



# TRINIDAD AND TOBAGO GAZETTE

## (EXTRAORDINARY)

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### SUPPLEMENT TO THIS ISSUE

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

#### *Legal Supplement Part B—*

- Detention Order—(Legal Notice No. 284 of 2026).
- Detention Order—(Legal Notice No. 285 of 2026).
- Detention Order—(Legal Notice No. 286 of 2026).
- Detention Order—(Legal Notice No. 287 of 2026).
- Detention Order—(Legal Notice No. 288 of 2026).
- Detention Order—(Legal Notice No. 289 of 2026).
- Detention Order—(Legal Notice No. 290 of 2026).
- Detention Order—(Legal Notice No. 291 of 2026).
- Detention Order—(Legal Notice No. 292 of 2026).

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### APPOINTMENT OF MEMBERS TO THE REGISTRATION RECOGNITION AND CERTIFICATE BOARD

IN ACCORDANCE with section 21(7) of the Industrial Relations Act, Chap. 88:01, Part II, the public is hereby notified for general information that the following persons have been appointed as members of the Registration, Recognition and Certificate Board with effect from 10th April, 2026 for a period of three (3) years.

MS. SABINA GOMEZ	...	...	<i>Chairman</i>	<i>10th April, 2026–9th April, 2029</i>
MR. CHRISTOPHER STREETE	...	...	<i>Member</i>	do.
MS. NAZREEN HAYNES-DAVIS	...	...	<i>Alternate Member</i>	do.
MR. ARTHUR STEWART	...	...	<i>Member</i>	do.
MS. AKEBA ADORA WILSON	...	...	<i>Alternate Member</i>	do.
MR. TEDDY STAPLETON	...	...	<i>Member</i>	do.
MR. PAUL FLOYD JAMES	...	...	<i>Alternate Member</i>	do.
MR. KESTON NANCOO	...	...	<i>Member</i>	do.
MR. NEIL DERRICK	...	...	<i>Alternate Member</i>	do.
MS. GISELLE ESTRADA	...	...	<i>Member</i>	do.
MS. GWENDOLINE MCLAREN	...	...	<i>Alternate Member</i>	do.
MS. RACHAEL SUDAN	...	...	<i>Member</i>	do.
MS. LENNON BALLAH	...	...	<i>Alternate Member</i>	do.
MR. CHARLES MARTIN DE GANNES	...	...	<i>Member</i>	do.
MS. SONYA LEQUAY	...	...	<i>Alternate Member</i>	do.
MR. IAN DANIEL	...	...	<i>Member</i>	do.
MS. LARA QUENTRALL-THOMAS	...	...	<i>Alternate Member</i>	do.

N. WILLIS  
*Permanent Secretary  
Ministry of Labour, Small  
and Micro Enterprise Development*

10th April, 2026.

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## MINISTRY OF CULTURE AND COMMUNITY DEVELOPMENT

## CONFIRMATION OF PROMOTIONS

IN ACCORDANCE with part (1) of the Director of Personnel Administration's Circular Memorandum E/18 of 2006, the following arrangements are submitted for publication:

**Confirmations**

Name	Rank of Officer	Date
Ms. Stacey Ann John ... ..	Clerk II ... ..	1st October, 2022
Mrs. Nandanee Harford ... ..	Clerk III ... ..	1st November, 2022
Ms. Cheryl-Ann Jeffery-Cooke ... ..	Clerk IV ... ..	3rd January, 2023
Mrs. Zobida Khan-Nandlal ... ..	Community Development Officer II ... ..	19th January, 2023
Mrs. Maryann Alleyne ... ..	Administrative Officer II ... ..	23rd June, 2023
Ms. Stacey Ann John ... ..	Clerk III ... ..	1st July, 2023
Ms. Camille Henry ... ..	Clerk II ... ..	31st October, 2023
Ms. Penelope Mohammed ... ..	Administrative Officer IV ... ..	24th January, 2024

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NOTICES OF THE LAYING IN PARLIAMENT OF STATUTORY INSTRUMENTS  
THAT ARE SUBJECT TO NEGATIVE RESOLUTION

NOTICE is hereby given that the Motor Vehicles and Road Traffic (Fixed Penalty Payment Method and Payee) Order, 2026 (Legal Notice No. 247 of 2026, published in the Gazette on the 30th day of April, 2026) is subject to negative resolution of Parliament and was laid in the House of Representatives on the 8th day of May, 2026, and in the Senate on the 6th day of May, 2026.

B. CAESAR  
*Clerk of the House*

N. ATIBA-DILCHAN  
*Clerk of the Senate*

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NOTICE is hereby given that the Motor Vehicles and Road Traffic (Amendment) (No. 2) Regulations, 2026 (Legal Notice No. 271 of 2026 published in the Gazette on 1st May, 2026) is subject to negative resolution of Parliament and was laid in the House of Representatives on the 8th day of May, 2026, and in the Senate on the 6th day of May, 2026.

B. CAESAR  
*Clerk of the House*

N. ATIBA-DILCHAN  
*Clerk of the Senate*

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## TRINIDAD AND TOBAGO POLICE SERVICE

## NOTIFICATION OF REVOCATION OF FIREARM USER'S LICENCE

NOTICE is hereby given in accordance with section 21 of the Firearm Act, Chap. 16:01, that Firearm User's Licence No. 330/2019 is hereby revoked.

Dated this 30th day of April, 2026.

A. GUEVARRO  
*Commissioner of Police*



Government of the Republic of Trinidad and Tobago  
Office of the Attorney General

# PUBLIC NOTICE

## GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

### 2025 Updated Public Statement

of the

### OFFICE OF THE ATTORNEY GENERAL

In compliance with sections 7, 8, and 9 of

### The Freedom of Information Act, 1999

Under the Freedom of Information Act 1999 (“the FOIA”), each public authority is required to publish and update certain information for the benefit of the public. This includes the structure and function of each public authority, a list of categories of documents held by the authority, and the process for obtaining documents. The statement also identifies those documents that are generally available for public scrutiny and purchase.

### THE FOLLOWING INFORMATION IS PUBLISHED BY THE OFFICE OF THE ATTORNEY GENERAL.

The FOIA gives members of the public:

1. A legal right for each person to access information held by the Office of the Attorney General;
2. A legal right for each person to have official information relating to himself/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; and
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 STATEMENT

#### SECTION 7(1)(a)(i) - Function and Structure of the Office of the Attorney General

#### FUNCTION

The mandate of the Office of the Attorney General (hereinafter referred to as “the OAG”) is to provide comprehensive and efficient legal services to the Government of the Republic of Trinidad and Tobago, the private sector, various agencies, regional and international institutions, and members of the public.

