



TRINIDAD AND TOBAGO GAZETTE

(EXTRAORDINARY)

VOL. 45

Port-of-Spain, Trinidad, Friday 10th March, 2006—Price \$1.00

No. 41

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SUPPLEMENT TO THIS ISSUE

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

Legal Supplement Part B—

Notification of Variation of Schedule of Pensionable Officers—(Legal Notice No. 54 of 2006).

Police Service (Amendment) Regulations, 2006—(Legal Notice No. 55 of 2006).

Notice of Submission for Public Comment on an Environmental Impact Assessment Report submitted by Rapid Environmental Assessments (2003) Limited on behalf of National Energy Corporation of Trinidad and Tobago Limited—(Legal Notice No. 56 of 2006).

Notification—Approved Pharmaceutical Firm—(Legal Notice No. 57 of 2006).

Police Service Commission (Amendment) Regulations, 2006—(Legal Notice No. 58 of 2006).

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GRANT OF CERTIFICATES OF REGISTRATION (*Citizenship of the Republic of Trinidad and Tobago Act, 1976*)

<i>Number</i>	<i>Name</i>	<i>Date</i>
11437 ...	RUTH ELIZABETH PRESCOD ...	8th February, 2006—(NS: 19/2/1 S. 14013)
11458 ...	ELLIS JOSEPH CYRUS ...	8th February, 2006—(NS: 19/2/1 S. 14088)
11462 ...	RAMLOCHAN SEEPERSAUD MANGRA ...	8th February, 2006—(NS: 19/2/1 S. 14097)
11463 ...	GLYN ALFRED PAYNTER ...	8th February, 2006—(NS: 19/2/1 S. 14117)
11464 ...	SYLVESTER HILLARY ARRENDELL ...	8th February, 2006—(NS: 19/2/1 S. 14077)

J. BOUCAUD-BLAKE
*Permanent Secretary,
Ministry of National Security*

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<i>Number</i>	<i>Name</i>	<i>Date</i>
11456 ...	PATSY PAMELA BRYAN ...	8th February, 2006—(NS: 19/2/1 S. 14118)
11457 ...	PEARL MARIA JOSLYN MC QUEEN ...	8th February, 2006—(NS: 19/2/1 S. 14101)

V. BELGRAVE
*Permanent Secretary,
Ministry of National Security*

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GRANT OF CERTIFICATE OF CITIZENSHIP

CERTIFICATE OF CITIZENSHIP No. 58 granted under section 11(2) of the Citizenship of the Republic of Trinidad and Tobago Act, Chap. 1:50 of the Laws of Trinidad and Tobago has been issued to DORINA ISOLA DEMMIN.

J. BOUCAUD-BLAKE
*Permanent Secretary,
Ministry of National Security*

8th February, 2006—Ref: (NS: 19/10/2 S.: 72).

Government of the Republic of Trinidad and Tobago

Public Statement of the Telecommunications Authority of Trinidad and Tobago in compliance with sections 7, 8 and 9 of the Freedom of Information Act 1999

In accordance with Sections 7, 8 and 9 of the Freedom of Information Act, 1999 (Act), the Telecommunications Authority of Trinidad and Tobago (the Authority), is required by law to publish the following statement which lists the documents and information generally available to the public.

The Act gives members of the public:

- 1) A legal right for each person to access information held by the Authority;
- 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 Act;
- 4) A legal right to complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the Act.

Section 7 Statements

Section 7 (1) (a) (i)

Function and structure of the Authority

Mission Statement:

The Authority's mission is to institute policies, rules and regulations to create and sustain a competitive telecommunications environment which will enable the development of a nation-wide telecommunications infrastructure, capable of delivering high quality contemporary information communication services at affordable prices, and in a manner that facilitates the transformation of Trinidad and Tobago into a developed society.

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The Authority is a Statutory Body established on 1st July, 2004 in accordance with the Telecommunications Act of 2001, as amended by the Telecommunications (Amendment) Act, 2004. The Authority is headed by an Executive Director who reports to a Board of Directors which comprises 11 members, one of whom is appointed as the Chairman.

The Authority is divided into 6 departments that report to the Executive Director:

(1) Finance, Accounting and Human Resources

This Department is responsible for all financial matters including producing and managing the budget, as well as executing the human resource functions within the Authority.

(2) Legal and Regulatory Affairs

This Department is responsible for all matters relating to legal and regulatory issues, including providing legal advice to the Authority, drafting and reviewing licences, concessions and regulatory instruments, ensuring compliance with all applicable laws, and conduct of any legal proceedings entered into by the Authority.

