



TRINIDAD AND TOBAGO GAZETTE

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REPUBLIC OF TRINIDAD AND TOBAGO

PRACTICE DIRECTION

COURT OPERATIONS COVID-19 PANDEMIC DIRECTIONS WITH EFFECT FROM OCTOBER 1, 2021 NO. 19

This Practice Direction is issued pursuant to Part 4 of the Civil Proceedings Rules 1998 (as amended), Part 20 of the Criminal Procedure Rules, Part 4 of the Family Proceedings Rules, Part 22 of the Children Court Rules, Rule 69 of the Petty Civil Court Rules and Rule 72 of the Non-Contentious Business Rules (as amended) and is applicable to the entire Judiciary of Trinidad and Tobago which includes the Supreme Court and all Summary Courts.

In response to the continuing surge in the novel coronavirus (Covid-19) cases in the Republic of Trinidad and Tobago, these Practice Directions are issued to protect the health and safety of court staff and the public.

Whereas the Judiciary of Trinidad and Tobago is committed to doing everything necessary to ensure continued access to justice and to keeping the Judiciary functioning while protecting our staff and our publics.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

And whereas the Judiciary is desirous of:

- a) Reducing the number of persons coming to the nation's court buildings;
- b) Facilitating the use of electronic alternatives to in person activities at the Court by internal and external persons; and
- c) Making the courthouses and administrative offices as safe as possible for those who must physically attend those buildings;

having regard to:

- (a) the State of Emergency proclaimed on May 15, 2021;
- (b) the Emergency Powers Regulations in place from time to time;
- (c) the Public Health regulations in place from time to time; and
- (d) the Public Health policies in place.

The following measures shall take effect:

EFFECTIVE DATES

1. This Practice Direction comes into effect on October 1, 2021 and shall continue until superseded (this period).

DEFINITIONS

2. In this Practice Direction:
 - a. “*designated officer*” refers to the assigned contact person at the Court for a particular matter and includes a Judicial Support Officer (JSO) or Assistant Judicial Support Officer (AJSO); the Registrar, Deputy Registrar, or an Assistant Registrar of the Supreme Court; a Magistracy Registrar and Clerk of the Court; or such other officer authorized by the Honourable Chief Justice to perform such duties;
 - b. “*electronic means*” includes by teleconference, video-link, internet link, or any other manner of instant communication between the Court and the parties, facilitated by the use of technology under the management of the Judiciary of the Republic of Trinidad and Tobago;
 - c. “*hearing*” includes any proceeding before the Court fixed for the consideration of an application or matter; and
 - d. “*in-person hearing*” means a hearing conducted in a court building in the physical presence of the Judge, Master, District Court Judge or Registrar who is adjudicating.

PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

DUTIES OF JUDGES AND JUDICIAL OFFICERS

3. Judges and judicial officers are required to continue active case management and to progress all matters during this period. This must be done by electronic means except where otherwise provided for in this Practice Direction.
4. Active case management must be in accordance with the applicable Rules of Court.

CASE MANAGEMENT AND HEARINGS TO BE CONDUCTED BY ELECTRONIC MEANS

5. Hearings and/or sittings by electronic means must be conducted in real time. For the avoidance of doubt, this shall include but is not limited to all sittings, hearings, case management conferences, pre-trial reviews, bail applications and remand hearings.
6. All other business of the Supreme Court and Summary Courts shall be conducted by **electronic means only**.
7. There shall be no in-person hearings save and except for circumstances where the interests of justice will not be served by a hearing by electronic means.
8. Where the Court fixes a hearing of a matter by electronic means, the court office shall notify the parties of:
 - a. The date and time of hearing;
 - b. The specific electronic means to be utilized;
 - c. The telephone number and/or email address for the designated officer;
 - d. The telephone numbers and/or email addresses provided by the parties to the matter; and
 - e. Any other pertinent information to enable access and/or communication via the specific electronic means (including login information, instructions or details on transmission of any web link which may be necessary).
9. Where a hearing is to take place by electronic means, every attorney-at-law and/or party shall be present upon premises that are private, professional and conducive to good acoustics.
10. A hearing by electronic means shall be conducted as if the attorneys-at-law and/or parties are physically present in a Court of Justice in the Republic of Trinidad and Tobago. The hearing will be conducted in accordance with the Rules of Court and established practice and procedure applicable to a Court of similar jurisdiction constituted in the Republic of Trinidad and Tobago, save and except where otherwise provided.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