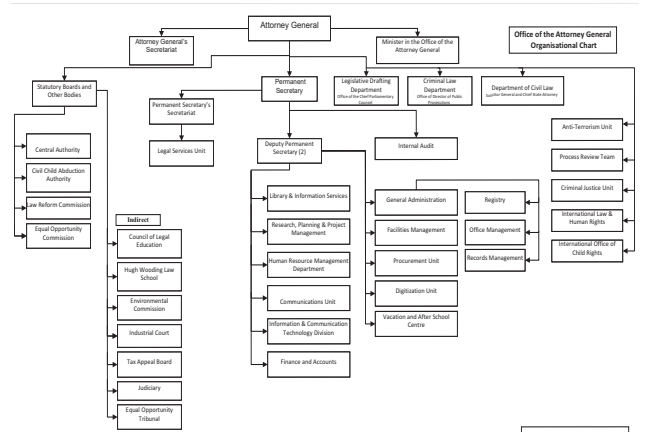
The OAG’s obligations are primarily derived from the constitutional directives given to the Attorney General. These include:

- Responsibility for the administration of legal affairs in Trinidad and Tobago;
- To represent the State in civil proceedings, in the name of the Attorney General; and
- To act as an independent guardian of the public interest, and to ensure that the rights of all citizens are protected.

#### ORGANISATIONAL STRUCTURE AND STAFFING

The OAG is headed by the Honourable Attorney General, the Permanent Secretary, and the Deputy Permanent Secretaries. The OAG is staffed by Directors of Units/Departments, contract employees and public officers on the Establishment. The contract positions comprise clerical, technical/professional, secretarial, administrative and manipulative staff. The OAG is divided into the Departments/

Units listed below. Additionally, an extract from Extraordinary Gazettes Vol. 64 No. 81, dated Wednesday May 23rd, 2025, listing the Business and Departments of Government and Statutory Boards and Other Bodies which are under the remit of the OAG is detailed below.



Dated May 23<sup>rd</sup> 2025

### FUNCTIONS OF THE UNITS/DEPARTMENTS OF THE OFFICE OF THE ATTORNEY GENERAL

#### Anti-Terrorism Unit

The primary function of the Anti-Terrorism Unit (ATU) is to fulfil the obligation of the Attorney General under the Anti-Terrorism Act, Chap. 12:07. Primarily, the ATU makes applications to the High Court for the designation of individuals and entities, both domestically and as listed on various United Nations Sanctions Lists. It also makes applications for Targeted Financial Sanctions. Further, the ATU works closely with key national agencies relative to counter-terrorism matters, as well as with international stakeholders.

Vital to the role of the ATU and the fulfilment of the country’s obligations are the international standards in respect of terrorism imposed on Trinidad and Tobago as a member state of both the United Nations and Caribbean Financial Action Task Force (CFATF). In the execution of its obligations, the ATU works closely with both the CFATF and Financial Action Task Force.

#### Department of Civil Law

By virtue of the Judicial and Legal Service Act, Chap 6:01 as amended by Act No. 14 of 2024 (“the Act”), the offices of the Solicitor General and the Chief State Solicitor were fused and renamed the Department of Civil Law. As such, all law officers within the Department of Civil Law work under the same framework and the Solicitor General is the Head of Department.

The Department of Civil Law performs a critical role in the administration of justice and provides legal services to all Government Ministries and Departments, as well as to the members of the public. The Department of Civil Law advises the State on all aspects of Civil Law, represents the State in both Constitutional and Civil Proceedings, assists in the formulation and execution of Government policy within the limits of the law and vets financial documents related to loan agreements and bond issues on the domestic and international markets.



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Further, the Department of Civil Law provides commercial and property law services to both the Government and the public, including the preparation of deeds and contracts for commercial enterprises and for the engagement of consultants and other personnel.

### Criminal Law Department

The Office of the Director of Public Prosecutions (“the Criminal Law Department”) is headed by the Director of Public Prosecutions. This Office was created by the Constitution of the Republic of Trinidad and Tobago. It is independent of both political and stakeholder involvement.

The functions of the Criminal Law Department include the following:

- Undertaking criminal prosecutions in all High Courts (Assizes and Appeal).
- Briefing Counsel in the United Kingdom on the conduct of appeals before the Judicial Committee of the Privy Council.
- Undertaking prosecutions in complex matters and matters of public interest in the forty (40) Magistrates’ Courts throughout the country.
- Formulating prosecution policy.
- Interfacing on a regular basis with governmental, non-governmental and international agencies such as the Police, Defence Force, Customs and Excise, Board of Inland Revenue and Town and Country Planning Division. In addition, there is a great deal of interaction with the public, the United States Department of Justice, the Crown Prosecution Service and other prosecuting agencies within the Caribbean Territories.
- Assisting with extradition requests.
- Proffering indictments before the High Court and preparing and filing other legal documents.

### International Office of Child Rights

The International Office of Child Rights (IOCR) maintains our country’s obligations under The Hague Convention on the Civil Aspects of International Child Abduction and ensures that children are returned to their country of habitual residence. It also houses the Civil Child Abduction Authority (CCAA), which was established under the International Child Abduction Act, 2008. This Act provides for the application of The Hague Convention to the Civil Aspects of International Child Abduction in Trinidad and Tobago and provides for matters connected with or related thereto.

The CCAA is a Central Authority established to deal with all matters relating to the civil aspects of international parental child abduction between Trinidad and Tobago and contracting territories. To date, Trinidad and Tobago has partnered with over fifty (50) territories under The Hague Convention. The CCAA is also responsible for discharging the duties which are imposed by the Convention.

### International Law and Human Rights Unit

The International Law and Human Rights Unit (ILHRU) primarily focuses on the preparation of country reports for submission to various international organisations in relation to International Human Rights instruments of which Trinidad and Tobago is a party. The Unit also acts as a peer reviewer for other countries when a request is made to the government from an international organisation, such as the United Nations. Further, the ILHRU forms part of national task forces which are charged with Trinidad and Tobago’s national policy and legislation in relation to human trafficking, refugees and asylum seekers. It sits as one of the government’s representatives on the ILO 144 Tripartite Committee in the Ministry of Labour, as well as the Cabinet-appointed Committee for implementation of the Convention on the Rights of Persons with Disabilities.