(3) Technical Services and Development

This Department is responsible for spectrum management, equipment standardization and authorization, broadcast services, compliance, frequency coordination and assignments.

(4) Policy, Pricing and Research

This Department is responsible for preparing policy, creating pricing methodologies and conducting research within the global telecommunications sector.

(5) Communications, Public Relations and Consumer Affairs

This Department is responsible for planning and executing internal and external communications, public education activities and matters related to consumer affairs.

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(6) Information Technology and Information Management

This Department is responsible for the information technology and document management needs of the Authority

Role of the Authority and effect of functions on members of the public

The functions of the Authority, as empowered by the Telecommunications Act 2001, are inter alia:

- To create an environment for sustainable competition, investment opportunities, and orderly development of the telecommunications and broadcasting sectors;
- To ensure the efficient and effective utilization of the national spectrum resource, and the harmonization of related systems ;
- To promote and protect the interests of the consumer;
- To promote universal access to telecommunications services;
- To operate consistent with Trinidad and Tobago's international commitments in relation to the liberalization of the telecommunications sector; and
- To regulate broadcasting services consistent with the Constitution.

In furtherance of these objectives the Authority is required to deal most frequently with the providers of telecommunications and broadcasting networks and services. The Authority also has responsibility to users of those networks and services in relation to quality of service and network standards, consumer rights and obligations and the hearing of consumer complaints, as well as any matter ancillary to the provisions of those networks and services as it impacts upon the public.

Further, the Authority seeks to involve the public in consultation regarding the formulation of its policies and regulations as they apply to both the public and network and service providers. This is to ensure that the policies and regulations meet and take into account the users of such networks and services, and the public at large.

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Section 7 (1) (a) (ii)

Categories of Documents in the possession of the Authority

- i. Files dealing with general administrative matters for the operations of the Authority.
- ii. Personnel files, which deal with all staff appointments, job applications, job specifications, sick leave, vacation leave and other related matters.
- iii. Files dealing with the accounting and financial management functions of the Authority.
- iv. Financial Records such as cheques, vouchers, receipts and journals.
- v. Files dealing with matters relating to the procurement of supplies, services and equipment.
- vi. Board notes and minutes.
- vii. Copies of Cabinet documents and other copies and original documents produced and/or provided by the Ministry of Public Administration and Information.
- viii. Compact discs/ audio and video tapes/ catalogues and electronic images.
- ix. Documents relating to technical research and investigations conducted by the Authority.
- x. Documents relating to compliance activities undertaken by the Authority.
- xi. News Releases, speeches and statements originating in the Authority.
- xii. Policy and procedure documents.
- xiii. Internal and external correspondence files.
- xiv. Files relating to concessions and licences granted by the Authority, and the relevant concessionaires and licensees.
- xv. Documents relating to strategic review of the Authority, information technology strategy and training plans.
- xvi. Trinidad and Tobago Gazettes, legislation and legal Instruments.
- xvii. Legal opinions and related matters.
- xviii. Files dealing with training – local and foreign and technical co-operation.

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- xix. Minutes/ Agenda of meetings.
- xx. Files dealing with circulars, memoranda, notices, bulletins, etc.
- xxi. Reports: statistical, audit, consultants', technical, corporate, valuation etc.
- xxii. Books, booklets, leaflets, pamphlets, brochures and newspaper clippings.
- xxiii. Files dealing with official functions, conferences and events hosted and attended by the Authority.
- xxiv. Inventories.
- xxv. Periodicals and publications.
- xxvi. Complaint/suggestion files.
- xxvii. Registers/ certificates/ permits/ licenses etc

Section 7 (1) (a) (iii)

Material prepared for publication or inspection

- Annual Reports
- Publications:
 - Application Procedure for Licences and Concessions
 - Concession and Licence Application Forms
 - Consumer Rights and Obligations Draft Policy
 - Development of the National Broadcasting Code for Trinidad and Tobago
 - Draft Authorization Framework for the Telecommunications and Broadcasting Sectors of Trinidad and Tobago
 - Draft National Numbering Plan for Trinidad and Tobago
 - Framework for the accommodation of Broadband Wireless Access Services
 - Indicative Specimen Reference Interconnect Offer (ISRIO)
 - National Policy on Cable Television Networks and Services
 - Position and Procedures in respect of Tower Approval Applications to Town and Country Planning Division