11. Every attorney-at-law and/or party must be prepared for a hearing by electronic means in advance of the time fixed. This may include ensuring the availability of documents, persons, equipment, information technology support and the proper functioning of all hardware.
12. Where an order has been made for the uploading of documents and/or other media to the Court's CaseLines solution, every attorney-at-law and/or party must ensure that all documents and/or other media are uploaded within the timeframe given.
13. Every attorney-at-law and/or party shall be seated and must be attired in a manner customary to that which is adopted when physically present in a Court of similar jurisdiction.
14. Where an in-person hearing is required between the hours of 8:00 a.m. to 4:00 p.m., a party or witness to the proceedings may give evidence in a specific court location from among those stated in **Schedule 1**.
15. Virtual hearings may be conducted utilizing the Judiciary's Virtual Access Customer Centres (VACC) set out in **Schedule 2**, as directed by notice by e-mail, telephone or mail to the witness.
16. Where a hearing is required between the hours of 4:00 p.m. to 8:00 a.m., which include the prohibited hours of movement under the Emergency Powers Regulations 2021, a party or witness to the proceedings may give evidence from the specified Judiciary Virtual Access Customer Centres set out in **Schedule 3**.
17. Where a person is required to give evidence under paragraph 16, in circumstances which require movement of anyone during the prohibited hours of movement under the Emergency Powers Regulations 2021, the Judiciary shall seek to have arrangements made with the police commissioner for such movement.
18. All jury trials are suspended during this period.
19. Prisoners shall not attend a court building physically during this period.
20. Children shall not attend a court building physically during this period.

PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

CLOSURE OF COURT BUILDINGS21. All Court buildings shall remain closed to the public except:

- a. the Court buildings listed in **Schedule 1** which shall be open for the purpose of in person hearings as identified above, appointments specified below and urgent appointments so deemed to be urgent by the Registrar and Marshal of the Supreme Court for the Supreme Court or the Magistracy Registrar and Clerk of the Court for the District Courts respectively; and
- b. the VACC's as set out in **Schedule 2** and **Schedule 3**.

FILING OF DOCUMENTS (SUPREME COURT)

22. There shall be no manual filings at any court office and all filings shall be conducted by electronic means only.
23. A person who wishes to file an audio and or video exhibit electronically may contact the Registrar of the Supreme Court via email at:

| EMAIL ADDRESS | COURT LOCATION |
|--|-------------------------------------|
| HOJCOA.Response@ttlawcourts.org | Court of Appeal |
| HOJCV.Response@ttlawcourts.org | HOJ Port-of-Spain Civil Registry |
| HOJCR.Response@ttlawcourts.org | HOJ Port-of-Spain Criminal Registry |
| SCSFDO.Response@ttlawcourts.org | Supreme Court, San Fernando |
| HOJTGO.Response@ttlawcourts.org | Supreme Court, Tobago |

24. Attorneys-at-Law, members of the Trinidad and Tobago Police Service, self-represented persons and any other interested party, department or agency must file documents electronically. Electronic filing is by way of the Judiciary's e-filing platform <https://eservices.ttlawcourts.org/filing>.

FILING OF DOCUMENTS (SUMMARY COURT DOCUMENTS)

25. There shall be no manual filings at any court office and all filings shall be conducted by electronic means only.
26. A person who wishes to file an audio and or video exhibit electronically may contact the Magistracy Registrar and Clerk of the Court.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

27. Attorneys-at-Law, members of the Trinidad and Tobago Police Service, members of the public and any other interested party, department or agency, must file documents electronically. Electronic filing is by way of the Judiciary's e-filing platform <https://eservices.ttlawcourts.org/filing>.

PROBATE AND ADMINISTRATION OF ESTATES

28. Attorneys-at-law and members of the public who wish to file or conduct any business at the Probate Registry are directed to the Practice Direction published in the Trinidad and Tobago Gazette Vol. 60 No.73 dated May 11, 2021 titled "Electronic Filing of Applications and Documents (Non-Contentious Probate Proceedings)".
29. There shall be no in-person appointments during this period save and except as directed by the Registrar of the Supreme Court.

APPROVAL OF SURETY FOR BAIL BY APPOINTMENT

30. In the **exceptional event** that the court considers it necessary that a surety for bail must be approved by the Registrar of the Supreme Court or by a Magistracy Registrar and Clerk of the Court prior to that surety appearing before the Justice of the Peace who is being asked to admit an accused person to bail which is secured by the said surety, the proposed surety is required to submit by email all necessary documents in accordance with the Checklist for approval of surety for Bail.
31. All documents individually identified and saved in PDF format, are to be submitted to the following email addresses for the Supreme Court and the District (Summary) Courts respectively.

