



# TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

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VOL. 48

Port-of-Spain, Trinidad, Friday 31st July, 2009—Price \$1.00

No. 88

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1293

## **GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO**

### **PUBLIC STATEMENT OF THE STATUTORY AUTHORITIES' SERVICE COMMISSION IN COMPLIANCE WITH SECTIONS 7,8 AND 9 OF THE FREEDOM OF INFORMATION ACT (FOIA) 1999**

1. In accordance with Sections 7, 8 and 9 of the Freedom of Information Act, 1999 (FOIA) the Statutory Authorities' Service Commission is required by law, to publish a statement listing the documents held and the information available to the public.
2. The Freedom of Information Act gives members of the public:-
  - (1) A legal right for each person to access information held by the Statutory Authorities' Service Commission
  - (2) A legal right for each person to have official information relating to him/herself amended where it is incomplete, incorrect or misleading
  - (3) A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA
  - (4) A legal right to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA

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3. **Section 7 Statements****Section 7 (1) (a) (i)****Structure, Role and Function of the Statutory Authorities' Service Commission**

The Statutory Authorities' Service Commission was established by Act #16 of 1966, which was amended by Acts #45 of 1979 and #8 of 1983. According to Sections 4(1) and 5(1) of the Statutory Authorities' Act Chapter 24:01, the Commission has the power to appoint persons to be or act as officers and to transfer, promote, remove and exercise disciplinary control over persons so appointed. An officer is defined as a person holding a pensionable office in the service of a Statutory Authority and whose remuneration is paid on a monthly basis.

4. The following thirteen (13) Statutory Authorities fall under the control of the Commission –

- **Agricultural Society of Trinidad and Tobago**
- **Arima Borough Corporation**
- **Cocoa and Coffee Industry Board**
- **National Lotteries Control Board**
- **Point Fortin Borough Corporation**
- **Port of Spain City Corporation**
- **San Fernando City Corporation**
- **St. Dominic's Children's Home**
- **St. Jude's School for Girls**
- **St. Mary's Children's Home**
- **St. Michael's School for Boys**
- **Sugar Industry Labour Welfare Committee**
- **Zoological Society of Trinidad and Tobago**

5. The Commission comprises the following Members who were appointed by the President for a period of two (2) years with effect from February 14, 2009:-

- |                                |   |                 |
|--------------------------------|---|-----------------|
| • Mr. Louis Bryan              | - | Chairman        |
| • Mr. Thirbhawon Seegobin      | - | Deputy Chairman |
| • Mr. Ignatius Trim            | - | Member          |
| • Mrs. Vanessa Sookhai-Singh   | - | Member          |
| • Mrs. Kathleen Boswell Inniss | - | Member          |
| • Ms. Cislyn Baptiste          | - | Member          |

6. The Commission normally meets once per week on Tuesday to conduct its regular business.

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7. The Commission's Secretariat comprises the Statutory Authorities' Service Commission Department, which is headed by the Executive Officer. The Department's mandate is as follows:-

**“to provide information and assistance to the Statutory Authorities Service Commission on Human Resource Management matters under its purview thus enabling the Commission to efficiently and effectively carry out its mandate.**

**To provide service and advice to Statutory Authorities, to officers of those Authorities and to Members of the Public on matters within the Commission's jurisdiction”**

8. The Department is located on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the General Building and Loan Association Building, 81-83 Abercromby Street, Port of Spain.

9. **Section 7 (1)(a)(ii) and (iii)**

**Categories of Documents Held by the Statutory Authorities' Service Commission Department**

These documents pertain to –

- i. the operations of the Commission with respect to the Statutory Authorities under its jurisdiction; and
- ii. the administration of the Statutory Authorities' Service Commission Department

**A. Operational Records**

- **The Statutory Authorities' Act and Regulations, Chap. 24:01**
- **Policies, decisions of the Commission**
- **Staffing arrangements for each Statutory Authority**
- **Reports**
- **Establishment records**
- **Job specifications**
- **Job applications**
- **Personal files of employees of Statutory Authorities**

Copies of the Statutory Authorities Act and its Regulations can be obtained from the Government Printer.

All appointments, promotions, transfers and separations approved by decisions of the Commission are published in the **Trinidad and Tobago Gazette**.

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**B. Administrative Records of the Statutory Authorities' Service Commission Department**

- Strategic plan/review
- Policies pertaining to the internal operations of the Department
- Human resource matters
- General office files required for internal administration of the Department
- Inventories
- Establishment records
- Accounting files and registers
- Personal files of employees of the Statutory Authorities' Service Commission Department.

**Material for Inspection**

- The Statutory Authorities' Act and its Regulations
- Appointments, promotions, transfers and separations published in the Trinidad and Tobago Gazette
- Job Specifications

**10. Section 7 (1) (a) (v)****Procedure to be followed to access documents from the Statutory Authorities' Service Commission Department**

In order to gain access to a document or other information, an applicant must submit a 'Request for Access to Official Documents' form providing sufficient information to enable the Department to determine what document is required.

