



# TRINIDAD AND TOBAGO GAZETTE

VOL. 61

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No. 164

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1407

## SUPPLEMENT TO THIS ISSUE

THE DOCUMENT detailed hereunder has been issued and is published as a Supplement to this issue of the *Trinidad and Tobago Gazette*:

*Legal Supplement Part B—*

Traffic Restriction (Temporary Provisions) (Republic Day Celebrations Tobago) Order, 2022—(Legal Notice No. 190 of 2022).

1408

## APPOINTMENT TO ACT TEMPORARILY AS PRESIDENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

IT IS HEREBY NOTIFIED for general information that Her Excellency, the President of the Republic of Trinidad and Tobago, left the country on official travel on the evening of 16th September, 2022. In accordance with the provisions of section 27 subsections (1) and (2) of the Constitution of the Republic of Trinidad and Tobago, Ms. CHRISTINE KANGALOO, President of the Senate, is acting temporarily as President of the Republic of Trinidad and Tobago and continuing during the absence out of the country of Her Excellency PAULA-MAE WEEKES.

C. JACKMAN-WALDRON  
*Secretary to Her Excellency  
the President*

16th September, 2022.

1409

## APPOINTMENT TO ACT AS MINISTER OF FOREIGN AND CARICOM AFFAIRS

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in her by section 79(2) of the Constitution of the Republic of Trinidad and Tobago, has appointed the HONOURABLE PAULA GOPEE-SCOON, a member of the Senate who is a Minister, to act in the office of Senator the Honourable Dr. AMERY BROWNE, Minister of Foreign and CARICOM Affairs, with effect from 18th September, 2022 and continuing during the absence from Trinidad and Tobago of the said Senator the Honourable Dr. Amery Browne, in addition to the discharge of her normal duties.

C. JACKMAN-WALDRON  
*Secretary to Her Excellency  
President*

15th September, 2022.

1410

## APPOINTMENT OF JUSTICES OF THE PEACE

UNDER the provision of section 4(1) of the Summary Courts Act, Chap. 4:20, Her Excellency the President, on the advice of the Attorney General, has been pleased to appoint the below mentioned persons to be Justices of the Peace (*ex officio*) for Trinidad and Tobago, during the period which they hold office as stated hereunder:

SHARMELAH SANDASSIE-KHAN—Case Management Officer IV  
 SABETA DEONARINE—Section Manager and 2nd Deputy Marshal (Ag.)  
 ANN BILL—Case Management Officer IV (Ag.)

Dated this 15th day of September, 2022.

A. STEPHENS  
*for Permanent Secretary  
 Office of the Attorney General  
 and Ministry of Legal Affairs*

1411

APPOINTMENT OF A MEMBER OF THE ADVISORY COMMITTEE ON THE  
POWER OF PARDON (MERCY COMMITTEE)

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, in exercise of the power vested in her by section 88(d) of the Constitution of the Republic of Trinidad and Tobago, has appointed RANDY SEEPERSAD, as a member of the Advisory Committee on the Power of Pardon (Mercy Committee) at the President's pleasure with effect from 9th September, 2022.

C. JACKMAN-WALDRON  
*Secretary to Her Excellency  
 the President*

9th September, 2022.

1412

## REVOCATION OF APPOINTMENT OF JUSTICE OF THE PEACE

UNDER the provisions of section 4(1) of the Summary Courts Act, Chapter 4:20, Her Excellency the President, on the advice of the Honourable Attorney General, has revoked the appointment of SHARMELAH SANDASSIE to be Justice of the Peace (*Ex-Officio*), for Trinidad and Tobago during the period which he/she hold office as stated hereunder:

SHARMELAH SANDASSIE—Case Management Officer IV of the Family and Children Division  
 of the Supreme Court of Trinidad and Tobago.

Dated this 9th day of September, 2022.

A. STEPHENS  
*for Permanent Secretary  
 Office of the Attorney General  
 and Ministry of Legal Affairs*

1413

## OFFICE OF THE PRIME MINISTER

## SEPARATION

IN ACCORDANCE with the Director of Personnel Administration Circular Memorandum No. E 26/06, dated 25th August, 2006, the undermentioned notice is publish for general information.

**Compulsory Retirement**

Name	Rank of Officer	Ministry/Department	Date	Remarks
Ms. Claire Davidson-Williams	Administrator ... ..	Tobago House of Assembly	6th March, 2023	Compulsory Retirement

1377

REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE  
SUB-REGISTRY, SAN FERNANDO

Claim No. CV 2009-00707

In the Matter of

THE WILLS AND PROBATE ORDINANCE  
CHAPTER 8 No. 2

And

In the Matter of

AN APPLICATION BY STEDDOT HARDING  
A BENEFICIARY UNDER THE ESTATE OF STELLA DELCINA  
GREENIDGE WILLIAMS (DECEASED)

Between

STEDDOT HARDING—*Claimant*

And

JOSEPH GREENIDGE AND ALLISTER HARDING—*Defendants*

(In their capacity as Legal Personal Representatives of the estate of  
Stella Delcina Greenidge Williams and also in their personal capacity)

SALE BY PUBLIC AUCTION

TAKE NOTICE that pursuant to the Order of the Honourable Mr. Justice Boodoosingh (as he then was) dated 2nd March, 2020, there will be put up for sale by Public Auction before the doors of the High Court of Justice, Sub-Registry, San Fernando on Thursday the 13th day of October, 2022 at 10.00 o'clock in the forenoon the property described as:

*All and Singular* that certain piece or parcel of land situate at Centenary Street, Princes Town in the Ward of Savana Grande in the Island of Trinidad comprising One Lot be the same more or less and bounded on the north by lands M. Mongouge on the south by lands of M. Roberts on the east by lands of M. Roberts and on the west by Centenary Street together with the dwelling house standing thereon and the appurtenances thereto belonging as described in Deeds No. 2671 of 1975 and No. DE 200201696581 and known as No. 21 Centenary Street, Princes Town.

And also take notice that the reserved price at which the said Property shall be sold is fixed at Six Hundred Thousand Dollars (\$600,000.00).

And further take notice that the aforementioned property shall be sold subject to all outstanding rates, taxes and charges owing or incurred at the date of sale.

Dated the 9th day of August, 2022

N. KHAN  
*Assistant Registrar, Supreme Court*



## LAW ASSOCIATION OF TRINIDAD AND TOBAGO

*LEGAL PROFESSION ACT CHAP 90:03*  
95-97 Frederick Street, Port-of-Spain 100819

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### **ANNUAL SUBSCRIPTION FEES FOR THE LAW TERM 2022/2023**

Reference is made to **Gazette Nos. 146 of 2020** and **139 of 2021** wherein the LATT approved the temporary reduction of Annual Subscription Fees by Fifty Percent (50%) for the law terms October 2020 to September 2021 and October 2021 to September 2022 respectively.

Please be advised that there will be no reduction in members' **Annual Subscription Fees** for the law term **October 2022 to September 2023**.

A handwritten signature in blue ink, appearing to be 'JL', is written over a large, faint watermark of the Law Association of Trinidad and Tobago logo.