SUPREME COURT

| EMAIL ADDRESS | COURT LOCATION |
|--|-------------------------------------|
| HOJCOA.Response@ttlawcourts.org | Court of Appeal |
| HOJCR.Response@ttlawcourts.org | HOJ Port-of-Spain Criminal Registry |
| SCSFDO.Response@ttlawcourts.org | Supreme Court, San Fernando |
| HOJTGO.Response@ttlawcourts.org | Supreme Court, Tobago |

PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

DISTRICT (SUMMARY) COURTS

| DISTRICT | COURT LOCATION | EMAIL ADDRESS |
|-------------------|---|--|
| North Trinidad | Port of Spain District Court | mrcc.portofspain@ttlawcourts.org |
| | Arima District Court | mrcc.arima@ttlawcourts.org |
| | Tunapuna District Court | mrcc.tunapuna@ttlawcourts.org |
| | Sangre Grande District Court | mrcc.sangregrande@ttlawcourts.org |
| | Chaguanas District Court | mrcc.chaguanas@ttlawcourts.org |
| South Trinidad | San Fernando District Court | mrcc.sanfernando@ttlawcourts.org |
| | Couva District Court | mrcc.couva@ttlawcourts.org |
| | Point Fortin District Court | mrcc.pointfortin@ttlawcourts.org |
| | Princes Town District Court (includes matters from Mayaro and Rio Claro court locations) | mrcc.princetown@ttlawcourts.org |
| | Siparia District Court | mrcc.siparia@ttlawcourts.org |
| Tobago | Scarborough District Court | mrcc.tobago@ttlawcourts.org |

32. Documents are to be submitted to the relevant email address depending on the jurisdiction in which the bail order was issued. The subject line of the email must bear the words “Bail surety approval” followed by the name of the accused. The body of the email must include the following:
- a) the name of the accused;
 - b) the case number;
 - c) the date of the court order;
 - d) the charge;
 - e) the name of the judge or judicial officer who made the order; and
 - f) a brief statement in summary of the order.
33. On review of the documents, the proposed surety will receive an email indicating whether changes are to be made and the revised documents are to be submitted in the same manner as previously mentioned.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

34. Where no changes are necessary, or where all changes have been made and the documents resubmitted, the proposed surety, upon the relevant checks being made, will be informed by email as to whether they have been approved and may be required to present the hard copy documents for verification and if so, they will be given an appointment to submit the hard copy documents for verification against the emailed documents.
35. Persons who are given appointments are required to print the email or have it readily available on a device, to gain access to the Criminal Registry at the Supreme Court or the District (Summary) Court.

CASH BAIL

36. Where the court makes an order for cash bail, the procedure outlined at paragraphs 31 to 33 above shall apply save that the subject line of the email must bear the words “cash bail approval”.
37. Where no changes are necessary, or where all changes have been made and the documents resubmitted, the proposed surety, upon the relevant checks being made, will be informed by email as to whether they have been approved.
38. All payments of cash bail shall be received into and disbursed from the Judiciary’s Custodial Account and any transaction fees shall be borne by the customer.

MAINTENANCE PAYMENTS

39. Members of the public who have been ordered to pay maintenance or to be the recipients of maintenance money are directed to the Practice Direction published in the Trinidad and Tobago Gazette Vol. 60 No.74 dated May 12, 2021 titled “Receipt and Disbursement of Maintenance Payments via Electronic Means (CourtPay)”.
40. There shall be no in-person appointments during this period unless so specifically required by the Family Court Administrator in an exceptional case.

PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

EXTENSION OF WAIVER OF FEES (FILING BY ELECTRONIC MEANS)

41. The fees specified in Appendix D to Part 67 of the Civil Proceedings Rules 1998 (as amended), will not be charged in respect of all filings by electronic means from April 2, 2020 until further notice.
42. The fees specified in Appendix B of the Family Proceedings Rules 1998 (as amended), will not be charged in respect of all filings by electronic means from April 2, 2020 until further notice.
43. The fees specified in the Petty Civil Court Rules (as amended), will not be charged in respect of all filings by electronic means from July 6, 2020 until further notice.
44. The fees for caveats and appearances filed in the Probate Registry will not be charged from May 12, 2021 until further notice.

CERTIFICATION OF FEES FOR ATTORNEYS APPOINTED BY THE LEGAL AID AND ADVISORY AUTHORITY

45. Confirmation of appearance of attorneys in support of requisition of their fees shall be by data message provided in electronic form, signed and stamped electronically by the Judge or Judicial Officer and conveyed to the Legal Aid and Advisory Authority using the Judiciary's CourtMail system.