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- Procedures for Consultations in the Telecommunications Sector of Trinidad and Tobago
- Procedures for the resolution of disputes in the Telecommunications and Broadcasting Sectors of Trinidad and Tobago
- Proposed Spectrum Plan for Accommodation of Public Mobile Telecommunications Services
- Public consultation comment submission form
- Recommendations for Access to Facilities Regulations
- Recommendations for an Interconnection and Access Policy
- Recommendations for Fees Structure Re: Concessions and Licences for the Provision of Telecommunications & Broadcasting Resources (Network and / or Service) in Trinidad and Tobago
- Recommendations for Interconnection Regulations
- Recommendations for Radio Spectrum Regulations
- Recommendations for Spectrum Management Policy
- Telecommunications Fee Regulations 2005
- Trinidad and Tobago Table of Frequency Allocations 88 MHz to 5850 MHz (Proposed)

The public may inspect and/or obtain copies of the above between the hours of 9.00 a.m. to 11.00 a.m. and 1.30 pm. to 3.00 p.m. on normal working days at:

The Telecommunications Authority of Trinidad and Tobago

3-5 BEN Court, 76 Boundary Road SanJuan.

Telephone number: (868) 675 8288

Fax Number: (868) 674 1055

E-mail Address: foia@tatt.org.tt

Website: <http://www.tatt.org.tt>

Section 7 (1) (a) (iv)

Literature available by subscription

There are no items in this category at present.

Section 7 (1) (a) (v)**Procedure to be followed when accessing a document from the Public Authority****How to Request Information:*****General Procedure***

The Authority's policy is to answer all requests for information, both orally and written. However, in order to have the rights given to you by the Act (for example the right to challenge a decision if your request for information is refused), you must make your request in writing. The following procedure should be followed when making a request:

1. Obtain a copy of the appropriate form (***Request for Access to Official Documents***) available in the Authority's reception area and on the website of the Freedom of Information Unit (<http://www.foia.gov.tt>).
2. Complete the form either at the Authority's office or at your own convenience
3. The completed form may be:
 - a. Hand delivered to the Authority,
 - b. Mailed to the Authority, or
 - c. Faxed to 674 1055 to be followed by delivery of the original to the Authority. Please note that for the purpose of calculating the time limit for responding, electronic signatures such as in fax or email are not acceptable, and computation will therefore begin on receipt of the original.

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Addressing Requests

To facilitate prompt handling of your request, please contact or write to:

The Senior Manager, Communications, Public Relations and Consumer Affairs

The Telecommunications Authority of Trinidad and Tobago

3-5 BEN Court

76 Boundary Road, San Juan

Trinidad and Tobago

Phone: 675 8288; Fax 674 1055

Email address: foia@tatt.org.tt

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, please communicate with the Authority's Designated Officer.

Requests not handled under the ACT

A request under the ACT will not be processed to the extent that it asks for information, which is readily available to the public, either from this public authority or from another public authority, for example brochures , pamphlets , reports etc.

Responding to your Request

Retrieving Documents

The Authority is required to furnish copies of documents only when they are in its possession or they can be retrieved from storage. Information stored in the National Archives or another storage center, will be retrieved in order to process your request.

Prior to the commencement of the Act 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. For example The Exchequer and Audit Act Chap 69:01

Furnishing Documents

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

Please note the Authority is not compelled to do the following:

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

Time Limits

General

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

Time Allowed

The Authority will determine whether to grant your request for access to information as soon as practicable but no later than 30 days as required by Section 15 of the FOIA. If a decision is taken to grant access to the information requested, you will be permitted to inspect the documents and/or be provided with copies.

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Section 7 (1) (a) (vi)

Officers in the Authority responsible for:

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

The Designated Officer is:

Cheryl Johnson

Senior Manager, Communications, Public Relations and Consumer Affairs.

The Alternate is:

Sally Anne Montserin

Information & Document Management Specialist

Telecommunications Authority of Trinidad and Tobago

3-5 BEN Court, 76 Boundary Road, San Juan

Telephone: 675 8288; Fax: 674 1055.

foia@tatt.org.tt

Section 7 (1) (a)(vii)

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

At the present time there are no bodies that fall within the meaning of this section of the ACT.

Section 7 (1) (a) (viii)

Library/Reading Room Facilities

The Authority does not maintain a library or reading room facility at this time. Space however will be made available to inspect documents in the general waiting area located on the first floor of the Telecommunications Authority of Trinidad and Tobago, 3-5 BEN Court, 76 Boundary Road San Juan, or at any other available space in the Authority.

