



# TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

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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—*

Notice of Declaration of Trinidad and Tobago Standards—(Legal Notice No. 159 of 2023).

Non-Profit Organisations (Electronic Filing) Regulations, 2023—(Legal Notice No. 160 of 2023).

Companies (Electronic Filing) Regulations, 2023—(Legal Notice No. 161 of 2023).

Registration of Business Names (Electronic Filing) Rules, 2023—(Legal Notice No. 162 of 2023).

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## APPOINTMENT TO BE TEMPORARILY A MEMBER OF THE SENATE

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, acting in accordance with the advice of the Leader of the Opposition, in exercise of the power vested in her by section 44(1)(b) and section 44(4)(b) of the Constitution of the Republic of Trinidad and Tobago, has appointed DOMINIC SMITH, to be temporarily a member of the Senate, with effect from 16th May, 2023 and continuing during the absence of Senator ANIL ROBERTS by reason of illness.

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

16th May, 2023.

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## PROMOTIONS OF REGULAR COMMISSIONED OFFICERS OF THE TRINIDAD AND TOBAGO DEFENCE FORCE (COAST GUARD)

IN ACCORDANCE with the provisions of section 13, of the Defence Act, Chap. 14:01 of the Laws of Trinidad and Tobago, it is notified for general information that Her Excellency the President, has promoted the following Regular Commissioned Officers of the Trinidad and Tobago Defence Force (Coast Guard):

### 1. SUB LIEUTENANT TO LIEUTENANT

<i>Number</i>	<i>Name</i>	<i>Date of Appointment</i>
15025	KEVON COX	7th February, 2019
15026	DANIEL BHARATH-KHAN	do
15029	KIERRON MOHAMMED	do
15027	TAYE FIGARO MC DONALD	26th February, 2019
15030	BRANDON DIAZ	do
15031	CHRISTOPHER JOSEPH	do
15032	TYLER FERRAZ	do
15033	GERRAIN NEWTON	do
15034	KIRAN POYAH	do

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PROMOTION OF REGULAR COMMISSIONED OFFICERS OF THE TRINIDAD AND TOBAGO DEFENCE FORCE  
(COAST GUARD)—CONTINUED

2. APPOINTMENT TO COMMISSION-IN THE RANK OF ACTING SUB LIEUTENENT

<i>Number</i>	<i>Name</i>	<i>Date of Appointment</i>
15083	PAUL DIAZ	1st June, 2020
15084	MC ANTHONY LINDSAY	do
15086	SIMON PLAZA	do
15087	BARRY SANKAR	do
15088	JOHN COZIER	do
15089	MIKHAIL ALEXANDER	do
15090	KENNETH WATTS	do
15091	OMARI BLAKE	do
15092	AREN FOSTER	do
15093	CHERISSE EALIE (F)	do
15094	CHRISTON BATTERSBY	do
15095	SEGAI OBASI	do
15097	JAMAL JULIEN	do

3. CONFIRMATION IN RANK OF SUB LIEUTENENT

<i>Number</i>	<i>Name</i>	<i>Date of Appointment</i>
15047	KAREEM JOSEPH	1st September, 2018
15045	RICHARD ALI	1st October, 2018
15048	ROMARIO LOPEZ	do
15049	NICHOLAS MEDINA	do
15052	RENEL CLEMENT	do
15053	KESEAN BASCOMBE	do
15054	KHARNEL DRAKES (F)	do
15050	DAVE MATTHEW	1st November, 2018
15062	AMRAL PERSAD	5th November, 2019
15058	DARRION CARRINGTON	5th December, 2019
15059	DARNELL LOPEZ	do
15060	CAREEM GABRIEL	do
15061	JEROME MENDEZ	do
15063	KEEON HAZEL	do
15064	NIGEL MITCHELL	do
15065	KEMBA PAUL (F)	do
15066	DEXTER ARCHIBALD	do
15068	LORENZO ECKSTEIN	do
15069	KEREEM CLUNIS	do



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
**MINISTRY OF TRADE AND INDUSTRY**

**UPDATED PUBLIC STATEMENT FOR 2023**  
**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 (“the FOIA”), the Ministry of Trade and Industry is required by law; and annually update the Statement which lists the documents and information generally available to the public.

The FOIA gives members of the public a legal right:

- For each person to access information held by the Ministry of Trade and Industry;
- For each person to have official information relating to himself/herself amended where it is incomplete, incorrect or misleading;
- To obtain reasons for adverse decisions made regarding an applicant’s request for information under the FOIA; and
- To complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

The Ministry of Trade and Industry publishes this statement as at May 19, 2023 in accordance with Sections 7, 8 and 9 of the FOIA and this Statement has been updated reflecting changes at MTI as at May 19, 2023.

**SECTION 7 STATEMENTS**

**Section 7(1)(a)(i)**

**Function and structure of the Ministry of Trade and Industry**

**Vision of the Ministry of Trade and Industry**

A dynamic, client oriented organisation delivering integrated, quality services for business growth, trade and investment expansion and consumer empowerment.

