



TRINIDAD AND TOBAGO GAZETTE

VOL. 62

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1117

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—

- Traffic Control (Experimental Scheme) (Princes Town) Regulations, 2023—(Legal Notice No. 191 of 2023).
- Resolution—(Legal Notice No. 192 of 2023).
- Resolution—(Legal Notice No. 193 of 2023).

1118

APPOINTMENT TO PERFORM THE FUNCTIONS OF THE OFFICE OF CHIEF JUSTICE

IN EXERCISE of the power conferred upon her by section 103 of the Constitution of the Republic of Trinidad and Tobago, Her Excellency the President, after consultation with the Prime Minister and the Leader of the Opposition, has appointed the Honourable MR. JUSTICE ALLAN MENDONCA, Justice of Appeal, to perform the functions of the Office of Chief Justice, with effect from 16th June, 2023 to 26th June, 2023, during the absence from Trinidad and Tobago of the Honourable Chief Justice Mr. IVOR ARCHIE.

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

12th June, 2023.

1119

APPOINTMENT TO ACT AS MINISTER OF LABOUR

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 CAMILLE ROBINSON-REGIS, a member of the House of Representatives who is a Minister, to act in the Office of the Honourable STEPHEN MC CLASHIE, Minister of Labour, with effect from 9th June, 2023 and continuing during the absence from Trinidad and Tobago of the said the Honourable Stephen Mc Clashie, M.P., in addition to the discharge of her normal duties.

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

12th June, 2023.

1120

NOTIFICATION OF NEW APPOINTMENT AND RESIGNATION AT COSTAATT

IN ACCORDANCE with section 13, Clause No. 3 of Act No.77 of 2000, take notice that Dr. GILLIAN PAUL's term as President of COSTAATT, terminated effective 31st October, 2022. Take further notice that Dr. KEITH NURSE was appointed President of COSTAATT, effective 1st November, 2022.

Also take notice that in accordance with section 7, Clause No. 5 of Act, No.77 of 2000, MRS. JANINE KNAGGS, tendered her resignation as a member of the Board of Trustees with effect from 18th May, 2023.

L. SOLOMON
Corporate Secretary
College of Science Technology and
Applied Arts of Trinidad and Tobago

1121

ELECTIONS AND BOUNDARIES COMMISSION

NOTICE REQUIRED UNDER ELECTION RULE 23(5) OF THE REPRESENTATION OF THE PEOPLE ACT

IT IS NOTIFIED for public information, that the symbol reproduced below has been assigned by the Elections and Boundaries Commission, as the official party symbol of the Trinidad and Tobago Empowerment Leaders (T.T.E.L).



H. HOLDER
for Chief Election Officer,
Elections and Boundaries Commission

1122

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 25th day of March, 2015, of **AGNES DOROTHY BOURNE** otherwise **AGNES BOURNE** of 166, Duke of Edinburgh Avenue, Petit Valley, Diego Martin, Trinidad, who died on the 23rd day of December, 2019, by **Melissa Allen** of Light Pole No. 2, Warden Road, Sangre Grande, Manzanilla, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION *de bonis non* of the estate of **BONIFACIA HACKSHAW** otherwise **NITA HACKSHAW ORTEGA** otherwise **NITA BONIFACIA ORTEGA** otherwise **BONIFACIA ORTEGA** of Light Pole No. 41, Quemado Road, Palo Seco, Erin, Trinidad, who died on the 18th day of May, 1978, by **Cecil Desmond André Legendre** otherwise **Cecil Legendre** of 1, Mile Mark, Rancho Quemado Road, Palo Seco, Erin, Trinidad, her son and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **GLODERICK ALEXANDER PHILIP** otherwise **GLODERICK PHILIP** of Light Pole No. 1082, Eastern Main Road, Sangre Grande, Manzanilla, Trinidad, who died on the 15th day of January, 2021, by **Barbara Ermine Phillip** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **RAMDEO SIEWDATH** of Gibson Extension, Jerningham Junction, Cunupia, Trinidad, who died on the 3rd day of October, 2021, by **Maria Siewdath** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **ROY JOSEPH** of 14, Adventure Trace, Bethesda, Plymouth, Tobago, who died on the 1st day of January, 2020, by **Marva Joseph** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **MICHAEL CHARLES** of 135, Diamond Village, Claxton Bay, Pointe-a-Pierre, Trinidad, who died on the 13th day of June, 2007, by **Claudette Anna Thomas** otherwise **Claudette Thomas-Charles** otherwise **Claudette Charles** of the same place, his lawful widow and relict;
- PROBATE of the Will dated 27th day of July, 2017, of **KHALIED MOHAMED** of 76A, Caroni Savannah Road, Charlieville, Chaguanas, Trinidad, who died on the 25th day of April, 2020, by **Nafeez Jamie Mohamed** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **LENRICK KEITH** of 4, Kingsley Street, princes Town, Savana Grande, Trinidad, who died on the 18th day of December, 2021, by **Linda Mary Keith** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **JAMES RAMSAY** otherwise **JAMES RAMSEY** otherwise **JAMES HERBERT RAMSAY** of 3, First Avenue, Mt. Lambert, Aricagua, St. Anns, Trinidad, who died on the 6th day of February, 1989, by **Evelyn Rose Ferreira** of 4, Riverside Court, Richard Street, Paradise Gardens, Tacarigua, Trinidad, and **Ruth Anne Seerattan** of 3, First Avenue, Mt. Lambert, Aricagua, St. Ann's, Trinidad, her daughters and two of the persons entitled to share in the estate;