**By Order of the Council**  
**Dated this 19th day of September, 2022**

1415

## 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:

- PROBATE of the Will dated August, 2014, of **SHANTY RAMROOP** of 90, Ojar Street, Orange Village, Couva, Trinidad, who died on the 9th day of December, 2021, by **Sherry Dixon** of 7, First Avenue, Isaac Settlement, Couva, Trinidad, the sole executrix named in the Will;
- PROBATE of the Will dated the 14th day of February, 2003, of **MELVILLE MERLIN LALL** of 3919, Centennial Boulevard, City of Brandon, Manitoba, Canada, who died on the 9th day of October, 2016, by **Merrick Melvin Lall** of 373, San Francique Pluck Road, Penal, Siparia, Trinidad, the sole executrix named in the Will;
- PROBATE of the Will dated the 12th day of February, 1997, of **CALVIN LENNOX KHAN** otherwise **CALVIN KHAN** of 4, Circular Street, Princes Town, Savana Grande, Trinidad, who died on the 29th day of July, 2019, by **Callen Sacha Khan** of the same place, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION with Will dated the 5th day of March, 2013, of **URSULA DUPLACY** otherwise **URSULA DUPLACY-JULES** of 2, Bascombe Lane, Prizgar Lands, Laventille, Port-of-Spain, Trinidad, who died on the 15th day of December, 2021, by **Lekisha Adama Duplacy** of the same place, the sole residuary devisee and/or legatee named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **DWAYNE RAMUL DICK** otherwise **DWAYNE DICK** of Darling Street, St. Thomas Village, Chaguanas, Trinidad, who died on the 16th day of February, 2019, by **Glenford Dick** of the same place, his father and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 23rd day of January, 2013, of **WINSTON GEORGE** of Light Pole No. 22, Mango Alley, Trou Macaque, Laventille, St. Ann's, Trinidad, who died on the 9th day of December, 2018, by **Sheranna George** otherwise **Sherana George** of Light Pole No. 17c, Mango Alley, Trou Macaque, Laventille, San Juan, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **GEMMA MAGDALEN ALEXANDER** otherwise **GEMMA ALEXANDER** of 31, Glencoe Villas, Glencoe, Diego Martin, Trinidad, who died on the 5th day of August, 2021 by **Andre Alexander** of the same place, her son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **ANTHONY DYER** of 2, Thornhill Street, Gonzales, Belmont Trinidad, who died on the 25th day of October, 2018 by **Cynthia Dyer-Antrobus** of 29, Rosewood Avenue, Coconut Drive, Morvant, St. Ann's, Trinidad, his sister and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 14th September, 2006, of **DEO SAMAROO** of Light Pole No. 85, Seeraj Trace, Chin Chin Road, Cunupia, Trinidad, who died on the 13th day of October, 2021, by **Indra Samaroo** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **LEON BHARAT** of 2, Aranguez Main Road, San Juan, St. Ann's, Trinidad, who died on the 8th day of June, 2018 by **Chandra Bharat** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **BEN KANJU** of 5, Bedassie Street, St. Augustine, Tacarigua, Trinidad, who died on the 24th day of October, 2019 by **Sherifer Hafiz** of 57, Sunset Drive, Five Rivers, Arouca, Tacarigua, Trinidad, the statutory guardian of **Aliyah Anila Kanju**;
- PROBATE of the Will dated the 24th day of January, 2020, of **VIDA LISA MAHABIR** of 31, Symond Valley Road, St. Ann's, Trinidad, who died on the 4th day of March, 2021, by **Nina Camille Mahabir** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **IRVING THOMAS LEWIS** otherwise **IRVING LEWIS** otherwise **THOMAS LEWIS LATE** of Light Pole No. 54, Toyer Street, Patna Village, Diego Martin, Trinidad, who died on the 14th day of September, 2021 by **Patricia Lewis** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **THERESA VINCENT** of Light Pole No. 62, Pelican Extension Road, Morvant, St. Ann's, Trinidad, who died on the 1st. day of February, 2022 by **Troy Vincent** otherwise **Troy Robert Vincent** of Building A, Unit 4c, Maingot Street, Mt. Hope, St. Joseph, Tacarigua, Trinidad, her son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **RAMESH SINGH** of 17, Neilson Garden, Longdenville, Chaguanas, Trinidad, who died on the 9th day of December, 2021 by **Pramatti Shanti Singh** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **EILEEN DAVIS** otherwise **EILEEN VIRGINIA DAVIS** otherwise **EILEEN VIRGINIA KELLAR** of 6, Schor Terrace, Diego Martin, Trinidad, who died on the 18th day of May, 2014, by **Omata Adisa Gamba** of 33, Progress Drive, Diego Martin, Trinidad, her son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **SUREASH MAHABIR** of 6, La Chapelle Street, San Fernando, Trinidad, who died on the 12th day of March, 2018, by **Amelia Alana Hema Mahabir** otherwise **Amelia Mahabir** and **Alyssa Sabrina Chandra Mahabir** otherwise **Alyssa Mahabir** both of the same place, his daughter and the only persons entitled to share in the estate;



## PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- PROBATE of the Will dated the 5th day of November, 2012, of **HANEL MARCELLUS RODNEY** otherwise **HANEL M. RODNEY** otherwise **HANEL RODNEY** otherwise **H. M. RODNEY** of 54, Oleander Drive, Pleasantville, San Fernando, Trinidad, who died on the 3rd day of February, 2019, by **Hanel Stephen Rodney** otherwise **Hanel S. Rodney** otherwise **Hanel Rodney** otherwise **H. Rodney** of 26, Quest Avenue, Harmony Hall, Marabella, Naparima, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **KENRICK GLASGOW** of 166, New Settlement, Caroni Savannah Road, Chaguana, Trinidad, who died on the 22nd day of September, 2020, by **Brandon Brent Joseph Glasgow** of 43, John Peter Road, Charleville, Chaguana, Trinidad, his son and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **SOOKDEO RAMKELLAWAN** otherwise **SOOKDEO RAMKELAWAN** of 48, Maingot Road, St. Julien, Ortoire, Trinidad, who died on the 2nd day of March, 2021, by **Cynthia Ramkellawan** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 10th day of March, 2002, of **ATWAROO SEEWAH** otherwise **ATWAROO SEWAH** of 171, Tarouba Road, Marabella, Naparima, Trinidad, who died on the 10th day of March, 2003, by **Katwaroo Sewah** of 79, Lengua Road, Princes Town, Savana Grande, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **MARGARET EASTMAN** of 20, Sixth Street East, Casselton Avenue, Trincity, Tacarigua, Trinidad, who died on the 9th day of January, 1999, by **Michael Eastman** of Apartment 1D, La Riviera, Westmoorings, Diego Martin, Trinidad, her brother and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **BEVERLY MIRIAM LEWIS** of 41, Manning Street, Diego Martin, Trinidad, who died on the 9th day of October, 2015, by **Donna Lark Simmons-Fauntleroy** of 5, Alexander Street, Longdenville, Chaguana, Trinidad, her sister and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 14th day of March, 2017, of **COLVIN MITCHELL** of 795, Tabaquite Road, Brothers Road, New Grant, Ortoire, Trinidad, by **Paula Rahim** of the same place, the sole executrix named in the Will;
- PROBATE of the Will dated the 30th day of September, 2020, of **JAMES JOSEPH** of 82D, Burton Trace, St. Mary's Village, Moruga Road, Moruga, Trinidad, who died on the 9th day of February, 2021, by **Shawn Edwards** and **Devon Edwards** both of the same place, the executors named in the Will;
- PROBATE of the Will dated the 10th day of June, 2015, of **DEODATH RANOO** of 1520, Moruga Road, Rock River Village, Moruga, Trinidad, who died on the 30th day of December, 2019, by **Chirisse Ranoo** of Light Pole No. 345, Moruga Road, Rock River Village, Moruga, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **NAZIMOO MOHAMMED** of 144, Hindustan Road, New Grant, Ortoire, Trinidad, who died on the 4th day of August, 2018, by **Karen Mohammed** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **ERICA ROJAS** of 201, St. Croix Road, Princes Town, Savana Grande, Trinidad, who died on the 13th day of December, 2018, by **Renwick Rojas** of the same place, her lawful husband;
- LETTERS OF ADMINISTRATION of the estate of **EMANUEL VINCENT** of 486, St. Croix Road, Lengua Village, Savana Grande, Trinidad, who died on the 25th day of September, 2018, by **Hellen Vincent** otherwise **Hellen Bhola** otherwise **Ellyn Bhola** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **DOLLY RAMLOGAN** of 173, Eastern Main Road, Tunapuna, Tacarigua, Trinidad, who died on the 5th day of October, 2017, by **Angela Anera Maharaj** of 16, Himalaya Drive, El Dorado Tacarigua, Trinidad, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **RALPH RAMPERSAD** of 12, Realize Junction Road, Princes Town, Savana Grande, Trinidad, who died on the 9th day of August, 2020, by **Sandra Dhanragie Rampersad** otherwise **Sandra Dhanragie Harry** otherwise **Dhanragie Harry** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **SHARON SEEPERSAD-CELESTINE** otherwise **SHARON THERESE SEEPERSAD-CELESTINE** otherwise **SHARON SEEPERSAD CELESTINE** otherwise **SHARON THERESE SEEPERSAD** otherwise **SHARON THERESE CELESTINE** otherwise **SHARON SEEPERSAD** of 10, Beatrice Street, Point Lisas Housing Development, Point Lisas, Couva, Trinidad, who died on the 30th day of August, 2019, by **Burton Celestine** of the same place, her lawful widow and relict;
- PROBATE of the Will dated the 31st day of March, 2016, of **VINA DOWNES** otherwise **VINA ANGELA DOWNES** otherwise **ANGELA DOWNES** of 37, San Cipriano Street, Cleaver Road, Arima, Trinidad, who died on the 9th day of August, 2021, by **Kevin Michael Downes** otherwise **Kevin Downes** of 21, The Foothills, Arima Old Road, d'Abadie, Arima, Trinidad, the other executrix named in the Will;
- PROBATE of the Will dated the 30th day of August, 2021, of **MARGARITA LOUGHEED** of 73, Waterloo Road, Carapichaima, Trinidad, who died on the 19th day of September, 2021, by **Shurla Lougheen** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **CHOLOY MARACHIA MOTILAL** otherwise **CHOLOY MOTILAL** otherwise **CHOLOY MARACHAI RAMDASIE MOTILAL** otherwise **MARACHAI RAMCHARAN** of Light Pole No. 15, Toco Road, Sangre Grande, Manzanilla, Trinidad, who died on the 7th day of December, 2021, by **Debra Suepaul** otherwise **Debra Lata-Debbie Suepaul** of the same place, her daughter and the only person entitled to the estate;