**Mission of the Ministry of Trade and Industry**

To work as an innovative team, championing business growth, trade and investment for enhanced global competitiveness and promoting consumer interests for improved wellbeing.

**Particulars of the Ministry of Trade and Industry**

The Ministry of Trade and Industry is the official public sector agency responsible for leading and overseeing implementation of government policy for business development, trade, investment and consumer empowerment.

The Ministry of Trade and Industry comprises:

1. the Minister’s Office
2. the Office of the Permanent Secretary
3. Directorates
4. Support Units

It also has responsibility for various State Agencies, Enterprises, Statutory Boards and other Bodies.

**SECTION 7 STATEMENTS**

**Section 7(1)(a)(i)**

**Functions of the Directorates, Divisions and Units of the Ministry of Trade and Industry**

**MINISTER’S OFFICE**

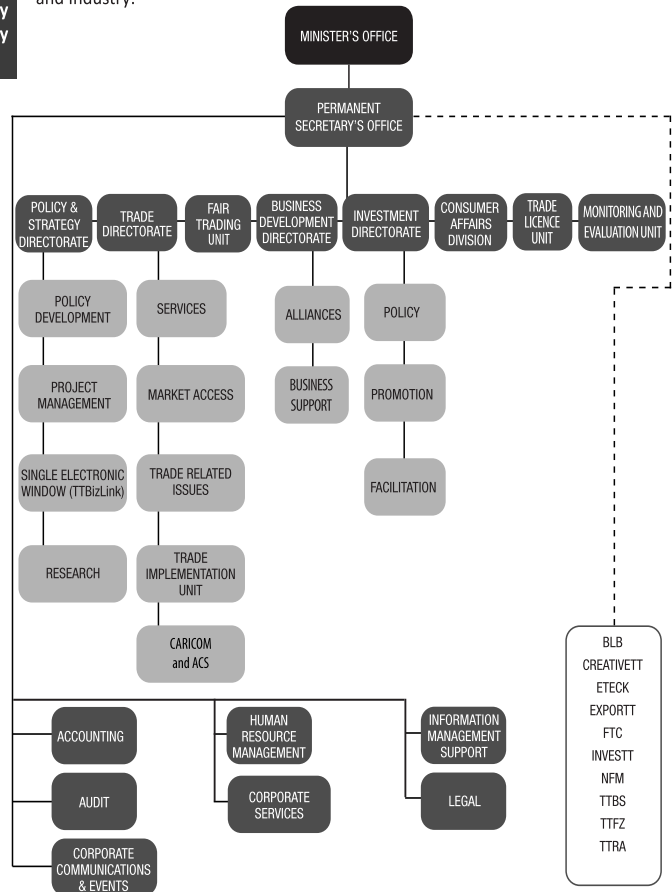
The Minister of Trade and Industry has overall responsibility for defining the policy for trade, business development, investment and consumer empowerment.

**OFFICE OF THE PERMANENT SECRETARY**

The Office of the Permanent Secretary (OPS) is responsible for the executive management of the Ministry and the achievement of defined goals. The OPS comprises one Permanent Secretary, a Deputy Permanent Secretary and other support staff. The Permanent Secretary has overall responsibility for the activities of the Ministry.

The Deputy Permanent Secretary has strategic oversight for operational and other areas as delegated by the Permanent Secretary.

The following figure shows the organisational structure of the Ministry of Trade and Industry:



**DIRECTORATES**

**Business Development Directorate**

The Business Development Directorate plans and executes the business development portfolio of the Ministry in order to contribute to the country’s macroeconomic business development performance measures.

**Consumer Affairs Division**

The Consumer Affairs Division (CAD) plans and executes the consumer guidance, protection and empowerment initiatives of the Ministry in order to contribute to a fair business environment. The CAD comprises the Consumer Protection and Services Unit and the Research Unit.

**Fair Trading Unit**

The Fair Trading Unit administers and enforces legislation that protects against certain unfair trade practices. These practices include the under-pricing of goods, subsidisation, or sudden increases in volume of goods exported to a particular country.

**Investment Directorate**

The role of the Investment Directorate is to formulate and implement the investment portfolio of the Ministry in order to contribute to the country’s macroeconomic investment performance measures.



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF TRADE AND INDUSTRY

# UPDATED PUBLIC STATEMENT FOR 2023

## IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999

### SECTION 7 STATEMENTS

#### Section 7(1)(a)(i)

#### Functions of the Directorates, Divisions and Units of the Ministry of Trade and Industry (cont'd)

##### Policy and Strategy Directorate

The Policy and Strategy Directorate (PSD) provides strategic planning, policy development, coordination functions for the Ministry and the monitoring and evaluation of projects to ensure evidence-based decision making across the Ministry and its Agencies. Through project management services, the PSD also ensures the efficient mobilisation of resources and execution of strategic projects such as the Single Electronic Window (SEW).