When necessary, the ILHRU also engages in public awareness campaigns on various

human rights issues as well as the hosting of international conferences and meetings which relate to human rights matters.

### Legislative Drafting Department

The Office of the Chief Parliamentary Counsel (“the Office”) is the only constitutionally recognised provider of professional legislative drafting services for the Legislative Arm of the State (i.e., Parliament). The drafting of legislation is generally initiated upon the written instructions by the Executive Arm of the State (i.e., Cabinet) which, in accordance with section 75(1) of the Constitution, is collectively responsible to Parliament for Government’s legislative policy. The primary purpose of the Office is to translate Government’s policy into sound legislation.

Government’s policy is evidenced by a decision of the Cabinet contained in a Cabinet Minute, which becomes the Office’s instructions to draft.

The main functions of Parliamentary Counsel are –

1. drafting legislation, namely Bills, regulations, rules, orders, by-laws, proclamations and notices;
2. preparing briefs on drafted legislation including relevant research;
3. consolidating the particular law to its extant state prior to making any amendments in order to facilitate its legislative passage;
4. construing and interpreting policy instructions or statements;
5. vetting draft legislation prepared by the Law Reform Commission;
6. finalising draft legislation prepared by consultants on the basis of Cabinet-approved policy instructions;
7. attending Parliament during the debate and passage of Bills to advise the Attorney General and Line Ministers on any drafting and legal issues which are raised;
8. drafting amendments required during the Committee Stage of the passage of a Bill in Parliament;
9. advising the Attorney General and Line Ministers on the legal and constitutional implications of questions raised and amendments proposed during the passage of a Bill in Parliament.

### Criminal Justice Unit

The Criminal Justice Unit (CJU) is responsible for transforming the criminal justice system to reflect Constitutional ideals, Government policies and international best practices/trends. The ultimate objective is to achieve greater efficiency and fairness to all users of the justice system, including the public. This encompasses multifaceted responsibilities involving:

- Advising and liaising with the Attorney General and other Government Ministries;
- Ongoing liaison with criminal justice entities such as the Judiciary, the Prisons, the DPP’s Office, the Law Association, the Public Defenders Department, the Police Service, the Forensic Science Centre, the Ministry of Homeland Security, the Anti-Corruption Investigation Bureau, and the Strategic Services Agency;
- Meeting and co-ordinating with international partners including the US Embassy, the British High Commission, the UNDP and the Commonwealth, to secure funding and partner on justice projects;
- Consulting with key stakeholders and members of the public on policy and legislative proposals relating to the four key reform areas of plant and machinery, people, process and laws of the justice system;
- Conducting comprehensive legal research, preparing preliminary advice, preparing policies and liaising with legislative drafters on the development



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- of legislation;
- Attending meetings with the Legislation Review Committee (LRC) and Parliament in order to advise the Attorney General during debates;
- Preparing Parliamentary Briefs for the Attorney General or relevant Minister(s); and
- Ensuring the operationalisation, sensitisation and monitoring of new legislation in the justice system.

### Attorney General's Secretariat

The Secretariat operates under the sole direction and instruction of the Attorney General. Its core functions are:

- To liaise with foreign Attorneys on litigation matters involving the State of Trinidad and Tobago;
- To assist the Attorney General with day-to-day administrative and procedural functions;
- To provide legal advice on an extensive range of legal matters that are submitted to the Office from other Ministries/Departments, Cabinet and Statutory bodies which includes constitutional and civil issues, commercial matters, municipal and international law, legislative matters before Cabinet and Parliament, and matters of law reform;
- To draft Instruments of Appointment for Members of various Boards and to draft complex legal documents;
- To assist in the review of Financial Documents as submitted by the Ministry of Finance for positive vetting by the Attorney General; and
- To assist in the review of agreements/contracts submitted by the Ministry of Energy and Energy Industries for positive vetting by the Attorney General.

### Process Review Team

The Process Review Team is tasked with enhancing the organisational effectiveness of the OAG's policies, management systems and practices by addressing deficiencies in respect of work distribution and workflows, tracking and monitoring systems and evaluation and feedback mechanisms within the OAG. It supports the work of the Attorney General by ensuring the development of a Legislative Agenda and engages in intervention strategies to expedite critical legal matters under the purview of the Department of Civil Law, Law Reform Commission and Legislative Drafting Department.

The Team's core objectives are to assist the Attorney General in the execution of specified matters as determined from the Legislative Agenda and to provide advice on legislative and policy reform.

### National Biosafety

Responsibility for National Biosafety has been assigned to the OAG. Previously, decisions regarding the import and export of genetically modified organisms (GMOs) were managed by the OAG. The OAG continues to oversee relevant legislative reforms.

The National Biosafety Policy of Trinidad and Tobago, last updated in 2016, was developed in alignment with international obligations, including the Cartagena Protocol on Biosafety (CPB) to the Convention on Biological Diversity. The policy aims to:

- Ensure that products of modern biotechnology, including GMOs, do not pose unacceptable risks to human, animal, or plant health or to the environment;
- Provide an enabling environment for biotechnology development by carefully managing the interface between technology and society;

- Safeguard the environment and human, animal, and plant health at the highest safety standards without unduly restricting biotechnology development or trade;
- Prevent perceived or actual conflicts of interest from hindering policy development, implementation, or infringing on human rights.

The overarching objective of this ministerial assignment is to promote the conservation and sustainable use of the country's biological resources while integrating biodiversity considerations into national socio-economic development planning.

### Legal Services Unit

The Legal Services Unit provides legal opinions, drafting of specific contracts, legal oversight and guidance to the Ministry and its agencies on various matters that pertain to their operations within a legal framework. The Unit ensures that the Ministry adheres to sound legal principles in executing its functions and ensures that the Ministry fulfils all statutory obligations.

### Human Resource Management Unit

This Unit is responsible for the management of the OAG's human capital in an effective, fair, and consistent manner so as to achieve the OAG's strategic goals and objectives. The functions include recruitment, human resource planning, training and development, performance evaluation management, development of human resource management policies, industrial and employee relations and compensation.

### General Administration

This Unit provides essential support services to the OAG through office management and registry functions.

- Office Management: Responsible for procuring goods and services to ensure the efficient operation of the Ministry.
- Registry: Maintains and securely stores all records generated within the Ministry, ensuring business continuity and compliance with legal requirements.
- Records Management: To ensure that all records within the Ministry are properly organised, protected, and accessible to support efficient operations.

