



TRINIDAD AND TOBAGO GAZETTE

(EXTRAORDINARY)

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1120

APPOINTMENT AS A MEMBER OF THE PROCUREMENT BOARD

IT IS HEREBY NOTIFIED for general information that Her Excellency the President, after consultation with the Prime Minister and the Leader of the Opposition, in exercise of the power vested in her by section 10(1) and (2) of the Public Procurement and Disposal of Public Property Act No. 1 of 2015, as amended by Act No. 5 of 2016, Act No. 3 of 2017 and Act No. 27 of 2020 has appointed Mr. JASON EDWARDS, as a member of the Procurement Board, for a period of three (3) years, with effect from 22nd August, 2024.

C. MAHADEO
*for Secretary to Her Excellency
the President*

22nd August, 2024.

1121

REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE OF TRINIDAD AND TOBAGO

NOTICE TO JURORS

PUBLIC NOTICE is hereby given that one of the Judges of the High Court of Justice will sit in Chambers at the Supreme Court at Port-of-Spain on MONDAY 23RD SEPTEMBER, 2024 at 8.00 o'clock in the forenoon for the purpose of hearing applications by persons for exemption from serving as Jurors at the Session to be held at the Hall of Justice, Port-of-Spain Convocation Hall on Tuesday 1st October, 2024 at 8.00 o'clock in the forenoon.

All such applications should be made in writing and submitted by emailing it to JuryHOJ@ttlawcourts.org or by delivering it to the Criminal Registry, Hall of Justice, Port-of-Spain.

Applications made after that date may not be entertained.

Dated this 15th day of August, 2024.

C. GERALD
*Assistant Registrar, Hall of Justice
Port-of-Spain*

1122

PUBLIC NOTICE is hereby given that one of the Judges of the High Court of Justice will sit in Chambers at the Court Office, No. 271 Naparima-Mayaro Road, Princes Town on MONDAY 23RD SEPTEMBER, 2024 at 9.00 o'clock in the forenoon for the purpose of hearing applications by persons for exemption from serving as Jurors at a Criminal Session of the San Fernando Assizes to be held on Tuesday 1st October, 2024.

All such applications should be made in writing by emailing it to JurySFO@ttlawcourts.org or by bringing same on the date of exemption at the Court Office, Princes Town.

Applications made after that date may not be entertained.

Dated this 22nd day of August, 2024.

W. LOCHAN
*Deputy Registrar, Supreme Court
San Fernando.*

1123

APPOINTMENT OF MEMBERS TO THE BOARD OF GOVERNORS OF THE CIPRIANI COLLEGE
OF LABOUR AND CO-OPERATIVE STUDIES

IN ACCORDANCE with the Cipriani College of Labour and Co-Operative Studies Act, Chap. 39:51, section 4(6), the public is notified for general information that MR. IDI STUART, President, Trinidad and Tobago National Nursing Association, was appointed as a member of the Board of Governors of the Cipriani College of Labour and Co-operative Studies, with effect from 26th June, 2024 to 9th July, 2026. MR. STUART replaces Mr. Jason Brown, former Deputy President, Banking Insurance and General Workers' Union, who is no longer able to serve.

<i>Designation</i>	<i>Name of Member</i>	<i>Date of Appointment</i>	<i>Date of Termination</i>	<i>Term of Appointment</i>
<i>Chairman</i>	PROFESSOR BRIAN COPELAND	10th July, 2023	9th July, 2026	3 years
<i>Member</i>	MR. LEROY BAPTISTE	do.	do.	do.
<i>Deputy Chairman</i>	MR. LEROY BAPTISTE	28th August, 2023	27th August, 2026	do.
<i>Member</i>	MR. MICHAEL ANNISSETTE	10th July, 2023	9th July, 2026	do.
<i>Member</i>	MRS. ERMINE DE BIQUE-MEADE	do.	do.	do.
<i>Member</i>	MR. JASON BROWN (replaced by Mr. Idi Stuart)	10th July, 2023	22nd April, 2024	do.
<i>Member</i>	MR. IDI STUART	26th June, 2024	9th July, 2026	Co-terminus with that of the other members
<i>Member</i>	MS. KEVAR WILLIAMS (replaced by Ms. Lorris Alfred)	10th July, 2023	11th December, 2023	3 years
<i>Member</i>	MS. LORRIS ALFRED	12th April, 2024	9th July, 2026	Co-terminus with that of the other members
<i>Member</i>	MS. CHARLAYNE KNIGHT-CASIMIRE	10th July, 2023	do.	do.
<i>Member</i>	MR. JEROME CHAMBERS	do.	do.	do.
<i>Member</i>	MS. JOANNE SALAZAR	do.	do.	do.

N. WILLIS
Permanent Secretary
Ministry of Labour

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APPOINTMENT OF MEMBERS TO THE INDUSTRIAL RELATIONS ADVISORY COMMITTEE

IN ACCORDANCE with section 80(3) of the Industrial Relations Act, Chap. 88:01, the public is notified for general information that the appointment of the following persons as members of the Industrial Relations Advisory Committee, with effect from 17th May, 2024 to 23rd October, 2025:

<i>Designation</i>	<i>Name of Member</i>	<i>Date of Appointment</i>	<i>Date of Termination</i>	<i>Term of Appointment</i>
<i>Chairman</i>	DR. HYACINTH GUY	24th October, 2023	23rd October, 2025	2 years
<i>Member</i>	MR. CLIFTON SIMPSON	do.	do.	do.
<i>Member</i>	MR. DAVID FORBES	17th May, 2024	for a period, co-terminus with that of the other members of the Committee	do.
<i>Member</i>	MR. CLYDE ELDER	24th October, 2023	23rd October, 2025	do.
<i>Member</i>	MR. KESTON NANCOO	do.	do.	do.
<i>Member</i>	MS. LYNETH BHAIROSINGH	do.	do.	do.
<i>Member</i>	MS. DIANNE JOSEPH	do.	do.	do.
<i>Member</i>	MS. SABINA GOMEZ	do.	do.	do.
<i>Member</i>	MS. SANIKA TYSON	do.	do.	do.
<i>Member</i>	MR. ELON MAYO	do.	do.	do.
<i>Member</i>	DR. PAUL BALWANT	do.	do.	do.
<i>Member</i>	MRS. COREEN COPLAND-CAMPBELL	do.	do.	do.
<i>Member</i>	MR. EMERSON MARTIN	do.	do.	do.
<i>Member</i>	MS. CAROL DAVID KENDELL	do.	do.	do.
<i>Member</i>	MR. IAN ASHMAN	17th May, 2024	for a period, co-terminus with that of the other members of the Committee	do.

N. WILLIS
Permanent Secretary
Ministry of Labour

Ministry of Social Development and Family Services**Central Public Assistance Board Meeting****Dated this 22nd day of August, 2024**

Resolution: The Local Public Assistance District of St. George East to be divided in order to establish the Local Public Assistance Board of Arima

Recognising that the Social Welfare Division was established to assist in empowering the vulnerable in Trinidad and Tobago to enjoy a better quality of life by providing financial and social assistance in accordance with existing pieces of legislation and policies;

Recognising that the Public Assistance Act, Chapter 32:03 is the parent legislation that governs the operations of the Social Welfare Division;

Recognising that Section 7 of the Public Assistance Act allows for the subdivision of Trinidad and Tobago into Local Public Assistance Districts;

Recognising that the Public Assistance Act makes provision for the establishment of the Central Public Assistance Board [Section 4(1)] and Local Public Assistance Boards [Section 8(1)], the said Boards are charged with the responsibility to administer the delivery of social assistance in accordance with the Act and approved policy instruments;

Recognising that Local Public Assistance Districts shall be such areas as may from time to time be fixed and defined by the Central Public Assistance Board by resolution to be approved by the Minister and published in the Gazette [Section 7(2)];

Acknowledging that in accordance with Section 7 of the Public Assistance Act, the following areas have by Resolution (194/1952) of the Board been fixed and defined as Local Public Assistance Districts:

1. the Local Public Assistance District of St. George West;
2. the Local Public Assistance District of St. George East;
3. the Local Public Assistance District of Caroni;
4. the Local Public Assistance District of Sangre Grande;
5. the Local Public Assistance District of Nariva/Mayaro;
6. the Local Public Assistance District of Siparia;
7. the Local Public Assistance District of La Brea and Cedros;
8. the Local Public Assistance District of San Fernando;
9. the Local Public Assistance District of Princes Town; and
10. the Local Public Assistance District of Tobago;