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Policy of the Public Authority for provision of copies of documents in the public domain.

Charge for Photocopies is 25 cents per page.

Provision of documents may be subject to a charge to cover administrative costs.

Section 8 Statements

Section 8 (1) (a) (1)

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

No completed documents at present

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.

- Position and procedures in respect of Tower Applications to Town and Country Planning Division
- Procedures for Consultations in the Telecommunications Sector of Trinidad and Tobago : 1st February 2005
- Procedures for the resolution of Disputes in the Telecommunications and Broadcasting Sectors of Trinidad and Tobago

Section 8 (1) (b)

In enforcing written laws or schemes administered by the public authority where a member of the public might be directly affected by that enforcement, 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.

No documents in this section at present

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Section 9 Statements

Section 9 (1) (a)

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

At this time, we have no reports or statements containing advice or recommendations prepared by a body or entity established within our public authority.

Section 9 (1) (b)

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

No reports in this category at present

Section 9 (1) (c)

A report, or a statement containing the advice or recommendations, of an interdepartmental Committee whose membership includes an officer of the public authority.

No reports in this category at present

Section 9 (1) (d)

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

No reports in this category at present

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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.

Evaluation Report on the Auction of Specified Blocks of Spectrum Allocated for Domestic Public Mobile Telecommunications Services for the Telecommunications Authority of Trinidad and Tobago

Section 9 (1) (f)

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

No reports in this category at present

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.

No reports in this category at present

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.

No reports in this category at present

Section 9 (1) (i)

A report containing

(1) final plans or proposals for the re-organization of the functions of the public authority,

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(2) the establishment of a new policy, programme or project to be administered by the public authority, or

(3) 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.

No reports in this category at present

Section 9 (1) (j)

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

No statements in this category at present

Section 9 (1) (k)

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

No reports in this category at present

Section 9 (1) (l)

An environmental impact statement prepared within the public authority.

No statements in this category at present

Section 9 (1) (m)

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

No reports in this category at present

Date: February 15th 2006

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TENDER FOR THE SUPPLY AND DELIVERY OF VEHICLES/EQUIPMENT TO THE ARIMA BOROUGH CORPORATION
MINISTRY OF LOCAL GOVERNMENT

TENDERS are invited for the supply and delivery of the following Vehicles/Equipment to the Arima Borough Corporation, Ministry of Local Government.

- Item 1—One (1) Garbage Compactor
- Item 2—One (1) ten-ton Dump Truck

Tender documents may be obtained during normal working hours at the Central Tenders Board Office, 116, Frederick Street, Port-of-Spain. Any further technical information can be obtained during normal working hours from Mr. Wayne Cupid, Acting Town Superintendent. Telephone Number 667-3435 Extension 26.

Separate contracts may be awarded for each item.

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 tender;
- (b) Certificate of Compliance issued in accordance with the National Insurance Act.

Sealed tenders in triplicate on the approved Tender Form will be received up to 1.00 p.m. on Thursday 23rd March, 2006. Envelopes must be addressed to the Chairman, Central Tenders Board and marked on the outside: "Tender for the Supply and Delivery of Vehicles/Equipment to the Arima Borough Corporation, Ministry of Local Government" and must be deposited in the Brown Tenders Box located in the lobby of the Board's Office.

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

Tenderers should note that the dimension of the slot in the Tenders Box is 37.5 cm x 5.5 cm and tenders should 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.

S. BABOOLAL
*Acting Chairman,
Central Tenders Board*

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LICENSING SESSION

PRINCES TOWN

RETURN OF APPLICATIONS for Liquor Licence Certificates in the Victoria East, Princes Town/Moruga Licensing District, to be considered at the Princes Town Magistrate's Court on Monday 20th day of March, 2006 at 9.00 a.m. in the forenoon, in accordance with the provisions of the Liquor Licences Act, Chap. 84:10.

<i>Name of Applicant</i>	<i>Occupation</i>	<i>Abode of Applicant</i>	<i>Premises where Situate</i>	<i>Term of Licence</i>
Spirit Retailer's				
Louis Boochoon	Proprietress	Lot No. 3, Bois Jean Jean Moruga	Lot No. 3, Bois Jean Jean Moruga	From 1st April, 2006 to 31st March, 2007
Delpenus Morgan	Proprietor ...	Light Pole 82, Edward Trace Basse Terre Moruga	Light Pole 82, Edward Trace Basse Terre Moruga	do.

Dated this 14th day of February, 2006.

E. PERSAD
*Secretary, Licensing Committee,
Victoria East*