The applicant may be allowed to inspect a document or obtain a copy of it for a small fee within seven (7) days of payment.

Efforts will be made to reply promptly to all requests or at least within thirty (30) days of receipt of request as specified in the Freedom of Information Act.

**11. Section 7 (1) (a) (vi)**

**Requests for access to information should be submitted to the undermentioned persons:**

**Designated Officer**

Miss Ingrid Ali  
Statutory Authorities' Service Commission Department  
3<sup>rd</sup> Floor, General Building & Loan Association Building  
81-83 Abercromby Street  
Port of Spain  
Phone No. 625-1630

**Alternate**

Mrs. Anita Gopie  
Statutory Authorities' Service Commission Department  
2<sup>nd</sup> Floor, General Building & Loan Association Building  
81-83 Abercromby Street  
Port of Spain  
Phone No. 623-0972 Ext. 28.

## 1294

## TENDER FOR THE SUPPLY AND DELIVERY OF ONE CESSPOOL CLEANER TRUCK TO THE SIPARIA REGIONAL CORPORATION, MINISTRY OF LOCAL GOVERNMENT

TENDERS are invited for the supply and delivery of one (1) Cesspool Cleaner Truck to the Siparia Regional Corporation, Ministry of Local Government.

Tender documents may be obtained during normal working hours at the Central Tenders Board's Office, 116, Frederick Street, Port-of-Spain. Telephone Number 625-2311, Fax Number 625-1809.

Any further technical information can be obtained during normal working hours from Mr. Bharadwage Jugmohan, Workshop Foreman, Siparia Regional Corporation at Telephone Number 649-2348, Ext. 242 or Mr. Linfield Cudjoe, County Superintendent, Siparia Regional Corporation at Telephone Numbers 649-2348/9, Ext. 244, 243.

Tenders must be accompanied by the following:

- (a) valid Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue and dated not more than six (6) months prior to the closing date of the tender;
- (b) valid Compliance Certificate issued in accordance with the National Insurance Act.

The original and two (2) copies must be placed in a sealed envelope addressed to the Chairman, Central Tender Board, 116, Frederick Street, Port-of-Spain and clearly marked on the outside: "Tender for the Supply and Delivery of One (1) Cesspool Cleaner Truck to the Siparia Regional Corporation, Ministry of Local Government".

Envelopes must be deposited in the Brown Tenders Box located in the lobby of the Board's Office not later than 1.00 p.m. on Thursday 6th August, 2009.

Tenders will be opened shortly thereafter. The tenderer or his representative may be present at the opening.

Tenderers should note that the dimensions of the slot on the Tenders Box are 37.5 cm x 5.5 cm and as such, tenders should therefore be packaged accordingly.

Late tenders will not be considered in any circumstances.

The Board does not bind itself to accept the lowest or any other tender.

The Central Tenders Board reserves the right to cancel the present notice in its entirety or even partially, without defraying any cost incurred by any firm in submitting their tender.

Prospective tenderers are advised that they can visit the following website address for all published Tender Notices, <http://www.finance.gov.tt>.

J. JONES  
Chairman,  
Central Tenders Board

20th July, 2009.

## 1295

## SAWMILL LICENCES ISSUED DURING THE MONTH OF JUNE, 2009

IT IS HEREBY NOTIFIED as required by section 6 of the Sawmills Act, Chap. 66:02, that Licences paid and issued in the month of June, 2009, to carry on the business of a Sawmill for the year ending 31st December, 2009, have been granted as follows:

<i>Licence No.</i>	<i>Name of Sawmiller</i>	<i>Date of Issue</i>	<i>Location of Sawmill</i>
73/2009	Ramesh Seebalack ... ..	4th June, 2009	Rochard Road, Penal
74/2009	Ramesh Seebalack ... ..	4th June, 2009	Rochard Road, Penal
75/2009	Bharat Nandlal ... ..	15th June, 2009	Hardbargain Village, Sisters Road, Williamsville
76/2009	Richard Campbell ... ..	23rd June, 2009	Mafeking Village, Mayaro
77/2009	Heirs of Bharat Ramnarine ... ..	30th June, 2009	No. 29 Rochard Road, Penal Rock Road
78/2009	C. Francis & Sons ... ..	30th June, 2009	Corner Rosemary Street and Cantaro Extension Road, Santa Cruz

A. RAMNARINE  
Acting Conservator of Forests

1296

REPUBLIC OF TRINIDAD AND TOBAGO

In the Matter of  
THE COMPANIES ACT, 1995  
[Pursuant to section 406(1)]