### Research, Planning and Project Management

The Research, Planning and Project Management supports the development and execution of the OAG's policies, programmes, and projects in alignment with the Government's mandate.

Key responsibilities include:

- Assisting in the formulation and implementation of policies, programmes, and projects;
- Monitoring the budgetary requirements of all Departments and Units within the OAG;
- Overseeing the implementation of the Public Sector Investment Programme (PSIP);
- Preparing the OAG's annual budgets (primarily capital expenditure); and
- Providing data, analysis, and advice on ongoing projects to the Attorney General, Minister in the OAG, and Permanent Secretary.



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### **Finance and Accounts Unit**

The Finance and Accounts Unit is responsible for the following core functions:

- Processing the OAG's payroll;
- Processing payments to all suppliers of goods and services;
- Processing payments to the OAG's Agencies for their operational and capital projects; and
- Preparing statutory and other financial reports for submission to the Ministry of Finance, the Comptroller of Accounts, and the Auditor General.

### **Information and Communications Technology (ICT) Division**

The ICT Division manages the OAG's information technology platform, enabling real-time information sharing among the OAG, its agencies, staff, and stakeholders.

The Division delivers services in the following key areas:

- **Systems analysis:** Analysing the business needs of the OAG and its agencies to identify challenges and recommend appropriate solutions;
- **Systems development:** Designing, developing, and maintaining new applications;
- **Systems installation:** Installing, maintaining, and monitoring the OAG's computer network, including all related hardware and software;
- **Systems administration:** Implementing, training users on, and documenting new systems and applications.

### **Facilities Management Unit**

The Facilities Management Unit is responsible for the ongoing planning, monitoring, rehabilitation, and capital replacement of all buildings under the OAG's purview. This encompasses:

- The physical structure of the buildings;
- All building services and equipment;
- The internal layout (including offices, rooms, facilities, major office equipment, and electrical/mechanical systems); and
- The external premises, including pavements, landscaping, and all exterior attachments.

### **Procurement Unit**

The Procurement Unit manages the acquisition of consultants, contractors, goods, and services. It oversees the issuance and administration of contracts while ensuring that every stage of the procurement process upholds the highest standards of integrity, transparency, and professionalism.

### **Communications Unit**

The Corporate Communications Unit creates, implements, and manages all internal and external communication programmes aimed at increasing awareness of the OAG's mandate and the activities undertaken to fulfil it. Key responsibilities include:

- Strategic communication planning;
- Reputation management;
- Image and branding;
- Media relations;
- Digital media management;
- Event planning and management;
- Protocol services;

- Stakeholder engagement; and
- Internal communications.

### **Internal Audit Unit**

The Internal Audit Unit ensures full implementation and compliance with the government's accounting systems and standards prescribed by the Ministry of Finance. This includes verifying that all accounting records of the OAG are complete, accurate, up-to-date, and properly secured.

### **Library and Information Services**

The library provides the OAG's staff with a full range of traditional library services, research support, electronic document delivery, and professional information consultation services.

### **Digitization Unit**

Established on July 08, 2021, the Digitization Unit is tasked with enhancing operational efficiency, improving data accessibility, and supporting the OAG's initiatives through the adoption of advanced digital technologies. Its primary role is to strengthen the OAG's overall digital infrastructure, thereby increasing capacity and operational efficiency. This is intended to reduce service delivery delays and ultimately improve the ease of doing business with the OAG.

### **Vacation and After School Centre (VASC)**

The Vacation and After School Centre was established to support employees who are parents or guardians by offering supervised care for children aged three (3) to fourteen (14) years. Care is provided:

- Before and after regular school hours;
- During school vacation periods; and
- On unscheduled school closure days or when a child is unable to attend school (excluding cases of illness).

### **STATUTORY BOARDS AND OTHER BODIES:**

- Central Authority
- Civil Child Abduction Authority
- Council of Legal Education
- Hugh Wooding Law School
- Environmental Commission
- Equal Opportunity Commission
- Equal Opportunity Tribunal
- Industrial Court
- Law Reform Commission
- Tax Appeal Board

### **FUNCTIONS OF THE STATUTORY BOARDS AND OTHER BODIES OF THE OFFICE OF THE ATTORNEY GENERAL**

#### **Central Authority Unit (CAU)**

The Central Authority Unit was established under the Mutual Assistance in Criminal Matters Act, Chap. 11:24, and serves as the designated authority for issuing, receiving, and executing Mutual Legal Assistance (MLA) requests.

Assistance provided under the Act includes, but is not limited to:



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- Obtaining evidence, records, or documents for use in the requesting country;
- Locating or identifying persons;
- Conducting searches and seizures;
- Arranging attendance of persons in the requesting country to give evidence or assist investigations;
- Temporary transfer of detained persons to testify or assist;
- Service of judicial documents;
- Identifying and tracing property derived from serious offences;
- Enforcing foreign confiscation, forfeiture, pecuniary penalty, and restraint orders; and
- Obtaining domestic restraining orders.

The CAU is also responsible for asset-sharing arrangements involving confiscated or forfeited property, negotiating MLA treaties and international cooperation agreements, and assisting the Attorney General in fulfilling obligations under the International War Crimes Tribunals Act, Chap. 11:23, including cooperation with the International Criminal Tribunal for the former Yugoslavia (ICTY) and the International Criminal Tribunal for Rwanda (ICTR).

### International Office of Child Rights – Civil Child Abduction Authority

The International Office of Child Rights (hereinafter the “IOCR”) is a department within the Office of the Attorney General that deals with children’s matters both internationally and locally. The IOCR renders advice and assistance to various agencies and private citizens as part of its responsibilities.

The IOCR also houses the Civil Child Abduction Authority (hereinafter referred to as the “Authority”). This Authority was established under and by virtue of the International Child Abduction Act of 2008 (hereinafter referred to as the ‘Act’). This Act serves to provide for the application of the Hague Convention on the Civil Aspects of International Child Abduction (hereinafter referred to as the ‘Convention’) in Trinidad and Tobago and to provide for matters connected with or related thereto.

The Convention is a multilateral treaty developed in 1980 by the Permanent Bureau of the Hague Conference on Private International Law that provides an expeditious method to return a child who was abducted by a parent from one member nation to another, where the child was a habitual resident.

Trinidad and Tobago became a party to the Convention in 2000. The Convention was then incorporated into Trinidad and Tobago’s domestic law via the Act.

The Authority, by virtue of s. 6 (1) of the Act, is a Central Authority established to deal with all matters relating to the civil aspects of international parental child abduction between Trinidad and Tobago and contracting territories. To date, Trinidad and Tobago has partnered with over 50 territories under the Hague Convention.