1415—Continued

## PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- PROBATE of the Will dated the 15th day of April, 2019, of **JACOB SAMPSON** of 54, Pond Street, La Romaine, Naparima, Trinidad, who died on the 27th day of September, 2019, by **Mac-Keisha Bunsee** and **Akeila Bunsee** both of the same place, the executrices named in the Will;
- PROBATE of the Will dated the 7th day of August, 2017, of **SELWYN DELSIN** otherwise **SELWYN BONAVENTURE DELZIN** of 3, Hendrickson Street, Tunapuna, Tacarigua, Trinidad, who died on the 7th day of June, 2022, by **Gregory Delzin** of 15, Allan Street, Diego Martin, Trinidad, the sole executor named in the Will;
- PROBATE of the Will dated the 22nd day of January, 1965, of **ERIC JAMES MOWSER** of 41, Fort George Road, St. James, Port-of-Spain, Trinidad, who died on the 13th day of November, 2013, by **Elizabeth Ann Mowser** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION with Will dated the 12th day of July, 2001, annexed of the estate of **FRANCIS MACKOON** of 289, Waterloo Road, Carapichaima, Chaguanas, Trinidad, who died on the 4th day of August, 2001, by **Beverly Mackoon Bhagwandeem** otherwise **Beverly Karen Bhagwandeem** of the same place, one of the devisees and/or legatees named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **FEROZER LUTCHMAN** of 34, Ojar Maraj Avenue, Waterloo, Carapichaima, Chaguanas, Trinidad, who died on the 2nd day of May, 2019, by **Rasool Bin-Kamees Balkaran** of Light Pole No. 12, San Pedro Trace, Mayo Road, Grand Couva, Montserrat, Trinidad, her brother and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION with Will dated the 10th day of February, 1992, annexed of the estate of **VERONICA MATURINE** of 2¼ Mile Mark, Cunapo Southern Road, Coalmine, Tureure, Trinidad, who died on the 16th day of October, 2003, by **Mc Donald Donney Bain** of the same place, the legal personal representative of the said **Mary Bain**;
- LETTERS OF ADMINISTRATION of the estate of **MOONIRAM RAMADHAR** of 82, Golconda Settlement, Naparima, Trinidad, who died on the 31st day of May, 2014, by **Sylvia Ramadhar** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **EMILY MITCHELL** otherwise **EMILY EUGENIA MITCHELL** of 75, West End Avenue, R2H, New York, 10023, United States of America, who died on the 20th day of September, 2015, by **Patricia Mitchell** otherwise **Patricia Paulina Mitchell** of 9, Simon Street, Diego Martin, Trinidad, her daughter and the only person entitled to the estate;
- PROBATE of the Will dated the 11th day of February, 2021, of **CHRISTOPHER ROY THOMAS** otherwise **CHRISTOPHER THOMAS** otherwise **CHRISTOPHER R. THOMAS** of 25, Western Circle, Westmoorings, Diego Martin, Trinidad, who died on the 11th day of November, 2021, by **Keith Thomas** of Apartment 5B3, The Meadows, Dibe Road, Maraval, Diego Martin, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **CHRISTOPHER DASS** of 26, Popwell Drive East, Rest House Village, Mayaro, Charuma, Trinidad, who died on the 24th day of December, by **Basmat Dass** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **IVY DORACLE GORE** otherwise **IVY DORACLE MOWLAH** otherwise **IVY MOWLAH GORE** otherwise **IVY MOWLAH** of 157, Waterloo Road, Bank Village, Carapichaima, Chaguanas, Trinidad, who died on the 1st day of June, 2019, by **Veera Jamie Mowlah** of the same place, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **LINDRUM SUBEDAR** of 170, Union Village, Claxton Bay, Pointe-a-Pierre, Trinidad, who died on the 19th day of November, 2021, by **Jean Subedar** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION *de bonis non* of the estate of **HAROLD RAMROOP** of Light Pole No. 2/270, Hydraulic Road, Kelly Village, Caroni, Trinidad, who died on the 31st day of July, 2011, by **Patrick Ramroop** of the same place, his son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **DANIEL CHUNG** of 25, Queen Street, Arima, Trinidad, who died on the 1st day of October, 2018, by **Jason Garrison Chung** of the same place, his son and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 25th day of June, 2016, of **FELICIA DE BOULET** of 90, Alta Garcia Trace, De Gannes Village, Siparia, Trinidad, who died on the 7th day of October, 2017, by **Alicia Du-Boulet-Spencer** of 100–102, Alta Garcia Trace, Siparia, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION with Will dated the 23rd day of December, 2002, annexed of the of **HARRY CHUNG** of 2A, Caribi Towers, Oceans Boulevard, Westmoorings, Diego Martin, Trinidad, who died on the 19th day of May, 2021, by **Guizhen Liu-Chung** of the same place, the sole residuary devisee and/or legatee named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **KRISHENDAYE SOOKRAM** of 263B, Laltoo Trace, Penal, Siparia, Trinidad, who died on the 26th day of November, 2021, by **Harrinath Sookram** of the same place, her son and the only person entitled to the estate;
- PROBATE of the Will dated the 19th day of May, 2017, of **KRISHNA HARRY** of 13, Mancharles Street, Felicity, Chaguanas, Trinidad, who died on the 16th day of December, 2021, by **Parbatie Harry** of the same place, the sole executrix named in the Will;
- PROBATE of the Will dated the 15th day of March, 2001, of **SAMDAI HARRACKSINGH** of Delhi Road, Fyzabad, Siparia, Trinidad, who died on the 8th day of February, 2002, by **Osborne Harracksingh** of 5, Dubarry Street, Delhi Road, Fyzabad, Siparia, Trinidad, the sole executor named in the Will;