1122—Continued

PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- LETTERS OF ADMINISTRATION of the estate of **KUMAR PARTAP** of Light Pole No. 56, Robinson Street, Montrose, Chaguanas, Trinidad, who died on the 14th day of August, 2020, by **Dilrajie Toolsie** of 7, Lamont Street, Longdenville, Chaguanas, Trinidad, his sister and one of the persons entitled to share in the estate;
- PROBATE of the Will dated 15th day of January, 2015, of **MARY BALLY** of Light Pole No. 3, Corner Watts and Bedassie Streets, St. Augustine, Tacarigua, Trinidad, who died on the 10th day of February, 2021, by **Julia Merai** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **TARAMATEE JEBLOUD-SAMLAL** of Light Pole No. 101, Stuart Drive, Chin Chin Road, Cunupia, Trinidad, who died on the 4th day of February, 2021, by **Anita Samlal** of the same place, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **JENNIFER THOMPSON** otherwise **JENNIFER CHARLES** otherwise **JENNIFER DAWN MARIE THOMPSON** otherwise **JENNIFER DAWN MARIE CHARLES** of Unit 48, Raffick Jumadeen Drive, Tarouba Heights, Marabella, Naparima, Trinidad, who died on the 23rd day of December, 2019, by **Sharon Annalisa Charles** of the same place, her daughter and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **DAVID BOODOO** of 8, Clarke Road, Charlieville, Chaguanas, Trinidad, who died on the 30th day of November, 2015, by **Gail Boodoo** of the same place, his sister and one of the persons entitled to share in the estate;
- PROBATE of the Will dated 19th day of April, 2018, of **VIJAY RAMESH POLAR** of 6th, Street Extension, Mt. Lambert, St. Ann's, Trinidad, who died on the 10th day of November, 2022, by **Sonia Maria Rambharose** otherwise **Sonia Rambharose** of 29, Jury Rampersad Street, Aranguez, San Juan, St. Ann's, Trinidad, the surviving executor named in the Will;
- PROBATE of the Will dated 5th day of April, 2018, of **FRED AUGUSTINE** of 12, Morris Street, Self Help, Point Fortin, La Brea, Trinidad, who died on the 8th day of April, 2018, by **Odette Augustine-O'Keffe** of 1, Augustine Drive, Cap-de-Ville, Point Fortin, La Brea, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **AMRAL MOHAMMED** of Light Pole No. 51, Juan Street, Kelly Village, Caroni, Trinidad, who died on the 1st day of October, 2021, by **Debra Indira Mohammed** of the same place, his lawful widow and relict;
- PROBATE of the Will dated 7th day of August, 2019, of **BETTY THOMPSON** otherwise **BETTY AGATHA THOMPSON** otherwise **AGATHA THOMPSON** of 9, Citrine Drive, Diamond Vale, Diego Martin, Trinidad, who died on the 27th day of August, 2022, by **Patricia Forbes** of 1, Sardonyx Drive, Diamond Vale, Diego Martin, Trinidad, the sole executrix named in the Will;
- PROBATE of the Will dated 14th day of September, 2021, of **GLORIA FRAQUHAR** of 7, Coral Gardens, Diamond Vale, Diego Martin, Trinidad, who died on the 5th day of July, 2022, by **Angela Reneaud-Lewis** of 50, Richmond Street, Port-of-Spain, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **CHRISTOPHER HOSEIN** of 13, St. James Street, Princes Town, Savana Grande, Trinidad, who died on the 28th day of October, 2020, by **Regan Hackshaw** otherwise **Regan Rampaul Hosein** of 85, Lothians Road, Princes Town, Savana Grande, Trinidad, the lawfully appointed guardian of **Cayley-Marie Amelia Hosein** and **Casie-Ray Thalia Hosein**;
- LETTERS OF ADMINISTRATION of the estate of **PHYLLIS MARY PAUL-MC CARTHY** otherwise **PHYLLIS MARY PAUL** of 2, Piquette Road, No. 2 Village, Laventille, St. Ann's, Trinidad, who died on the 28th day of May, 2021, by **Charmain Martinez** of 24B, Petunia Avenue, Coconut Drive, Morvant, St. Ann's, Trinidad, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **ROOPCHAND CHOON** of Robert Street, Warrenville, Cunupia, Trinidad, who died on the 16th day of February, 2019, by **Melissa Sukhai** of the same place, his daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **HUGH JOHN** of 12A, St. Barb's Road, Belmont, Port-of-Spain, Trinidad, who died on the 24th day of September, 2019, by **Wilma John** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **DAVID CURTIS WILLIAMS** of 210, Eastern Main Road, Barataria, St. Ann's, Trinidad, who died on the 17th day of February, 2022, by **Christina Joseph-O'Brien** of the same place, his lawful widow and relict;
- PROBATE of the Will dated 19th day of August, 2019, of **DIXIE DEAN** of 20, Mission Road, San Juan, St. Ann's, Trinidad, who died on the 22nd day of August, 2021, by **Servene Wood-Salomon** of 21, Jeffery Gullen Drive, Maracas, St. Joseph, Tacarigua, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **ROBERT ANDREW HARRIS** of 35A, St. Vincent Street, Tunapuna, Tacarigua, Trinidad who died on the 9th day of May, 2023, by **Beena Amawatee Persad** otherwise **Beena Persad** of the same place, his lawful widow and relict;
- PROBATE of the Will dated 28th day of May, 2008, of **MOHANLAL RAMPAL** of Light Pole No. 8, Campbell Street, Bois Bourgh Village, Cedros, Trinidad, who died on the 24th day of August, 2011, by **Leisa Rachel Rampaul** of 10, Teelucksingh Street, West Boundary, California, Couva, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **SUSAN SMITH** otherwise **SUSAN MARIE JADOOBEERSINGH** otherwise **SUSAN CABALLERO** of 568, Belson Street, Parksville, British Columbia, VP9 1B5, Canada, who died on the 10th day of January, 2018, by **Anita Davis Medica** of 9A, Sunset Terrace, Santa Cruz Old Road, San Juan, St. Ann's, Trinidad, the lawfully appointed attorney of **Bernard Smith**;
- LETTERS OF ADMINISTRATION of the estate of **DOLLY FORDE** of 123-16, 111 Avenue, South Ozone, Queens, New York, 11420, United States of America, who died on the 2nd day of July, 2003, by **Bhanmati Jadoo** of Light Pole No. 61, Limehead Road, Chase Village, Chaguanas, Trinidad, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **FAREED HOSEIN** of 5N, Garth Road, Princes Town, Savana Grande, Trinidad, who died on the 22nd day of September, 2021, by **Vidia Ramsahai-Hosein** of the same place, his lawful widow and relict;

1122—Continued

PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- LETTERS OF ADMINISTRATION of the estate of **KERRYANN MARTIN** otherwise **KERRY ANN MARTIN** otherwise **GLORITA MARTIN** otherwise **KERRYANN GLORITA MARTIN** otherwise **GLORITA ALLARD** of Light Pole No. 130, Chin Chin Road, Cunupia, Trinidad, who died on the 10th day of March, 2015, by **Keiley Rhianna Martin** otherwise **Keiley Martin** of the same place, her daughter and the only person entitled to the estate;
- PROBATE of the Will dated 4th day of November, 2013, of **HERMAN FRANCIS** of 75, Mamoral River Road, 1, Mamoral, Montserrat, Trinidad, who died on the 18th day of December, 2017, by **Anderson St. Clair** of Light Pole No. 2, Lynch Trace, Mamoral, 1, Montserrat, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **HAFSA JAMELA KHAN** otherwise **HAFSA KHAN** of Light Pole No. 104, Corner Majuba Cross Road, Morne Coco Road, Petit Valley, Diego Martin, Trinidad, who died on the 16th day of March, 2020, by **Saliha Sadia Khan** otherwise **Saliha Khan** otherwise **Saliha Sadia Moses** of Lot No. 123, Cassia Street, Morvant, St. Ann's, Trinidad, her daughter and the only person entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **RAWL CORNILUS DOVE** otherwise **RAWLE DOVE** of 83, Jasper Avenue, Diamond Vale, Diego Martin, Trinidad, who died on the 7th day of July, 2020, by **Eulyn Mendoza-Dove** otherwise **Eulyn Dove** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **TOWHEED OMAR** of 12B, Nacir Trace, Preysal Village, Couva, Trinidad, who died on the 21st day of May, 2022, by **Carolyn Saheeda Lewis-Omar** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **INDRA PERSAD** of Lot No. 65, Royal Farm Avenue, Lapwing Drive, Ibis Gardens, Caroni, Trinidad, who died on the 19th day of December, 2021, by **Vijay Persad** of the same place, her lawful husband;
- LETTERS OF ADMINISTRATION of the estate of **KRISHNA DOOKIESINGH** otherwise **KRISHNA ROSHAN DOOKIESINGH** of Unit 51, The Point Villas, Lange Park, Chaguana, Trinidad, who died on the 20th day of August, 2022, by **Kristal Boodan** otherwise **Kristal Savina Boodan** otherwise **Kristal Savina Boodan-Sahadeo** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **JENNA SOOGRIM** of Light Pole No. 339, Waterloo Road, Perseverance Village, Couva, Trinidad, who died on the 3rd day of May, 2021, by **Dennis Dellon Gobin** of 43, Waterloo Road, Perseverance Village, Couva, Trinidad, her lawful husband;
- LETTERS OF ADMINISTRATION with Will dated 7th day of August, 2020, annexed of the estate of **KALESI RHENNA ST. LOUIS** otherwise **KALESI RHENNA BERNADINE ST. LOUIS** of WC7, Block 3, Wallerfield, Arima, Trinidad who died on the 8th day of June, 2021, by **Garfield Mitchell** of 75, Old St. Joseph Road, Laventille, St. Ann's, Trinidad, the sole beneficiary and/or legatee named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **KALAWATTI LALLA-MAHARAJH** otherwise **KALAWATTI LALLA** of 104-69, 88th Avenue, Richmond Hill, Queens, New York, 11418, United States of America, who died on the 20th day of March, 2020, by **Carmen Lalla-Rampersad** of Light Pole No. 6/1, Tahadille Road, Pierre Road, Charlieville, Chaguana, Trinidad, her sister and one of the persons entitled to share in the estate;
- PROBATE of the Will dated 24th day of July, 2001, **WINSTON THOMAS MCKIE** otherwise **WINSTON MC KIE** otherwise **WINSTON MCKIE** of 31, Quarry Drive, Champ Fleurs, St. Ann's, Trinidad, who died on the 13th day of August, 2001, by **Stephen Daniel** of 16, Palm Avenue, Pax Vale, Santa Cruz, St. Ann's, Trinidad, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **SHAZAD MOHAMMED** of Light Pole No. 230, Main Road, Longdenville, Chaguana, Trinidad, who died on the 22nd day of February, 2021, by **Meera Sumintra Ramdath** otherwise **Meera Ramdath** of 33 Andrew Street, Montrose, Chaguana, Trinidad, his mother and the only of the persons entitled to the estate;
- LETTERS OF ADMINISTRATION of the estate of **DIPCHAND SAMUEL** of 16, Bamboo Road, St. Mary's Village, Oropouche, Siparia, Trinidad, who died on the 29th day of October, 2019, by **Stephanie Manoo** of the same place, the surviving cohabitant;
- LETTERS OF ADMINISTRATION of the estate of **KEVIN LANCASTER** otherwise **KEVIN DARREN KENDON LANCASTER** of 130, Santa Lucia Drive, Sam Boucaud, Santa Cruz, St. Ann's, Trinidad, who died on the 3rd day of April, 2021, by **Danielle Lancaster** of 52, St. Michael Road, Tacarigua, Trinidad, his daughter and the one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **BASHEER MOHAMMED** otherwise **BASHIR MOHAMMED** otherwise **BASHIR MUHAMMED** otherwise **BASHEER MUHAMMAD** of Southern Main Road, Enterprise, Chaguana, Trinidad, who died on the 15th day of September, 1995, by **Rabiyun Mohammed** otherwise **Rabyoon Nesha Mohammed** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **AZARD ABDOOL** of 8, Fourth Street, Battoo Avenue, Marabella, Naparima, Trinidad, who died on the 19th day of December, 1985, by **Sherida Abdool** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **RUDY RAMKISSOON** of 32, Orleana Circular, Roystonia, Couva, Trinidad, who died on the 16th day of May, 2016, by **Savita Ramkissoon** of 23, Coconut Village, Waterloo Road, Carapichaima, Chaguana, Trinidad, the lawfully appointed guardian of **Alyiah Marie Ramkissoon** and **Raffael Matthias**;
- LETTERS OF ADMINISTRATION of the estate of **NANDITA HARBUKHAN** otherwise **NANDITA SANDHYA HARBUKHAN** of 2b, Pineapple Place, Haleland Park, Maraval, Diego Martin, Trinidad, who died on the 24th day of August, 2018, by **Jasodra Harbukhan** of 282, Clarke Road, Penal, Siparia, Trinidad, her mother and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **AZIZ MOHAMMED YUSUFF** otherwise **AZIZ MOHAMMED YOUSUF** of Light Pole No. 159, Ben Lomond Village, Williamsville, Savana Grande, Trinidad, who died on the 21st day of April, 2005, by **Azad Mohammed** otherwise **Azard Mohammed** of 24, School Trace, Bonne Aventure Road, Gasparillo, Pointe-a-Pierre, Trinidad, his son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **SHERRY-ANN SEECHARAN** of 146, Seebalack Branch Trace, Rochard Road, Penal, Siparia, Trinidad, who died on the 12th day of August, 2015, by **Krishna Ganase** of 178, Kanhai Road, South Oropouche, Siparia, Trinidad, her son and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **CARLON JIMOL MICHAEL JORDAN** of 14, Dam Road, Egypt Village, Point Fortin, La Brea, Trinidad, who died on the 25th day of August, 2018, by **Mary Carol Edwards** of the same place, his mother and one of the persons entitled to share in the estate;