##### Trade Directorate

The role of the Trade Directorate is to formulate and develop trade policy, briefs, agreements and strategies for the planning and execution of the Ministry's trade portfolio in order to contribute to the country's macroeconomic trade performance measures.

##### Trade Licence Unit

The Trade Licence Unit administers the import and export of goods in accordance with applicable Laws and Government policy.

### SUPPORT UNITS

#### Accounting Unit

This Unit oversees and coordinates all financial operations of the Ministry, and ensures that accurate financial information is reported in a timely manner.

#### Corporate Communications and Events Management Unit

The Corporate Communications and Events Management Unit provides information to key internal and external stakeholders on a timely basis, enhances the Ministry's corporate image and manages its relationship with key stakeholders.

#### Corporate Services Unit

The Corporate Services Unit provides office management, procurement and facilities management services.

#### Human Resource Unit

The Human Resource Unit manages the selection and development of the human capital of the Ministry.

#### Internal Audit Unit

The Internal Audit Unit ensures conformity of the Ministry with financial rules and regulations, instructions, policies and contract plans.

#### Legal Unit

The Legal Unit provides legal advice and support to the Ministry.

#### Management Information Systems Unit

The Management Information Systems Unit provides technical and network support services to the Ministry.

### STATE AGENCIES

The following Boards, Enterprises and other Bodies fall under the responsibility of the Ministry:

#### Statutory Boards and other bodies

- Betting Levy Board (BLB)
- Trinidad and Tobago Bureau of Standards (TTBS)
- The Fair Trading Commission (FTC)
- Trinidad and Tobago Racing Authority (TTRA)

#### Wholly-owned enterprises

- Trinidad and Tobago Creative Industries Limited (Creative TT)
- Evolving Technologies and Enterprise Development Company Limited (eTeCK)
- Invest TT Limited (invesTT)
- Trinidad and Tobago Free Zones Company Limited (TTFZ)

#### Majority-owned Enterprises:

- The National Export Facilitation Organization of Trinidad and Tobago Limited (exporTT) (formerly BDC)

#### Indirectly-owned enterprises

- National Flour Mills Limited (NFM)
- Trinidad and Tobago Fashion Company Limited (FashionTT)
- Trinidad and Tobago Film Company Limited (FilmTT)
- Trinidad and Tobago Music Company Limited (MusicTT)

#### Section 7(1)(a)(ii)

#### Categories of Documents maintained by the Ministry of Trade and Industry

Files dealing with:

- Accommodation
- Administration
- Circulars/Circular Memoranda (both internal and external) (including notices from other Ministries and Associated Entities)
- Conferences/Committees/Meetings/Seminars
- Finance
- Industries
- Industrial Sites
- Treaties
- Travel/Visits
- Public Relations
- Publications
- Records Management
- Reports/Statistics (monthly, quarterly and annually)
- Requests for Information;
- Statutory Boards and Similar Bodies
- Technical Assistance
- State Enterprises
- Complaints/Disputes
- Vehicle/Equipment/Stationery/Furniture
- Trade
- Tourism
- Training
- Locally based Industries
- Anti-Dumping
- Procurement (of goods and services for use by the Ministry)
- Human Resource Management matters
- Accounting and financial management function of the Ministry
- Consumer Protection Services
- Consumer Laws/Regulations/Bills

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

#### Material prepared for publication or inspection

- Consumer Education Booklet
- Consumer Affairs Division: Supermarket prices Publication (monthly)
- Consumer Affairs Division: Poultry prices (monthly)
- Consumer Affairs Division: Hardware Prices (quarterly)
- Consumer Affairs Division: Handyman contract Form
- Export Booster Initiative
- Gateway to Trade
- Import and Export Guide
- Import and Export Negative Lists
- Investment Policy Statement
- Keeping the Free Trade Fair – Brochure
- Manufacturing Tax Credit





GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
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# UPDATED PUBLIC STATEMENT FOR 2023

## IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999

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

#### Material prepared for publication or inspection (cont'd)

- Ministry of Trade and Industry Strategic Plan 2016 – 2020
- National Aid for Trade Strategy 2016 – 2019
- National Consumer Policy 2018 – 2023
- National Quality Policy for Trinidad and Tobago 2018-2030
- Scrap Metal (Extension of Time) Order, 2023
- Revised Policy and Procedures to Regulate the Fully Assembled Right-Hand Drive Foreign Used Car Industry in Trinidad and Tobago (2015 – 2018)
- Scrap Metal Policy for Trinidad and Tobago 2015
- Steelpan Manufacturing Grant Fund Facility
- Supermarket Prices of Food Items in Trinidad & Tobago
- Supermarket Prices of Food Items in Trinidad and Tobago - Christmas Edition (December 2022)
- The Grant Fund Facility
- The Grant Fund Facility for Local Producers of Alternate to Wheat Flour
- The Special Economic Zones Policy for Trinidad and Tobago
- The Yachting Grant Fund Facility
- Trinidad and Tobago's Bilateral Trade Agreements and Incentive Regime Booklet
- Trinidad and Tobago Trade Policy and Strategy 2019 – 2023
- Yachting Policy of Trinidad and Tobago 2017-2021