1415—Continued

## PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- LETTERS OF ADMINISTRATION of the estate of **CHERYL SAHIBDEEN SCOTT** otherwise **CHERYL MARIA SAHIBDEEN** otherwise **CHERYL PARIA** of 42, 7th Avenue, Malick, Barataria, St. Ann's, Trinidad, who died on the 21st day of October, 2021, by **Geddes Rexford Scott** of the same place, her lawful husband;
- PROBATE of the Will dated the 3rd day of February, 2016, of **SIMON GOSYNE** of 35, Eastern Main Road, Valencia, Trinidad, who died on the 21st day of February, 2016, by **Jermaline Mitchell** of 9, Pecan Grove, Bregon Park, d'Abadie, Arima, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **SYLVIA ANN CHURCH** otherwise **SYLIVA CHURCH** of 14, Wickham Court Road, Church Crookham, Fleet Hamshire, GU52 6BF, United Kingdom, who died on the 25th day of February, 2017, by **Vernon Farris Church** of 22, Larch Street, Fanny Village, Point Fortin, La Brea, Trinidad, her lawful husband;
- LETTERS OF ADMINISTRATION of the estate of **ELIZABETH CHERY** otherwise **ELIZABETH AUGUSTIN** otherwise **ELIZABETH AUGUSTINE** of Light Pole No. 3D, 70, Covigne Road, Diego Martin, Trinidad who died on the 19th day of June, 2015, by **Rose Ann Augustine-Thomas** of 74B, Covigne Road, Diego Martin, Trinidad, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **GERALD DENSIL NELSON** otherwise **GERALD NELSON** of 717, Volute Street, Bon Air West, Arouca, Tacarigua, Trinidad, who died on the 25th day of April, 2015, by **Kwaidana Seanice Nelson** otherwise **Kwaidaner Seanice Nelson** of Light Pole No. 63A, Cipriani Avenue, Second Caledonia, Morvant, St. Ann's, Trinidad, his daughter and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 15th day of September, 2020, of **CASSOO RAMOUTAR** of 62, Coconut Alley, Siparia, Trinidad, who died on the 25th day of February, 2021, by **Alisha Anesa Ali** of 14, De Gannes Village, Siparia, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **VISHNU DOOKWAH** of Apartment 201B, Building B, Charford Court, Port-of-Spain, Trinidad, who died on the 27th day of March, 2021, by **Al Brendon** of the same place, his son and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 23rd day of September, 2013, of **WINIFRED ROSE** otherwise **WINNIFRED VALTRUDE ROSE** otherwise **WINIFRED VALTRUDE ROSE**, of 4, Mc Donald Street, Woodbrook, Port-of-Spain, Trinidad, who died on the 6th day of August, 2020, by **Margaret Eleanora Angela Rose** of the same place and **Jesse Philip Montgomery Rose** otherwise **Jesse Rose** of 28, Brunton Road, St. James, Port-of-Spain, Trinidad, the executors named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **RAPHAEL HUGGINS**, of 2nd, Caledonia Road Vegas, Morvant, St. Ann's, Trinidad, who died on the 27th day of November, 2017, by **ANGELA HUGGINS** otherwise **ANGELA ASHBY** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 26th day of March, 2007, of **SONNIE FREDERICK** otherwise **SONNIE FEDERICK** of 167, Todds Station Road, Talparo, San Rafael, Trinidad, who died on the 14th day of October, 2013, by **Alvin Ramcharita** and **Petronilla Gomez** otherwise **Petronela Gomez** both of the same place, the executors named in the Will;
- PROBATE of the Will dated the 13th day of May, 2011, of **MAJORIE JOCELYN LOWE** otherwise **M. LOWE** of 30A, Warren Street, Woodbrook, Port-of-Spain, Trinidad, who died on the 21st day of May, 2021, by **Gary Lowe** of 30B, Warren Street, Woodbrook, Port-of-Spain, Trinidad, the sole executor named in the Will;
- PROBATE of the Will dated the 27th day of April, 2015, of **SYLVESTER NAVARRO** of 165, North Manzanilla, Main Road, Manzanilla, Trinidad, who died on the 20th day of December, 2021, by **Norbert Safe** of Light Pole No. 144, North Manzanilla, Main Road, Manzanilla, Trinidad, the sole executor named in the Will;
- PROBATE of the Will dated the 29th day of June, 2020, of **HUBERT BUCKMIRE** of 58, Ponderosa Crescent, d'Abadie, Arima, Trinidad, who died on the 7th day of October, 2021, by **Rhonda Buckmire** of Building 7, Unit 1, Grange Avenue, Greenvale, La Horquetta, Arima, Trinidad, the sole executor named in the Will;
- PROBATE of the Will dated the 28th day of January, 2002, of **LEO MITCHELL** of 36, Caratal Road Hermitage Village, Claxton Bay, Pointe-a-Pierre, Trinidad, who died on the 14th day of September, 2018, by **Kenneth Mitchell** of the same place, the other executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate **HERMEZ HERBERT** otherwise **HERMEZ CLYDE KEVIN HERBERT** otherwise **CLYDE HERBERT** of 5, Beard Street, Carenage, Diego Martin, Trinidad who died on the 24th day of May, 2022, by **Lenora Herbert** of the same place, his mother and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **ILENE CHITTERMAN** of 4, Eagle Avenue, Enterprise Street, Chaguanas, Trinidad, who died on the 19th day of August, 2019, by **Glena Sophia Ramsoondar** of the same place, her daughter and one of the persons entitled to share in the estate;
- PROBATE of the Will dated the 13th day of April, 2001, of **CYNTHIA CONYETTE** of Apartment 8, Cassia Court, Petit Valley, Diego Martin, Trinidad, who died on the 20th day of July, 2017, by **Cedric Conyette** of 31, Ravanala Circular, Roystonia, Couva, Trinidad, and **Linda Blood** of 4, Pearl Gardens, Diego Martin, Trinidad, the executors named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **JULIE RIVERS** otherwise **MARGARET JULIE RIVERS** of ¼ Mile Mark, Campbell Trace, Libertville, Rio Claro, Charuma, Trinidad, who died on the 1st day of August, 2020, by **Sue-Ann Rivers** of the same place, her daughter and the only person entitled to the estate;



1415—Continued

## PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- LETTERS OF ADMINISTRATION of the estate of **DION BEDASE** of 335, Adjam Street Tacarigua, Trinidad, who died on the 1st day of May, 2021, by **Yasmin Nayaik-Bedase** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 5th day April of 2022, of **JAGDIS JAGDIN** otherwise **JAGDIS JUGDEEN** of 129, Clarke Road, Penal, Siparia, Trinidad, who died on the 8th day of May, 2021, by **Oosha Ramcharan-Jagdin**, of the same place, the executrix named in the Will;
- PROBATE of the Will dated the 4th day January, of 2018, of **RAMNARINE BASDEO** of 44, Capildeo Block, Couva, Trinidad, who died on the 18th day of February, 2022, by **Shalini Basdeo** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **RICHARD RANDY WILLIAMS** otherwise **RICHARD WILLIAMS** of Light Pole No. 53, La Grine Road, Maracas St. Joseph, Tacarigua, Trinidad who died on the 13th day of November, 2017, by **Shivon Samuel** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **LAWRENCE WILLIAMS** of Light Pole No. 28, Clevear Road Arima, Trinidad, who died on the 29th day of January, 2021, by **Cheryl-Ann Williams** otherwise **Cheryl Ann Williams** otherwise **Cheryl Ann Rayside** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 27th day of April, 2021, of **BEEKHAM GUNNESS** otherwise **BEEKHAM** otherwise **BEEKHAM SOODASAR** otherwise **BOYSIE SOODASAR** of 1134, San Fernando Siparia Erin Road, Penal, Trinidad, who died on the 13th day of October, 2021, by **Roopnarine Gunness** of 3, Suchit Trace, Penal, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **DANIEL OGBADU OTAJELE** otherwise **DANIEL OTAJELE** of 19, Dibe Road, St. James, Port-of-Spain, Trinidad who died on the 3rd day of September, 2020, by **Ejima Otajele** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 22nd day May, of 2019, of **BARBARA WILLIAMS** otherwise **BARBARA AUGUSTINE WILLIAMS** of 5, Lakhon Trace, Mc Bean Village, Couva, Trinidad, who died on the 21st day of January, 2021, by **Simone Thornhill** of 259, Christian Drive, Plaisance Park, Pointe-a-Pierre, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **FEROZE MOHAMMED** of 27, Boodoo Street Warden Road, Point Ligoure, Point Fortin, La Brea, Trinidad, who died on the 6th day of December, 2020, by **Sunardaye Salma Mohammed** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **SAHID MOHAMMED** otherwise **SAHID MOHAMED** otherwise **SAHID HAFF MOHAMMED** of 65, Mc Inroy Street, Curepe, Tacarigua, Trinidad, who died on the 18th day of June, 2021, by **Rabeuien Mohamed-Papansingh** otherwise **Rabeuien Mohammed-Papansingh** of 4B2, Tobin Lane, Bushe Street, Curepe, Tacarigua, Trinidad, his daughter and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **KENRICK CAPRIATA** of 328, Erin Road, Quarry Village, Siparia, Trinidad, who died on the 25th day of February, 2022, by **Beverly Samaroo** of the same place, his lawful widow and relict;
- PROBATE of the Will dated the 26th day January, of 2015, of **MABLE MOORE** of 10, Edinburgh Crescent, Cocoyea Village, San Fernando, Trinidad, who died on the 9th day of February, 2022, by **Glonn Barton** of 85, Third Branch Road, Monkey Town, New Grant, Naparima, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **JOYCELYN HAREWOOD-LEWIS** of 49, Ibis Drive, Pleasantville, San Fernando, Trinidad, who died on the 12th day of August, 2021, by **John Lewis** of the same place, her lawful husband;
- LETTERS OF ADMINISTRATION of the estate of **ENA YVONNE BAKER** of 6, Baddi Ville Road, St. Julien, Princes Town, Savana Grande, Trinidad, who died on the 23rd day of November, 2021, by **Sheldon Baker** of the same place, her lawful husband;
- PROBATE of the Will dated the 21st day of February, 2019, of **FITZGERALD EDWARDS** of 47, Quarry Drive, Champs Fleurs, St. Ann's, Trinidad, who died on the 9th day of June, 2021, by **Victoria Edwards-Jonas**, of the same place, the sole executrix named in the Will;

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

Dated the 22nd day of September, 2022.

