyterian Primary School	07-10-2016	16-11-20:
Mr. Ravindra Panchu	Teacher I	Aranguez SDMS Primary School	Don Miguel SDMS Primary School	23-09-2010	16-11-20:
Ms. Shelly Ann Ramgoolam	Teacher I	Warrenville Presbyterian Primary School	Vistabella Presbyterian Primary School	17-10-2016	16-11-20:
Ms. Natasha Siewdath	Teacher I	Curepe APS Primary School	Seereem Memorial APS Primary School	30-04-2015	15-11-20:
Ms. Subrina Supersad	Teacher I	Curepe Presbyterian Primary School	Upper Carapichaima Presbyterian Primary School	03-10-2013	15-11-20:
Ms. Audra Maharaj	Teacher I	Eastern Boys' Government Primary School	California Government Primary School	13-02-2014	06-11-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Change of Names

Name From	Name To	Post	Ministry/Department	Date	Date of Memo to Auditor General
Ms. Arlene Charles	Mrs. Arlene Hughes	Teacher I	Moriah Government Primary School	05-07-2015	05-05-20:
Ms. Kearlene Sandy	Mrs. Kearlene Sandy-Mora	Assistant Teacher	Bethesda Government Primary School	31-12-2008	28-09-20:
Mrs. Jeniel Simmons-Crosby	Mrs. Natalie Simmons-Crosby	Assistant Teacher	Golden Lane Government Primary School	07-09-2009	31-05-20:
Ms. Maria Julien	Mrs. Maria Julien-Harris	Temporary Cleaner I	Ministry of Health	13-04-2013	25-11-20:
Ms. Charmaine Hosten	Mrs. Charmaine Hosten-De Here	Cleaner I	Ministry of Education	28-08-2010	14-09-20:
Ms. Lyris Thornhill	Mrs. Lyris Thornhill-Wong	Temporary Cleaner I	Tobago House of Assembly	30-03-2012	03-06-20:
Ms. Shelly Ann Mc Millan	Mrs. Shelly Ann Mc Millan-Chan	Telephone Operator / Receptionist	Ministry of Energy and Energy Industries	05-10-2012	27-01-20:
Ms. Annabell Harry	Ms. Ava Annabell Harry	Temporary Clerk I	Judiciary	02-03-2015	02-03-20:
Ms. Angela Balkaran	Mrs. Angela Balkaran-Sookhoo	Temporary Clerk I/Ag. Clerk II	Ministry of Trade and Industry	06-09-2015	30-10-20:
Ms. Shazida Dookie	Mrs. Shazida Dookie-Sieual	Temporary Registration Clerk I / Ag. Clerk II	Ministry of Community Development, Culture and the Arts	06-09-2008	06-11-20:
Ms. Vishala Bhagaloo	Mrs. Vishala Bhagaloo-Mangra	Teacher I	Endeavor Hindu Primary School	30-04-2014	09-11-20:
Ms. Hanna S. Rampersad	Mrs. Hanna S. Rampersad-Khan	Senior Teacher	Penal Rock Presbyterian Primary School	08-12-2001	09-11-20:
Ms. Sonia Sookoo	Mrs. Sonia Sookoo Ramroop	Teacher I	Clarke Road SDMS Presbyterian Primary School	01-04-2007	09-11-20:
Ms. Darnelle K. Indarsingh	Mrs. Darnelle K. Indarsingh-Khan	Teacher I	Inverness Presbyterian Primary School	19-11-2016	09-11-20:
Ms. Ingrid Latchansingh	Mrs. Ingrid Latchansingh-Mitchell	Teacher I	Grant Memorial Presbyterian Primary School	18-04-1992	09-11-20:
Ms. Keshmani Dhaniram	Mrs. Keshmani Dhaniram-Gosine	Principal	Gandhi Memorial Vedic Primary School	07-07-2013	09-11-20:
Ms. Karlene Rajkumar	Mrs. Karlene Seecharan	Teacher I	Esperanza Presbyterian Primary School	26-07-2014	09-11-20:
Ms. Reshma Basdeo	Mrs. Reshma Ramsoondar-Basdeo	Teacher I	Durham Village SDMS Primary School	25-07-1999	09-11-20:
Ms. Nadria Ali	Mrs. Nadria Mohammed	Temporary Clerk I	Ministry of Finance	28-03-2004	26-08-20:
Ms. Lalita Heera	Mrs. Lalita Heera-Ramkissoon	Valuation Assistant II	Ministry of Finance	19-11-1989	02-10-20:
Ms. Shirley Legerton	Mrs. Shirley Legerton-John	Cleaner I	Tobago House of Assembly	31-08-2003	03-03-20:
Ms. Cheryl Antoine	Mrs. Cheryl Keel	Temporary Clerk I, acting Clerk II	Judiciary	01-10-2016	25-10-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Separations