Other information that can be accessed on the official website of the Ministry of Trade and Industry, <https://tradeind.gov.tt/> include:

- Compendium of Investment Incentives in Trinidad and Tobago for the Non-Energy Sector 2015
- Declaration for Licence to Import Used Right Hand Drive Vehicle
- Joint Declaration of the Third CARIFORUM-EU Parliamentary Committee
- Media Releases
- Required Supporting Documents – Export Licences
- Sample Letter of Authorization
- Scrap Metal Transaction Details
- Speeches
- The Revised Treaty of Chaguaramas 1973
- Trade Licence Unit Requirements for Common Item Descriptions – Import Licences
- Trade Licence Unit Requirements for Supporting Documents – Import Licences
- TTBizLink Business Made Easy e-Permits and Licences
- TTBizLink e-Goods Declaration - Declarant Guide 2015
- V.A.T Removal Exercise October - November 2021

#### Codes

- Animal Production and Health Division Product Codes
- Import Negative List HS Codes
- List of HS Codes requiring other Governmental Authority Endorsements
- Trinidad and Tobago HS Tariff 2007

#### Forms

- Application Form for Section 45D 1A (Application for exemption from Income Tax under Section 45D (1) (A) of the Income Tax Act Chap 75:01 which provides for tax exemption until December 31, 2017 for the letting of newly-constructed commercial buildings or multi-storey car parks)
- Application Form for Section 45D 1B (Application for exemption from Income Tax under Section 45D (1) (B) of the Income Tax Act Chap 75:01 which provides for tax exemption until December 31, 2017 for the initial sale of newly-constructed commercial buildings or multi-storey car parks Instructions - Application for tax concessions in respect of newly constructed commercial buildings or multi-storey car parks)
- Companies Registry Online Forms - Form 22 Power of Attorney Consent to Act as Attorney
- Companies Registry Online Forms - Form 32 Statutory Declaration (External Co)
- Freedom of Information Act (FOIA) Form
- Consumer Affairs Division - Handyman Contract

- Grant Fund Facility Application Form
- Steelpan Manufacturing Grant Fund Facility Application Form
- Yachting Grant Fund Facility Application Form
- Grant Fund Facility Wheat Alternate Application Form
- Manufacturing Tax Credit Application Form

#### Legislation

- The Animals (Diseases and Importation) Act, Chap. 67:02
- The Antibiotics Act, Chap. 30:02
- The Anti-Dumping and Countervailing Duties Act, Chap. 78:05
- The Anti-Dumping and Countervailing Duties (Subsidies) Regulations - 1996
- The Bills of Lading Act, Chap. 50:03
- The CARICOM Cuba Trade and Economic Cooperation Act, Chap. 81:12
- The CARICOM Costa Rica Free Trade Act, Chap. 81:10
- The CARICOM Dominican Republic Free Trade Act, Chap. 81:06
- The Companies Act, Chap. 81:01
- The Computer Misuse Act, Chap. 11:17
- The Copyright Act, Chap. 82:80
- The Corporation Tax Act, Chap. 75:02
- The Consumer Protection and Safety Act, Chap. 82:34
- The Customs Act, Chap. 78:01
- The Customs Amendment Act, No. 6 of 2013
- The Customs Brokers and Customs Clerks Act, Chap. 78:03
- The Economic Partnership Agreement Act, No.9 of 2013
- The Electronic Transactions Act, Chap. 22:05
- The Exchequer and Audit Act, Chap. 69:01
- The Exportation of Fruit Act, Chap. 63:53
- The Fertilisers and Feeding Stuffs Act, Chap. 63:55
- The Food and Drugs Act, Chap. 30:01
- The Fiscal Incentives Act, Chap. 85:01
- The Immigration Act, Chap. 18:01
- The Foreign Investment Act, Chap. 70:07
- The Income Tax (In Aid of Industry) Act, Chap. 85:04
- The Interception of Communications Act, Chap. 15:08
- The Metrology Act, Chap. 82:06
- The Plant (Export Prohibition) Act, Chap. 63:54
- The Pesticides and Toxic Chemicals Act, Chap. 30:03
- The Plant Protection Act, Chap. 63:56
- The Registration of Business Names Act, Chap. 82:85
- The Standards Act, Chap. 82:03
- The Tourism Development Act, Chap. 87:22
- The Trade Descriptions Act, Chap. 82:04
- The Trade Ordinance, No. 19 of 1958
- The Value Added Tax Act, Chap. 75:06
- The Trinidad and Tobago Special Economic Zones, Act No. 1 of 2022
- Income Tax Act 75:01
- Revised Treaty of Chaguaramas
- Law of the Republic of Trinidad and Tobago