FINES AND COURT ORDERED COMPENSATION PAYMENTS NOT INCLUDING MAINTENANCE

46. All Public Health Fixed Penalties, fines or court ordered compensation payments NOT INCLUDING MAINTENANCE may be paid online by credit card or Visa enabled debit card with effect from the date of this Practice Direction.
47. Persons who are unable to pay Public Health Fixed Penalties, fines or court ordered compensation payments by credit card or Visa enabled debit card will be informed in a future Practice Direction of alternative methods by which they may pay.
48. Persons who are unable to pay Public Health Fixed Penalties, fines or court ordered compensation payments by credit card or Visa enabled debit card will be given until January 15, 2022 to pay unless the court orders otherwise.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

49. All fines due and owing at November 30, 2021 shall be paid on or before January 15, 2022 unless the court orders otherwise.
50. **All court ordered compensation payments NOT INCLUDING MAINTENANCE** due and owing at November 30, 2021 shall be paid on or before January 15, 2022 unless the court orders otherwise .
51. For the avoidance of doubt, time for the payment of any **Public Health Fixed Penalties** issued **on or before November 30, 2021** has been extended to January 15, 2022.
52. The payment of any **Public Health Fixed Penalty Notice** issued may nevertheless be made online at any time using credit or visa enabled debit cards.
53. The hearings for Public Health Fixed Penalty Notices issued on or before December 30, 2021 in situations in which the fines are not paid, are hereby adjourned as follows:

| PUBLIC HEALTH FIXED PENALTY NOTICES ISSUED DURING PERIOD | ADJOURNED DATE OF HEARING |
|---|----------------------------------|
| September 5, 2020 to September 11, 2020 | Tuesday 5 April 2022 |
| September 12, 2020 to September 18, 2020 | Tuesday 12 April 2022 |
| September 19, 2020 to September 25, 2020 | Tuesday 19 April 2022 |
| September 26, 2020 to October 2, 2020 | Tuesday 26 April 2022 |
| October 3, 2020 to October 9, 2020 | Tuesday 10 May 2022 |
| October 10, 2020 to October 16, 2020 | Tuesday 17 May 2022 |
| October 17, 2020 to October 23, 2020 | Tuesday 24 May 2022 |
| October 24, 2020 to October 30, 2020 | Tuesday 31 May 2022 |
| October 31, 2020 to November 6, 2020 | Tuesday 7 June 2022 |
| November 7, 2020 to November 13, 2020 | Tuesday 14 June, 2022 |
| November 14, 2020 to November 20, 2020 | Tuesday 21 June, 2022 |
| November 21, 2020 to November 27, 2020 | Tuesday 28 June, 2022 |
| November 28, 2020 to December 4, 2020 | Tuesday 5 July, 2022 |
| December 5, 2020 to December 11, 2020 | Tuesday 12 July, 2022 |
| December 12, 2020 to December 18, 2020 | Tuesday 19 July, 2022 |
| December 19, 2020 to December 25, 2020 | Tuesday 26 July, 2022 |
| December 26, 2020 to January 1, 2021 | Tuesday 2 August, 2022 |
| January 2, 2021 to January 8, 2021 | Tuesday 9 August, 2022 |