The Authority is also responsible for discharging the duties which are imposed by the Convention.

This Authority is a Statutory Body that reports directly to the Honourable Attorney General and the Permanent Secretary.

### Council of Legal Education

The Council of Legal Education (Council) has been in existence for over forty (40) years and trains legal Practitioners in the Commonwealth Caribbean in fulfilment of its Mission Statement”

*“To facilitate the development of competent legal practitioners for the region who, appreciating their responsibility as members of an honourable profession and*

*recognising the needs of their socio-economic environment, are inspired in the pursuit of excellence, the maintenance of high ethical standards, the promotion of social justice and the strengthening of the rule of law.”*

### Hugh Wooding Law School

The Hugh Wooding Law School was established in 1973 and is one of three Law Schools established by the Council of Legal Education to provide professional legal training that leads to the award of the Legal Education Certificate by the Council of Legal Education. The Certificate entitles holders to be admitted to practice in the Commonwealth Caribbean, subject to the laws of each territory.

### Environmental Commission

The Environmental Commission is responsible for resolving environmental disputes arising under the law in a fair, accessible, effective, and efficient manner, interprets, and applies the law consistently, impartially, and independently to protect the rights of citizens, while being cognizant of the need for the balancing of economic growth with environmentally sound practices.

### Equal Opportunity Commission

The Equal Opportunity Commission (Commission) was established in 2000. The functions of the Commission are as follows:

- Work towards the elimination of discrimination;
- Promote equality of opportunity and good relations between persons of different ethnic and religious backgrounds;
- Receive, investigate and as far as possible, conciliate allegations of discrimination;
- Develop, conduct and foster research and education programmes and other programmes for the purpose of eliminating discrimination and promoting equality of opportunity and good relations between persons of different races, ethnicities, religions, geographical origins, marital status, gender or physical disabilities; and
- Prepare and publish appropriate guidelines for the avoidance of discrimination.

### Equal Opportunity Tribunal

The Equal Opportunity Tribunal (“the Tribunal”) is a superior court of record established pursuant to the Equal Opportunity Act, Chap. 22:03. Apart from the jurisdiction and powers conferred on it by the Act, the Tribunal also has all powers inherent in such a court. The work of the Tribunal is to resolve matters referred to it by the Commission pursuant to section 39 (2) of the Act. In the resolution of matters, the Tribunal is empowered to administer a wide range of remedies including the making of orders, declarations and awards of compensations as it thinks fit.

### Law Reform Commission

Established by the Law Reform Act, Chap. 3:04, the Commission is mandated under Section 4 to keep under constant review all laws applicable to Trinidad and Tobago with a view to their systematic development and reform. This includes eliminating anomalies, repealing obsolete enactments, reducing the number of separate laws, and simplifying and modernising the law.

Specific functions include:

- Receiving and considering suggestions for law reform from judges, public



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- officials, lawyers, and the public;
- Examining proposals referred by the Attorney General or recommended by legal associations and learned bodies;
- Preparing and submitting programmes for law examination and reform to the Attorney General;
- Undertaking, pursuant to the Attorney General's recommendations, the formulation of draft Bills;
- Examining particular branches of the law and formulating reform proposals (by draft Bills or otherwise);
- Providing advice and information to government ministries, departments, and statutory authorities on proposed legal reforms; and
- Researching the legal systems of other countries where relevant to its functions.

### The Tax Appeal Board

The Tax Appeal Board ("the Board") is a superior Court of record, established under Section 3 of the Tax Appeal Board Act, Chap. 4:50. The Board has jurisdiction to hear and determine:

- Appeals from the decision of the Board of Inland Revenue upon objections to assessment under the Income Tax Act;
- Appeals from such other decisions of the Board of Inland Revenue or of any other person under the Income Tax Act as may be prescribed by or under that Act; and
- Such other matters as may be prescribed by or under this Act or any other written law.

### EFFECTS OF THE FUNCTIONS OF THE OFFICE OF THE ATTORNEY GENERAL ON MEMBERS OF THE PUBLIC

The work of the OAG directly impacts the holistic development of Trinidad and Tobago through the promotion of the rule of law at all levels of society. Moreover, the OAG, in carrying out its functions, ensures the developmental pillars of a modern legal and regulatory framework are implemented and made effective. The OAG's functions ensure that individual freedoms and property rights are protected and this in turn impacts national development.

### ARRANGEMENTS FOR CONSULTATION

When the OAG is addressing legislative matters that will have a major impact on the national community, the process for public consultation on said matters is usually engaged.

### SECTION 7(1)(a)(ii) - Categories of Documents maintained by the Office of the Attorney General

- General administration files and documents relating to the operations of the OAG.
- Personnel files containing records of staff appointments, job applications, job specifications, promotions, transfers, resignations, retirements, deaths, and related matters.
- Files relating to the accounting and financial management functions of the OAG.
- Financial records.
- Cabinet documents.
- News releases and speeches originating from the OAG.
- Policy and procedure documents.
- Customer/client files.
- Training plans and related documents.
- Legislation and legal instruments.

- Legal opinions.
- Minutes of meetings.
- Files containing memoranda, circulars, bulletins, and similar documents.
- Reports.
- Complaints files.
- Periodicals and publications.
- Other official documents.

### SECTION 7(1)(a)(iv) – Literature Available by Subscription

The OAG does not offer any literature by way of subscription services.

### SECTION 7(1)(a)(v) – Procedure for Requesting Access to Official Documents

Requests for access to official documents must be made in writing using the prescribed **Request for Access to Official Documents** form, which may be downloaded from [www.foia.gov.tt](http://www.foia.gov.tt).

The application must include:

- The name of the public authority from which the information is requested;
- The applicant's full name;
- The applicant's address and contact details;
- A clear description of the information requested and the preferred format;
- The date of the request;
- The applicant's signature; and
- Sufficient details to enable the OAG to identify and locate the requested records.

Applications should be addressed to the Designated Officer of the OAG (see Section 7(1)(a)(vi)). If the information provided is insufficient, the applicant will be contacted for clarification. Assistance in completing the form is available from the Designated Officer upon request.

A request may not be processed if the information is already publicly available (either from the OAG or another public authority) or if it falls within an exempt category under the FOIA. The OAG is required to provide access only to documents in its possession and will supply one copy only. If a document is illegible, it will not be reconstructed; the best available copy will be provided.