#### Legal Notices

- Legal Notice No. 262 of 2014 – initiation of an investigation into the allegation of the dumping of imports of aluminium extrusions originating from the People's Republic of China
- Legal Notice No. 43 of 2016 Erratum
- Legal Notice No. 22 of 2016 – Direction to Comptroller of Customs and Excise by the Minister of Trade and Industry to secure payment of a provisional duty in respect of aluminium extrusions originating in the People's Republic of China
- Legal Notice No. 25 of 1996 - Anti-Dumping and Countervailing Duties Act, 1992 – Regulations
- Legal Notice No. 10 of 2016 – Preliminary Determination made by the Minister of Trade And Industry arising out of an investigation into the allegation of the dumping of imports of aluminium extrusions originating in the People's Republic of China
- Legal Notice No. 29 of 2016 – Final Determination by the Minister of Trade and



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## UPDATED PUBLIC STATEMENT FOR 2023 IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999

### Section 7(1)(a)(iii) Material prepared for publication or inspection (cont'd) Legal Notices (cont'd)

- Industry arising out of an investigation into the allegation of the dumping of imports of aluminium extrusions originating in the People's Republic of China
- Legal Notice No. 30 of 2016 – The Anti-Dumping and Countervailing Duties (Anti-Dumping Duty) Order, 2016
  - Export Negative List, Legal Notices. Nos. 123 of 1998, 16 of 2012, 291 of 2014 and 130 of 2015
  - Legal Notice No. 75 - Expiration of the Anti-Dumping Duty imposed on Aluminium Extrusions originating in the People's Republic of China
  - Legal Notice No. 337 of 2020 - Notice to Exporters No.1 of 2020 - Open General Licence
  - Legal Notice No. 338 - Notice to Importers No.1 of 2020- Negative List - Open General Licence
  - Legal Notice No. 77 - C.E.T (Suspension) (No.2) Order, 2020
  - Legal Notice No. 78 - C.E.T. (Variation of Duty) (No.2) Order, 2020

### Section 7(1)(a)(iv) Literature available by subscription

The Ministry of Trade and Industry offers no literature by way of subscription services.

### Section 7(1)(a)(v) Procedure to be followed when a request for access to a document is made to the Ministry of Trade and Industry

Applications to the Ministry of Trade and Industry must be made in writing. The Request for Access to Official Documents form can be accessed from the Ministry's website <https://tradeind.gov.tt/> or downloaded from the website <http://www.foia.gov.tt/>. The application should include:

- Name of the Applicant (Full name preferred)
- Contact information for the Applicant
- The information requested and the format in which the information is to be provided
- Date of request
- Signature of Applicant
- Details that will allow for ready identification and location of the records that are being requested.

The application should be addressed to the Designated Officer or Alternate Officer of the Ministry of Trade and Industry identified at Section 7(1)(a)(vi). If insufficient information is provided, clarification will be sought from the Applicant. An applicant who is unsure of how to write a request or of what details to include, should inquire from the Designated or Alternate Officer.

A request under the FOIA may not be processed to the extent that it seeks information that is readily available in the public domain, either from the Ministry of Trade and Industry or another public authority, or if the said information is exempt.

The Ministry of Trade and Industry is required to furnish copies of documents only when they are in its possession.

The Ministry of Trade and Industry is required to furnish only one copy of a document. If it cannot make a legible copy of the document to be released, it will not attempt to reconstruct it, instead the best copy possible will be furnished.

The Ministry of Trade and Industry will determine whether to grant a request for access to information as soon as practicable but not later than 30 days of the date of receipt, as required by the FOIA. Every effort will be made to comply with the time frames set out in the FOIA, but where it appears that processing a request may take longer than the statutory limit, the Ministry of Trade and Industry will acknowledge the request and advise the applicant of its status. If the Ministry fails to meet the deadlines set out in the FOIA, the applicant has the right to proceed as if the request has been denied.

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 other form, such as tape, disk, film or other material, the applicant will be required to pay the prescribed fee incurred for duplication of the said material.

### Section 7(1)(a)(vi) Procedure to be followed when a request for access to a document is made to the Ministry of Trade and Industry

Officers in the Ministry are responsible for:

1. the initial receipt of, and action upon notices under section 10 of the FOIA
2. requests for access to documents under section 13 of the FOIA, and
3. applications for corrections of personal information under section 36 of the FOIA.

Designated Officer for the Ministry:

**Ms. Janice Parris**  
Monitoring and Evaluation Coordinator  
Policy and Strategy Directorate,  
Level 14, Nicholas Tower,  
63-65 Independence Square,  
Port of Spain.  
Tel: 623 2931-4 Ext 2421  
Email: janice.parris@gov.tt

Alternate Designated Officer:

**Mr. Justin Dwarika**  
Legal Officer II,  
Legal Unit,  
Level 12, Nicholas Tower,  
63-65 Independence Square,  
Port of Spain.  
Tel: 623 2931-4 Ext 2239  
Email: justin.dwarika@gov.tt

### Section 7(1)(a)(vii) Advisory Boards, Councils, Committees and other Bodies (Where meetings or minutes are open to the public)

There are no bodies which fall within the meaning of this Section at this time.