Recognising that the Central Public Assistance Board took the position to sub-divide Local Public Assistance Districts where the regions were densely populated and the caseload was significantly higher than other Local Public Assistance Districts;

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Expressing concern that currently, the Local Public Assistance District of St. George East, which includes areas such as Arouca, Bamboo, Bon Air, Brazil, Carapo, Caroni, Caura, Carouca, Cumuto, Heights of Aripo Guanapo, La Horquetta, Las Lomas, Lopinot, Macoya, Monte Grande, Malabar, Maloney, Manuel Congo, Mausica, Mt. Pleasant, Mundo Nuevo, Pasea, San Raphael, St. Augustine, St. Helena, St. Joseph, Tacarigua, Talparo, Trincity, Tunapuna, Wallerfield, and Valsayn, reviews over 2000 cases per month. This Local Public Assistance District has the highest number of active cases (over 26,000) per Local Public Assistance District in Trinidad and Tobago;

Recognising that due to its population size, the average caseload per Social Welfare Officer in the Local Public Assistance District of St. George East exceeds over 200 to 400 cases per month. These significantly high caseloads surpass the acceptable workload of a Social Welfare Officer;

Acknowledging that Cabinet by Minute No. 2392 of 2007, approved the establishment of the Arima Local Public Assistance Board in the Borough of Arima;

Bearing in mind, all of the above mentioned factors, dividing the Local Public Assistance District of St. George East is imperative and practical in order to establish the Local Public Assistance District of Arima, which comprises all communities within the boundaries of the Arima Borough Corporation, plus some communities within the boundaries of the Tunapuna/Piarco Regional Corporation, and the Couva/Tabaquite/Talparo Regional Corporation (see Appendix I). This will ensure that poor and vulnerable clients in the Local Districts be more effectively serviced and there will be a more equitable distribution of the workload for the Social Welfare Officers;

Reaffirming the need for an effective and efficient social protection system and the need for value for money, it has become necessary to divide the Local Public Assistance District of St. George East in order to establish the Local Public Assistance District of Arima and to rename the Local Public Assistance District of St. George East to the Local Public Assistance District of Tunapuna;

Be it Resolved that:

The Local Public Assistance District of St. George East be divided in order to establish the Local Public Assistance District of Arima and to rename the Local Public Assistance District of St. George East to the Local Public Assistance District of Tunapuna, with each having their own administrative arrangements, including their respective Boards.

**Central Public Assistance Board
Special Meeting
Resolution of the Board**

Section 4(1) of the Public Assistance Act, Chapter 32:03 makes provision as follows:

- For the purposes of this Act there shall be established a Board to be called "The Central Public Assistance Board".

Further Section (2) of the said Act provides for the following:

- The Board shall consist of the Director (Social Welfare) who shall be Chairman, and not more than eight other members to be nominated by a Minister, who shall hold office during his pleasure and for a period of not more than three years.

Further Section 7(1) and (2) of the said Act provides for the following:

- For the purposes of this Act, Trinidad and Tobago shall be divided into Local Public Assistance Districts.
- Local Public Assistance Districts shall be such areas as may from time to time be fixed and defined by the Board by resolution to be approved by the Minister and published in the *Gazette*.

At a Special Meeting of the Central Public Assistance Board held on August 22, 2024, in keeping with Section 7(2) of the Public Assistance Act, Chapter 32:03, it was unanimously resolved that:

The Local Public Assistance District of St. George East be divided in order to establish the Local Public Assistance District of Arima and to rename the Local Public Assistance District of St. George East to the Local Public Assistance District of Tunapuna, with each having their own administrative arrangements, including their respective Boards.

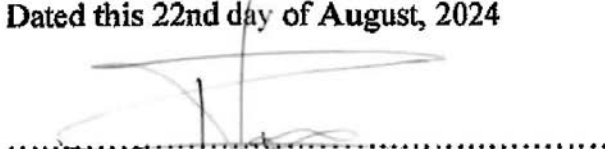
At the Meeting the following Board Members were present:

NAME	POSITION	SIGNATURE	DATE
ELIZABETH VILLARUEL	CHAIRMAN	<i>Eliz Villaruel</i>	22.08.2024
ARCHDEACON KENLY BALDEO	MEMBER	<i>Kenly Baldeo</i>	22.08.2024
DEBBIE CALLISTE	MEMBER	<i>Debbie Calliste</i>	22.08.2024
ALICIA HOSPEDALES	MEMBER	<i>Alicia Hospedales</i>	22-08-2024
MARLON NOEL	MEMBER	<i>Marlon Noel</i>	22/08/2024
GEORGE JOHNSON	MEMBER	<i>George Johnson</i>	22/8/2024
RICHARD WILLIAMS	MEMBER	<i>Richard Williams</i>	22/08/24
DENISE MERKITCH	MEMBER	<i>Denise Merkitch</i>	22/08/2024
CYNTHIA JOSEPH	MEMBER	<i>Cynthia Joseph</i>	22-08-2024

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Pursuant to section 7(2) of the Public Assistance Act, Chap. 32:03, I hereby approve the Resolution of the Central Public Assistance Board for the Local Public Assistance District of St. George East to be divided in order to establish the Local Public Assistance Board of Arima and the Local Public Assistance District of St. George East to be renamed the Local Public Assistance District of Tunapuna.

Dated this 22nd day of August, 2024



 Senator the Honourable Donna Cox
 Minister of Social Development and Family Services

APPENDIX 1

List of Communities under the Local Public Assistance Board of Arima

Arima Borough	Tunapuna/Piarco Regional Corporation	Couva/Tabaquite/Talparo
All the communities within the boundaries of the Arima Borough	Blanchisseuse	St. Helena Village
	Brasso Seco Village	San Raphael/Brazil
	La Laja	Talparo
	Heights of Guanapo	Todd's Station
	Kelly Village	Las Lomas #3
	Arima Heights/Temple Hill	
	Maturita	
	La Resource	
	Sherwood Park	
	Cleaver Road	
	La Flourissante	
	D'Abadie	
	Red Hill	
	Mausica	
	Maloney Gardens	
	Olton Road	
	Samaroo Village	
	St Helena	
	Pinto Road	
	Santa Rosa Heights	
	Peytonville	
	Carapo	
La Horquetta		
Tumpuna Road (South)		
Wallerfield		



THE JUDICIARY OF TRINIDAD AND TOBAGO PUBLIC NOTICE

PURSUANT TO SECTION 6(5) OF THE BAILIFF ACT CHAPTER 4:61

The following list of persons are holders of a valid Private Bailiff License as of the 22nd day of August, 2024.

No.	Category	Last Name	First Name	ID Number	Date Issued	Valid To
1	Private Bailiff	Ajodha	Amrit	AJOAM336	6-Jan-2023	5-Jan-2025
2	Private Bailiff	Andrews	Lennard Kelly	ANDLE093	15-Mar-2023	14-Mar-2025
3	Private Bailiff	Baksh	Azaad	BAKAZ283	24-Aug-2022	23-Aug-2024
4	Private Bailiff	Balbirsingh	Stephen	BALST451	7-May-2024	6-May-2026
5	Private Bailiff	Beekha	Horace	BEEHO463	22-Apr-2024	21-Apr-2026
6	Private Bailiff	Beepath	Pulwaty	BEEPU138	6-Dec-2022	5-Dec-2024
7	Private Bailiff	Bisnath	Tyrel	BISTY086	19-Dec-2023	18-Dec-2025
8	Private Bailiff	Blackman	Anthony	BLAAN 512	6-Feb-2024	5-Feb-2026
9	Private Bailiff	Brown	Natalie	BRONA281	30-Apr-2024	29-Apr-2026
10	Private Bailiff	Brown	Ronald	BRORO175	3-May-2023	2-May-2025
11	Private Bailiff	Brown	Rondon	BRORO433	12-Dec-2023	11-Dec-2025
12	Private Bailiff	Changoor	Robin	CHARO457	13-Oct-2023	12-Oct-2025
13	Private Bailiff	Charles	Cleve	CHACL 218	6-Aug-2024	5-Aug-2026
14	Private Bailiff	Dass	Anthony	DASAN453	12-Aug-2024	11-Aug-2026
15	Private Bailiff	Dayaram	Preiman	DAYPR431	9-Jun-2023	8-Jun-2025
16	Private Bailiff	Durity	Denis	DURDE070	29-Aug-2023	28-Aug-2025
17	Private Bailiff	Francois	Alcian	FRAAL145	9-Jul-2024	8-Jul-2026
18	Private Bailiff	Francois	Dave	FRADA474	20-Oct-2022	19-Oct-2024
19	Private Bailiff	Ghurpersad	Dexter D.	GHUDE295	16-Mar-2023	15-Mar-2025
20	Private Bailiff	Griffith	Marvin B.	GRIMA496	25-Jan-2023	24-Jan-2025
21	Private Bailiff	Lakatoo	Warren	LAKWA423	20-Feb-2024	19-Feb-2026
22	Private Bailiff	Lallion	Alpha	LALAL487	29-May-2023	28-May-2025
23	Private Bailiff	Lancaster	Dean	LANDE078	16-Feb-2023	15-Feb-2025
24	Private Bailiff	Lopez	Clem	LOPCL264	9-Jul-2024	8-Jul-2026
25	Private Bailiff	Marshall	Dave	MARDA555	11-Sep-2023	10-Sep-2025