The OAG will respond to a request as soon as practicable, and in any event no later than **thirty (30) days** from receipt. An acknowledgement of receipt will be sent to the applicant. If processing is expected to exceed the statutory timeline, the applicant will be notified in writing and an extension requested. Failure to meet the deadlines prescribed in the FOIA entitles the applicant to treat the request as denied and to pursue the available remedies.

In accordance with section 17(1) of the FOIA, no fee is charged for submitting a request. However, where access is granted in the form of printed copies or copies in another format (e.g., tape, disk, film), the applicant will be required to pay the prescribed duplication fee.

### SECTION 7(1)(a)(vi) – Officers Responsible for Freedom of Information Act (FOIA) Requests

The following officers in the OAG are responsible for:

- Initial receipt and action on notices issued under section 10 of the FOIA;
- Processing requests for access to official documents under section 13 of the FOIA; and



AGLA Tower, Government Plaza,  
Corner of London & Richmond Streets,  
Port of Spain



223 - 2452



[www.agla.gov.tt](http://www.agla.gov.tt)



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Government of the Republic of Trinidad and Tobago  
Office of the Attorney General

## PUBLIC NOTICE

3. Processing applications for correction of personal information under section 36 of the FOIA.

### The Designated Officer for the OAG is:

Ms. Avaria Niles  
State Attorney II  
Office of the Attorney General  
AGLA Tower, Government Campus Plaza  
Corner of London and Richmond Streets,  
Port of Spain Telephone: 223-2452 Ext. 2165  
Email: [foiateam@ag.gov.tt](mailto:foiateam@ag.gov.tt)

### The Alternate Designated Officer for the OAG is:

Ms. Dhalia Richardson  
State Attorney I  
Office of the Attorney General  
AGLA Tower, Government Campus Plaza  
Corner of London and Richmond Streets,  
Port of Spain Telephone: 223-2452 Ext. 2242  
Email: [foiateam@ag.gov.tt](mailto:foiateam@ag.gov.tt)

### SECTION 7(1)(a)(vii) – Advisory Boards, Councils, Committees and Other Bodies (Where Meetings or Minutes are Open to the Public)

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

### SECTION 7(1)(a)(viii) - Library / Reading Room Facilities

Information in the public domain can be accessed by request to the relevant Designated Officer and the necessary accommodation will be made available. Additionally, information in the public domain can also be accessed through our website [www.agla.gov.tt](http://www.agla.gov.tt).

### SECTION 8 STATEMENT

#### SECTION 8(1)(a)(i) – Documents containing interpretations or particulars of written laws or schemes administered by the OAG (not being particulars contained in another written law)

- Public Service Commission Regulations
- Guidelines for the Administration of Devolved Functions
- Service Commission Department Manual of Guidelines and Procedures for the Exercise of Delegated Powers
- Reports of Government Agencies
- Medium-Term Planning Framework
- Public Sector Investment Programme (PSIP)
- Reports of meetings on programming, monitoring, and evaluating the PSIP
- Monthly, mid-term, and annual performance reports on the PSIP
- Quarterly project monitoring reports on programmes/projects financed wholly or partly by International Financing Institutions
- Documents providing guidance on the process and procedures for preparation of the PSIP
- Building Cost Averages Manual
- Policies of Sectoral Agencies
- Estimates of Expenditure (Recurrent and Development Programme)
- Implementation Plans and Action Plans
- Procurement Policies and Guidelines
- Financial Regulations and Instructions
- Guidance on Implementation of the FOIA

- Manual on Financial and Economic Analysis

#### SECTION 8(1)(a)(ii) – Documents containing definitive interpretations of written laws or schemes administered by the public authority

At this time, the OAG has no such documents.

#### SECTION 8(1)(b) – Documents detailing procedures or objectives in the enforcement of written laws or schemes

At this time, the OAG has no such documents.

### SECTION 9 STATEMENT

#### SECTIONS 9(1)(a) to (g) and (j) to (m)

At this time, the OAG has no reports or documents falling under these subsections.

#### SECTION 9(1)(h) – Reports required to be published

1. Audit Reports
2. Quarterly Reports on Public Sector Investment Programme Projects
3. Annual Record of the OAG's Achievements

#### SECTION 9(1)(i) – Policy reports or documents required to be published

1. Revised Policy for the Vacation and After School Centre
2. Screening Briefs for Potential New Projects

### OFFICE OF THE ATTORNEY GENERAL



AGLA Tower, Government Plaza,  
Corner of London & Richmond Streets,  
Port of Spain



223 - 2452



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

**PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024  
IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF  
THE FREEDOM OF INFORMATION ACT (FOIA), 1999 (CHAP 22:02)**

In accordance with Sections 7, 8 and 9 of the Freedom of Information Act (FOIA), 1999 (Chap 22:02), the **Ministry of Foreign and CARICOM Affairs**, being 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 Ministry;**
- 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; and**
- 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**

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

**FUNCTION AND STRUCTURE OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS**

The Ministry of Foreign and CARICOM Affairs, established in 1962, serves as the external arm of the Government of the Republic of Trinidad and Tobago and conducts the country's foreign relations with other states and international entities mainly through diplomatic initiatives and representation. The foreign policy of the country is pursued through the activities of the Ministry's Headquarters, Overseas Missions and Honorary Consulates.

The Ministry is responsible for the following:

- Caribbean Community (CARICOM) Affairs (wider Caribbean)
- Consular and Protocol Services
- External Relations
- Overseas Missions
- Treaties

**Headquarters**

The Ministry's Headquarters comprise:

- **Minister's Secretariat**
- **Permanent Secretary's Secretariat**
  - Finance and Accounts Unit
  - Internal Audit
- **Deputy Permanent Secretary (I) Secretariat**

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PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

- Human Resource Services Division
  - Multilateral Relations Division
  - Information Technology Unit
  - Office Management Section
  - Property Management Unit
  - Policy and Planning Division
  - Treaties, International Agreements and Legal Division
  - Caribbean Single Market and Economy (CSME) Unit
- **Deputy Permanent Secretary (II) Secretariat**
- Corporate Communications Unit
  - Library
  - Registry Section
  - Records Management Section
  - CARICOM and Caribbean Affairs Division
  - Consular Affairs Division
  - Protocol Division
  - Missions Inspectorate and Administration Unit
- **Director, Bilateral Relations**
- Africa, Asia, Middle East and the Pacific Division
  - Americas Division
  - European Affairs Division
- **Ambassador of the Republic of Trinidad and Tobago to CARICOM**

**Overseas Missions**

At present, there are twenty (20) Overseas Missions that are charged with protecting and promoting the interests of Trinidad and Tobago in the international arena. The newest Mission was officially opened in February 2020 in Georgetown, Guyana. The Overseas Missions are as follows:

- The Embassies in Beijing, Brasilia, Brussels, Caracas, Havana, San José, Panama City, Washington D.C. (Permanent Mission to the Organization of American States);
- The High Commissions in Abuja, Georgetown, Kingston, London, New Delhi, Ottawa, and Pretoria;
- The Permanent Missions to the United Nations in New York and Geneva; and
- The Consulates General in Miami, New York and Toronto.