1122—Continued

PROBATE AND LETTERS OF ADMINISTRATION—CONTINUED

- LETTERS OF ADMINISTRATION of the estate of **VILMA MARSHALL** of 370, Fahey Street, Gulf View, La Romain, Naparima, Trinidad, who died on the 2nd day of October, 2010, by **Ken Marshall** of the same place, her lawful husband;
- PROBATE of the Will dated 17th day of July, 1992, of **HENRIETTA ADINA BOWEN** of 6, Clark Street, Tunapuna, Tacarigua, Trinidad, who died on the 6th day of November, 1992, by **Gloria Alexander** of 14, Begonia Road, Macoya Gardens, Tunapuna, Tacarigua, Trinidad, the sole executrix named in the Will;
- PROBATE of the Will dated 22nd day of August, 1984, of **WILLIAM JAMES CALLENDER** otherwise **WILLIAM CALLENDER** of 14, Ramkeesoon Gerold Avenue, Petit Valley, Diego Martin, Trinidad, who died on the 1st day of March, 2015, by **Gloria Callender** of the same place, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION with Will dated 9th day of September, 2016, annexed of the estate of **JENNY LUE AFFAT** otherwise **JENNY LUE AFFATT** of 10, Third Street, Malick, Barataria, St. Ann's, Trinidad, who died on the 21st day of November, 2021, by **Gerald Lue Affat** of 2, Trainline, Arima, Trinidad, the lawfully appointed attorney of **Lisa Emily Lue Affat**;
- LETTERS OF ADMINISTRATION of the estate of **ALVIN RAMOUTAR** of 163B, Quarry Road, Morne Diablo, Penal, Siparia, Trinidad, who died on the 30th day of September, 2019, by **Pearl King** of the same place, his mother and one of the persons entitled to share in the estate;
- PROBATE of the Will dated 15th day of January, 2020, of **LARRY RAMCHARAN** of 14, Albert Avenue, Les Efforts East, San Fernando, Trinidad, who died on the 10th day of February, 2022, by **Vijay Subran** of 136, Wellington Gardens, Debe, Naparima, Trinidad, the sole executor named in the Will;
- PROBATE of the Will dated 10th day of October, 2012, of **SAMLAL RAMJIT** of 173, Mondesir, Delhi Road, Fyzabad, Siparai, Trinidad, who died on the 19th day of October, 2012, by **Davika Rampersad** of Light Pole No. 34, Anita Drive, Temple Street, Mondesir, Delhi Road, Fyzabad, Siparia, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **HEERA RAMSARAN** of 201, Mussaraph Trace 3, Barrackpore, Naparima, Trinidad, who died on the 25th day of May, 2022, by **Jassomati Rampersad** of the same place, his lawful widow and relict;
- PROBATE of the Will dated 30th day of October, 2018, of **MARY MUSTAPHA** of Light Pole No. 54, Ackbarali East Extension, 1, Malabar, Arima, Trinidad, who died on the 9th day of January, 2022, by **Teenille Kathy Indira Gopie** otherwise **Teenille Gopie** of 1, Enoch Trace, Mamoral 2, Montserrat, Trinidad, and **Nikkisha Annlise Kajul Ramoutar Deodat** otherwise **Nikkisha Ramoutar Deodat** of Light Pole No. 54, Ragooraj Street, Dinsley Village, Tacarigua, Trinidad, the executrices named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **RAJESH RAGHOONANAN** of 75, Ramai Trace, Debe, Naparima, Trinidad, who died on the 25th day of September, 2021, by **Mahadai Ragoonanan** of the same place, his mother and the only person entitled to the estate;
- PROBATE of the Will dated 30th day of December, 1990, of **LUTCHMIN** of 66, Goodman Trace, Penal Rock Road, Penal, Siparia, Trinidad, who died on the 7th day of February, 1991, by **Goberdhan Ramkhalawan** of 70, Goodman Trace, Penal Rock Road, Penal, Siparia, Trinidad, the sole executrix named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **DEOCHAN RAMJATTAN** otherwise **MIKEY RAMJATTAN** of 54, Cemetery Street, Monkey Town, Lower Barrackpore, Naparima, Trinidad, who died on the 6th day of November, 2021, by **Sandaye Ragoonanan** of the same place, his lawful widow and relict;
- LETTERS OF ADMINISTRATION of the estate of **RUTH GREAVES** of 3, Tenth Street, Mt. Lambert, St. Ann's, Trinidad, who died on the 10th day of June, 2005, by **Anita Edwards** otherwise **Theresa Anita Edwards** otherwise **Anita Theresa Edwards** of the same place, her daughter and one of the persons entitled to share in the estate;
- LETTERS OF ADMINISTRATION of the estate of **MERLYN LEE FAI** of 456B, Gulf View Circular Drive, La Romaine, Naparima, Trinidad, who died on the 20th day of November, 2021, by **Edward Steve Lee Fai** otherwise **Edward Leefai** of the same place, her lawful husband;
- PROBATE of the Will dated 22nd day of March, 2017, of **LUCILLE QUAMINA** of 97, Country Road, Orange Grove, Trincity, Tacarigua, Trinidad, who died on the 4th day of July, 2022, by **Stephen Wong Kang** of the same place, the sole executor named in the Will;
- LETTERS OF ADMINISTRATION of the estate of **TAJRAM RAMNARINE** of 32, Latchmina Trace, Navet Village, Rio Claro, Charuma, Trinidad, who died on the 2nd day of April, 2015, by **Daliah Mary Ramnarine** of the same place, her lawful husband;
- LETTERS OF ADMINISTRATION of the estate of **SHAMSHODEEN KHAN** of 21, Mahogany Avenue, Charles Street, Gasparillo, Pointe-a-Pierre, Trinidad, who died on the 29th day of January, 2022, by **Susan Khan** of the same place, his lawful widow and relict;

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 June, 2023.