And

In the Matter of

NASTAR MANUFACTURING COMPANY LIMITED

## SPECIAL RESOLUTION

At a Special Meeting of the above-named Company, duly convened, and held at the Board Room, NP House, Sea Lots, Port-of-Spain, on the Tuesday 21st July, 2009, the following resolution were duly passed as a Special Resolution:

*It is resolved as follows:*

- (1) "That the Company be wound up voluntarily.
- (2) That Mr. Brian Hackett, Chartered Accountant of PriceWaterhouseCoopers, of No. 11-13 Victoria Avenue, Port-of-Spain, be appointed Liquidator for the purposes of such winding up.
- (3) That in accordance with the provisions of section 426 of the Companies Act, Chap. 81:01 and of the Company's Articles of Continuance and Bye-Laws, the Liquidator be and is hereby authorize to divide and distribute in *specie* among the members of the Company all or any part of the assets of the Company".

Dated the 22nd day of July, 2009.

K. M. BAPTISTE  
*Company Secretary*

1297

REPUBLIC OF TRINIDAD AND TOBAGO

THE COMPANIES ACT, 1995  
[Pursuant to section 429(1)]

NOTICE OF APPOINTMENT OF LIQUIDATOR  
MEMBERS' VOLUNTARY WINDING UP

NAME OF COMPANY: NASTAR MANUFACTURING COMPANY LIMITED

PRESENTED BY: BRIAN HACKETT

To the Registrar,

I, Brian Hackett, the undersigned, hereby give you notice that I have been appointed Liquidator of the above-named Company, dated the 21st day of July, 2009.

Name	Address	Description
Brian Hackett	11-13, Victoria Avenue Port-of-Spain	Liquidator

Dated the 24th day of July, 2009.

1298

REPUBLIC OF TRINIDAD AND TOBAGO

In the Matter of  
THE COMPANIES ACT, 1995  
[Pursuant to section 406(1)]

And

In the Matter of

NATIONAL AGRO CHEMICALS LIMITED

## SPECIAL RESOLUTION

At a Special Meeting of the above-named Company, duly convened, and held at the Board Room, NP House, Sea Lots, Port-of-Spain, on Tuesday 21st July, 2009, the following resolution were duly passed as a Special Resolution:

*It is resolved as follows:*

- (1) "That the Company be wound up voluntarily.
- (2) That Mr. Brian Hackett, Chartered Accountant of PriceWaterhouseCoopers, of No. 11-13 Victoria Avenue, Port-of-Spain, be appointed for the purposes of such winding up.
- (3) That in accordance with the provisions of section 426 of the Companies Act, Chap. 81:01 and of the Company's Article of Continuance and Bye-Laws, the Liquidator be and is hereby authorize to divide and distribute in *specie* among the members of the Company all or any part of the assets of the Company".

Dated the 22nd day of July, 2009.

K. M. BAPTISTE  
*Company Secretary*

1299

REPUBLIC OF TRINIDAD AND TOBAGO

THE COMPANIES ACT, 1995  
[Pursuant to section 429(1)]

NOTICE OF APPOINTMENT OF LIQUIDATOR  
MEMBERS' VOLUNTARY WINDING UP

NAME OF COMPANY: NATIONAL AGRO CHEMICAL LIMITED

PRESENTED BY: BRIAN HACKETT

To the Registrar,

I, Brian Hackett, the undersigned, hereby give you notice that I have been appointed Liquidator of the above-named Company, by Special Resolution of the Company, dated the 21st day of July, 2009.

Name	Address	Description
Brian Hackett	11-13, Victoria Avenue Port-of-Spain	Liquidator

Dated the 24th day of July, 2009.

**1300**

REPUBLIC OF TRINIDAD AND TOBAGO

IN THE MATTER OF  
THE COMPANIES ACT, CHAP. 81:01

And

In the Matter of

WOW NET (2001) LTD.

MEMBERS' WINDING UP  
(IN VOLUNTARY LIQUIDATION)

Company No.: W—917 (95)

TAKE NOTICE that in pursuance of section 416 of the above Act an Extraordinary General Meeting of the above-named company will be held at No. 9 Independence Avenue, San Fernando, on Thursday the 20th day of August, 2009, at 10.00 a.m. when also in pursuance of the said section of the above Act, I shall have before the meeting an account of my acts and dealings and of the conduct of the winding up of the above-named Company during the period 24th September, 2008 to 20th August, 2009.

Dated this 14th day of July, 2009.

FAIZAL KHAN  
*Liquidator*

NOTE: A member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of him. A proxy need not be a member of the company.