Name	Post	Ministry/Department	Separation Date/ Remarks	Date of Memo to Auditor General
Ms. Karen De Coteau	Temporary Survey Interviewer II	Ministry of Planning and Development	22-10-2015 Death	31-03-20:
Mrs. Lisa Johnson	Cleaner I	Ministry of Education	09-11-2015 Compulsory Retirement	04-08-20:
Ms. Hazel Jack	Cleaner I	Ministry of Education	30-01-2016 Compulsory Retirement	15-10-20:
Mrs. Gale Kirk-Quashie	Temporary Cleaner I	Tobago House of Assembly	04-09-2017 Compulsory Retirement	15-12-20:
Mrs. Marilyn Jerry	Estate Constable	Tobago House of Assembly	17-01-2016 Compulsory Retirement	18-08-20:
Mrs. Ann Marie Karim-Hosein	Clerk Typist I	Ministry of Tertiary Education and Skills Training	03-12-2013 Voluntary Retirement	03-12-20:
Mrs. Beverly Stewart-Joseph	Cleaner I	Tobago House of Assembly	16-03-2017 Compulsory Retirement	18-04-20:
Ms. Gemma Joseph	Messenger I / Acting Vault Attendant I	Ministry of Agriculture, Land and Fisheries	03-11-2017 Compulsory Retirement	10-03-20:
Mr. Virgil Gooding	Prisons Officer I #3718	Ministry of National Security	18-05-2017 Death	13-09-20:
Mr. Clifton Browne	Prisons Officer I #3814	Ministry of National Security	02-06-2017 Death	13-09-20:
Mr. Dineshchand Ramsaran	Prisons Officer I #3347	Ministry of National Security	31-07-2017 Death	15-09-20:
Mr. Robert Seecharan	Prisons Officer I #3410	Ministry of National Security	29-07-2015 Death	10-09-20:
Mr. Rajnauth Lutchman	Assistant Superintendent of Prisons #195	Ministry of National Security	11-07-2016 Death	14-09-20:
Mr. Rupert Creft	Prisons Officer II #2735	Ministry of National Security	26-08-2017 Death	28-09-20:
Mr. Quinton Benjamin	Prisons Officer II #1501	Ministry of National Security	24-03-2015 Death	05-05-20:
Ms. Barbara Beckles	Laundress I	Ministry of Health	25-10-2017 Compulsory Retirement	05-04-20:
Ms. Savitri Bridgelal	Auditor I	Ministry of Works and Transport	26-09-2017 Compulsory Retirement	18-04-20:
Mr. Arjoon Gopie	Forest Ranger II	Ministry of Agriculture, Land and Fisheries	06-05-2017 Death	01-11-20:
Mr. Kishan Gopaul	Temporary Clerk I	Ministry of Health	11-11-2015 Resignation	28-12-20:
Mr. Farzan Ali	Chauffeur/Messenger	Ministry of Planning and Development	11-09-2017 Compulsory Retirement	24-05-20:
Mrs. Eleanor Lake-Ramsey	Messenger I	Ministry of Health	02-02-2016 Compulsory Retirement	09-12-20:
Ms. Bertin Hall	Messenger I	Ministry of Health	05-09-2017 Compulsory Retirement	09-06-20:
Mrs. Kezia Brown-Dabreo	Temporary Laboratory Assistant I	Ministry of Education	01-08-2017 Resignation	30-08-20:
Mrs. Barbara McKenzie-George	Auditing Assistant	Tobago House of Assembly	09-05-2017 Compulsory Retirement	19-05-20:
Ms. Joan Wells	Auditing Assistant	Ministry of Finance, Inland Revenue Division	23-05-2017 Compulsory Retirement	02-05-20:
Mr. Harold Moses	Works Supervisor III	Ministry of Rural Development & Local Government	14-11-2017 Compulsory Retirement	21-04-20:
Mr. Carlton Roberts	Assistant Conservator of Forests	Ministry of Agriculture, Land and Fisheries	30-10-2017 Compulsory Retirement	27-08-20:
Mr. Chris Bereaux	Teacher III	St. Mary's College	24-12-2017 Compulsory Retirement	20-10-20:
Ms. Carol Mendoza	Teacher III	St. Joseph's Convent, St. Joseph	14-12-2015 Compulsory Retirement	20-10-20:
Ms. Alana Mosca	Temporary Teacher III	Trinity College, Maraval	15-10-2014 Resignation	20-10-20:



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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Separations—Continued