**Section 7(1)(a)(viii)  
Library/Reading Room Facilities located at:  
Nicholas Tower, Level 15  
63-65 Independence Square, Port of Spain.  
Tel: 624-2039  
E-mail: library@gov.tt**

The Library at the Ministry will facilitate request for information either by telephone at 623-2931-4 Ext. 2526/2527 or email to [library@gov.tt](mailto:library@gov.tt) on normal working days between the hours of 8:30 a.m. and 3:45 p.m.

## SECTION 8 STATEMENTS

### Section 8(1) Documents that are provided for the use or guidance of the Ministry of Trade and Industry

#### 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 Anti-Dumping and Countervailing Duties Act, Chap. 78:05
- The Anti-Dumping and Countervailing Duties (Subsidies) Regulations 1996
- The Betting Levy Board Act, Chap. 21:53
- The CARICOM Enterprises Act, Chap. 81:04
- The Caribbean Community (CARICOM) Regional Organisation for Standards and Quality Act, Chap. 82:05
- The CARICOM Cuba Trade and Economic Co-operation Act, Chap. 81:12
- The CARICOM Costa Rica Free Trade Act, Chap. 81:10
- The CARICOM Dominican Republic Free Trade Act, Chap. 81:06
- The Consumer Protection and Safety Act, Chap. 82:34
- The Caribbean Community Act, Chap. 81:11



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF TRADE AND INDUSTRY

## UPDATED PUBLIC STATEMENT FOR 2023

### IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999

#### SECTION 8 STATEMENTS

##### Section 8(1)(a)(ii) cont'd

- The Economic Partnership Agreement Act, No.9 of 2013
- The Foreign Investment Act, Chap. 70.07
- The Fair Trading Act, Chap. 81:13
- The Fiscal Incentives Act, Chap. 85:01
- The Freedom of Information Act No.26 of 1999
- The Income Tax (In Aid of Industry) Act, Chap.85.04
- The Hire Purchase Act, Chapter 82.33
- The Import and Export Control Regulations of 1941
- The Metrology Act, No. 18 of 2004
- The Sale of Goods Act, Chapter 82.30
- The Scrap Metal Act, 2022
- The Scrap Metal Regulations, 2023
- The Standards Act, Chap. 82.03
- The Trade Ordinance, No. 19 of 1958
- The Trade Descriptions Act, Chap. 82.04
- The Trinidad and Tobago Panama Partial Scope Trade Agreement Act, No. 5 of 2015
- The Trinidad and Tobago Free Zones Act, Chap. 81.07
- The Trinidad and Tobago Racing Authority Act, Chap. 21.50
- The Venture Capital Act, Chap.81.08

##### Section 8(1)(a)(ii)

Manuals, rules of procedure, statements of policy, records of decisions, letters of advice to persons outside the Ministry of Trade and Industry, or similar documents containing rules, policies, guidelines, practices or precedents:

- The Health and Safety Policy 2016
- Departmental Manuals, Policies and Procedures
- The Strategic Plan of the Ministry of Trade and Industry 2016 - 2020
- Be Educated, Be Empowered: Everything You Need to Know About Your Rights and Responsibilities as a Consumer (Consumer Affairs Division)
- The Ministry of Trade and Industry: What we Offer (Consumer Affairs Division)
- The Trade Policy for Trinidad and Tobago 2019 – 2023
- The Revised Policy and Procedures to Regulate the Fully Assembled Right-Hand Drive Foreign Used Car Industry in Trinidad and Tobago 2015 - 2018
- The Grant Fund Facility
- The Investment Policy Statement
- The Import Negative List and Export Negative List
- The Trade Licensing Unit - Sample Letter of Authorization for Collection
- The Steelpan Manufacturing Grant Fund Facility

##### 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:

- At this time, Ministry of Trade And Industry has no such documents.

#### SECTION 9 STATEMENTS

##### Statement of Possession of certain documents to be published

##### Section 9(1)(a)

A report, or a statement containing the advice or recommendations of a body or entity established within the Ministry of Trade and Industry:

- At this time, the Ministry of Trade and Industry has no such reports or statements.

##### Section 9(1)(b)

A report, or a statement containing the advice or recommendations of a body or entity established outside of the Ministry of Trade and Industry by or under a written law; or by a Minister of Government or other public authority for

the purpose of submitting a report or reports, providing advice or making recommendations to the Ministry of Trade and Industry or to the responsible Minister:

- At this time, the Ministry of Trade and Industry has no such reports or statements.