R. Roberts  
Acting Registrar  
Supreme Court of Judicature

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## CENTRAL BANK OF TRINIDAD AND TOBAGO

## WEEKLY STATEMENT OF ACCOUNT AS AT 14TH SEPTEMBER, 2022

<i>Previous Week</i> \$000	<i>Assets</i>	<i>This Week</i> \$000
	<b>External Assets:</b>	
44,235,943	Balances, Investments, etc. ... ..	42,370,463
4,233,233	Subscriptions to I.M.F. ... ..	4,233,233
6,953,969	I.M.F.—S.D.R. Holdings ... ..	6,953,969
<hr/>		<hr/>
55,423,145		53,557,665
	<b>Trinidad and Tobago Government Securities:</b>	
208,662	Treasury Bills (Face Value) ... ..	208,437
25	Marketable Securities ... ..	25
<hr/>		<hr/>
208,687		208,462
	<b>Other Assets:</b>	
12,250	Trinidad and Tobago Dollar Securities ... ..	12,250
28,196	Advances to Government Authorities ... ..	28,196
2,093,992	Other Assets ... ..	2,049,799
<hr/>		<hr/>
2,134,438		2,090,245
109,802	<b>Fixed Assets</b>	107,903
<hr/>		<hr/>
57,876,072		55,964,275
	<i>Liabilities and Capital Account</i>	
	<b>Currency in Circulation:</b>	
8,787,858	Notes ... ..	8,718,757
260,645	Coins ... ..	260,798
<hr/>		<hr/>
9,048,503		8,979,555
	<b>Demand Liabilities:</b>	
16,666,459	Commercial Banks ... ..	17,120,589
371,088	Financial Institutions (Non-Banking) ... ..	370,831
(2,916,322)	Government and Governmental Organisations ... ..	(3,406,760)
45,355	International Organisations ... ..	45,359
669,392	Foreign Currency ... ..	668,141
1,605,210	Other ... ..	1,493,656
<hr/>		<hr/>
16,441,182		16,291,816
	<b>Other Liabilities:</b>	
6,951,019	Government S.D.R. Allocations ... ..	6,951,019
18,991,398	Other Liabilities ... ..	17,415,591
4,843,970	Specific Provisions ... ..	4,726,294
<hr/>		<hr/>
30,786,387		29,092,904
	<b>Capital and Reserves:</b>	
800,000	Capital Paid-up ... ..	800,000
800,000	General Reserve Fund ... ..	800,000
<hr/>		<hr/>
1,600,000		1,600,000
<hr/>		<hr/>
57,876,072		55,964,275

C. SUBRYAN  
*Manager*  
*Finance and Accounting*



CENTRAL BANK OF  
TRINIDAD & TOBAGO

# NOTICE

## INSURANCE ACT 2018 (AS AMENDED)

Notice is hereby given, in accordance with Section 15(3) of the Insurance Act 2018 (as amended) (the Act), that the following agencies have ceased to hold a registration certificate to carry on the business of an insurance agency during the last quarter ended June 30, 2022.

### AGENCIES

- Brensselle Financial & Investment Services Limited
- C. Leotaud & Son Limited
- Colspring Financial Services Limited
- Expert Solutions Insurance Services Limited
- Flemco Services Limited
- Gobin's Financial Services Limited
- JCF Insurance and Investments Limited
- K. Balkaran Investments Limited
- Meihkofin Financial Services Limited
- Nexus General Insurance & Financial Services Limited
- Prosperity Plus Advisory Services Limited
- Real Insure Investment Services Limited (Life)
- Taji Financial Services Limited

The Central Bank of Trinidad and Tobago (the Central Bank) wishes to advise that there were no insurers or brokerages which ceased to hold a registration certificate to carry on insurance business in, or from Trinidad and Tobago during the last quarter ended June 30, 2022.

Please be advised that the above listing of insurance agencies ceasing to hold registration certificates during the last quarter ended June 30, 2022 consists of agencies whose registration status fall within any of the following criteria: -

- The Agency Contract/Agreement between the Agency and the Insurance company has been terminated during the quarter ended June 30, 2022;
- The registration certificate of the Agency expired during the quarter ended June 30, 2022 and has not been renewed prior to expiration; and
- The registration certificate of the Agency expired during the quarter ended June 30, 2022 and the Agency re-registered under the Act during the following quarter commencing July 1, 2022.

The listing of insurance companies and insurance intermediaries registered by the Central Bank is available on our website at <http://www.central-bank.org.tt/core-functions/supervision/insurance-sector>

Further, the above listing of insurance agencies ceasing to hold registration certificates during the last quarter ended June 30, 2022 is based on the Central Bank's records as at the date of publication of this Notice.

# SAGICOR LIFE (TRINIDAD AND TOBAGO) LIMITED NOTICE

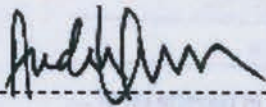
## NOTICE OF APPLICATION TO THE MINISTER OF FINANCE FOR A VESTING ORDER

Sagicor Life (Trinidad and Tobago) Limited a company incorporated under the Companies Act, 1999 of the Laws of Trinidad and Tobago, with its registered office located at Sagicor Financial Centre, No. 16 Queen's Park West, Port-of-Spain, Trinidad ("SLTT")

### **HEREBY GIVES NOTICE:**

That to give effect to a Scheme of Transfer between SLTT and Sagicor Life Inc. a company incorporated under the Companies Act Cap. 308 of the Laws of Barbados with its registered office located at Cecil F. de Caires Building, Wildey, St. Michael, Barbados and registered as an external company under the Companies Act, 1999 of the Laws of Trinidad and Tobago with its principal place of business in Trinidad and Tobago located at Sagicor Financial Centre, No. 16 Queen's Park West, Port-of-Spain, Trinidad ("SLI") and pursuant to section 263 of the Insurance Act 2018 (as amended), SLTT has made a written application to the Minister of Finance for a Vesting Order to transfer and vest in SLTT, the insurance business and business of a financial nature in Trinidad and Tobago (the "undertaking") of SLI.

Dated this 14th day of September, 2022



Andrew Greaves  
Company Secretary  
Sagicor Life (Trinidad and Tobago) Limited





# SAGICOR GENERAL (TRINIDAD & TOBAGO) COMPANY LIMITED NOTICE

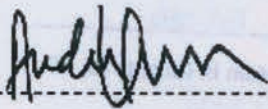
## NOTICE OF APPLICATION TO THE MINISTER OF FINANCE FOR A VESTING ORDER

Sagicor General (Trinidad & Tobago) Company Limited a company incorporated under the Companies Act, 1999 of the Laws of Trinidad and Tobago, with its registered office located at Sagicor Financial Centre, No. 16 Queen's Park West, Port-of-Spain, Trinidad ("SGTT")

### **HEREBY GIVES NOTICE:**

That to give effect to a Scheme of Transfer between SGTT and Sagicor General Insurance Inc. a company incorporated under the Companies Act Cap. 308 of the Laws of Barbados with its registered office located at Cecil F. de Caires Building, Wildey, St. Michael, Barbados and registered as an external company under the Companies Act, 1999 of the Laws of Trinidad and Tobago with its principal place of business in Trinidad and Tobago located at Sagicor Financial Centre, No. 16 Queen's Park West, Port-of-Spain, Trinidad ("SGII") and pursuant to section 263 of the Insurance Act 2018 (as amended), SGTT has made a written application to the Minister of Finance for a Vesting Order to transfer and vest in SGTT, the insurance business and business of a financial nature in Trinidad and Tobago (the "undertaking") of SGII.

Dated this 14th day of September, 2022



Andrew Greaves  
Company Secretary  
Sagicor General (Trinidad & Tobago) Company Limited







Government of the Republic of Trinidad and Tobago  
Ministry of Tourism, Culture and the Arts

# Freedom of Information Act

## Updated Public Statement 2022

In Compliance With Sections 7, 8, and 9 of the Freedom of Information Act (FOIA) 1999, CHAP. 22:02

In accordance with Sections 7, 8, and 9 of the Freedom of Information Act, Chap. 22:02 ("FOIA"), the Ministry of Tourism, Culture and the Arts is required by law to publish and annually update the statements which list the documents and information generally available to the public.

The FOIA gives members of the public:

1. A legal right for each person to access official documents (with exemptions) held by the Ministry of Tourism, Culture and the Arts.
2. A legal right for each person 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 apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

### Section 7 Statements

By Trinidad and Tobago Gazette (Extraordinary) Vol. 59 No. 158 dated the 9th day of September, 2020, the Culture and the Arts Division of the former Ministry of Community Development, Culture and the Arts was merged with the former Ministry of Tourism, into a single entity, the Ministry of Tourism, Culture and the Arts. Consequently, responsibility for the following Statutory Bodies and other entities were assigned to the Ministry of Tourism, Culture and the Arts ("MTCA").