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26	Private Bailiff	Mc Kain	Miguel	MCKMI490	5-Mar-2024	4-Mar-2026
27	Private Bailiff	Moe	Darryl	MOEDA426	30-Apr-2024	29-Apr-2026
28	Private Bailiff	Mohammed	Azid	MOHAZ107	26-Feb-2024	25-Feb-2026
29	Private Bailiff	Mohammed-Baksh	Nazra	MOHNA293	24-Aug-2022	23-Aug-2024
30	Private Bailiff	Moore	Carl	MOOCA171	18-Jun-2024	17-Jun-2026
31	Private Bailiff	Nicholls-Acosta	Michelle	NICMI290	24-Jun-2024	23-Jun-2026
32	Private Bailiff	Pedro	Marlon Raymond	PEDMA100	7-Dec-2022	6-Dec-2024
33	Private Bailiff	Pedro	Randy	PEDRA471	24-Jun-2024	23-Jun-2026
34	Private Bailiff	Persad	Kerry	PERKE104	7-Dec-2022	6-Dec-2024
35	Private Bailiff	Peters	Sheldon	PETSH481	22-Jan-2024	21-Jan-2026
36	Private Bailiff	Phillip	Caleb	PHICA326	20-Aug-2024	19-Aug-2026
37	Private Bailiff	Rahaman	Imran	RAHIM422	25-Aug-2022	24-Aug-2024
38	Private Bailiff	Ramdeen	Ronald	RAMRO485	23-Jul-2024	22-Jul-2026
39	Private Bailiff	Ramdhan	Billy	RAMBI456	25-Aug-2022	24-Aug-2024
40	Private Bailiff	Ramdial	Suresh	RAMSU097	25-Jan-2023	24-Jan-2025
41	Private Bailiff	Ramparas	Ramkarran	RAMRA098	25-Jan-2023	24-Jan-2025
42	Private Bailiff	Ramparas	Vidal	RAMVI489	28-May-2024	27-May-2026
43	Private Bailiff	Reid	Akil	REIAK428	13-May-2024	12-May-2026
44	Private Bailiff	Sankar	Helen	RAMHE288	22-Apr-2024	21-Apr-2026
45	Private Bailiff	Seegobin	Puran	SEEPUI112	4-Jan-2023	3-Jan-2025
46	Private Bailiff	Sinkia	Mark	SINMA436	1-Sep-2022	30-Aug-2024
47	Private Bailiff	Soon	William	SOOWI 214	15-Mar-2023	14-Mar-2025
48	Private Bailiff	Spencer	Fitzy	SPEFI 227	29-May-2023	28-May-2025
49	Private Bailiff	Weekes	Samuel	WEESA448	18-Jun-2024	17-Jun-2026
50	Private Bailiff	Weekes	Elroy	WEEEL556	12-Oct-2022	11-Oct-2024
51	Private Bailiff	Wickham	Junior	WICJU305	13-Dec-2023	12-Dec-2025
52	Private Bailiff	Williams	Anthony	WILAN468	6-Apr-2023	5-Apr-2025
53	Private Bailiff	Williams	Marlon	WILMA334	23-Jul-2024	22-Jul-2026
54	Private Bailiff	Yatali	Hassanali	YATHA116	4-Jan-2023	3-Jan-2025

Raymond Roberts
Registrar and Marshal (Ag.)
Supreme Court of Judicature

Persons who are holders of a valid Private Bailiff License and whose name does not appear on the list above are kindly asked to email the Office of the Registrar of the Supreme Court of Judicature at RegistrarOffice@ttlawcourts.org.

Government of the Republic of Trinidad and Tobago
Updated Public Statement 2024 of the
Environmental Management Authority,
Ministry of Planning and Development in
Compliance with sections 7, 8 and 9 of
The Freedom of Information Act, (the FOIA) Chap. 22:02

In accordance with Sections 7, 8 and 9 of the Freedom of Information Act, (the FOIA) Chap. 22:02 a Public Authority is required by law to publish the following statements which list the documents and information generally available to the public.

The FOIA gives members of the public:

1. A legal right for each person to access information held by the Environmental Management Authority;
2. A legal right for each person to have official information relating to him/herself amended where it is incomplete, incorrect or misleading;
3. A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA;
4. A legal right to complain to the Ombudsman and to apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

Section 7 Statements

Section 7 (1) (a) (i)

Function and Structure of the Environmental Management Authority

Mission Statement:

The Environmental Management Authority (EMA) is committed to sustainably manage the natural resources and environment by providing a transparent framework to facilitate policy and decision making in development. This will be undertaken within an approved regulatory system, utilising intensive public education and a collaborative cross-sectoral approach.

The EMA is a body corporate established on June 5th 1995 by the Environmental Management Act No. 3 of 1995. The Act was later repealed and re-enacted by the Environmental Management Act No. 3 of 2000 ("the EM Act") (now designated as Chapter 35:05).

The EMA is governed by a Board consisting of a Chairman and nine (9) Directors, all appointed by the President of the Republic of Trinidad and Tobago. The Managing Director (MD) is appointed by the Board of Directors and is also an *ex-officio* Board member. The Chairman of the Board reports to the Minister with responsibility for the Environment.

UPDATED PUBLIC STATEMENT 2024 OF THE
ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

The EMA comprises of a staff of one hundred and forty-three (143) persons and thirteen (13) Environmental Police Officers headed by the MD. The Environmental Management Authority is divided into the following operational departments:

Managing Director's Office,
Corporate Secretariat,
Corporate Communications Unit,
Environmental Analysis and Co-ordination,
Environmental Monitoring and Compliance,
Finance, Facilities and Accounting,
Legal Services,
Permitting,
Projects.

MANAGING DIRECTOR'S (MD's) OFFICE

The MD's Office comprises the following units:

- Corporate Secretariat,
- Internal Audit,
- Corporate Communications Unit, and
- Projects.

The core functions of this office are as follows:

- To oversee the implementation of the policies and priorities of the Board of Directors and work programmes of the Authority;
- To report to the Board of Directors and Trustees of the Environmental Trust Fund;
- To manage and guide the work of the EMA;
- To co-ordinate mechanisms for environmental management in Trinidad and Tobago;
- To co-ordinate with other governmental entities and regional and international organizations;
- To ensure the preparation and completion of the Annual Report;
- To ensure compliance with the Environmental Management Act, Chap 35:05 and its Subsidiary Legislation;
- To restore and remediate environmentally degraded sites;
- To implement a non-point source pollution program;
- To perform independent audits on all operational functions to ensure compliance with approved and published policies and procedures;
- To perform risk-based audits to deliver quality advice on balancing risk and control and cost and to identify business improvements that are better, simpler and more cost effective without compromising the desired balance between risk and control;
- To enhance the image of the EMA;
- To produce ongoing media programmes and special media campaigns;
- To host special events including annual awards and other ceremonies;
- To manage all projects.

PERMITTING:

The Permitting Department administers and oversees the work of multiple environmental units which will implement current and future environmental legislation, including but not limited to, the Air Pollution Rules, 2014, Certificate of Environmental Clearance Rules, 2001 (as

UPDATED PUBLIC STATEMENT 2024 OF THE
ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

amended), Noise Pollution Control Rules, 2001 (as amended), Waste Management Rules, 2021 and the Water Pollution Rules, 2019.

The Permitting Department comprises the following units:

- Certificate of Environmental Clearance,
- Air,
- Noise,
- Waste, and
- Water.