R. ROBERTS
Acting Registrar
Supreme Court of Judicature

1123

CENTRAL BANK OF TRINIDAD AND TOBAGO

WEEKLY STATEMENT OF ACCOUNT AS AT 14TH JUNE, 2023

<i>Previous Week</i> \$000	<i>Assets</i>	<i>This Week</i> \$000
	External Assets:	
41,991,980	Balances, Investments, etc.	40,910,562
4,259,486	Subscriptions to I.M.F.	4,259,486
7,018,789	I.M.F.—S.D.R. Holdings	7,018,789
53,270,255		52,188,837
	Trinidad and Tobago Government Securities:	
80,052	Treasury Bills (Face Value)	80,052
25	Marketable Securities	25
80,077		80,077
	Other Assets:	
3,500	Trinidad and Tobago Dollar Securities	3,500
14,237	Advances to Government Authorities	14,237
2,017,483	Other Assets	1,932,825
2,035,220		1,950,562
109,442	Fixed Assets	107,243
55,494,994		54,326,719
	<i>Liabilities and Capital Account</i>	
	Currency in Circulation:	
8,791,532	Notes	8,714,367
264,826	Coins	264,948
9,056,358		8,979,315
	Demand Liabilities:	
21,241,152	Commercial Banks	20,963,066
387,480	Financial Institutions (Non-Banking)	392,705
(5,276,477)	Government and Governmental Organisations	(6,027,703)
32,267	International Organisations	59,120
703,334	Foreign Currency	698,051
1,782,145	Other	1,687,918
18,869,901		17,773,157
	Other Liabilities:	
6,994,126	Government S.D.R. Allocations	6,994,126
14,042,100	Other Liabilities	14,055,395
4,932,509	Specific Provisions	4,924,726
25,968,735		25,974,247
	Capital and Reserves:	
800,000	Capital Paid-up	800,000
800,000	General Reserve Fund	800,000
1,600,000		1,600,000
55,494,994		54,326,719

I. MARSHALL
Assistant Manager
Finance and Accounting

1124



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

PUBLIC STATEMENT OF THE SIPARIA REGIONAL CORPORATION (SRC) FOR THE YEAR 2023.

In accordance with sections 7, 8 and 9 of the Freedom of Information Act (FOIA), Chapter 22:02, the Siparia Regional Corporation (SRC) is required by law to publish the following statement, which lists the documents and information generally available to the public.

The FOIA gives members of the public:

- The legal right to access official documents (with exemptions) held by the SRC.
- A legal right to have official information relating to him/her amended where it is incomplete, incorrect or misleading.
- A legal right to obtain reasons for adverse decisions made regarding a request made under the FOIA.
- A legal right to complain to the Ombudsman, and to apply to the High Court for Judicial Review to challenge any adverse decisions made under the FOIA, in accordance with the Judicial Review Act, Chapter 7:08.

In accordance with Section 7 (1) (a) (i) of the FOIA:

Function and Structure of the Siparia Regional Corporation

Mission Statement

The Siparia Regional Corporation will provide quality Local Government services to the benefit of all stakeholders through optimum resource utilization and community empowerment.

Vision Statement

The Siparia Regional Corporation is committed to providing a clean, safe and progressive environment and to promoting the development of sustainable communities.

Structure

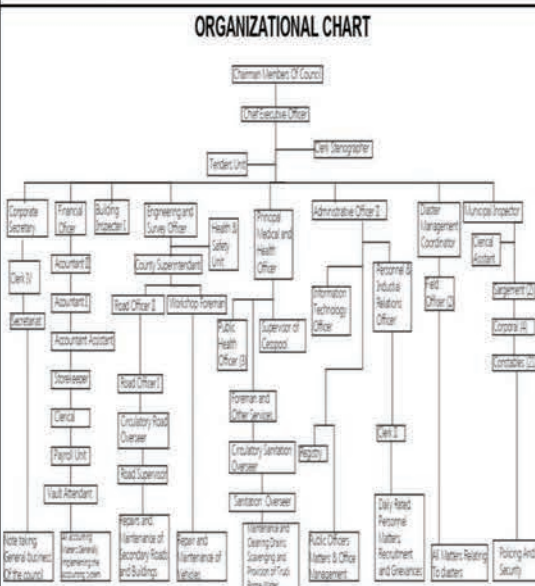
The structure of the Siparia Regional Corporation consists mainly of the Council of the Corporation and Administration of the Corporation:

1. The **Council** of the Corporation, which comprises of the elected Councillors that represent the various Electoral Districts of the region in accordance with the Representation of People's Act, Chapter 2:01, and the nominated Aldermen, in accordance with the Municipal Corporation's Act, Chapter 25:04.

The **Council** of the Corporation is comprised as follows:

- Nine (9) Councillors, for the Electoral Districts of:
 1. Avocat/San Francique North
 2. Mon Desir
 3. Siparia East/ San Francique South
 4. Cedros
 5. Siparia West/Fyzabad
 6. Palo Seco
 7. Otaheite/Rousillac
 8. Erin
 9. Brighton/Vessigny
- Four (4) Aldermen

2. The **Administration** of the Corporation. (see Organizational Structure below) consists of the below primary areas:
 - * Office of the Chief Executive Officer
 - * Human Resource Management and Registry
 - * Personnel and Industrial Relations Department
 - * Secretariat
 - * Procurement Department
 - * Public Health
 - * Disaster Management
 - * Municipal Police
 - * Accounting Department
 - * Information Technology (IT)
 - * Engineering and Workshop
 - * Building Inspectorate



- Meetings**
- The **Standing Committees** of the Council of the Siparia Regional Corporation are in accordance with the Municipal Corporations Act, Chapter 25:04 at Section 69 and are as follows:
 - Finance Planning and Allocation of Resources Committee
 - Personnel Committee
 - Public Health Committee
 - Physical Infrastructure Committee
 - The **Regional Coordinating Committee Meeting** is held monthly with Agencies having the responsibility for ensuring efficiency in the management of operations and co-ordinating the delivery of services in accordance with Section 253 Municipal Corporations Act.
 - The **Statutory Meeting** ratifies all decisions made at the Standing Committees as well as all the other Committee Meetings which are decided upon at the commencement of each new Term of Office.

Location(s)

LOCATIONS	OFFICES
High Street, Siparia	Head Office - Inclusive of the following Offices and Departments:- i) Office of the Chief Executive Officer ii) Human Resource Management and Registry iii) Secretariat iv) Accounting Department v) Information Technology vi) Engineering and Workshop vii) Procurement Department

LOCATIONS	OFFICES
#6 Grell Street, Siparia	Public Health Personnel and Industrial Relations Building Inspectorate Department
Siparia Market, High Street, Siparia	The Disaster Management Unit (DMU)
De Gannes Village, Siparia	Siparia Municipal Police
Bonasse Village, Cedros	Cedros Sub-Office
Lake Asphalt Road, Brighton	La Brea Sub-Office
S.S Erin Road, Palo Seco	Erin Sub- Office

- Functions**
- The Siparia Regional Corporation serves its electors by effectively and efficiently delivering infrastructural needs, social amenities and public health services. It aligns itself with its motto of **"Together, making the Siparia Region the Best Place to Live."** The remit of the Corporation is outlined In the Municipal Corporations Act, Chapter 25:04.
- The roles and responsibilities of the Siparia Regional Corporation are (but not limited to):
- Inspection of buildings under construction to ensure compliance with specifications approved by the Town and Country Planning Division (TCPD); and the issuance of completion certificates.
 - The provision, maintenance and control of public pastures and recreation grounds, subject to the provisions of the Recreation Grounds and Pastures Act, Chapter 41:01.
 - The disposal of garbage from both public and private property.