**Honorary Consuls**

The Ministry has engaged the services of Honorary Consuls to represent the interests of Trinidad and Tobago where there is no diplomatic or consular representation. These Honorary Consuls are located in:

- The Americas: Belize City, Bolivia [La Paz], Brazil [Goiás, São Paulo, Minas Gerais, Pará], Canada [Manitoba, Montreal, Saskatchewan], Dominica [Roseau], Dominican Republic [Santo Domingo], Ecuador [Quito], Grenada [St. George's], Paraguay [Asunción], Puerto Rico, Saint Kitts and Nevis [Basseterre], Suriname [Paramaribo], United States of America [Texas and California];
- Europe: Denmark [Copenhagen], Finland [Helsinki], France [Paris], Germany [Bonn, Hamburg, Munich], Norway [Oslo], Slovak Republic, and Türkiye [Istanbul];
- Africa: Ghana [Tema]; Kenya [Nairobi]

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PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

- Asia: The Republic of Korea [Seoul]
- The Middle East: Lebanon [Tripoli]

**Section 7 (1) (a) (ii)****CATEGORIES OF DOCUMENTS IN THE POSSESSION OF THE MINISTRY**

- Files dealing with administrative support and general administrative documents for the operations of the Ministry
- Policy and procedure documents
- Documents relating to the strategic review of the Ministry
- Cabinet documents
- Personnel files detailing, *inter alia*, staff appointments, job specifications, promotions, transfers and leave
- Files dealing with training opportunities and technical cooperation
- Files dealing with accounting and financial matters
- Financial records such as cheques, vouchers, receipts and journals
- Files relating to the procurement of supplies, services and equipment
- Inventories
- Media releases and speeches originating in the Ministry
- Files dealing with official functions, conferences and events hosted and attended by the Ministry
- Internal and external correspondence files
- Complaint and suggestion files
- Registers and certificates
- Legislation, legal instruments and legal opinions
- Briefing documents
- Diplomatic lists
- Reports: annual, audit, consultants' and technical, among others
- Minutes and agenda of meetings
- Books, periodicals, publications, leaflets, pamphlets, brochures, posters, newspaper clippings, notices and bulletins
- Maps, charts, photographs, compact discs, usb flash drives, diskettes, abstracts, tapes and catalogues,

**Section 7 (1) (a) (iii)****MATERIAL PREPARED FOR PUBLICATION OR INSPECTION**

The public may inspect and/or obtain copies of the following material from the Designated Officer (please refer to Section 7 [1] [a] [vi]) between the hours of 8:00 a.m. to 4:15 p.m. from Monday to Thursday and 8:00 a.m. to 4:00 p.m. on Friday:

- Addresses/statements by the Honourable Minister of Foreign and CARICOM Affairs
- Addresses/statements by the Permanent Secretary of the Ministry
- Statements by Heads of Mission
- Press releases

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PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

- Communiqués from: Conferences of the Heads of Government of CARICOM and meetings, conferences of United Nations bodies and meetings of regional and hemispheric bodies (e.g. OAS, ACS).
- Guidelines on the movement of professionals within CARICOM

The public can also access the Ministry's website at [www.foreign.gov.tt](http://www.foreign.gov.tt).

**Section 7 (1) (a) (iv)****LITERATURE AVAILABLE BY SUBSCRIPTION**

The Ministry has no literature available by way of subscription.

**Section 7 (1) (a) (v)****PROCEDURE TO BE FOLLOWED WHEN ACCESSING A DOCUMENT FROM THE MINISTRY****Requesting Information*****General Procedure***

The policy of the Ministry is to answer all requests for information, both oral and written. However, in order to have the rights given to the public under the FOIA (for example the right to challenge a decision if a request for information is refused), one must make a request in writing. The applicant must complete the appropriate form for information that is not readily available to the public. In this regard, the Request for Access to Official Documents form is available online at [http://www.foia.gov.tt/sites/default/files/FOIA\\_Request\\_Form.pdf](http://www.foia.gov.tt/sites/default/files/FOIA_Request_Form.pdf).

***Addressing Requests***

To facilitate prompt handling of requests, applications must be addressed to the Designated Officer (please refer to 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. If the applicant is not sure how to write the request or what details to include, he/she must communicate with the 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 readily available to the public, either from this Ministry or from another public authority. These may include, *inter alia*, brochures, pamphlets and reports.

**How the Ministry Responds to Requests*****Retrieving Documents***

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

***Furnishing Documents***

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PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

An applicant is entitled to copies of documents that are in the possession, custody or power of the Ministry. The Ministry is required to furnish only one copy of a document. If a legible copy of an original document cannot be made, no attempt will be made to reconstruct it. In such circumstances, the best copy possible will be furnished with its quality being noted in the Ministry's reply.

Please note that the Ministry is **not** compelled to do the following:

- 1) Create new documents. For example, a new programme will not be written so that a computer will print information in the format preferred by the applicant.
- 2) Perform research for an applicant.

**Time Limits**

The FOIA sets a time limit of thirty (30) calendar days for the determination of a request for access to documents. If this deadline cannot be reached, the FOIA gives you the right to proceed as though the request has been denied. The Ministry will try diligently to comply with the time limit. If it appears that processing the request may take longer than the statutory limit, the request will be acknowledged and the applicant will be advised of its status.

Since there is a possibility that requests may be incorrectly addressed or misdirected, the applicant may wish to call or write to confirm that the request has been received and to ascertain its status.

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.