Name	Post	Ministry/Department	Separation Date/ Remarks	Date of Memo to Auditor General
Mrs. Chamallie Ryan-Archibald	Estate Constable	Ministry of Education	13-06-2017 Death	19-09-20:
Mrs. Sharon Abraham	Prisons Officer I, No. 2301	Ministry of National Security	28-02-2016 Compulsory Retirement	30-06-20:
Mr. Bisram Rampersad	Prisons Officer II, No. 1417	Ministry of National Security	02-12-2015 Compulsory Retirement	30-06-20:
Mr. Daniel Irish	Prisons Officer I, No. 2331	Ministry of National Security	26-03-2016 Compulsory Retirement	30-06-20:
Ms. Selma Miller-Joefield	Prisons Officer II, No. 2415	Ministry of National Security	29-12-2017 Compulsory Retirement	25-08-20:
Mr. Ragoonath Ramsawack	Prisons Officer I, No. 2001	Ministry of National Security	09-07-2016 Compulsory Retirement	29-07-20:
Mr. Angad Rampersad	Prisons Officer I, No. 1443	Ministry of National Security	24-09-2016 Compulsory Retirement	25-05-20:
Mr. Andy Allert	Prisons Officer II, No. 1585	Ministry of National Security	12-01-2017 Compulsory Retirement	16-09-20:
Mr. Gerard Guy	Prisons Officer II, No. 1722	Ministry of National Security	23-03-2017 Compulsory Retirement	19-10-20:
Mr. Kenneth Francois	Prisons Officer II, No. 1573	Ministry of National Security	11-03-2017 Compulsory Retirement	24-02-20:
Mr. Sardisai Sirju	Prisons Officer II, No. 1422	Ministry of National Security	23-08-2017 Compulsory Retirement	24-02-20:
Mr. Rienzi Jr. Marajh	Prisons Officer I, No. 1527	Ministry of National Security	02-07-2017 Compulsory Retirement	21-04-20:
Mr. Dave Harripaul	Prisons Officer I, No. 2186	Ministry of National Security	02-02-2018 Compulsory Retirement	17-10-20:
Ms. Vanessa Ramoutar	Clerk Typist I	Ministry of National Security	03-07-2017 Resignation	18-09-20:
Mr. Mitchell Renalis	Messenger I	Ministry of Rural Development & Local Government	17-09-2017 Compulsory Retirement	29-03-20:
Mr. Darius Peters	Temporary Clerk I	Ministry of Education	17-02-2014 Resignation	04-09-20:
Ms. Shelly Brathwaite	Temporary Clerk I/Ag. Clerk III	Statutory Authorities' Service Commission Department	19-04-2010 Resignation	12-05-20:
Mr. Matthew Ferguson	Temporary Clerk I	Inland Revenue Division, Ministry of Finance	22-01-2014 Resignation	26-08-20:
Mrs. Rose Baldah-Pakeerah	Animal Health Assistant I	Ministry of Agriculture, Land and Fisheries	17-05-2017 Retirement on grounds of ill-health	05-10-20:
Mrs. Marlene Gadjadhar	Cleaner I	Ministry of Finance	14-11-2017 Compulsory Retirement	27-06-20:
Mr. Edward John	Former Stores Attendant	Ministry of Agriculture, Land and Fisheries	15-05-2015 Death	28-07-20:
Mrs. Cynthia Matadeen-George	Part-Time Cleaner	Ministry of Education	25-07-2017 Compulsory Retirement	07-04-20:
Ms. Iola Mills	Cleaner I	Ministry of Education	14-01-2014 Compulsory Retirement	30-08-20:
Mr. David Moore	Cleaner II	Ministry of National Security	01-06-2015 Special Permission to Retire	17-04-20:
Ms. Joan Lewis	Cleaner I	Ministry of Education	09-09-2016 Death	21-10-20:
Mr. Mohammed Khan	Cleaner II	Ministry of National Security	04-11-2017 Compulsory Retirement	29-05-20:
Mr. Vincent Scott	Head of Department	Point Fortin West Secondary School	03-10-2016 Voluntary Retirement	08-08-20:

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## APPOINTMENTS/PROMOTIONS ETC., NOVEMBER, 2017

## Amendments

Name	Post	Amendment/Cancellation	Ministry	Date	Date of Memo to Auditor General
Mr. Joel Johnson	Human Resource Adviser II	Cancellation of Promotion	Service Commissions Department	03-01-2017	08-09-20:
Mr. Lennox Hackshaw	Messenger I	Cancellation of Appointment	Ministry of Education	06-12-2016	17-11-20:

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## MARRIAGE OFFICER'S LICENCE GRANTED

A LICENCE dated 22nd November, 2017 has been granted to the undermentioned Minister of Religion to be a Marriage Officer for the purposes of the Marriage Act, Chap. 45:01.

By Command

22nd December, 2017.

F. AL-RAWI  
Attorney General and  
Minister of Legal Affairs

Religious Denomination	Name	Where Residing	Place of Worship in which Officiating
United Revival Ministries ...	Oswin Uriah Smart ...	T 5003940, Mundy Drive Daniel Trace, Carnbee Tobago	United Revival Ministries T 5003940, Mundy Drive Daniel Trace, Carnbee Tobago