##### Section 9(1)(c)

A report, or a statement containing the advice or recommendations of an inter-departmental Committee whose membership includes an officer of the Ministry of Trade and Industry:

- At this time, the Ministry of Trade and Industry has no such reports or statements.

##### Section 9(1)(d)

A report, or a statement containing the advice or recommendations of a committee established within the Ministry of Trade and Industry to submit a report, provide advice or make recommendations to the responsible Minister or to another officer of the Ministry of Trade and Industry who is not a member of the committee:

- At this time, the Ministry of Trade and Industry has no such reports or statements.

##### Section 9(1)(e)

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

- At this time, the Ministry of Trade and Industry has no such reports.

##### Section 9(1)(f)

A report prepared for the Ministry of Trade and Industry by a consultant who was paid for preparing the report:

- Reports submitted by Ms. Carrie Stevenson with respect to the consultancy to provide Advisory Services to Develop A National Policy For Archives, Records and Information Management And Implementation Plan For Trinidad And Tobago during the period April 27th 2022 to September 30th 2022.
- Reports submitted by Mr. Audel Cunningham with respect to the consultancy to provide Advisory Services to Amend the Anti-Dumping and Countervailing Duties Legislation for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to 12th September 2022.
- Reports submitted by Mr. Ramon Madriñan with respect to the consultancy to provide Advisory Services to Modernize Standards and Metrology Legislation Supporting the National Quality Infrastructure of Trinidad and Tobago for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to September 30th 2022
- Reports submitted by Mr Rommel St. Hill with respect to the consultancy to provide Advisory Services to Implement the WTO Agreement on Trade Facilitation Legislation for Trinidad and Tobago for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to September 20th 2022
- Reports submitted by Mr. Jonas Mendes Constante with respect to the consultancy to provide Advisory Services for the Development of a Port Community System for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to December 31st 2022.
- Reports submitted by CrimsonLogic Panama Inc. and CrimsonLogic (Trinidad and Tobago) Limited with respect to the consultancy to Design and Implement an Enhanced TTBizlink Application Software for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to March 31st 2023.



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF TRADE AND INDUSTRY

## UPDATED PUBLIC STATEMENT FOR 2023 IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT, 1999

### SECTION 9 STATEMENTS

#### Statement of Possession of certain documents to be published Section 9(1)(f)(Cont'd)

- Reports submitted by CrimsonLogic Panama Inc. and CrimsonLogic (Trinidad and Tobago) Limited with respect to the consultancy to Design and Implement a Trade and Business Information Portal for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to March 31st 2023.
- Reports submitted by Fujitsu Caribbean (Trinidad) Limited with respect to the consultancy for the Provision of Cloud Services for the Ministry of Trade and Industry during the period April 1st 2022 to March 31st 2023
- Reports submitted by CrimsonLogic Panama Inc. and CrimsonLogic (Trinidad and Tobago) Limited with respect to the consultancy to Develop and Implement an Automated Construction Permit System for the Strengthening of the Single Electronic Window for Trade and Business Facilitation to the Ministry of Trade and Industry during the period April 1st 2022 to March 31st 2023.

#### Section 9(1)(g)

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

- At this time, the Ministry of Trade and Industry has no such reports.

#### Section 9(1)(h)

A report on the performance or efficiency of the Ministry of Trade and Industry, or of an office, division or branch of the Ministry of Trade and Industry, whether the report is of a general nature or concerns a particular policy, programme or project administered by the Ministry of Trade and Industry:

- The Annual Administrative Report of the Ministry of Trade and Industry 2018 – 2019.

#### Section 9(1)(i)

A report containing final plans or proposals for the re-organisation of the functions of the Ministry of Trade and Industry, the establishment of a new policy, programme or project to be administered by the Ministry of Trade and Industry, or the alteration of an existing policy, programme or project administered by the Ministry of Trade and Industry whether or not the plans or proposals are subject to approval by an officer of the Ministry of Trade and Industry, another public authority, the responsible Minister for the Ministry of Trade and Industry or Cabinet:

- The Export Booster Initiative
- The National Aid for Trade Strategy 2016 - 2019
- The Yachting Policy of Trinidad and Tobago 2017- 2021
- The National E-commerce Strategy 2017-2021
- The Special Economic Zones Policy for Trinidad and Tobago
- The National Consumer Policy for Trinidad and Tobago 2018 - 2023
- The National Trade Policy for Trinidad and Tobago 2019 - 2023
- The National Quality Policy 2018 - 2030
- The Grant Fund Facility
- The Grant Fund Facility for Local Producers of Alternate to Wheat Flour
- The Steelpan Manufacturing Grant Fund Facility
- The Yachting Grant Fund Facility

#### Section 9(1)(j)

A statement prepared by the Ministry of Trade and Industry containing policy directions for the drafting of legislation:

- At this time, the Ministry of Trade and Industry has no such reports.

#### Section 9(1)(k)

A report of a test carried out within the Ministry of Trade and Industry on a product for the purpose of purchasing equipment:

- At this time, the Ministry of Trade and Industry has no such reports.