The core functions of this Department are as follows:

To implement the technical aspects of the Subsidiary Legislation of the Environmental Management Act Chapter 35:05:

- Certificate of Environmental Clearance Rules, 2001,
- Environmentally Sensitive Areas Rules, 2001,
- Environmentally Sensitive Species Rules, 2001,
- Noise Pollution Control Rules, 2001, (as amended),
- Air Pollution Rules, 2014,
- Water Pollution Rules, 2019
- Waste Management Rules, 2021.

Additionally:

- To manage the Ambient Air Quality Monitoring network,
- To execute duties as Competent Authority under the Basel Convention,
- To execute duties under Trinidad and Tobago's National Climate Mitigation Monitoring, Reporting and Verification (**MRV**) System,
- Responsibility for the management of the environmental regulatory and non-regulatory technical programmes of the EMA.

LEGAL SERVICES:

The Legal Services Unit is dedicated to the management and advancement of an effective environmental regulatory regime via the co-ordinated utilisation of its tripartite arms. Its core responsibility is to assure compliance with and enforcement of the relevant environmental laws, rules and regulations in order to safeguard the environment.

The core functions of the Legal Services Unit are as follows:

- Drafting, development and amendment of subsidiary legislation under the Environmental Management Act, Chapter 35:05;
- Enforcement of the provisions of the Environmental Management Act, Chapter 35:05 and its subsidiary legislation;
- Litigation / representation of the EMA at the Environmental Commission, High Court, the Court of Appeal, and other Courts in this jurisdiction;
- Provision of timely and sound legal advice and opinion on the applicability of environmental law to issues affecting the EMA, other governmental entities and the general public;
- Review of internal policies to ensure that the EMA's activities and operations are consistent with its legislative mandate, the national environmental policy, other national policies and programmes and international environmental law and best practices;
- Resolution of matters using non-litigious methods, e.g. Alternative Dispute Resolution

UPDATED PUBLIC STATEMENT 2024 OF THE
ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

Methods/ Mediation;

- Drafting, reviewing, negotiating and providing advice on the implementation of all legal documents, agreements, contracts, memoranda of understanding and other formal arrangement for operational activities of the EMA with other governmental and non-governmental entities;
- Working in conjunction with the Permitting Department of the EMA for the granting of CECs, Noise Variations, and other permits, as required by the Environmental Management Act Chapter 35:05 and its subsidiary legislation.
- Reviewing and Processing Freedom of Information requests and Claims for Confidentiality.

ENVIRONMENTAL MONITORING AND COMPLIANCE:

The Environmental Monitoring and Compliance department comprises of the following units:

- Emergency Response and Investigations,
- Permit Monitoring and Complaints,
- Environmental Police,
- Tobago Office.

The core functions of the Environmental Monitoring and Compliance Department are as follows:

- To ensure compliance with the EM Act and its subsidiary legislation and adherence to the conditions and requirements of issued Certificate of Environmental Clearances (CECs), Water Permits, Noise Variations and NPCR;
- To enforce environmental regulations to ensure environmental complaints and breaches of environmental requirements are treated in accordance with the Act;
- To investigate and resolve complaints and non-compliance of Permits and Certificates issued; and
- To respond to, and investigate environmental emergencies, and c-ordinate with other stakeholders in the handling of these emergencies.

PERMIT MONITORING AND COMPLAINTS; EMERGENCY RESPONSE AND INVESTIGATIONS:

The core functions of the Permit Monitoring and Complaints; Emergency Response and Investigations Units are as follows:

- To protect human health and the natural environment through the timely investigation and enforcement of the provisions of the Environmental Management Act Chapter 35:05 and its subsidiary legislation.
- To ensure compliance with permit and certificates, conditions and the promotion of environmental stewardship;
- To develop appropriate policies, procedures and systems to facilitate the work of the EMA;
- To protect human health and the natural environment from the effects of noise and maintenance of the fundamental rights of the individual to the enjoyment of property whilst still allowing reasonable social, cultural and economic activity;
- To protect communities and ecosystems from the consequences of emergencies and incidents, such as, chemical spills, the unsafe handling and disposal of solid and hazardous wastes, and the indiscriminate conduct of high impact activities.

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ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

ENVIRONMENTAL POLICE UNIT:

Formed in 1999, the Environmental Police Unit is comprised of Special Reserve Police officers from the Trinidad and Tobago Police Service. The current complement of officers is thirteen (13). The core functions of the Environmental Police Unit are:

- To act as appointed Environmental Inspectors under the Environmental Management Act Chapter 35:05;
- To serve documents;
- To enforce the Noise Pollution Control Rules, 2001 (as amended) [NPCR] for events;
- To monitor the conditions of Noise Variations;
- To police Environmentally Sensitive Areas;
- To monitor the protection of Environmental Sensitive Species designated under the Environmental Management Act Chapter 35:05 and the Environmentally Species Rules, 2001;
- To assist the EMA in enforcing the provisions of the Environmental Management Act, Chapter 35:05 and its Subsidiary Legislation;
- To respond to environmental complaints;
- To patrol highways;
- Generally to enforce the laws of Trinidad and Tobago.

FINANCE, FACILITIES AND ACCOUNTING:

The Finance, Facilities and Accounting department manages the support functions of the EMA. The Department provides oversight and direction to the various disciplines within the unit. The incumbent must provide overall management and coordination of the activities of professional and other support staff engaged in financial and accounting services in the Environmental Management Authority (EMA) and the management and maintenance of all facilities of the EMA.

The department comprises the following Units:

- Financial Accounting,
- Facilities.
- General Administration,

The core functions of this department are as follows:

Finance:

- To make available, timely and accurate and complete information on the financial performance and status of the EMA for sound decision-making;
- To ensure the implementation of good governance principles and accountability;
- To maintain records of transaction and provide information on costs to be used in budget development;
- To direct and coordinate the preparation and submission of budgets, financial statements and reports, and formulating and implementing financial, accounting and auditing systems, processes and procedures;
- To ensure proper systems for the security of all facilities and occupants are in place; also develop relevant policies, guidelines and procedures;

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Facilities:

- To direct and coordinate staff, performing facilities management work; development and implementing a preventative maintenance programme, facilities management policies, procedures and guidelines;
- To advise on facilities management matters; making recommendations for implementing facilities upgrades and construction; developing budget proposals and preparing tender documents;
- To make recommendations regarding building structures, alterations, additions to equipment, fixtures and other such charges as required to maintain optimal décor and functions of the facility;
- To ensure that the company's vehicles are in good working condition.

General Administration:

- To ensure that transportation of staff on field trips, meeting and provision of related assistance are carried out on time and in a professional manner;
- To ensure contracts are monitored for services, e.g., janitorial, telephones, sanitation, security, vehicle maintenance, etc.;
- To ensure that support services is provided on a timely basis, hospitality, driver/messenger, reception, conference/meeting and contractual services.

ENVIRONMENTAL ANALYSIS AND COORDINATION:

The Environmental Analysis and Coordination department (EAC) was established with the primary objective for more effective management and coordination of the activities in the areas of: Research, Planning and Analysis, Knowledge Management and Public Education and Outreach using the 3Ps (People, Public & Private) Partnerships.

The following units comprise the EAC:

- Information Technology,
- Strategy and Research,
- Public Education,
- the Information Centre, and
- the office of the Senior Economist.