#### Business and Departments of Government

##### Tourism

- Hotel Development
- Tourism and Tourism Products
- Tourism Policy Culture and the Arts
- Carnival
- Creative Arts
- Cultural Products and Centres
- Culture
  - Cultural Organisations
  - National Days and Festivals
  - Steel Bands
  - Tassa
  - National Philharmonic Orchestra

##### Statutory Boards and Other Bodies:

- Carnival Institute
- NAPA Hotel
- Naparima Bowl
- National Academy for the Performing Arts
- National Carnival Commission
- National Museum and Art Gallery
- National Steel Symphony Orchestra
- National Theatre Arts Company
- Queen's Hall
- Southern Academy for the Performing Arts
- Stollmeyer's Castle

##### Wholly Owned Enterprises:

- Tourism Trinidad Limited

The **MTCA** is the government agency charged with responsibility of transforming Trinidad and Tobago into a premier tourist destination as well as the promulgation of its many cultural and artistic forms through, inter alia, policy and strategic interventions, research, monitoring and evaluating trends, product development and partnership with industry stakeholders and building alliances, so as to enhance the contribution to the socio-economic progress of the nation.

As part of its mandate, the MTCA is also charged with the oversight of the tourism development process in Trinidad and Tobago. MTCA's mission includes the formulation of tourism as well as culture and the arts policy and strategy to guide, regulate, oversee, and foster the sustainable development of the sector. These objectives are to be accomplished through effective public, private, and community partnerships, towards enhancing the socio-economic development of Trinidad and Tobago. Responsibilities of the Ministry include:

- i. Provision of leadership and strategic direction in tourism development;
- ii. Formulation of a national tourism policy and sub-policies to guide tourism development in Trinidad and Tobago, via the widest consultative process;
- iii. Collaboration with relevant Agencies, Organizations, Ministries, Associations and Community Groups on matters related to tourism development;
- iv. Maintaining a collaborative relationship with Tobago, through a memorandum of understanding (MoU), with regard to tourism initiatives that can contribute to the overall benefit of the tourism industry, and by extension, to the country;
- v. Monitoring and evaluation of the tourism industry's performance;
- vi. Monitoring the implementation of the revised National Tourism Policy and ensuring that strategies and programmes are in sync with NDS - Vision 2030 and other relevant national policies;
- vii. Providing oversight of the operations of TTL and other relevant tourism entities;
- viii. Facilitating the timely release of funds to TTL and other relevant tourism entities, and monitoring allocations and expenditure;
- ix. Research and planning in relevant areas to inform policy formulation and provide advice;
- x. Building and managing a database of tourism statistics for key segments of the tourism industry;
- xi. Provision of an enabling regulatory environment to support tourism development and growth;
- xii. Facilitating and monitoring the administration of tourism incentives and concessions in accordance with the Tourism Development Act, Chap. 87:22;
- xiii. Building public awareness of tourism among nationals through various media to re-orient attitudes towards customer service excellence;
- xiv. Identification, development and implementation of the relevant and appropriate legislative and regulatory framework for the industry.

Further, as a result of the aforementioned ministerial merger, one of the agencies under the MTCA is the Culture Division which focuses on the development of Trinidad and Tobago's many cultural and artistic forms. The Division partners with and gives support to the work of Cultural Organisations, Community Groups, Non-Governmental Organisations ("NGO's"), Artistes and Cultural Workers. The Division also supports policy development and implementation for the Cultural Sector.

The **Culture Division** also focuses on the development of Trinidad and Tobago's Culture Sector; seeking to appropriately leverage the country's rich and diverse cultural heritage which provides a mechanism for human development. The Division also seeks to promote the creation of cultural products and the development of cultural industries which contribute significantly to the national Gross Domestic Product (GDP), by inter alia, partnering with and providing support to the work of non-governmental organisations (NGOs), community groups, Artists and Cultural Workers. Consequently, the Culture Division is divided into the following five (5) Teams which directly correspond to its major strategic objectives:

- Festival Development - which manages the Culture Division's major productions and events.
- Development of Cultural Industries - which manages the National Registry of Artists and Cultural Workers and the Mentoring by the Masters Programme.
- Development of Competencies in the Visual, Literary, and Performing Arts - which manages the Music School in the Community and the Cultural Camps.
- Heritage Preservation - which manages the Cultural Archives and the National Days and Festivals Exhibition Series.
- Performing Arts Entities - which manages the National Steel Symphony Orchestra, the National Theatre Arts Company and the National Philharmonic Orchestra.
- Grants Secretariat - which processes applications for the Culture and Creative Arts Fund, National Days and Festivals and General Sponsorship Requests].

The MTCA is comprised of the following Units:

##### Core Units

- Investment Facilitation and Monitoring
- Monitoring and Evaluation
- Project Management
- Research and Planning
- Tourism Policy and Advisory

##### Support Units

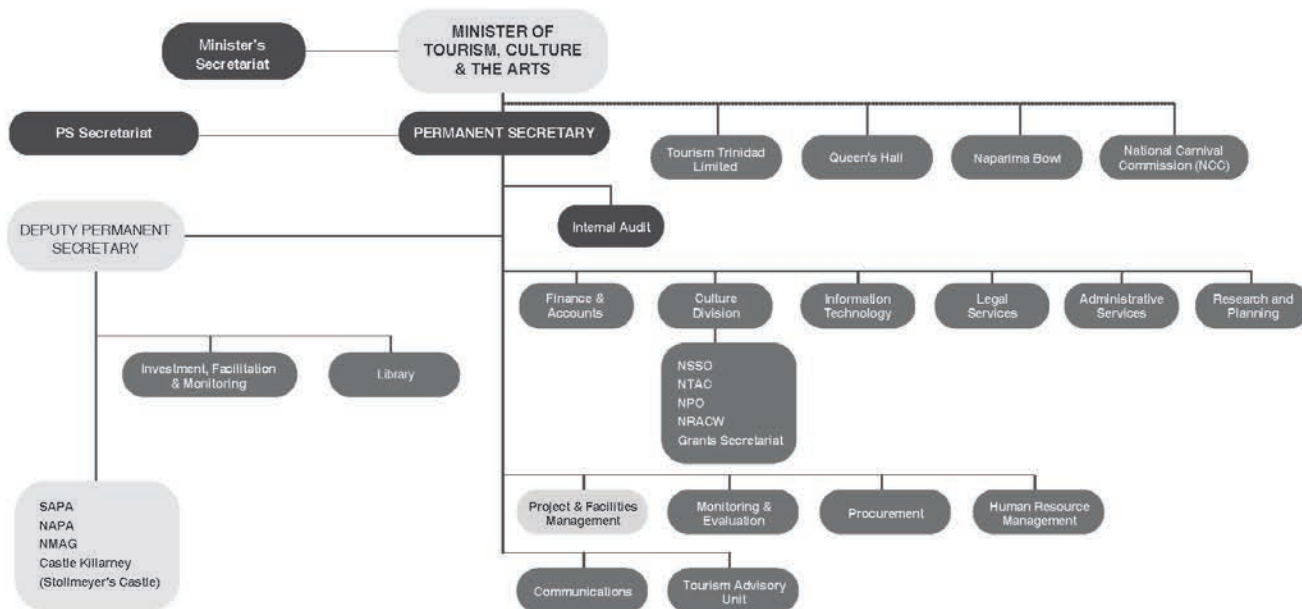
- Corporate Communications
- General Administration
- Finance and Accounts
- Human Resource Management
- Information and Communication Technology
- Internal Audit
- Legal Services
- Library

The staff of the MTCA comprises establishment officers, contract officers, and short term officers and is headed by Senator the Honourable Randall Mitchell, Minister of Tourism, Culture and the Arts. See Organisational Chart as appended.



1420—Continued

MINISTRY OF TOURISM, CULTURE AND THE ARTS UPDATED PUBLIC STATEMENT 2022—Continued



**Section 7 (1) (a) (i)**  
**Functions of the Units of the MTCA:**

**CORE UNITS**

**The Investment Facilitation and Monitoring Unit** is primarily responsible for the facilitation of investment activities within the tourism sector, through the administration of the Tourism Development Act, Chap. 87:22. In addition, the Unit is responsible for monitoring of the investment incentives offered and its related activities and overseeing financing mechanisms which have been established to increase the competitiveness of the industry. These functions are facilitated through the timely processing of applications for incentives and the issuance of interim approval, additional interim approval, and final approval of tourism projects. This exercise is to be carried out in collaboration with the Tourism Trinidad Limited (TTL). The Unit also plays a role in Education and Awareness and works alongside the Corporate Communications Unit in this respect. Additionally, the Unit provides technical advice to the Permanent Secretary and Minister and also has a reporting role.