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

| PUBLIC HEALTH FIXED PENALTY NOTICES ISSUED DURING PERIOD | ADJOURNED DATE OF HEARING |
|---|----------------------------------|
| January 9, 2021 to January 15, 2021 | Tuesday 16 August, 2022 |
| January 16, 2021 to January 22, 2021 | Tuesday 23 August, 2022 |
| January 23, 2021 to January 29, 2021 | Tuesday 30 August, 2022 |
| January 30, 2021 to February 5, 2021 | Tuesday 6 September, 2022 |
| February 6, 2021 to February 12, 2021 | Tuesday 13 September, 2022 |
| February 13, 2021 to February 19, 2021 | Tuesday 20 September, 2022 |
| February 20, 2021 to February 26, 2021 | Tuesday 27 September, 2022 |
| February 27, 2021 to March 5, 2021 | Tuesday 4 October, 2022 |
| March 6, 2021 to March 12, 2021 | Tuesday 11 October, 2022 |
| March 13, 2021 to March 19, 2021 | Tuesday 18 October, 2022 |
| March 20, 2021 to March 26, 2021 | Tuesday 25 October, 2022 |
| March 27, 2021 to April 2, 2021 | Tuesday 1 November, 2022 |
| April 3, 2021 to April 9, 2021 | Tuesday 8 November, 2022 |
| April 10, 2021 to April 16, 2021 | Tuesday 15 November, 2022 |
| April 17, 2021 to April 23, 2021 | Tuesday 22 November, 2022 |
| April 24, 2021 to April 30, 2021 | Tuesday 29 November, 2022 |
| May 1, 2021 to May 7, 2021 | Tuesday 6 December, 2022 |
| May 8, 2021 to May 14, 2021 | Tuesday 13 December, 2022 |
| May 15, 2021 to May 21, 2021 | Tuesday 20 December, 2022 |
| May 22, 2021 to May 28, 2021 | Tuesday 3 January, 2023 |
| May 29, 2021 to June 4, 2021 | Tuesday 10 January, 2023 |
| June 5, 2021 to June 11, 2021 | Tuesday 17 January, 2023 |
| June 12, 2021 to June 18, 2021 | Tuesday 24 January, 2023 |
| June 19, 2021 to June 25, 2021 | Tuesday 31 January, 2023 |
| June 26, 2021 to July 2, 2021 | Tuesday 7 February, 2023 |
| July 3, 2021 to July 9, 2021 | Tuesday 14 February, 2023 |
| July 10, 2021 to July 16, 2021 | Tuesday 28 February, 2023 |
| July 17, 2021 to July 23, 2021 | Tuesday 7 March, 2023 |
| July 24, 2021 to July 30, 2021 | Tuesday 14 March, 2023 |
| July 31, 2021 to August 6, 2021 | Tuesday 21 March, 2023 |
| August 7, 2021 to August 13, 2021 | Tuesday 28 March, 2023 |
| August 14, 2021 to August 20, 2021 | Tuesday 4 April, 2023 |
| August 21, 2021 to August 27, 2021 | Tuesday 11 April, 2023 |
| August 28, 2021 to September 3, 2021 | Tuesday 18 April, 2023 |
| September 4, 2021 to September 10, 2021 | Tuesday 25 April, 2023 |
| September 11, 2021 to September 17, 2021 | Tuesday 2 May, 2023 |

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

| PUBLIC HEALTH FIXED PENALTY NOTICES ISSUED DURING PERIOD | ADJOURNED DATE OF HEARING |
|---|----------------------------------|
| September 18, 2021 to September 24, 2021 | Tuesday 9 May, 2023 |
| September 25, 2021 to October 1, 2021 | Tuesday 16 May, 2023 |
| October 2, 2021 to October 8, 2021 | Tuesday 23 May, 2023 |
| October 9, 2021 to October 15, 2021 | Tuesday 6 June, 2023 |
| October 16, 2021 to October 22, 2021 | Tuesday 13 June, 2023 |
| October 23, 2021 to October 29, 2021 | Tuesday 20 June, 2023 |
| October 30, 2021 to November 5, 2021 | Tuesday 27 June, 2023 |
| November 6, 2021 to November 12, 2021 | Tuesday 4 July, 2023 |
| November 13, 2021 to November 19, 2021 | Tuesday 11 July, 2023 |
| November 20, 2021 to November 26, 2021 | Tuesday 18 July, 2023 |
| November 27, 2021 to December 3, 2021 | Tuesday 25 July, 2023 |
| December 4, 2021 to December 10, 2021 | Tuesday 8 August, 2023 |
| December 11, 2021 to December 17, 2021 | Tuesday 15 August, 2023 |
| December 18, 2021 to December 24, 2021 | Tuesday 22 August, 2023 |
| December 25, to December 30, 2021 | Tuesday 29 August, 2023 |

54. The hearings for Public Health Fixed Penalty Notices issued on or after December 31, 2021, in situations in which the fines are not paid, shall be the date as stated on the Fixed Penalty Notice.

SERVICE AND COMMISSIONER FEES

55. All service fees, commissioner of affidavit fees and fees for services will be noted during this period and payment will be suspended until further notice.

SERVICE OF DOCUMENTS

56. Marshals and Bailiffs services are limited to matters so determined by the Registrar of the Supreme Court or the Magistracy Registrar and Clerk of the Court as the case may be.

57. A summons may be served by an attorney-at-law, party or their agent pursuant to the Petty Civil Courts Act.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

TRAFFIC TICKETS RECEIVED PRIOR TO MAY 26, 2020

58. All traffic tickets issued before May 26, 2020 must be paid on or before December 31, 2021.
59. The payment of the tickets referred to in paragraph 56 above, may be paid online using credit or visa enabled debit cards.

Dated this 30th day of September, 2021/s/ Ivor Archie
Chief Justice**SCHEDULE 1**

Court Buildings Open to the Public for Limited Purposes

| LOCATION | Court Building |
|--------------------------|--|
| Northern Trinidad | Hall of Justice- Port of Spain Port of Spain District Court Arima District Court |
| Southern Trinidad | Supreme Court Building, San Fernando San Fernando District Court(Madinah Building) Point Fortin District Court |
| Tobago | Scarborough District Court |

Temporary Closure of Judiciary Buildings from time to time.