Some of the responsibilities of the EAC include:

- To promote environmental awareness and education in all sectors of Trinidad and Tobago via utilisation of traditional and non-traditional media forms;
- To develop appropriate and effective public engagement programmes to encourage positive environmental behaviours;
- To develop and implement sustainable school, youth and community programmes to foster environmental leadership;
- To conduct lectures and workshops and mount displays on environmental themes for the benefit of the public;
- To participate in national, regional and international events as required;
- To spearhead the production and dissemination of education materials;
- To facilitate public access to information materials;
- To prepare the State of the Environment Reports;
- To act as an extension service to assist the EMA and stakeholders in designing, implementing, and replicating successful research, conservation, ecotourism and development activities;
- To develop and review research programmes, grant and project proposal applications

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- and manage internal and external reviews with technical experts and advisory committees;
- To lead the monitoring and evaluation of individual programmes and departments using standard tools, site visits, and meetings with stakeholders;
 - To actively engage stakeholders to catalyse environmental issues, conservation, and development impacts;
 - To review and revise the fee structure for services and permits issued by the EMA;
 - To establish a suite of baseline indicators for monitoring that is aligned with the NEP, Vision 2030, SDGs;
 - To empower government organisations and other stakeholders to collect accurate and reliable data on environmental indicators and report same to the EMA;
 - To establish a centralised data and information management system for the EMA that serves as a clearing house for all forms of environmental information;
 - To develop through inter-agency collaboration, a framework for research opportunities in areas identified as a priority for progressing the NEP and attendant Action Plan;
 - To encourage, by way of funding mechanisms, government, private and non-governmental entities to engage in projects that incorporate 'citizen science' and public participatory methods of gathering data;
 - To establish a knowledge management platform to maintain and disseminate updates on research activities between government, private and non-governmental entities to minimise duplication of effort;
 - To revise existing, or, develop new, legislation or regulations, as appropriate, to ensure entities responsible for man-made environmental disasters bear the cost of compensation for loss and damages, as well as the cost of any restoration or remediation works; and
 - To review and revise penalty assessments that values impact to ecosystem services;
 - To explore market-based mechanisms that give effect to Trinidad and Tobago's commitments under MEAs related to climate change;
 - To empower and enhance the capacity of other regulators and government agencies to undertake programmes and projects geared towards compliance with the NEP and environmental legislation;
 - To support projects and programmes led by private sector and non-governmental organisations that are geared towards environmental education, sustainable development and compliance with environmental legislation;
 - To strengthen the Environmental Officers [EO] Programme to maintain intra-governmental co-ordination, communication and institutional linkages for the development, integration and effective implementation of the various policies, laws, regulations, rules, guidelines, programmes and other activities designed to protect and conserve the environment.

Effect of Functions on Members of the Public:

The Environmental Management Act, Chap. 35:05 mandates the EMA:-

- To implement government policies;
- To undertake programmes for the effective management and wise use of the environment;
- To co-ordinate environmental management functions performed by persons in Trinidad and Tobago;
- To promote education and awareness;
- To develop and establish national environmental standards and criteria;
- To undertake monitoring and inspection activities;
- To prevent and control pollution;
- To promote conservation;
- To establish and co-ordinate local, regional and international institutional linkages;

UPDATED PUBLIC STATEMENT 2024 OF THE
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- To facilitate co-operation among persons as well as manage the environment in a manner which fosters public participation and promotes consensus.

The work of the EMA, therefore, impacts every sector and citizen of the country. The EMA solicits feedback from citizens through requests for public comments, public consultations, committees and advisory bodies. Each citizen has an opportunity to be involved in the formulation of policy, standards and other criteria affecting the environment through attendance at, and response to requests for public comments on various draft legislation, policies and development projects. Citizens may also lodge complaints or report violations.

Section 7 Statements

Section 7 (1) (a) (ii)

Categories of Documents in the possession of the EMA

1. Administrative records.
2. Files dealing with administrative support and general administrative documents for the operations of the EMA.
3. Personnel files, which detail all staff appointments, job applications, job specifications, promotions, transfers, resignations, deaths, retirements, leave, vacation, etc.
4. Files dealing with the accounting and financial management function of the EMA.
5. Financial Records (cheques, vouchers, receipts, journals, etc.).
6. Files dealing with matters relating to the procurement of supplies, services and equipment.
7. Cabinet documents.
8. Maps / charts/ photographs / compact discs/digital video, discs / diskettes /abstracts/ tapes / catalogues.
9. News Releases as well as speeches originating from the EMA.
10. Policy and procedure documents.
11. Internal and external correspondence files.
12. Customer / Suppliers files.
13. Documents relating to strategic review of the EMA, information technology strategy and training plans.
14. Legislation and legal instruments.
15. Legal opinions and related matters.
16. Files dealing with training – local and foreign, as well as technical co-operation.
17. Minutes/Agenda of meetings.
18. Files dealing with Circulars, memoranda, notices, bulletins, etc.
19. Reports: statistical, annual/monthly/quarterly, audit, consultants' /technical, terms of reference, corporate, valuation, state of the environment, etc.
20. Environmental impact assessments.
21. Briefing papers.
22. Books, booklets, leaflets, pamphlets, brochures, posters, newspaper clippings.
23. Files dealing with official functions, conferences and events hosted and attended by the EMA.
24. Periodicals and publications.
25. Complaint files.
26. Public guidelines (Air applications, CEC applications, Noise variation applications, Water Polluters' and Waste Generators Permit applications).
27. National Registers (Air, Certificates of Environmental Clearance; Noise Variation, Waste and Water).
28. Evaluation documents for public education programmes.

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Section 7 (1) (a) (iii)

Material prepared for publication or inspection

The public may inspect the following material between the hours of 8.00 a.m. and 4.30 p.m. on working days at:-

The Information Centre
Environmental Management Authority
8 Elizabeth Street
St. Clair
Port of Spain
Trinidad & Tobago.
Telephone: (868) 226-4362 / 226-4EMA;
Fax: (868) 226-1227;
E-mail: information@ema.co.tt
Website: www.ema.co.tt

Video Tapes:-

- A Community in Danger: “Lead Pollution at Demerara Road”.
- Water Pollution – Threatening our Quality of Life.
- The Certificate of Environmental Clearance Process.
- It’s All About Us – A Look at Climate Change in Trinidad and Tobago.
- Mother Nature (Forest Fires and Flooding).
- Secondary schools’ Eco-Song and Envirologue Competitions.
- Primary Schools’ “Hands On” Competitions.
- Radio Programmes (Advertising Campaigns and Jingles).

Compact Discs and Audio Tapes:-

- EMA Radio Programmes.
- Addresses and speeches by the Honourable Ministers of the Environment
- Radio programmes (Advertising campaigns and Jingles).
- Presentations from the EMA’s Environmental Conferences (2005, 2006, 2007, 2009).

Webinars:-

- Knowledge Series 2020.
- Knowledge Series 2021.

Reports:-

- Oil spills.
- Water quality.
- Environmental literacy surveys.
- State of the Environments.
- Annual reports.
- Ambient Air Quality Monitoring.

Guidelines:-

- Source Emitter Registration Form A (Sample)
- A Guide to Source Emitter Registration under the Air Pollution Rules, 2014
- Instructional Booklet for Form A – Source Emitter Registration
- Application to Transfer Registration Certificate Form E
- Air Pollution Permit Application Form (Form H)
- Instructional Booklet for Form H Permit Application Form
- Ambient Air Quality Monitoring and Stack Emissions Testing Guide
- Air Quality Index FAQs

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- A Guide to the Application for a Certificate of Environmental Clearance.
- A Guide to Completing the Certificate of Environmental Clearance Application Form A
- A Guide to Submitting the Certificate of Environmental Clearance Application Form A
- Guidelines to Preparing a Claim for Confidentiality for a CEC Application.
- CEC Process Flowchart
- E.I.A. FAQs: A Guide the Environmental Impact Assessment (EIA) Process.
- A Guide to the Noise Pollution Control Rules, 2001.
- Instructional Guide for Completing the Events Noise Variation Application Process
- Application for Renewal of a Variation
- Noise Variation Application Process
- Noise Variation Application Checklist
- Noise Variation Application FAQs
- Noise FAQ Booklet: Your Guide to understanding the Noise Pollution Control Rules
- Deadline dates for submission of VR applications for 2023
- Instructional Booklet For Form A1 – Application For Water Pollution Permit
- Form A1 Sample Form
- Instructional Booklet For Form A2 – Application For Water Pollution Permit
- Form A2 Sample Form
- Instructional Booklet For Form A3 – Application For Water Pollution Permit
- Form A3 Sample Form
- Instructional Booklet For Form J – Discharge Monitoring Data Report
- Form J – Discharge Monitoring Data Report
- Public Guide to Permitting - Water Pollution Rules 2019
- Public Guide to Permit Annual Discharge Fee Calculation
- Water Pollution Rules 2019 FAQ
- Waste Generation Permit Application Form (Form A)
- Waste Generation Permit Sample Application Form (Form A)
- Waste Generation Permit Application Guide
- Waste Management Fees Calculation
- Waste Handling Permit Application Form
- Waste Handling Permit Application Guide
- Waste Handling Permit Sample Form
- Public Guide Waste Management Rules, 2021 (WMR, 2021) and the Waste Management (Fees) Regulations, 2021 (WMFR, 2021) FAQ
- Public Guide for Transboundary Movement of Hazardous Waste
- Revised notification and movement documents for the control of transboundary movement of hazardous wastes and instructions for completing these documents
- Guidelines for Proper Management of Electronic Waste
- Waste Oil FAQ
- Waste Batteries FAQ
- Lighting Waste FAQ