**The Project Management Unit** is a core unit in the MTCA which manages the development and implementation of upgrade works to the sites and attractions under the remit of the MTCA. The Unit also provides oversight for the Facilities Management Function at the ten (10) sites vested under the MTCA. These sites include: Maracas Beach Facility, Manzanilla Beach Facility, La Vigie Paramin Lookout Facility, Las Cuevas Beach Facility, La Brea Pitch Lake Facility, Vessigny Beach Facility, River Estate Museum and Waterwheel (Diego Martin), Fort George (Fort of Spain), Fort Picton (Laventille) and Galera Point Lighthouse Facility.

**The Research and Planning Unit** plays a key role towards achieving the MTCA's mandate of facilitating the development of the tourism and culture industry in Trinidad and Tobago, so as to increase its contribution to the country's economic and social development. This Unit is involved in research and data collection to facilitate the planning and policy formulation process. It also facilitates and executes a number of Public Sector Investment Programme (PSIP) projects, and has a monitoring and control function as it relates to the PSIP. This Unit also provides technical advice to the Permanent Secretary and Minister and also has a reporting role.

**The Tourism Advisory Unit** works with stakeholders in Trinidad and Tobago's tourism as well as culture and the arts industries to formulate policies that guide and ensure the sustainable development of these sectors. This Unit

collaborates with stakeholders, State Agencies, and other Ministries to ensure that the needs of the local tourism sector are considered in all areas of policy development.

**SUPPORT UNITS**

**The Corporate Communications Unit** is charged with the responsibility of public awareness, corporate communications, media relations and related project execution.

**The Finance and Accounting Unit** is responsible for ensuring that the financial resources of the Ministry are prudently managed in keeping with the MTCA's mandate and in accordance with the Exchequer and Audit Act, Chap. 69:01. The functions of this Unit range from the application for the release of funds from the Ministry of Finance to the provision of an account to Parliament at the end of the financial year for all funds appropriated.

**The General Administration Unit** provides timely administrative services in the areas of records/inventory management, messenger and mail support, procurement of office machines and supplies, staff safety and comfort, and facilities management.

**The Human Resource Management Unit** is responsible for ensuring that Public Service Rules, Regulations, and Guidelines are adhered to in the management of the functions relevant to Human Resource Planning which addresses staffing matters. In addition, this Unit is responsible for Training and Development to facilitate opportunities to upgrade and retool staff skill sets and Employee Relations to administer benefits.

**The Information and Communication Technology Unit** has the responsibility for the effective design, implementation, maintenance, and strengthening of institutional technologies that improve service quality, and increase efficiency/effectiveness in the operations of core and administrative units.

**The Internal Audit Unit** has the responsibility to assist management in the effective discharge of its responsibilities, by furnishing objective recommendations and pertinent comments on the soundness of the accounting and operational controls within the MTCA. Additionally, this Unit is tasked with ensuring that there is strict compliance with the Financial Regulations, Instructions, and relevant guidance circulars.

**The Legal Services Unit** has the primary responsibility to advise the Minister of Tourism, Culture and the Arts, the Permanent Secretary and other senior officers of all Divisions and Units under the MTCA on the legal aspects and issues involved in or arising from the discharge of their official duties.

**The Library Unit** has the responsibility for acquiring and providing information and resources, tools, and services for research and exploration in varying formats.

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

**Categories of Documentation in the possession of the MTCA:**

The official documentation of the MTCA relates to a diverse range of policy matters, administration and other matters that fall under the scope of responsibilities of the MTCA. These documents include:

- Files dealing with administrative support and general administrative documents for the operations of the MTCA;
- Personnel files, which detail all Staff Appointment, Job Applications, Job Specifications, Promotions, Transfers, Resignations, Deaths, Retirements, Leave, Vacation, etc.;
- Files dealing with Accounting and Financial Management functions of the MTCA;
- Financial Records (cheques, vouchers, vote books, pay records, etc.);
- Files dealing with matters related to the procurement of supplies, services and equipment;
- Cabinet Documents;
- Maps, charts, photographs/compact discs/diskettes/tapes/catalogues/forms;
- News Releases and Speeches;
- Policy, Plans, Guidelines, Position Papers and Procedure Documents;
- Registers of Internal and External Correspondence Files;
- Customer Investment Files;
- Legislation and Legal Instruments;
- Reports including the areas of Statistical, Annual/Quarterly, Audit, Consultants/Technical, Valuation, Accident, etc.;
- Books, Booklets, Leaflets, Pamphlets, Brochures, Newspaper Clippings and Posters, Periodicals and Publications;
- Files dealing with Training – Local and Technical and Foreign Cooperation;
- Files dealing with Circulars, Memoranda, Notices, Bulletins, etc.;



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- Files dealing with Official Functions, Conferences and Events hosted and attended by officials of the MTCA;
- Inventories and Listings;
- Files dealing with Tourism Production Development;
- Certificates generated for and dealing with Artistes, Cultural Workers, and Cultural Organisations attesting to their bona fide as active practitioners in the Creative Sector;
- Files submitted as proof of citizenship, as a legal entity and samples of work for Artistes, Cultural Workers, and Cultural Organisations in the Creative Sector; and
- Files dealing with programming related to training and capacity building in the Arts and Cultural Sectors.

## Section 7 (1) (a) (iii)

**Material Prepared for Publication or Inspection:**

The public may inspect and/or obtain copies of the following material on Tuesdays and Thursdays between the hours of 9:00 a.m. to 3:00 p.m. respectively, at the following office:

- Reports, Guidelines and Publications on Tourism related matters;
- Investment Incentives in the Tourism Sector;
- Tourism Wrap Up;
- National Tourism Policy;
- Policy and Guidelines for the Administration of Grants and Sponsorships; and
- Tourism Sector Resilience COVID-19 Protocols for the Trinidad and Tobago Tourism Sector 2021.

**Ministry of Tourism, Culture and the Arts**

Levels 8-10 Tower C  
International Waterfront Complex  
1A Wrightson Road  
Port of Spain

The Ministry of Tourism Culture and the Arts Home Page is accessible at the website <http://www.mtca.gov.tt>

The Culture Division Home Page is accessible at the website <http://www.culture.gov.tt>

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

**Literature Available by Subscription:**

We currently have no material available for subscription

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

**Procedure to be followed when accessing a document from the MTCA:****How to Request Information****General Procedure**

The MTCA's policy is to answer all requests, both oral and written, for information. However, in order to exercise the rights given to you by the FOIA (for example the right to challenge a decision if your request for official documents is refused), **you must make your request in writing**. The applicant must therefore, complete the appropriate form (Request for access to Official Documents which is available from the Designated Officer of the MTCA or at the website [www.foia.gov.tt](http://www.foia.gov.tt)) for information that is not readily available to the public.

**Addressing Requests**

To facilitate prompt handling of your request, please address your request to the Designated Officer of the MTCA. See Section (7) (1) (a) (vi).

**Details in the Request**

Applicants should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided, clarification will be sought from the applicant. If you are not sure how to write your request or what details to include, communicate with the Designated Officer of the MTCA.

**Requests not handled under the FOIA**

A request under the FOIA will not be processed if the information asked for is readily available to the public being already available within the public domain.

**Responding to your Request****Retrieving Documents**

The MTCA is required to furnish copies of official documents only when they are in our possession or we can retrieve them from storage.

**Note**

Prior to the commencement of the FOIA, old records may have been destroyed. The granting of a request for such documents may therefore be impossible. Various laws, regulations, and manuals give the time periods for keeping records before they may be destroyed, e.g. the Exchequer and Audit Act, Chap. 69:01.

**Furnishing Documents**

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

Please note we are not compelled to do the following:

- Create new documents. For example, we are not required to write a new program so that a computer will print information in the format you prefer.
- Perform research for you.

**Time Limits**

We will determine whether to grant your request for access to information as soon as practicable but no later than thirty (30) days as required by Section 15 of the FOIA. Applicants whose requests are incomplete or unclear will be promptly informed of same by the Designated Officer who will make arrangements to consult with the applicant with a view to clarifying the request. The time limit of thirty (30) days will be suspended while consultation with the applicant is being undertaken, and resumes on the day the applicant confirms or alters the request.