Despite these Judiciary buildings being open, from time to time a building may be closed to facilitate the review of COVID-19 status of staff or for sanitization. On these occasions, the Judiciary will post the notice of closure on its' website at www.ttlawcourts.org and social media platforms and inform the media for the attention of those who have business to conduct physically at the Courts.

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

SCHEDULE 2

**Judiciary Virtual Access Customer Centres (VACC)
For the Facilitation of Virtual Hearings**

Between the hours of 8:00 a.m. to 4:00 p.m.

| Locations | | Addresses | No of Rooms |
|-----------------------|---------------|--|-------------|
| Trinidad North | Arima | UTT Building 83-121 Industrial Estate O'Meara Industrial Park | 2 |
| | Port of Spain | Judiciary Administration Building Kings Court, 110-112 Frederick Street | 7 |
| | | Judiciary Administration Building 48 St. Vincent Street (Corner St. Vincent and Duke Streets) | 2 |
| | | Children Court North Building 6 Elizabeth Street, St. Clair | 1 |
| Trinidad South | Point Fortin | Point Fortin Magistrates' Court Building Cap de Ville Road | 2 |
| | Princes Town | New Family Court / District Court Building 271 Edwards Street, Naparima/Mayaro Road | 5 |
| Tobago | Scarborough | Supreme Court Building Bacolet St | 1 |
| | | Scarborough Magistrates' Court Building Bacolet St | 2 |
| | | Family Court Building 54 Calder Hall Main Road | 2 |

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PRACTICE DIRECTION No. 19—COURT OPERATIONS—Continued

SCHEDULE 3

**Judiciary Virtual Access Customer Centres (VACC)
For the Facilitation of Virtual Hearings**

Between the hours of 4 pm and 8 am

| Locations | Addresses | No of Rooms |
|---------------|---|-------------|
| Port of Spain | Judiciary Administration Building Kings Court, 110-112 Frederick Street | 7 |
| Princes Town | New Family Court / District Court Building 271 Edwards Street, Naparima/Mayaro Road | 5 |
| Tobago | Scarborough Magistrates' Court Bacolet St | 2 |

/s/ Ivor Archie
Chief Justice

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PROBATE AND LETTERS OF ADMINISTRATION

Public Notice is hereby given that applications have been made for the following grants of Probate or Letters of Administration:

LETTERS OF ADMINISTRATION of the estate of **PULBASS GOINDOO** otherwise **PULBASS MIRIAM GOINDOO** otherwise **MIRIAM GOINDOO** otherwise **MARIAM GOINDOO** otherwise **MARY GOINDOO** of Light Pole No. 48, Bhim Bhim Trace, El Socorro, San Juan, St. Ann's, Trinidad, who died on the 5th day of April, 1992, by **Felix Seebrath** of 9, El Socorro Extension, San Juan, St. Ann's, Trinidad, the lawfully appointed attorney of **Veera Joseph**;

PROBATE of the Will dated the 28th day of December, 2019, of **ERNEST EUSEBIO HAZELWOOD** otherwise **ERNEST HAZELWOOD** otherwise **EUSEBIO EARNEST HAREWOOD** of Light Pole No. 27, Riverside Road, St. Joseph, Tacarigua, Trinidad, who died on the 2nd day of February, 2020, by **Rahsaan Hazelwood** of the same place, the sole executor named in the Will;

LETTERS OF ADMINISTRATION with Will dated the 7th day of January, 2009, annexed of the estate of **SCYLLA GOPIE** of 129, Union Road, Marabella, Naparima, Trinidad, who died on the 20th day of May, 2016, by **Octavia Gopee** of the same place, one of the residuary devisees named in the Will;

LETTERS OF ADMINISTRATION of the estate of **NESTOR ST. LEWIS** of 399, East 58th Street, Brooklyn, Kings, New York, United States of America, who died on the 25th day of February, 2006, by **Marjorie Bernadette Thomas** of 8, Jasper Avenue, Diamond Vale, Diego Martin, Trinidad, the lawfully appointed attorney of **Ruby Yvonne St. Lewis**;

LETTERS OF ADMINISTRATION of the estate of **QUENTIN TREVOR MC MILLAN** otherwise **QUENTIN MC MILLAN** otherwise **QUENTIN MCMILLAN** otherwise **QUENTIN TREVOR MCMILLAN** of 9½, Mile Mark, Guaico, Tamana, Trinidad, who died on the 19th day of February, 2018, by **Carmen Martina Mc Millan** otherwise **Carmen Mc Millan** otherwise **Carmen Gaspard** otherwise **Carmen Martina Gaspard** of 56, White Drive, Five Rivers, Arouca, Tacarigua, Trinidad, his mother and the only person entitled to the estate;