Publications:-

- EMA News.
- State of the Environment reports.
- Annual reports.
- National Biodiversity Strategy Action Plan.
- National Environmental Policy.
- National Environmental Action Plan.
- Initial National Communication of the Republic of Trinidad and Tobago under the United Nations Framework Convention on Climate Change.
- Green Business
- Matura National Park: An Environmentally Sensitive Area
- Forests and You: Activity Booklet

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ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

- Importance of Wetlands: Activity Booklet
- Litter: Activity Booklet
- Wetlands: A Teachers' Module
- Mystic Mora
- National environmental literacy / awareness survey: knowledge, attitudes, practices

National Registers:-

- Air - Register of Emitter Facilities
- Certificates of Environmental Clearance – National Register
- Noise Variation Register
- Water Polluters Register
- Waste Permit Register

Section 7 (1) (a) (iv)

Literature available by subscription

Members of the public may subscribe for the following material:

- (1) EMA News: Bi-annual (free).
- (2) State of the environment reports: TT \$100.00; US and the Caribbean US\$26.00; Europe US\$28.00, Other US\$30.00.
- (3) Annual Reports: TT \$125.00; US and the Caribbean US\$30.00; Europe US\$32.00, Other US\$33.00.

Section 7 (1) (a) (v)

Procedure to be followed when accessing a document from the EMA

How to Request Information:

▪ **General Procedure:-**

The applicant must complete the appropriate form (***Request for Access to Official Documents***) available in our Information Centre or at the Help Desk.

▪ **Addressing Requests:-**

To facilitate prompt handling of your request, please address it to the Designated Officer or the Alternate Designated Officer of the EMA.

▪ **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 which is readily available to the public, either from this public authority or from another public authority, for example brochures, pamphlets, reports etc.

Responding to your Request

• **Retrieving Documents:-**

The EMA is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Information stored in another storage centre, e.g. the National Archives can and will be retrieved in order to process your request.

• **Furnishing Documents:-**

An applicant is entitled to copies of information we have in our possession, custody or

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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 that we are not compelled to do the following:

- (a) Create new documents. For example, we are not required to write a new programme that a computer will print documents in the format you prefer.
- (b) Perform research for you.

• **Time Limits:-**

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

• **Fees and Refunds**

The Freedom of Information (Fees and Charges) Regulations prescribe the fees related to the search, retrieval and provision of documents. You are entitled to receive the document/s within seven days of payment of the relevant fee. If we fail to provide the information within the seven days period you are entitled to a refund of the fees paid in addition to free access to the document/s requested.

Section 7 (1) (a) (vi)

Officers in the EMA responsible for:

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

The Designated Officer is:

Ms. Marlene Scott
Librarian
Environmental Management Authority
8 Elizabeth Street, St. Clair, Port of Spain.
Telephone number: (868) 226-4362
Fax: (868) 226-1227
E-mail address: mscott@ema.co.tt

The Alternate Officer is:

Ms. Andrea Rauceo
Legal Officer II
Environmental Management Authority
8 Elizabeth Street, St. Clair, Port of Spain.
Telephone number: (868) 226-4362
Fax: (868) 226-1227
E-mail address: arauceo@ema.co.tt

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Section 7 (1) (a) (vii)

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

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

Section 7 (1) (a) (viii)

Information Centre/Library/Reading Room Facilities

Certain information may be readily accessed in our library or through our

Website: www.ema.co.tt.

Twitter: @emauthority : <https://twitter.com/emauthority>

Facebook: @EMAAuthority : <https://www.facebook.com/emauthority>

Instagram: @emauthority : <https://www.instagram.com/emauthority/>

LinkedIN: @Environmental Management Authority

: <https://www.linkedin.com/in/environmental-management-authority-a9549144/>

YouTube: @emauthority

: <https://www.youtube.com/channel/UCNijSNnsG3RHDWVC8-LIC8g>

You may make general enquiries to our Librarian at 226-4362.

The Information Centre / Library/Reading Room in the EMA is located on the 1st Floor, 8, Elizabeth Street, St. Clair, Port of Spain.

The Information Centre / Library / Reading Room is open to the public from Mondays to Fridays between the hours of 8.00 a.m. and 4.30 p.m. via appointments.

Policy of the Environmental Management Authority for the provision of copies of documents that are readily available to the public:

Charge for Photocopies is fifty cents (50¢) (one side) and eighty cents (80¢) (both sides) of the page.

Provision of documents may be subject to a charge to cover administrative costs. An Index of prices is available in the Information Centre.

No smoking, eating, drinking or the use of cellular phones is allowed in the Information Centre / Reading Room/ Library.

Section 8 Statements

Section 8 (1) (a) (1)

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

- Environmental Management Act, Chap. 35 :05
- Air Pollution Rules, 2014
- Air Pollution (Fees) Regulations, 2014
- Certificate of Environmental Clearance Rules, Legal Notice No. 104/2001.
- Certificate of Environmental Clearance Rules (Designated Activities) Order, Legal Notice

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- No. 103/2001.
- Certificate of Environmental Clearance Rules (Designated Activities) (Amendment) Order, 2007, Legal Notice No. 164/2007.
 - Certificate of Environmental Clearance Rules (Designated Activities) (Amendment) Order, 2008. Legal Notice No. 186/2008.
 - Certificate of Environmental Clearance Rules, (Fees) Regulations, Legal Notice No. 91/2001.
 - Environmentally Sensitive Areas Rules, 2001. Legal Notice No. 37/2001.
 - Environmentally Sensitive Areas (Matura), 2004. Legal Notice No. 323/2004.
 - Environmentally Sensitive Areas (Nariva Swamp), 2006. Legal Notice No. 334/2006.
 - Environmentally Sensitive Areas (Aripo Savannas), 2007. Legal Notice No. 152/2007
 - Environmentally Sensitive Species Rules, 2001. Legal Notice No. 63/2001.
 - Environmentally Sensitive Species (Pawi), 2005. Legal Notice No. 124/2005.
 - Environmentally Sensitive Species (White-tailed Sabrewing), 2005. Legal Notice No. 125/2005.
 - Environmentally Sensitive Species (Manatee), 2005. Legal Notice No. 98/2005.
 - Environmentally Sensitive Species (Ocelot), 2013. Legal Notice No. 31/2013.
 - Environmentally Sensitive Species (Golden Tree Frog), 2013. Legal Notice No. 32/2013.
 - Environmentally Sensitive Species (Leatherback Turtle), 2014. Legal Notice No. 88/2014.
 - Environmentally Sensitive Species (Loggerhead Turtle), 2014. Legal Notice No. 89/2014.
 - Environmentally Sensitive Species (Green Turtle), 2014. Legal Notice No. 90/2014.
 - Environmentally Sensitive Species (Hawksbill), 2014. Legal Notice No. 91/2014.
 - Environmentally Sensitive Species (Olive Ridley), 2014. Legal Notice No. 92/2014.
 - Noise Pollution Control Rules, 2001. Legal Notice No. 60/2001.
 - Noise Pollution Control (Fees) Regulations, 2001. Legal Notice No. 51/2001.
 - Noise Pollution Control (Amendment) Rules, 2022. Legal Notice No. 18/2022.
 - Water Pollution Rules, 2019. Legal Notice No. 312/2019.
 - Water Pollution (Fees) Regulations, 2019. Legal Notice No. 311/2019.
 - Water Pollution Rules, 2019. Legal Notice No. 312/2019.
 - Water Pollution (Fees) Regulations, 2019. Legal Notice No. 311/2019.
 - Notice of Final Action for Water Pollution Rules, 2019.
 - Waste Management Rules, 2021. Legal Notice 184/2021.
 - Waste Management (Fees) Regulations, 2021. Legal Notice 185/2021.