#### Section 9(1)(l)

An environmental impact statement prepared within the Ministry of Trade and Industry:

- At this time, the Ministry of Trade and Industry has no such statement.

#### Section 9(1)(m)

A valuation report prepared for the Ministry of Trade and Industry by a valuator, whether or not the valuator is an officer of the Ministry of Trade and Industry:

- At this time, the Ministry of Trade and Industry has no such reports.

Ministry of Trade and Industry

Levels 9, 11-17, Nicholas Tower,  
63 – 65 Independence Square, Port of Spain  
Republic of Trinidad and Tobago





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

REGION OF COUVA/TABAQUITE/TALPARO

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 the County of Caroni/Couva has appointed THURSDAY THE 8TH DAY OF JUNE, 2023 at 1.00 o'clock in the afternoon at the Couva Magistrate's Court, as the day, hour and place at which a Special Session will be held to hear and determine the application of Lisa Ghany of No. 7 Third Street, West Cazabon, Trincity, for a Certificate authorising her to carry on the business of a Special Restaurant in respect of premises situate at Light Pole 781, Corner Balisier Avenue and Southern Main Road, Couva.

Dated this 19th day of May, 2023 at the Couva Magistrate's Court.

K. KHAN  
Secretary, Licensing Committee  
Region of Couva/Tabaquite/Talparo

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REGION OF COUVA/TABAQUITE/TALPARO

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 the County of Caroni/Couva has appointed THURSDAY THE 8TH DAY OF JUNE, 2023 at 1.00 o'clock in the afternoon at the Couva Magistrate's Court, as the day, hour and place at which a Special Session will be held to hear and determine the application of Merlin Deodath of No. 33 San Francisco Lands, Chickland, Freeport, for a Certificate authorising him/her to carry on the trade of a Spirit Grocer in respect of premises situate at Three Roads Junction, Freeport, Mission Road, Freeport.

Dated this 19th day of May, 2023 at the Couva Magistrate's Court.

K. KHAN  
Secretary, Licensing Committee  
Region of Couva/Tabaquite/Talparo

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REGION OF MAYARO/RIO CLARO

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licence Act, Chap. 84:10, the Licensing Committee for the Region of Mayaro/Rio Claro has appointed TUESDAY THE 6TH DAY OF JUNE, 2023 at 9.00 o'clock in the forenoon at the Princes Town District Court as the day, hour and place at which a Special Session will be held to determine the application of Malcolm Michael Allsop of No. 8 William Trace, No. 322 San Louis Road, Guaico, Sangre Grande for a Certificate authorising him to obtain a New Spirit Retailer's Licence in respect of premises situate at Light Pole No. 37, Opposite Ocean Sands Road, Manzanilla Road, Mayaro.

Dated this 19th day of May, 2023.

S. SAMUEL  
Secretary, Licensing Committee  
Region of Mayaro/Rio Claro

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

REGION OF COUVA/TABAQUITE/TALPARO

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 Region of Couva/Tabaquite/Talparo by Narad Harry of 321, Bonne Aventure, Gasparillo, that it is his intention to apply to the Licensing Committee at the Couva Magistrate's Court on THURSDAY THE 8TH DAY OF JUNE, 2023 at 1.00 o'clock in the afternoon for a transfer to him of the Spirit Retailer's Licence now held by Baldath and Bindra Harry, in respect of premises situate at 321, Bonne Aventure, Gasparillo in the said district.

Dated this 19th day of May, 2023.

K. KHAN  
Secretary  
Region of Couva/Tabaquite/Talparo

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CITY OF SAN FERNANDO

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Deputy Chairman of the Licensing Committee of the said City of San Fernando, by Vanessa Thomas Edwards, of 783, Titanium Crescent Union Hall, San Fernando, that it is her intention to apply to the Licensing Committee at the San Fernando District Court on WEDNESDAY THE 7TH DAY OF JUNE, 2023 at 9:00 o'clock in the forenoon for a transfer to her of the Licence to carry on the business of a Special Restaurant now held by Zhongqian Chen for premises situate at No. 12-13 Southern Main Road, Marabella in the said City.

Dated this 16th day of May, 2023 at the San Fernando District Court.

C. DARSOO  
Deputy Chairman, Licensing Committee  
City of San Fernando

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BOROUGH OF CHAGUANAS

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 Borough of Chaguanas, by Sandeep Rambaran of No. 55 Eleanor Street, Chaguanas, that it is his intention to apply to the Licensing Committee, Trinidad North District Court, Chaguanas on MONDAY THE 5TH DAY OF JUNE, 2023 at 8:30 in the forenoon for a transfer of a Spirit Retailer's Licence now held by Sangeet Rambaran in respect of premises situate at No. 55 Eleanor Street, Chaguanas in the said district.

Dated this 15th day of May, 2023.

S. NANAN  
Secretary, Licensing Committee  
Borough of Chaguanas