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PUBLIC STATEMENT OF THE SIPARIA REGIONAL CORPORATION (SRC) FOR THE YEAR 2023—CONTINUED

- Distribution of truck-borne water to areas that are not serviced by pipe-borne water through the Water and Sewerage Authority (WASA).
- Enforcement of the Litter Act, Chapter 30:52 (including the removal of derelict vehicles) Public health services are also regulated by the provisions of the Public Health Ordinance, Chapter 12 No. 4.
- The maintenance and control of burial grounds and crematoria, subject to the provisions of the Public Burial Grounds Act, Chapter 30:50 and the Cremation Act, Chapter 30:51.
- Development within the Municipality in accordance with plans approved by the Minister with responsibility for physical planning.
- The construction and maintenance of all drains, minor water courses, bridges, and minor roadways vested in the Corporation and not scheduled in the Highways Act, Chapter 48:01.
- Regional natural disaster mitigation planning and the provision of disaster relief coordination relief efforts (in collaboration with the national body for disaster management – The Office for Disaster Preparedness and Management (ODPM).
- The maintenance, control and enhancement of the physical environment including – monitoring water courses, beaches and water front areas, swamps, forests, savannahs, parks and other open spaces;
- The disposal of garbage from public and private property, the development and maintenance of sanitary landfills, chemical treatment for insect and vector control, abatement of public nuisances and dissemination of information for primary health care;
- The co-ordination of local and regional trade fairs, athletic events and cultural displays and entertainment;
- The maintenance and control of burial grounds and crematoria, subject to the provisions of the Public Burial Grounds Act and the Cremation Act;
- The provision, maintenance and control of public pastures and recreation grounds, subject to the provisions of the Recreation Grounds and Pastures Act;
- The provision, maintenance and control of all Corporation buildings;
- The provision, maintenance and control of such parks, recreation grounds and other public spaces as the President may from time to time by Order prescribe.

In accordance with Section 7 (1) (a) (ii) of the FOIA:

Categories of Documents Held by the Siparia Regional Corporation

- Legislation Administered by the Siparia Regional Corporation
- Financial and Accounting documents
- Strategic Review and Strategic Plans
- Documents from other public authorities lodged at the Corporation for public viewing and comments. e.g. Documents from the Environmental Management Authority (EMA), Development Plans etc
- Registers
- Contractual Documents
- Documents relating to Human Resources and Industrial Relations
- Reports- annual, statistical, consultants, technical, corporate etc.
- Maps
- General Administrative Documents
- Internal Policy Documents

In accordance with Section 7 (1) (a) (iii) of the FOIA:

Materials prepared for inspection by the public:

- Minutes and Agenda of Meetings of the Siparia regional Corporation and their reports.
- Approved statements for revenue and expenditure of Recurrent Services
- Approved estimates of Development Programme
- Annual Administrative Report.
- Collective Agreement between the Chief Personnel Officer (CPO) and the National Union of Government and Federated Workers Union (NUGFW)
- Signed permanent cadre of daily-rated employees at the Corporation.
- Contract documents
 - Agreement
 - Letter of Award
- Registers
 - Assets
 - Food badges
 - List of registered contractors
 - Approved Building and Layout Plans
 - Completion Certificates
 - Cemetery and Market allotments
 - Complaints
 - Contractors Tender Submission Register

The public may inspect and/ or obtain copies of the following material between the hours of 8:00AM to 4:00PM, from Monday to Friday (except on public holidays) at:

Siparia Regional Corporation
High Street
Siparia
Telephone: 1-868-649-2348
Email: src.registry@gmail.com

In accordance with Section 7 (1) (a) (iv) of the FOIA:

There is no available literature by way of subscription by the Siparia Regional Corporation and thus this section is not applicable.

In accordance with Section 7 (1) (a) (v) of the FOIA:

How to Request Information:

• **General Procedure**

Our policy is to answer all requests, both oral and written, for information, however, in order to have the rights given to an applicant under the Freedom of Information Act (for example, the right to challenge a decision if your request for information is refused) you must make your request in writing.

The applicant must therefore complete the appropriate form (Request for Access to Official Documents) available at our Head Office- Human Resource Management and Administration or from our Designated Officer, for information that is not readily available in the public domain. [See Section 7(1)(a)(vi)]

• **Addressing Requests**

To facilitate prompt handling of your request, please address it to the Designated Officer of the Corporation. [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 our Designated Officer.

• **Requests not handled under the FOIA**

A request under the FOIA will not be processed to the extent that it asks for information that is currently available in the public domain, either from the Corporation or from another public authority (e.g. material contained in Acts, Legal Notices and Gazettes) brochures and pamphlets etc.).

Responding to your Request:

• **Retrieving Documents**

The Corporation is required to furnish copies of documents only when they are in its possession and can be retrieved.

• **Furnishing Documents**

An applicant is entitled to copies of information that the Corporation has in its possession or custody of power, and is required to furnish only one copy of a document. If the Corporation cannot make a legal copy of a document to be released, it may not attempt to reconstruct it. Instead the Corporation will furnish the best copy possible and note its quality in the reply. Extra copies will be provided at the cost of reproduction.

Please note that the Corporation is not compelled to:

- i. Create new documents
- ii. Perform research on behalf of the applicant

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PUBLIC STATEMENT OF THE SIPARIA REGIONAL CORPORATION (SRC) FOR THE YEAR 2023—CONTINUED

<p>Time Limits:</p> <ul style="list-style-type: none"> General The Freedom of Information Act sets certain limits for the Corporation to decide whether to disclose the documents that have been requested. If the Corporation fails to meet with the deadlines, the FOIA gives the applicant the right to proceed as if the request has been denied. If it appears that processing a request may take longer than the statutory limit, the Corporation will acknowledge the request and advise of its status. Since there is a possibility that requests may be incorrectly addressed or misrouted, applicants may wish to call or write to confirm that we have received the request and to ascertain its status. Time Allowed The Corporation will determine whether to grant an applicant's request for access to information as soon as practicable but no later than 30 days, as is required by Section 15 of the FOIA. <p><i>In accordance with Section 7 (1) (a) (vi)</i></p> <p>Arrangements can be made to obtain copies of documents or to inspect documents by contacting the following officers at the Siparia Regional Corporation for:</p> <ol style="list-style-type: none"> The initial receipt of and action upon notices under Section 10 Requests for access to documents under Section 13, and Applications for correction of personal information under Section 36 of the FOIA. <p>Designated Officer Administrative Officer II Siparia Regional Corporation High Street Siparia Telephone: 1-868-649-2348 (Extension: 226)</p> <p>Alternate Officer Corporate Secretary Siparia Regional Corporation High Street Siparia Telephone: 1-868-649-2348 (Extension: 251)</p>	<p><i>In accordance with Section 7 (1)(a)(vii)</i></p> <p>Advisory Boards, Councils, Committees and Other Bodies (where meetings/ minutes are opened to the public)</p> <ul style="list-style-type: none"> Statutory Meeting - Typically held on the last Thursday of each month, at the Head Office of the Siparia Regional Corporation, located at High Street, Siparia. <p><i>In accordance with Section 7 (1) (a) (viii)</i></p> <p>Library/ Reading Room Facilities of the Corporation at the Siparia Regional Corporation</p> <ul style="list-style-type: none"> The Council Chambers - Available for use on non-meeting days at the Head Office of the Siparia Regional Corporation, located at High Street, Siparia. <p><i>In accordance with Section 8 (1) (a) (i)</i></p> <p>Documents containing interpretations of particulars of written laws OR schemes administered by the public authority, not being particulars contained in another written law.</p> <ul style="list-style-type: none"> The Constitution of the Republic of Trinidad and Tobago The Exchequer and Audit Act The Representation of the People Act The Land and Building Taxes Act Town and Country Planning Act The Highways Act The Civil Service Act The Burial Grounds Act The Public Health Ordinance The Recreation Grounds and Pastures Act The Litter Act The Cremation Act The Valuation of Land Act The Socially Displaced Persons Act The Mental Health Act The Dangerous Dogs Act The Advertisements Regulations Act The Dog Act The Country Markets Act 	<ul style="list-style-type: none"> The Public Procurement and Disposal <p>Copies of all these acts of legislation can be purchased at the Government Printery's Sales Department, which is located at 55-57 Eteck Park, Frederick Settlement, Caroni or unofficial versions can be found on the Ministry of the Attorney General and Legal Affairs' website at www.agla.gov.tt</p> <p><i>In accordance with Section 8 (1) (a) (ii)</i></p> <p>Manuals, Rules of Procedure, Statements of Policy, Records of Decisions, Letters etc.:</p> <ul style="list-style-type: none"> Minutes of the Meetings of the Siparia Regional Corporation <p><i>In accordance with Section 9 (1) (A - M)</i></p> <ul style="list-style-type: none"> Strategic Review of the Siparia Regional Corporation Strategic Plan of the Siparia Regional Corporation Approved Recommendations of Committee Meetings Reports from the Auditor General's Department Minutes of Committee Meetings of the Siparia Regional Corporation, and its attached reports. Estimates of Revenue Draft Estimates of Expenditure (Recurrent) Draft Estimates of Expenditure (Development Programme) Approved Estimates of Revenue Approved Estimate of Expenditure Recurrent Approved Estimate of Development Programme
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THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO
PUBLIC STATEMENT OF THE
NATIONAL CARNIVAL COMMISSION OF TRINIDAD AND TOBAGO, 2016-2020
IN COMPLIANCE WITH SECTIONS 7, 8, and 9 OF THE FREEDOM OF INFORMATION ACT, CHAP. 22:02

In accordance with Sections 7, 8, and 9 of the Freedom of Information Act, Chap. 22:02 ("FOIA"), the National Carnival Commission of Trinidad and Tobago ("NCC") is required by law to publish and annually update the statements which lists 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 NCC.
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

Section 7 (1) (a) (i)

Functions and organisation of the NCC

The NCC was established by the National Carnival Commission of Trinidad and Tobago Act, Chap. 42:01 ("NCC Act") which outlines inter alia, the objects of the NCC as well as its functions at Sections 4 and s.9, respectively. The NCC is a statutory body designed to, inter alia, manage Carnival on behalf of the Government of Trinidad and Tobago ("GoRTT") to redound to the benefit of the nation.