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

**OFFICERS IN THE MINISTRY RESPONSIBLE FOR \*(1) THE INITIAL RECEIPT OF AND ACTION UPON NOTICES UNDER SECTION 10 OF THE FOIA, \*(2) REQUESTS FOR ACCESS TO DOCUMENTS UNDER SECTION 13 OF THE FOIA, AND \*(3) APPLICATIONS FOR CORRECTIONS OF PERSONAL INFORMATION UNDER SECTION 36 OF THE FOIA**

**Designated Officer**

Name: Leandrea Lutchman  
Job Title: Legal Research Officer  
Address: Ministry of Foreign and CARICOM Affairs, 2 Prada Street, St. Clair, Newtown 190325  
Tel. no.: 285-5029; 623-6894 ext. 2214  
Fax no.: 623-5853  
Email address: [lutchmanll@foreign.gov.tt](mailto:lutchmanll@foreign.gov.tt)

**Secondary Designated Officer**

Name: Ms. Simone Young  
Job Title: Foreign Service Officer V  
Address: Ministry of Foreign and CARICOM Affairs, 2 Prada Street, St. Clair, Newtown 190325  
Tel. no.: 285-5029; 623-6894 ext. 2076  
Fax no.: 623-5853  
Email address: [youngs@foreign.gov.tt](mailto:youngs@foreign.gov.tt)

**Section 7 (1) (a) (vii)**

**ADVISORY BOARDS, COUNCILS, COMMITTEES, AND OTHER BODIES WHERE MEETINGS/MINUTES ARE OPEN TO THE PUBLIC**

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PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

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

**Section 7 (1) (a) (viii)****LIBRARY/READING ROOM FACILITIES**

The Ministry's Library is located at #2 Prada Street, St. Clair, Newtown, Port of Spain. Tel: 623-6894 ext 2175 / 2522 .

The Library facilitates requests for information during the hours 8:00 a.m. to 4:00 p.m. Monday to Friday, except public holidays.

**SECTION 8****Section 8 (1) (a) (i)****DOCUMENTS CONTAINING INTERPRETATIONS OR PARTICULARS OF WRITTEN LAWS OR SCHEMES ADMINISTERED BY THE MINISTRY, NOT BEING PARTICULARS CONTAINED IN ANOTHER WRITTEN LAW**

- Treaties
- Conventions
- Memoranda

**Section 8 (1) (a) (ii)****MANUALS, RULES OF PROCEDURE, STATEMENTS OF POLICY, RECORDS OF DECISIONS, LETTERS OF ADVICE TO PERSONS OUTSIDE THE MINISTRY, OR SIMILAR DOCUMENTS CONTAINING RULES, POLICIES, GUIDELINES, PRACTICES OR PRECEDENTS**

The following internal documents can be made available for inspection only upon request to the Designated Officer (see Section 7 [1] [a] [vi]):

- Organizational Handbook
- Handbook for Officers on Transfer

**Section 8 (1) (b)****DOCUMENTS OUTLINING THE PROCEDURES TO BE EMPLOYED OR THE OBJECTIVES TO BE PURSUED IN ENFORCING WRITTEN LAWS OR SCHEMES ADMINISTERED BY THE MINISTRY WHERE THE PUBLIC MIGHT BE DIRECTLY AFFECTED BY THAT ENFORCEMENT**

- Information documents prepared with respect to the Caribbean Community (CARICOM) Free Movement of Persons Act, 1997

**SECTION 9****Section 9 (1) (a) – (b)**

There are no documents to be published under these subsections at this time.

**Section 9 (1) (c)**

PUBLIC STATEMENT OF THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS  
FREEDOM OF INFORMATION STATEMENT UPDATE 2024—CONTINUED

**A REPORT OR STATEMENT CONTAINING THE ADVICE OR RECOMMENDATIONS OF AN INTERDEPARTMENTAL COMMITTEE WHOSE MEMBERSHIP INCLUDES AN OFFICER OF THE MINISTRY**

- Submission to the Commission on the Limits of the Continental Shelf
- Report by the Marine Scientific Research Sub-Committee
- Reports of the Inter-sectoral Committee on a Marine Pollution Prevention and Compensation Regime for Trinidad and Tobago
- Reports of the Working Group to Determine the Implications of Global Warming, Climate Change and Sea Level Rise
- Report of the Bilateral Oil Spill Committee
- Report by the Inter-Ministerial International Humanitarian Law Committee
- Report of the Trade Negotiations Committee
- Reports of the Inter-Ministerial Consultative Committee on the CARICOM Single Market and Economy
- Report of the CARICOM Trade Support Programme of Trinidad and Tobago
- Reports of the Business and Labour Advisory Committee
- Report of the Bilingual Steering Committee
- Minutes of Meetings of the National Commission for the United Nations Educational, Scientific and Cultural Organization (UNESCO)
- Reports of the Reconstituted Trinidad and Tobago National Committee on Reparations

**Sections 9 (1) (d) – (g)**

There are no documents to be published under these subsections at this time.

**Section 9 (1) (h)**

**A REPORT ON THE PERFORMANCE OR EFFICIENCY OF THE MINISTRY, OR OF AN OFFICE, DIVISION OR BRANCH OF THE MINISTRY, WHETHER THE REPORT IS OF A GENERAL NATURE OR CONCERNS A PARTICULAR POLICY, PROGRAMME OR PROJECT**

- Report by Auditor General on the Ministry
- Annual Reports of the departments at Headquarters and of the Overseas Missions
- Reports on the Major Achievements of the departments at Headquarters and of the Overseas Missions
- Ministerial Performance Management Framework Report of the Ministry

**Section 9 (1) (i)**

**A REPORT CONTAINING FINAL PLANS OR PROPOSALS FOR <sup>\*</sup>(1) THE RE-ORGANIZATION OF THE FUNCTIONS OF THE MINISTRY, <sup>\*</sup>(2) THE ESTABLISHMENT OF A NEW POLICY, PROGRAMME OR PROJECT TO BE ADMINISTERED BY THE MINISTRY, OR <sup>\*</sup>(3) THE ALTERATION OF AN EXISTING POLICY, PROGRAMME OR PROJECT ADMINISTERED BY THE MINISTRY, WHETHER OR NOT THE PLANS OR PROPOSALS ARE SUBJECT TO APPROVAL BY AN OFFICER OF THE MINISTRY, ANOTHER PUBLIC AUTHORITY, THE RESPONSIBLE MINISTER OR CABINET**

There are no documents to be published under this subsection at this time.

**Section 9 (1) (j)**

**A STATEMENT PREPARED WITHIN THE MINISTRY AND CONTAINING POLICY DIRECTIONS FOR THE DRAFTING OF LEGISLATION**

- Report on the establishment of the CARICOM Single Market and Economy
- Report on the establishment of the Caribbean Court of Justice

**Section 9 (1) (k) – (m)**

There are no documents to be published under these subsections at this time.