**1301**

LOSS OF GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED POLICIES

SWORN declaration having been made that Policy Number 5000228324 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of ANTHONY D. LONDON has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

**1302**

SWORN declaration having been made that Policy Number 5000539451 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of VIJAY BOBART has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

**1303**

SWORN declaration having been made that Policy Number 5000539478 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of PATRICIA BOBART has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

**1304**

SWORN declaration having been made that Policy Number 5000795270 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of PHULMATI RAMLAGAN has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

**1305**

SWORN declaration having been made that Policy Number 8000032210 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of DON BENNETT has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

**1306**

SWORN declaration having been made that Policy Number 8000167832 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of JEAN-MARC MOUTTET has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED

No. 1 Guardian Drive  
Westmoorings South-East.

1st June, 2009.

1307

LOSS OF NATIONWIDE INSURANCE COMPANY  
LIMITED POLICIES

GLORIA BENOIT having made sworn deposition that Policy Number N90016150 issued by NATIONWIDE INSURANCE COMPANY LIMITED on the life of GLORIA BENOIT has been lost, and having made application to the Directors to grant a duplicate of the same, notice is hereby given that unless objection is raised within one month of the date hereof, the duplicate policy asked for will be issued.

NATIONWIDE INSURANCE COMPANY LIMITED

17th July, 2009.

1308

REPUBLIC BANK LIMITED having made sworn deposition that Policy Number N90032762 issued by NATIONWIDE INSURANCE COMPANY LIMITED on the life of EARLE WILLIAMS has been lost, and having made application to the Directors to grant a duplicate of the same, notice is hereby given that unless objection is raised within one month of the date hereof, the duplicate policy asked for will be issued.

NATIONWIDE INSURANCE COMPANY LIMITED

14th July, 2009.

1309

LOSS OF MARITIME LIFE (CARIBBEAN) LIMITED  
POLICY

URMILLA ANNAMUNTHODO-BISNATH having made sworn declaration that Policy Number 247 516 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of URMILLA ANNAMUNTHODO-BISNATH has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

MARITIME LIFE (CARIBBEAN) LIMITED

No. 29 Tenth Avenue  
Barataria.

1310

LOSS OF CUNA CARIBBEAN INSURANCE SOCIETY  
LIMITED POLICIES

NOTICE is hereby given that Policy Number 1749467T on the life of LYNETTE EVELYN SIMON and Policy Number 307827900 Pension Plus for LLANIS CLARK issued by CUNA CARIBBEAN INSURANCE SOCIETY LIMITED are lost according to sworn declarations made by the Insured under these policies.

It is the intention of CUNA Caribbean Insurance Society Limited to issue Special Policies in place of the said policies, in accordance with section 163 of the Insurance Act, 1980, unless objections are raised within one month from the date thereof.

CUNA CARIBBEAN INSURANCE SOCIETY LIMITED

1311

LOSS OF AMERICAN LIFE & GENERAL INSURANCE  
COMPANY (TRINIDAD AND TOBAGO) LIMITED  
POLICIES

PURSUANT to section 163 of the Insurance Act, 1980, this notice is hereby given that after one month of the publication of this notice, this Company intends to issue duplicate policies to replace the following policies, numbers stated below, which have been declared lost/destroyed:

Name	Policy Number
RODNEY JOSEPH	3384288
CHRISTOPHER HOYTE	3414643
ABZAL MOHAMMED	3359742
HORACE NORAY	3322771
CHRISTIANE PROWELL	3323917

AMERICAN LIFE & GENERAL INSURANCE  
COMPANY (TRINIDAD AND TOBAGO) LIMITED

91-93, St. Vincent Street  
Port-of-Spain.

1312

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

PORT-OF-SPAIN

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of St. George West, Port-of-Spain Area, has appointed THURSDAY THE 13TH DAY OF AUGUST, 2009 at 1.00 o'clock in the afternoon at the Port-of-Spain Magistrates' Court as the day, hour and place at which a Special Session will be held to hear and determine the application of Clifford Learmond of No. 70 17th Street, St. Andrews Park, Chaguaramas, for a Certificate authorizing him to carry on the business of a Special Restaurant in respect of premises situate at 67, Ariapita Road, St. Ann's.

Dated this 28th day of July, 2009 at the Port-of-Spain Magistrates' Court.

R. SIEUNARINE  
*Secretary, Licensing Committee,  
St. George West*

1313

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

CARONI

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Secretary of the Licensing Committee for the Licensing District of Caroni, Chaguanas Area, by Linda Sohan of 60, Uva Drive, Apartment No. 2, Upper Dyette Estate, Cunupia, that it is her intention to apply to the Licensing Committee at the Chaguanas Magistrate's Court on THURSDAY THE 27TH DAY OF AUGUST, 2009, for a transfer to her of the Licence to carry on the trade of a Spirit Grocer now held by Satanand Ramsackal in respect of premises situate at Light Pole No. 50, Dyette Street, Cunupia, in the said District.

Dated this 29th day of July, 2009 at the Chaguanas Magistrate's Court.

K. DASS  
*Secretary, Licensing Committee,  
Chaguanas*