In 2016-2020, the responsibility for the NCC was assigned to the Ministry of Community Development, Culture and the Arts and re-assigned in September 2020 to the Ministry of Tourism, Culture and the Arts.

The objectives of the NCC are as follows:

- a) to make Carnival a viable national, cultural and commercial enterprise;
- b) to provide the necessary managerial and organisational infrastructure for the efficient and effective presentation and marketing of the cultural products of Carnival; and
- c) to establish arrangements for ongoing research, the preservation and permanent display of the annual accumulation of Carnival products created each year by the craftsmen, musicians, composers and designers of Carnival.

The role and functions of the NCC and its overarching responsibilities include:

- a) the regulation, co-ordination or conduct of all Carnival activities throughout the country held under the aegis of the GoRTT
- b) the development, maintenance and review of rules, regulations and procedures for the conduct of Carnival festivities throughout the country
- c) the identification, evaluation and promotion of all Carnival related industries with a view to the enhancing and marketing of their cultural products and services; and
- d) the development and implementation of a marketing strategy for Carnival with a view to optimising the revenue earning potential of the festival and its contribution to the national economy, considering—
 - i. the unexplored potential of Carnival;
 - ii. the possibility of marketing of carnival products and activities in domestic and export markets;
 - iii. the contribution by the private sector to the funding of specific aspects of Carnival.

Organisational Structure of the NCC

The NCC is led by a Board of Commissioners who has responsibility for the management of the entity. The Board is led by a Chairman.

The Board's composition over the period 2016 - 2020 is as follows:

2015 - 2017

Mr. Kenneth De Silva -Chairman
 Mr. Ainsworth Mohammed -Deputy Chairman

Mr. Arshaad Ali -Commissioner
 Ms. Jacqueline Springer-Dillon -Commissioner
 Mr. Darian Marcelle -Commissioner
 Mr. David Lopez -Commissioner
 Mr. Lutalo Masimba - Commissioner
 Mr. Keith Diaz - Commissioner
 Ms. Sharmaine Singh - Commissioner

2017 - 2019 (Nov 2017 - Nov 2019)

Mr. Colin Lucas - Executive Chairman (Dec 2017 - March 2018)
 Mr. Winston Peters - Chairman (April 2018 - Nov. 2019)
 Mr. Ainsworth Mohammed - Deputy Chairman Nov 2017 - Dec. 2017
 Mr. Davlin Thomas - Deputy Chairman July 2018 - Nov. 2019)
 Mr. Gervon Abraham - Commissioner
 Ms. Jacqueline Springer-Dillon - Commissioner
 Mr. Darian Marcelle - Commissioner
 Mr. David Lopez - Commissioner
 Mr. Lutalo Masimba - Commissioner
 Mr. Keith Diaz - Commissioner
 Ms. Suzanne Burke - Commissioner (Nov. 2018 - Sep. 2019)
 Ms. Rosalind Gabriel - Commissioner

2018 - 2019

Mr. Winston Peters - Chairman
 Mr. Davlin Thomas - Deputy Chairman
 Mr. Darian Marcelle - Commissioner
 Ms. Jacqueline Springer-Dillon - Commissioner
 Ms. Beverly Ramsey-Moore - Commissioner
 Ms. Suzanne Burke - Commissioner
 Mr. Lutalo Masimba - Commissioner
 Ms. Rosalind Gabriel - Commissioner
 Mr. Gervon Abraham - Commissioner

2019 - 2020

Mr. Winston Peters - Chairman
 Mr. Davlin Thomas - Deputy Chairman
 Mr. Darian Marcelle - Commissioner
 Ms. Jacqueline Springer-Dillon - Commissioner
 Ms. Beverly Ramsey-Moore - Commissioner
 Ms. Annalean Inniss - Commissioner
 Mr. Lutalo Masimba - Commissioner
 Ms. Rosalind Gabriel - Commissioner
 Mr. Samraj Jaimungal - Commissioner (Never Took up Position)

The NCC Act also provides for the Board's appointment of Committees to assist in the implementation of the NCC's mandate.

The Board Committees include:

Standing Committees

- Audit
- Finance
- Human Resource
- Marketing
- Tenders

Ad Hoc Committees

The Board also establishes temporary/ad hoc committees to support the implementation of Carnival each year.

Regional Committee

In keeping with the NCC Act, a Regional Carnival Committee is established which operates akin to a Department with an attendant permanent role and function.

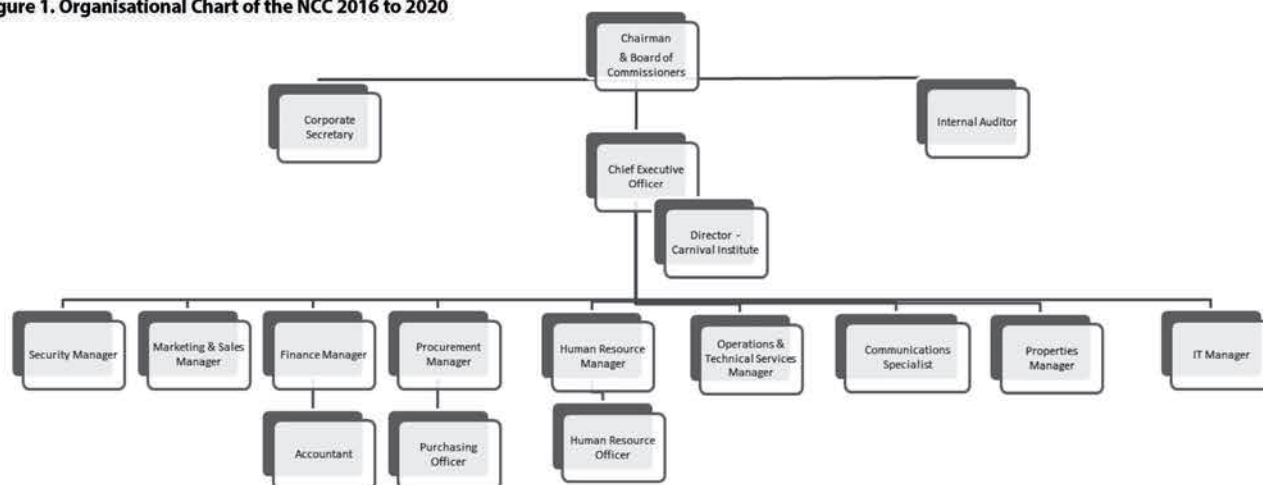
Staff

The staff comprises establishment (permanent) officers, contract officers and short-term officers and is headed by a Chief Executive Officer.

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PUBLIC STATEMENT OF THE NATIONAL CARNIVAL COMMISSION OF TRINIDAD AND TOBAGO, 2016–2020—CONTINUED

Figure 1. Organisational Chart of the NCC 2016 to 2020

**Strategic Direction**

Over the period the Strategic direction of the NCC was guided primarily by its Strategic Plan 2013-2017 which was designed with the key objective of institutional strengthening. A Vision and Mission were outlined together with key goals and objectives and attendant operational plans for each department.

Vision:

"To be the global leader of Carnival with consistent growth, satisfying all stakeholders with quality products and services that exceed all expectations."

Mission:

"To preserve the traditional heritage of Trinidad and Tobago Carnival whilst ensuring its sustainable development as a viable industry."