All documents listed above are available at the Information Centre and on the Environmental Management Authority's website, at www.ema.co.tt

Section 8 (1) (a) (ii)

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

- Code of Conduct Policy - 2022
- Conflict of Interest Policy & Declaration Form 2020
- Information Technology Policy, 2023
- Media and Social Media Policy, 2019
- EMA's 9001:2015 Quality Policy, 2019
- Procedure: Control of Documented Information - 2024
- Procedure: Change Management - 2024
- Environmental, Social, Health and Safety Management Policy Statement, 2022
- HSE Management System Manual, 2024
- Policy for the Retention of External Legal Counsel, 2016

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- Procedural Rules for the Board of Directors of the EMA, 2021
- Strategic Planning & Annual Objective Setting Manual –2022
- Accounting and Finance Policy and Standard Operating Procedures Manual, 2019
- Anti-Fraud Policy and Procedures, 2019
- Internal Audit Manual, 2020
- Investment Policy and Procedures, 2019
- Payment of Allowances for Overseas Travel Policy, 2017
- Procurement, Disposal and Retention Policy 2023
- Handbook for Procurement Retention and Disposal of Public Property 2023
- Public Sector Investment Programme (PSIP) – Guidelines & Process Flow –2021
- Project Management Manual 2022
- Anti-Money Laundering/Countering the Financing of Terrorism/Countering Proliferation Finance and Know Your Counterparty Policy (AML-KYC), 2022
- Vehicle Usage Policy and Procedures, 2022
- VTM / Credit Card Policy and Procedure, 2021
- Conflict of Interest Policy, 2020
- Delegated Authorities for Human Resource Management, 2022
- Human Resource Policy and Procedures Manual, 2014
- Employee Performance Management Handbook, 2018
- Employee Benefits Policy 2021
- Employee Leave Policy, 2022
- Gender Policy and Action Plan 2022
- Orientation Policy, 2021
- Recruitment and Selection Policy –2022
- Remote Work Policy and Guidelines 2022
- Whistleblower Policy and Procedure, 2022
- Workplace Harassment Policy, 2020
- Infectious Diseases Protocol: Guide for Employees Denied Entry into EMA Offices, 2023
- Infectious Diseases Protocol: Body Temperature Screening for Staff, Visitors & Contractors at All EMA Office Locations, 2023
- Infectious Diseases Protocol: Isolation of Employees Whilst at Work, 2023
- Infectious Diseases Protocol: Employee Guidelines for the Prevention of the Spread of Infectious Diseases, 2023
- Infectious Diseases Guide for the Safe Return to Work for the EMA, 2023
- Guidelines for the Administration of First Aid (to Staff & Visitors) and the Maintenance of Kits, 2022
- PPE Care Guidelines, 2023
- Policy for 'Form A' Amendment Made Under CEC Rules, 2024
- Prescribed Matters Policy Made Under the NPCR, 2023
- Guideline – Payment Plan for Annual Permit Fees, 2021
- Procedure: Control of Non-conforming Outputs –2023
- Procedure: Corrective Action and Preventive Action 2024
- Procedure: Management Review 2023
- Quality Management Systems Manual 2024
- Procedure: Emergency Response Plan (ERP) for EMA Locations, 2022

Policy Bulletins/Practitioners Guides:-

- Standard operating procedures.
- Review of Legislation, Regulations, Policies and Programmes (2022).
- Revised Draft Environmental Code (2021).
- Draft Environmental Code: A Consolidated Text of Environmental Laws (2000).
- Code of Practice: Control of Noise in the Music Entertainment Industry in Trinidad And Tobago.

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- Water Pollution Management Programme.
- Wastewater or Sewage Treatment Facilities Designated Activity 42 Establishment of wastewater or sewage treatment facilities FAQ.
- Specific to Scrap Metal Yard Facilities Designated Activities 36 & 37- Establishment of a facility for hazardous or toxic substance handling, recovery, recycling or incineration of waste FAQ.
- Noise FAQ.
- Water Pollution Rules – Public Guide Permit Annual Discharge Fee Calculation.
- Performance Monitoring Framework for Permit Monitoring and Complaints Unit
- Compliance Monitoring and Enforcement Policy (Draft)
- Work Instruction – Transmission of Correspondence
- Guideline: Payment Plan for Annual Permit Fees

Section 8 (1) (b)

In enforcing written laws or schemes administered by the EMA 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, we have no such documents regarding the enforcement of written laws.

Section 9 (1) (a)

Reports or statements containing the advice or recommendations, of a body or entity established within the EMA.

At this time, we have no such reports or statements.

Section 9 (1) (b)

Reports or statements containing the advice or recommendations, of a body or entity established outside the EMA 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 EMA or to the responsible Minister of the EMA.

- Position Paper on the Management of Fireworks in Trinidad and Tobago

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 EMA.

- Second National Communication of the Republic of Trinidad and Tobago under the United Nations Framework Convention on Climate Change. 2013.
- Initial National Communication of the Republic of Trinidad and Tobago under the United Nations Framework Convention on Climate Change. March 2001.
- National Biodiversity Strategy and Action Plan. March 2001.
- Fifth Report to the Convention on Biological Diversity 2018.
- Revised National Biodiversity Strategy and Action Plan 2018.
- Fifth Report to the United Nations Convention to Combat Desertification 2018.

Section 9 (1) (d)

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

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At this time, we have 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 EMA by a scientific or technical expert, whether employed within the EMA or not, including a report expressing the opinion of such an expert on scientific or technical matters.

- Draft Environmental Code: A Consolidated Text of Environmental Laws (2000).
- Effluent from Forrest Park Landfill – Groundwater from Well at Springvale. CARIRI/EMA May 2001.
- Final Report on Lead Particulate at the St. Joseph Boys' School. CARIRI/EMA July 2001.
- Report on the Investigation of the Fish Kill at the Caroni Swamp. IMA/EMA July 2001.
- Final report on the fingerprinting analysis of an oil spill at Chaguaramas, January 2003. IMA/EMA January 2003.
- Report of an oil spill at Chaguaramas. December 2002. IMA/EMA.
- Report of oil spill at Chaguaramas, December 2002 - January 2003.
- Final report for Water Quality monitoring at some Water Sources in North Trinidad. CARIRI/EMA. 2001.
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- Determination of the volume of lead contamination at three sites in Trinidad. EMA/UWI 2008.
- Ambient air quality monitoring at the Point Lisas Industrial Estate, 2005-2006 yearly report. November 2008. EMA 2008.
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Section 9 (1) (f)

Reports prepared for the EMA by a consultant who was paid for preparing the report.

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ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