Every effort will be made by the MTCA to comply with the timeframe set out in the FOIA, but where the processing of a request unavoidably may take longer than the statutory limit, the MTCA will advise the applicant by letter and ask for an additional period of time to provide the information. If a decision is taken to grant access to the information requested, you will be permitted to inspect the documents and/or be provided with copies. Applicants 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 recourses that are open to him/her.

**Fees and refunds**

Section 17(1) of the FOIA stipulates that no fee shall be charged by a public authority for the making of a request for access to an official document. However, where access to an official document is to be given in the form of printed copies, or copies in some form such as a tape, disk, film or other material, the applicant shall pay the prescribed fee incurred for duplication of the said material.

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

**Officers responsible for discharge of FOIA statutory duties****Officers in the MTCA are responsible for:**

- The initial receipt of an action upon notices under Section 10
- Requests for access to documents under Section 13
- Applications for corrections of personal information under section 36 of the FOIA

**The Designated Officer is:**

Job Title: Director, Legal Services Unit  
Name: Ms. Candice Hicks  
Address: Level 9, Tower C, International Waterfront Complex, 1A Wrightson Road, Port of Spain  
Telephone: 624-1403 Ext. 238  
Fax Number: 624-6737

**The Alternative Officer is:**

Job Title: Administrative Officer IV (Ag.)  
Name: Mrs. Sandra Kallou  
Address: Level 10, Tower C, International Waterfront Complex, 1A Wrightson Road, Port of Spain  
Telephone: 226-8687 Ext. 16412  
Fax: 624-6737

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

**Advisory Boards, Councils, Committees, and other bodies (Where meetings, minutes are open to the public)**

At present there are no bodies within the MTCA that fall within the meaning of this section of the FOIA.

## Section 7 (1) (a) (viii)

**Library/Reading Room Facilities**

The Library/Reading Room is open to members of the public on Tuesdays and Thursdays from 9:00 a.m. to 3:00 p.m. and is located on Level 8, Tower C, International Waterfront Complex, 1A Wrightson Road, Port of Spain.

There is also the Heritage Library which is open to members of the public by appointment, on Monday to Friday from 8:00 a.m. to 4:00 p.m. also located on Level 8, Tower C, International Waterfront Complex, 1A Wrightson Road, Port of Spain.

**All members of the public will be required to adhere to the rules and regulations outlined for the use of this reading room facility:**

- Observance of all COVID-19 Regulations and protocols.
- Provision of documents may be subject to a charge to cover administration costs.
- No smoking, eating or drinking is allowed in the Reading Room facility.

## SECTION 8 STATEMENTS

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

**Documents containing interpretations or particulars of written laws or schemes administered by the public authority, not being particulars contained in another written law:**

- The Tourism Development Act, Chap. 87:22
- The Caribbean Community (Removal of Restrictions) Act No. 2 of 2005
- Finance Act [as amended]
- Freedom of Information Act, Chap. 22:02
- Judicial Review Act, Chap. 7:08
- The Revised Treaty of Chaguaramas
- Civil Service Act, Chap. 23:01
- Exchequer and Audit Act, Chap. 69:01
- Income Tax Act, Chapter 75:01
- The Corporation Tax Act, Chapter 75:02
- Pensions Act, Chap. 23:52
- Public Service Commission Regulations 1966
- Workmen's Compensation Act, Chap. 88:05
- Occupational Safety and Health Act, Chap. 88:08
- The Customs Act, Chapter 78:01
- The Fiscal Incentives Act, Chapter 85:01
- Copyright Act, Chap. 82:80
- Naparima Bowl Act, Chap. 40:51



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- National Carnival Commission of Trinidad and Tobago Act, Chap. 42:01
- Queen’s Hall Act, Chap. 40:50
- The National Museum and Art Gallery Act, Chap 40:52
- National Carnival Bands Association (Incorporation) Act [Act No. 27 of 2007]
- National Academy for the Performing Arts No. 5 of 2022 [partially proclaimed]
- Southern Academy for the Performing Arts No. 6 of 22 [partially proclaimed]
- Revised Laws of the Republic of Trinidad and Tobago
- Guidance on FOIA Implementation
- Financial Regulations and Instructions
- Public Service Commission Regulations
- Procurement Policies and Guidelines
- Public Sector Investment Programme (PSIP)
- Estimates of Expenditure, Recurrent and Development Programme
- Public Health Regulations, Guidelines and Protocols

Section 8 (1) (a) (ii)

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

- Policies and procedures documents
- Assessment Committee for the National Registry of Artists and Cultural Workers Policy Document
- Field of Endeavour Glossary of Terms for the National Registry of Artists and Cultural Workers
- Handbooks, manuals
- The Artist Registry Handbook (National Registry of Artists and Cultural Workers)
- Application Guidelines for Applicants Community for Revival and Empowerment (CARE) Culture and Creative Arts Fund (CCAF) National Days and Festivals Fund (NDFF)
- Internal directives
- Strategic Plans

Section (8) (1) (b)

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

- Tourism Sector Resilience COVID-19 Protocols for the Trinidad and Tobago Tourism Sector 2021.

SECTION 9 STATEMENTS

Section 9 (1) (a)

A report of a statement containing the advice or recommendations, of a body or entity established within the MTCA.

There are no statements to be published under this subsection at this time.

Section 9 (1) (b)

A report or a statement containing the advice or recommendations, (1) of a body or entity established outside the MTCA by or under a written law, (2) 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 the MTCA or to the responsible Minister of that public authority.

There are no statements to be published under this subsection at this time.

Section 9 (1) (c)

A report or statement containing the advice or recommendations, of an inter-departmental Committee whose membership includes an officer of the MTCA.

There are no statements to be published under this subsection at this time.

Section 9 (1) (d)

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

There are no statements to be published under this subsection at this time.

Section 9 (1) (e)

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

- Customer Satisfaction Survey – The Hotel Guest Satisfaction Index Reports for the following years: 2003, 2004, 2005, 2006;
- Customer Satisfaction Survey – The Hotel Guest Satisfaction Index Reports for 2007;
- Final Report on Developing a Safe Healthy and Green Tourism Industry in Trinidad and Tobago;
- Culturing Development: The Dynamic Significance of the Arts and Cultural Industries by The Management and Policy Institute, 2013; and
- The Sport Tourism Sub-Policy (August 2021).

Section 9 (1) (f)

A report prepared for the public authority by a paid consultant.

- Tourist Accommodation – Situational Report (Nov. 2005).
- Tourism Accommodation – Final Report (May 2006);
- North Post Heritage and Recreation Park: Business and Resource Mobilisation Plan (July 2007);
- Banwari Archaeological Site Business Plan: Community Based Tourism Initiative – Siparia (July 2007);
- Devil’s Woodyard Recreation Park Business Plan: Community Based Tourism Initiative – Princes Town (July 2007);
- Development of a Strategic Master Plan for the Sugar Heritage and Village Museum Initial & Report – Draft (June 2014);
- Trinidad and Tobago Tourism Regulation & Licensing Authority Draft Bill (2017); and
- Culturing Development: The Dynamic Significance of the Arts and Cultural Industries (2014).

Section 9 (1) (g)

A report prepared within the public authority 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.

- A Report on Cruise Tourism or Home Porting for

Trinidad and Tobago – Leisure Hospitality and Tourism International;

- Towards Improvement and Excellence: Report of Carnival Observations 2012 – 2014 – Culture Division, 2014; and
- Carnival Blueprint - Culture Division, 2014.

Section 9 (1) (h)

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

- The Ministry of Tourism, Culture and the Arts Trinidad and Tobago Administrative Reports for fiscal 2008 - 2019
- The Culture Division Annual Administrative Reports 2010 - 2021.

Section 9 (1) (i)

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

- National Tourism Policy of Trinidad and Tobago, 2010;
- Revision of the National Tourism Policy (2021-2030);
- National Policy on Culture and the Arts of Trinidad and Tobago, 2020;
- National Cultural Recognition Policy of Trinidad and Tobago, 2020; and
- Sport Tourism Sub-Policy of Trinidad and Tobago (STP).

Section 9 (1) (j)

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

- Incorporation of the National Academy for the Performing Arts (NAPA) and the Southern Academy for the Performing Arts (SAPA) as Bodies Corporate in Trinidad and Tobago Policy, 2019.

Section 9 (1) (k)

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

There are no statements to be published under this subsection at this time.

Section 9 (1) (l)

An environmental impact statement prepared within the MTCA.

There are no statements to be published under this subsection at this time.

Section 9 (1) (m)

A valuation report prepared for the MTCA by a valuator, whether or not the valuator is an officer of the Ministry of Tourism, Culture and the Arts.

There are no statements to be published under this subsection at this time.