Core Values:

- Creativity
- Service excellence
- Value for money
- Transparency
- Professionalism
- Teamwork

Functions of the Departments of the NCC

The Communications Department is responsible for external and employee communications within the NCC. The Department's responsibilities include:

- Communications Strategy
- Media Relations
- Social Media Management
- Crisis Communications
- Internal (Employee) Communications
- Reputation Management
- Corporate Responsibility
- Brand Management

Some of the Department's other responsibilities include corporate image management and establishing and maintaining effective lines of communication amongst various NCC stakeholders. Additionally, as it assists in the promotion of the NCC's products and services, the Communications Department is also responsible for the design and dissemination of key internal and external communication pieces that support programmes aimed at building a positive image of the NCC and the Carnival industry as a whole.

Corporate

The Corporate Department provides corporate secretarial support to the Board as well as legal advice to the Board and Executive with regard to core Carnival products, through inter alia, contracts (preparation of contracts with suppliers/contractors and other products and services), legal opinions on comprehensive response/guidance on legal matters (including but not limited to legal correspondence and pre-action protocol letters).

Finance and Accounts

The Finance Department is responsible for a wide range of tasks and constitutes the Commission's arm in charge of ensuring effective financial management and financial control. The Department's key responsibilities include:

- Accounting and recording of all financial transactions
- Budgeting and forecasting
- Reporting and analysis – preparation of financial statements, management accounts, statutory reports, budget variance etc.

- Treasury and working capital management
- Capital expenditure budgeting
- Ensuring adherence to all established and applicable regulatory rules
- Implementing, maintaining, and monitoring financial controls

Human Resources

The Human Resource Department is responsible for the management of the Commission's most valuable asset, its employees. It is engaged in recruitment, training and development, compensation and general employee relations.

Internal Audit

The Internal Audit Department is responsible for providing independent, objective assurance and consulting services designed to add value and improve NCC's operations. The mission of Internal Audit is to enhance and protect organisational value by providing risk-based and objective assurance, advice, and insight. The Internal audit activity helps the NCC accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of governance, risk management, and control processes.

Marketing and Sales

The Marketing and Sales Department is responsible for the marketing of Trinidad and Tobago's Carnival to international and local markets while promoting NCC-led/facilitated Carnival and other products for local consumption. Other Carnival products and services include venue/ space and facility rental.

Operations and Technical Services

The Operations and Technical Services Department's is responsible for the operationalising of Carnival and Carnival-based events. The Department also oversees and co-ordinates the transportation and courier services of the Commission.

Information and Communications Technology (ICT)

The ICT Department is responsible for the Commission's ICT needs.

Procurement

The Procurement Department is responsible for ensuring cost effective purchasing of goods and services through strategic sourcing to realise transparency, accountability and value for money. Core to this function, the Department ensures that the Commission remains compliant to the Procurement Act while adhering to proper procedural practices and processes, and that emphasis is placed on quality, price, efficiency, due diligence, fairness, and transparency.

Properties and Infrastructure

The Properties Department is responsible for the management of the NCC's facilities ensuring that it is clean and aesthetically pleasing to the employees and customers.

Regional Carnival Committee

The Committee is responsible for coordination and support through partnerships with approximately fifty seven (50) Regional Carnival Committees and Community-based, Private Sector and Tourism Associations across Trinidad and Tobago. The NCC supports these organisations either through direct financial investment, the provision of physical infrastructure, and / or the provision of skills-based training and / or counsel.

Security

The Security Department is responsible for securing the NCC's assets including its Head Office (Gray Street, St. Clair), Queens Park Savannah, and Warehouse

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PUBLIC STATEMENT OF THE NATIONAL CARNIVAL COMMISSION OF TRINIDAD AND TOBAGO, 2016–2020—CONTINUED

(Aranguez) locations. This Department facilitates the provision of a safe and secure working environment for all NCC's employees and premium customer service to the Commission's customers who use the parking facilities at the Queen's Park Savannah on a daily basis.

Statutory Boards and Other Bodies:

The NCC is charged with administrative responsibility for the Carnival Institute of Trinidad and Tobago. The Carnival Institute of Trinidad and Tobago (CITT) was established by **Cabinet Minute 779 of April 02nd 1998**.

The roles and objectives of the CITT are:

Roles

1. Facilitating structured training courses in the Carnival arts in the areas of Mas making, calypso composition, lyrical construction, music literacy and musicology for persons with varying educational backgrounds.
2. Facilitating training courses in management of the arts and stage production.
3. Responsible for accrediting Carnival-related skills and activities.
4. Documentation of Carnival related information.
5. Research and development activities in Carnival and related areas.
6. Facilitating joint ventures in Carnival related industries between Trinidad and Tobago and other countries.
7. Contributing to the mature development of a Carnival industry as a year-round activity.
8. Facilitating the exchange of students between universities around the world and the University of the West Indies in Carnival related studies.

Objectives

1. To serve as a storehouse for historical documentation related to Carnival.
2. To provide information on the history and development of Carnival, in response to requests from groups, individuals and institutions.
3. To develop and coordinate training programs in specific Carnival related skills for persons in Trinidad and Tobago and abroad at various levels of learning.
4. To provide an avenue for the continual research of Carnival.
5. To act as a central agency for the dissemination of Carnival related information.
6. To seek to bring the Carnival arts into the education system for those who may use it as a tool for learning the approved subjects on the curriculum.
7. To provide a significant economic impetus towards the development and spread of cultural tourism in Trinidad and Tobago put the stop
8. To help develop Carnival as an industry and provide employment in Trinidad and Tobago and elsewhere for carnival related expertise.
9. To act as a facilitator for accreditation to artistes in carnival related skills
10. To make Carnival a viable national, cultural and commercial enterprise;
11. To provide the necessary managerial and organisational infrastructure for the efficient and effective presentation and marketing of the cultural products of Carnival; and
12. To establish arrangements for ongoing research, the preservation and permanent display of the annual accumulation of Carnival products created each year by the craftsmen, musicians, composers and designers of Carnival.

Section 7 (1) (a) (ii)**Categories of Documentation in the possession of the NCC:**

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

- Legislation and legal instruments;
- Files dealing with Accounting and Financial Management functions of the NCC;
- Financial Records (cheques, vouchers, vote books, pay records etc.);
- Files dealing with administrative support and general administrative documents for the operations of the NCC;
- Personnel files, which detail all Staff Appointment, Job Applications, Job Specifications, Promotions, Transfers, Resignations, Deaths, Retirements, Leave, Vacation etc.;
- Files dealing with matters related to the procurement of Supplies, Services and Equipment;
- Maps, charts, Photographs/Compact Discs/Diskettes/Tapes/ Catalogues/ Forms;
- News Releases and Speeches;
- Policy, plans, guidelines, position papers and procedure documents;
- Minutes of Meetings of NCC's Board of Commissioners and Committees;
- Registers of internal and external correspondence files;
- Reports – Statistical, Annual/Quarterly, Audit, Consultants'/Technical, Valuation, Books, booklets, leaflets, pamphlets, brochures, Newspaper Clippings and Posters, Periodicals and Publications;
- Files dealing with Circulars, Memoranda, Notices, Bulletins, etc.; and
- Inventories and Listings.

Section 7 (1) (a) (iii)**Material Prepared for Publication or Inspection**

The public may inspect and/or obtain copies of booklets, brochures, magazines, videotapes and presentations to public forums on Tuesdays and Thursdays between the hours of 9:00 a.m. to 3:00 p.m. respectively at the following office: National Carnival Commission of Trinidad and Tobago
11 St Clair Avenue
St Clair

Information on the NCC is also accessible on its Home Page is at the website

www.ncctt.org

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 NCC
How to Request Information****• General Procedure**

Our 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 NCC's Designated Officer or at the website 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 it to the NCC's Designated Officer. 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 NCC's Designated Officer.

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**

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

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 Chapter 69:01.

Furnishing Documents

An applicant is, subject to the FOIA, entitled to copies of official documents we have in our possession, custody or power. We are 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 programme 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 NCC 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 NCC 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 are 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) 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**

1125—Continued

PUBLIC STATEMENT OF THE NATIONAL CARNIVAL COMMISSION OF TRINIDAD AND TOBAGO, 2016–2020—CONTINUED

Officers in the NCC 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: Corporate Secretary
 Name: Ms Arsha Gosine
 Address: 11 St Clair Avenue, St Clair
 Telephone: (868) 622-1670 Ext 1350
 Fax Number: (868) 622-2038
 Email: a.gosine@ncctt.org

The Alternative Officer is:

Job Title: Communications Manager
 Name: Mr. Kevon Gervais (2016-2018)

Job Title: Communications Specialist
 Job Title: Mr. Kyle Pilgrim (2018-2020)
 Address: 11 St Clair Avenue, St Clair
 Telephone: (868) 622-1670 Ext 1410
 Fax: (868) 622-2038
 Email: k.pilgrim@ncctt.org

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

For the period 2016-2020, there are no bodies within the NCC 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 3:00p.m. and is located in the Reception of the Head Office, 11 St Clair Avenue, Port of Spain.