- Aripo Savannas Environmentally Sensitive Area Literature Review to Facilitate the Preparation of Management Plans/ Prepared by the Caribbean Natural Resource Institute, 2007.
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- Case study of the participatory planning process for the Aripo Savannas Environmentally Sensitive Area / Prepared by the Caribbean Natural Resource Institute for the Environmental Management Authority. Port of Spain, Trinidad: EMA, 2009.
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- Review and Assessment of the EIA Process in Trinidad and Tobago. Volume 1 – Main Report and Volume 2 – Appendices (Draft Final) Prepared for the Environmental Management Authority by Mind Alliance Ltd.
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- Air Dispersion Modelling Report and EIA Sections, Proposed Aluminium Complex for Union Industrial Estate, La Brea, Trinidad. CEC1033/2005. Jacques Whitford. April, 2006.
- Review of Supplementary Report, Proposed Aluminium Complex by Alutrint, Union Industrial Estate, La Brea, Trinidad. CEC1033/2005. Jacques Whitford. October 6, 2006.
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- Proposed Aluminium Complex by Alutrint Union Industrial Estate, La Brea, Trinidad. CEC1033/2005. Jacques Whitford. January 10, 2007.
- Review of Human Health Ecological Risk Assessment. Proposed Aluminium Complex by Alutrint Union Industrial Estate, La Brea Trinidad. CEC1033/2005. Jacques Whitford. March 8, 2007.
 - Review of sedimentation and erosion studies for Chatham. CEC0851/2004. ABP Marine. March 2007.
 - Review of NGC's response to the Review and Assessment Report. CEC1516/2006. Jacques Whitford. March 06, 2008.
 - Environmental Impact Assessment, Ambient Monitoring, Dispersion Modeling, and Quantitative Risk Assessment for the Proposed Ammonia Plant Point Lisas, Trinidad and Tobago. CEC1159/2005. Jacques Whitford. September 8, 2006.
 - Peer Review of Applicant's Response to the Review and Assessment Report Air Dispersion Modelling and Risk Assessment, CariSal Chlor-Alkali Plant, Point Lisas. Environmental impact CEC No. 1743/2006. 04th February 2009.
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 - Critical Review of Risk Assessment Report and Air Modelling for CEC Application Submitted by Westlake Trinidad Unlimited for the Construction and Operation of a Proposed Ethylene and Polyethylene Complex in Point Lisas. CEC1563/2006. CH2MHILL. October 22, 2007.
 - Critical Review of Westlake's Supplemental Response to the EMA. June 17, 2008.
 - The installation of a natural gas distribution pipeline and pressure regulating facility for the provision of natural gas to Tamana In-Tech Park Cumuto and pipeline upgrade to Unicell Plant O'Meara Industrial Estate. CEC 1627/06. Risk Assessment Expert. 22nd September, 2006.
 - The Establishment of a Marine Port and Fish-Landing Facility at Galeota, Trinidad. (CEC 1283/05). Risk Assessment Expert and Oceanography & Coastal Modelling Expert. 12th December, 2005.
 - National Hazardous Waste Inventory. EMA/CEHI 2004-2008.
 - Reforestation scheme: final report. (Nariva Swamp Restoration Initiative). EMA/Tropical Re-Leaf Foundation. 2008.
 - Social impact assessment: final report. (Nariva Swamp Restoration Initiative). EMA/Tropical Re-Leaf Foundation. 2008.
 - Watershed Vulnerability Assessment using the WRASTIC Approach for Trinidad and Tobago (Presented at 19th CWWA Conference, Grenada, 2010).
 - Needs Assessment Consultation Report: EMA Compliance Assistance Programme - Biodiversity. Howard P. Nelson. 19.04.2010.
 - Non-point Source Pollution Management Programme. EMA 2011.
 - Development of the Ambient Water quality Standards for Trinidad and Tobago, Phase I. final Report, July 2014. University of the West Indies, St. Augustine, 2014. EMA/UWI.
 - Environmental Assessment of the Quarry Sector: Final Report to the Environmental Management Authority. Prepared by GISCAD Limited, July 2014. EMA/GISCAD, 2014.
 - Institutional Strengthening Design : Strengthening of EMA's Institutional Capacity For Environmental Management In The Context Of Climate Change, Final Report. August 2015. EMA / IDB / Environmental Solutions Ltd. / Business Strategies Ltd.
 - Institutional Strengthening Design : Strengthening of EMA's Institutional Capacity For Environmental Management In The Context Of Climate Change, Diagnostic Report. June 2015. EMA / IDB / Environmental Solutions Ltd. / Business Strategies Ltd.
 - Review of Legislation and Policy Relevant to Environmental Management And Sustainable Development in the Context Of Climate Change, Final Report. February 2015. EMA / IDB / De Romilly & De Romilly /.
 - Review and assessment of Mixing Zone Study (MZS). CEC4195/2014. ABP Marine. June

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- 2016.
- Review and assessment of Mixing Zone Study (MZS). CEC3047/2011. ABP Marine. June 2016.
 - Baseline ecological risk assessment Southwest Peninsula of Trinidad Pointe-A-Pierre to Icacos. Final Report August 2020. CSA Ocean Sciences.
 - National Wildlife Survey Trinidad and Tobago 2014-2018.
 - Final Report: Project to Develop Watershed Improvement Plans for the Arima, Couva and Courland Watersheds, December 2021.
 - Review of Legislation, Regulations, Policies and Programmes (2022).
 - Revised Draft Environmental Code (2021).
 - Report on Critical Review for Qualitative Risk Assessment May 2022 CEC6214/2021
 - Critical Review for CEC Application CEC5601/2018-July 2022 CEC5601/2022
 - Critical Review of a Qualitative Risk Assessment (Appendix E) Procedures for Hazardous Substances-December 2022 CEC5600/2018

Section 9 (1) (g)

Reports prepared within the EMA 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.

- Field Survey Handbook: Matura ESA Participatory Biological Baseline Survey 2005-2007.
- Van den Eynden, V. et al. 2007. Matura National Park ESA Participatory Biological Baseline Survey. The University of the West Indies. St. Augustine.
- Ivan Laughlin 2004. Boundaries of The Aripo Savannas Strict Nature Reserve.
- Ali Deonanan & Associates Ltd 2005. Boundaries of the Nariva Swamp Managed Resource Protected Area.
- Ali Deonanan & Associates Ltd, Boundaries of Proposed Environmentally Sensitive Area Buccoo Reef, 2010.
- Fourth National Report of Trinidad and Tobago to the Convention on Biological Diversity, 2010. The Cropper Foundation.
- Trinidad and Tobago Forest Cover Inventory Maps, 2010. United States Department of Agriculture Forestry Service. International Institute of Tropical Forestry. EMA.

Section 9 (1) (h)

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

The 2023 Audit Reports prepared by Baker Tilly .

UPDATED PUBLIC STATEMENT 2024 OF THE
ENVIRONMENTAL MANAGEMENT AUTHORITY—CONTINUED

Section 9 (1) (i)

Reports containing (1) final plans or proposals for the re-organization of the functions of the EMA, (2) the establishment of a new policy, programme or project to be administered by the EMA, or (3) the alteration of an existing policy programme or project administered by the EMA, whether or not the plans or approvals are subject to approval by an officer of the EMA, another public authority, the responsible Minister of the EMA, or Cabinet.

- Strategic Plan 2022-2026

Section 9 (1) (j)

Statements prepared within the EMA and containing policy directions for the drafting of legislation.

- National Environment Policy, 2018
- National Environmental Action Plan

Section 9 (1) (k)

Report of tests carried out within EMA on a product for the purpose of purchasing equipment.

At this time, we have no reports of tests carried out within the EMA on a product for the purpose of purchasing equipment.

Section 9 (1) (l)

Environmental impact statement prepared within the EMA.

At this time, we have no environmental impact statements prepared within the EMA.

Section 9 (1) (m)

Valuation reports prepared for the EMA by a valuator

Valuation Report of a Property at Lot Nos. 52-52a Mulchan Seuchan Road, Chaguanas.
Valuation Report of a Property at No.8, Elizabeth Street, St. Clair.
Valuation Report of a Property at Lots 4A and 5 Trincity Business Park, Trincity.

1128

LOSS OF MARITIME LIFE (CARIBBEAN) LIMITED
POLICIES

ANN MARIE RAMLOCHAN-KISTO having made sworn declaration that Policy Number 349100 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1129

RONALD NICHOLAS having made sworn declaration that Policy Number 356148 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1130

CLIFTON ASHRAF HAKIM having made sworn declaration that Policy Number 365136 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1131

DEREK ROGER LANCE HOLDER having made sworn declaration that Policy Number 368376 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1132

CHENELLA LATCHMAN-RAMESAR having made sworn declaration that Policy Number 401932 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1133

LEANNA TRACIE BAPTISTE having made sworn declaration that Policy Number 418599 issued by MARITIME LIFE (CARIBBEAN) LIMITED has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

Dated the 2nd day of August, 2024.

MARITIME LIFE (CARIBBEAN) LIMITED
No. 29 Tenth Avenue
Barataria.

1134

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 Deputy Chairman of the Licensing Committee of the Licensing District for the City of Port-of-Spain, by Neal Thompson of 50/2, Ifill Street, Arouca and Jhonney Thompson of 8, Ashland Avenue, North Valsayn, that it is their intention to apply to the Licensing Committee at the Port-of-Spain Magistrates' Court on FRIDAY THE 20TH DAY OF SEPTEMBER, 2024 at 9.00 o'clock in the forenoon at a virtual session for a transfer of the Licence to carry on the trade of a Spirit Grocer now held by Robert Lue Chee Kong of No. 10 Stratford Court, Windsurf Road, Westmoorings and in respect of premises situate at No. 6 Charlotte Street, Port-of-Spain.

Dated this 19th day of August, 2024 at the Port-of-Spain District Court.

S. RAMSARAN
*Deputy Chairman, Licensing Committee
City of Port-of-Spain*

1135

BOROUGH OF DIEGO MARTIN

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Secretary of the Licensing Committee for the Licensing District for the Borough of Diego Martin, by Ryan West of No. 5 Elizabeth Ross Drive, Diego Martin, that it is his intention to apply to the Licensing Committee at the Port-of-Spain Magistrates' Court on FRIDAY THE 13TH DAY OF SEPTEMBER, 2024 at 9:00 o'clock in the forenoon at a virtual session for a transfer of the Licence to carry on the trade of a Spirit Retailer now held by Dianne Hunt of No. 11 Champs Elysees, Maraval, in respect of premises situate at Light Pole No. 119, Long Circular Road, Maraval.

Dated this 8th day of August, 2024 at the Port-of-Spain Magistrates' Court.

S. ALEXANDER
*Secretary, of the Licensing Committee
Borough of Diego Martin*