PROBATE of the Will dated the 1st day of October, 2014, of **ERIC ALEXANDER MILLER** of 102/39, Faralon Drive, Bel Air, La Romaine, Naparima, Trinidad, who died on the 4th day of June, 2019, by **Lorraine Susan Lazzari** of 4A, Terrace Vale Road, Goodwood Park, Pt. Cumana, Diego Martin, Trinidad, **James Alexander Miller** of 29, Pinta Drive, Westmoorings, Diego Martin, Trinidad, two of the executors named in the Will;

LETTERS OF ADMINISTRATION of the estate of **RAMROOP GANGA BISSOON** otherwise **RAMLAL GANGA BISSOON** otherwise **RAMLAL GANGABISSOON** of 31, La Quesa Road, Freeport, Chaguanas, Trinidad, who died on the 28th day of August, 1993, by **Deolal Gangabissoon** of the same place, his son and one of the persons entitled to share in the estate;

LETTERS OF ADMINISTRATION of the estate of **ALBERT HARRY TOUSSAINT** of 73, Beaupres Road, Maraval, Diego Martin, Trinidad, who died on the 30th day of August, 2018, by **Jusline Madeline Lopez** of the same place, his sister and one of the person entitled to share in the estate:

PROBATE of the Will dated the 10th day of March, 1987, of **EVELYN ROMEO** of 1232E, 92nd Street, Brooklyn, New York,

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PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

United States of America, who died on the 15th day of December, 2018, by **Joseph Howard** of 244, Barbara Street, Cleaver Road, Arima, Trinidad, the sole executor named in the Will;

PROBATE of the Will dated the 4th day of January, 2008, of **MARJORIE KHAN** of 34, La Seiva Terrace, Maraval, Diego Martin, Trinidad, who died on the 5th day of June, 2012, by **Nancy Vanessa Khan** of 14, Fieldscape Drive, Diego Martin, Trinidad, the sole executrix named in the Will;

LETTERS OF ADMINISTRATION with Will dated the 16th day of August, 1999, annexed of the estate of **LEWIS BARNWELL** of 207, Atkins Avenue, Brooklyn, New York, 11208, United States of America, who died on the 6th day of April, 2013, by **Alana Barnwell** otherwise **Teesha Barnwell** of 19A, Oilfield Road, Union Village, Rio Claro, Charuma, Trinidad, one of the devisees and/or legatees named in the Will;

PROBATE of the Will dated the 2nd day of May, 2019, of **PETER JOSEPH LYONS** of 81, Fairview Park, Freeport, Chaguanas, Trinidad, who died on the 30th day of May, 2021, by **Claudia Angela Lyons** and **Gabrielle Charysse Lyons** both of the same place, the executrices named in the Will;

LETTERS OF ADMINISTRATION of the estate of **MICHAEL MIKEY ROBERTS** of 5½ Mile Mark, Stonebright Village, Mayaro, Guayaguayare, Trinidad, who died on the 20th day of October, 2019, by **Mark Roberts** of the same place, his son and one of the person entitled to share in the estate;

LETTERS OF ADMINISTRATION of the estate of **SYLVIA PILGRIM** of 3, Ana Street, Woodbrook, Port-of-Spain, Trinidad, who died on the 2nd day of May, 2020, by **Kyle Pilgrim** of the same place, the lawfully appointed attorney of **Myola Hyacinth Pilgrim**;

PROBATE of the Will dated the 22nd day of August, 2016, of **DURHAM JOYEAU** of Light Pole No. 56, Market Street, St. Joseph, Tacarigua, Trinidad, who died on the 23rd day of August, 2020, by **Stephon Joyeau** of the same place, the sole executor named in the Will;

LETTERS OF ADMINISTRATION of the estate of **DARRIN SUPERSAD** otherwise **DARRIN PEGGYSON SUPERSAD** of 239, Main Road, Fyzabad, Siparia, Trinidad, who died on the 22nd day of September, 2019, by **Anjana Neelam Supersad** of the same place, his sister and one of the persons entitled to share in the estate;

LETTERS OF ADMINISTRATION of the estate of **MICHAEL PANCHAM** of 59, La Seiva Village, Maracas, St. Joseph, Tacarigua, Trinidad, who died on the 31st day of March, 2021, by **Joanne Louisa Espinoza-Pancham** otherwise **Joanne Espinoza-Pancham** otherwise **Joanne Louisa Espinoza Rampersad** of the same place, his lawful widow and relict;