The Policy of NCC for the provision of copies of documents that are readily available to the public:

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

- Provision of documents may be subject to a charge to cover administration costs.
- No smoking, eating or drinking is allowed in the Library/Reading Room facility.

SECTION 8 STATEMENTS**Section 8 (1) (a) (i)****Documents containing interpretations or particulars of written laws or schemes administered by the NCC, not being particulars contained in another written law:**

- The National Carnival Commission of Trinidad and Tobago Act, Chap 42:01
- Cabinet Minute
- National Carnival Bands Association (Incorporation) Act [Act No. 27 of 2007]
- Theatres and Dancehall Act, Chap 21:03
- Financial Regulations and Instructions
- Estimates of Expenditure, Recurrent and Development Programme
- Freedom of Information Act, Chap 22:02
- Public Service Commission Regulations
- Public Health Regulations (*wef 2020)
- Occupational Safety and Health Act, Chap 88:08
- Copyright Act, Chap 82:80

Section 8 (1) (a) (ii)**Manuals, rules of procedure, statements of policy, records of decisions, letters of advice to persons outside the NCC, or similar documents containing rules, policies, guidelines, practices or precedents.**

- Policies and procedures documents
- Handbooks, manuals
- Internal directives
- Strategic Plans

Section (8) (1) (b)**In enforcing written laws or schemes administered by the NCC 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.**

- NCC Rental of Facilities and Venues Policy/Agreement.

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 NCC.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (b)**A report or a statement containing the advice or recommendations, (1) of a body or entity established outside the NCC 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 NCC or to the responsible Minister of the NCC.**

For the period 2016-2020, there are no statements to be published under this subsection.

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 NCC.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (d)**A report or a statement containing the advice or recommendations of a committee established within the NCC to submit a report, provide advice or make recommendations to the responsible Minister or to another officer of the NCC who is not a member of the committee.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (e)**A report (including a report concerning the results of studies, surveys or tests) prepared for the NCC by a scientific or technical expert, whether employed within the NCC or not, including a report expressing the opinion of such an expert on scientific or technical matters.**

- NCC Visitor Exit Survey (2019)

Section 9 (1) (f)**A report prepared for the NCC by a paid consultant.**

- NCC's Strategic Plan 2013-2017
- NCC Stakeholders Consultation Reports (East) (North) and (South)
- The Design of Carnival Policy and the Causal Challenges of Analysis (2014)
- Port of Spain Carnival Band Route Traffic Management Improvements Congestion of Carnival (2014)

Section 9(1) (g)**A report prepared within the NCC 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.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (h)**A report on the performance or efficiency of the NCC, or of an office, division or branch of the NCC, whether the report is of a general nature or concerns a particular policy, programme or project administered by the NCC.**

The National Carnival Commission of Trinidad and Tobago Annual Administrative Reports for fiscal 2020.

Section 9 (1) (i)**A report containing (a) fiscal plans or proposals for the re-organization of the functions of the NCC (b) the establishment of a new policy, programme or project to be administered by the NCC, or (c) the alteration of an existing policy programme or project administered by the NCC, whether or not the plans or proposals are subject to approval by an officer of the NCC, another public authority, the responsible Minister of the NCC or Cabinet.**

- NCC's Human Resource Manual
- Performance Management System

Section 9 (1) (j)**A statement prepared within the NCC and containing policy directions for the drafting of legislation.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (k)**A report of a test carried out within the NCC on a product for the purpose of purchasing equipment.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (l)**An environmental impact statement prepared within the NCC.**

For the period 2016-2020, there are no statements to be published under this subsection.

Section 9 (1) (m)**A valuation report prepared for the NCC by a valuator, whether or not the valuator is an officer of the NCC.**

For the period 2016-2020, there are no statements to be published under this subsection.

1126

NOTIFICATION OF THE APPROVAL OF A BONDED AREA
(Customs Act, Chap. 78:01)

IN EXERCISE of the powers conferred upon the Comptroller of Customs and Excise under the Provisions of the Customs Act, Chapter 78:01, I, Rowena Maitland-Jack, Acting Comptroller of Customs and Excise, acting under the provisions of Regulation 193 of the said Act, do hereby approve the place specified in the Schedule hereto be a Bonded Area, for the storage, pending entry for home consumption or export, of machinery, equipment, raw materials and packaging materials imported by Messrs. A.S.A. Enterprises Limited for the manufacture of granola bars, nut bars, trail mix bars, protein bars and a variety of nuts and snacks.

SCHEDULE

A concrete structure of cement blocks and steel located on the south-eastern corner enclosed within the factory measuring 30.78m in length by 9.08m in width with walls made of concrete blocks and steel and a roof made of galvanized sheeting and steel; of A.S.A. Enterprises Ltd. located at 14, Ramkissoon Trace, Mc Bean, Couva. The said concrete structure having a compound shape measuring 12.19m in length, 3.56m in width, 4.88m in length and 2.13m in width and 2.13m in height with a sliding door measuring 1.59m in width and 2.13m in length for entry/exit and a floor space comprising of 53.79 square metres. The top of the said enclosed structure made of steel and concrete forms part of the floor of the upper mezzanine area.

The area is bounded on the east by the eastern wall of the factory, on the west by the production area within the factory, on the north by and office wall and on the south by the southern wall of the factory and a staircase leading to the upper floor.

6th June, 2023.

R. MAITLAND-JACK
Acting Comptroller of Customs and Excise

1127

LICENSING SESSION

REGION OF SAN JUAN/LAVENTILLE

RETURN OF Applications for Licensing Committee's Certificates for New Licences in the Region of San Juan/Laventille Area, under the provisions of the Liquor Licences Act, Chap. 84:10, to be considered at the Licensing Session to be held virtually at the Port-of-Spain Magistrates' District Court on MONDAY THE 26TH DAY OF JUNE, 2023 at 9.30 in the forenoon.

Name of Applicant	Abode of Applicant	Premises where Situate	Term of Licence
Spirit Grocer's			
Alisha Aleem and Nift Energy Limited	No. 305 Arena Road, Freeport	NP Service Station (Quick Shoppe) No. 116–118 Eastern Main Road Barataria	From 1st July, 2023 to 31st March, 2024
Farook Nabbie and Xtra Foods Supermarket	No. 29 Mandavilla Avenue Penco Lands, Longdenville	Corner Garden Road and Aranguez Extension Road, Aranguez	do.
Webster Griffith No. 10 Trou Macaque Road Laventille	Lot No. 26, Booth No. 12, Eastern Main Road, San Juan	do.

Dated this 15th day of June, 2023 at the Port-of-Spain District Magistrates' Court.

M. ALI
Deputy Chairperson, Licensing Committee
Region of San Juan/Laventille

1128

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

CITY OF PORT-OF-SPAIN

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 City of Port-of-Spain, by Lennard Patrick and Cornell Brown, of Harpe Place, Building 3, Apartment 2–4, East Dry River, Port-of-Spain, that it is their intention to apply to the Licensing Committee at the Port-of-Spain Magistrate's Four A Court on WEDNESDAY THE 28TH DAY OF JUNE, 2023 at 1.00 o' clock in the afternoon at a virtual session for a transfer to them of the Licence to carry on the trade of a Spirit Retailer now held by Lennard Patrick of Harpe Place, Building 3, Apartment 2–4, East Dry River, Port-of-Spain, in respect of premises situate at No. 138 Charlotte Street, Port-of-Spain.

Dated this 14th day of June, 2023 at the Port-of-Spain Magistrates' Court.

T. ROACH
Secretary, Licensing Committee
City of Port-of-Spain

1129

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 Samantha Ali of No. 14 Caroni Savannah Road, Chaguanas, that it is her intention to apply to the Licensing Committee, Trinidad North District Court, Chaguanas on MONDAY THE 3RD DAY OF JULY, 2023 at 8.00 o' clock in the forenoon for a transfer to her of a Spirit Grocer's Licence now held by Christine Baksh in respect of premises situate at No. 14 Caroni Savannah Road, Chaguanas in the said district.

Dated this 6th day of June, 2023.

S. NANAN
Secretary, Licensing Committee
Borough of Chaguanas