LETTERS OF ADMINISTRATION of the estate of **CHEVONNE SUZANNE JACKSON** of Corner Mann and Trincity Street, Arouca, Tacarigua, Trinidad, who died on the 4th day of August, 2018, by **Lyndon Legall** of the same place, the surviving cohabitant;

LETTERS OF ADMINISTRATION of the estate of **VIRGINIA LEZAMA** otherwise **VIRGINIA LEWIS** of Light Pole No. 7, Lezama Trace, Sangre Chiquito, Sangre Grande, Manzanilla, Trinidad, who died on the 1st day of April, 2021, by **Krista Maria Ramkissoon** of the same place, daughter and one of the persons entitled to share in the estate;

LETTERS OF ADMINISTRATION of the estate of **JULIEN GREENIDGE** of 24, Crystal Gardens, Van Buren Avenue, Diego Martin, Trinidad, who died on the 14th day of March, 2020, by **Jonathan Julien Greenidge** of the same place, his son and one of the persons entitled to share in the estate;

PROBATE of the Will dated the 5th day of March, 2021, of **HELENA KIM-LIN ALLUM** otherwise **HELENA ALLUM** of 650, Eastern Avenue, Lange Park, Chaguanas, Trinidad, who died on the 14th day of March, 2021, by **George Allum** of 32AB, Sheffield Drive, Parkview, Chaguanas, Trinidad, the sole executor named in the Will;

PROBATE of the Will dated the 9th day of August, 2018, of **WINSTON MEJIAS** otherwise **WINSTON JEROME MEJIAS** of 1843, San Fernando-Siparia-Erin Road, St. Francis Village, Erin Junction, Erin, Trinidad, who died on the 4th day of March, 2021, by **Maureen Mejias** of the same place, the sole executrix named in the Will;

and unless a Caveat is lodged within twenty-one days from the date of this advertisement with the Registrar of the Supreme Court of Judicature, which the above-named applications have been made, for Probate or Letters of Administration as the case may be in respect of the said applications, will be granted accordingly.

Dated the 30th day of September, 2021.

K. OLIVERIE
Acting Registrar, Supreme Court of Judicature

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CENTRAL BANK OF TRINIDAD AND TOBAGO

WEEKLY STATEMENT OF ACCOUNT AS AT 22ND SEPTEMBER, 2021

| <i>Previous Week</i> \$000 | <i>Assets</i> | <i>This Week</i> \$000 |
|-------------------------------|---|---------------------------|
| | External Assets: | |
| 50,127,611 | Balances, Investments, etc. | 46,606,891 |
| 4,547,787 | Subscriptions to I.M.F. | 4,547,787 |
| 3,083,834 | I.M.F.—S.D.R. Holdings | 3,083,834 |
| 57,759,232 | | 54,238,512 |
| | Trinidad and Tobago Government Securities: | |
| 65 | Treasury Bills (Face Value) | 65 |
| 25 | Marketable Securities | 25 |
| 90 | | 90 |
| | Other Assets: | |
| 29,750 | Trinidad and Tobago Dollar Securities | 29,750 |
| 41,880 | Advances to Government Authorities | 41,880 |
| 2,640,851 | Other Assets | 2,647,229 |
| 2,712,481 | | 2,718,859 |
| 124,611 | Fixed Assets | 124,611 |
| 60,596,414 | | 57,082,072 |
| | <i>Liabilities and Capital Account</i> | |
| | Currency in Circulation: | |
| 8,372,192 | Notes | 8,350,049 |
| 256,804 | Coins | 256,931 |
| 8,628,996 | | 8,606,980 |
| | Demand Liabilities: | |
| 20,522,358 | Commercial Banks | 21,452,218 |
| 378,910 | Financial Institutions (Non-Banking) | 376,798 |
| (8,870,851) | Government and Governmental Organisations | (9,139,311) |
| 146,918 | International Organisations | 146,891 |
| 689,946 | Foreign Currency | 689,946 |
| 3,051,793 | Other | 2,423,813 |
| 15,919,074 | | 15,950,355 |
| | Other Liabilities: | |
| 3,108,670 | Government S.D.R. Allocations | 3,108,670 |
| 25,983,798 | Other Liabilities | 22,460,395 |
| 5,355,876 | Specific Provisions | 5,355,672 |
| 34,448,344 | | 30,924,737 |
| | Capital and Reserves: | |
| 800,000 | Capital Paid-up | 800,000 |
| 800,000 | General Reserve Fund | 800,000 |
| 1,600,000 | | 1,600,000 |
| 60,596,414 | | 57,082,072 |

C. SUBRYAN
Manager
Finance and Accounting