



TRINIDAD AND TOBAGO GAZETTE

(EXTRAORDINARY)

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1319

APPOINTMENT TO ACT TEMPORARILY AS MEMBERS OF THE SENATE

IT IS HEREBY NOTIFIED for general information that, under the provisions of section 40 and section 44 of the Constitution of the Republic of Trinidad and Tobago, His Excellency the President acting in accordance with the advice of the Prime Minister, has appointed MR. NILEUNG ROLAND HYPOLITE, to be temporarily a Member of the Senate, with effect from 6th July, 2006 and continuing during the period of illness of Dr. LINDA SAVITRI BABOOLAL.

6th July, 2006.

H. HEMNATH
*Secretary to His Excellency
the President*

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IT IS HEREBY NOTIFIED for general information that, under the provisions of section 40 and section 44 of the Constitution of the Republic of Trinidad and Tobago, His Excellency the President acting in accordance with the advice of the Prime Minister, has appointed Ms. ROSE JANNEIRE, to be temporarily a Member of the Senate, with effect from 11th July, 2006 and continuing during the absence from Trinidad and Tobago of Senator Dr. LENNY SAITH.

7th July, 2006.

H. HEMNATH
*Secretary to His Excellency
the President*

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DESIGNATION OF OFFICERS OF THE TRINIDAD AND TOBAGO BUREAU OF STANDARDS (TTBS) AS INSPECTORS

NOTICE is hereby given that in accordance with section 25(1) of the Standards Act, No. 18 of 1997, the Minister of Trade and Industry has designated the following employees of the Trinidad and Tobago Bureau of Standards to be Inspectors for the following purposes:

- (a) to monitor compulsory standards;
- (b) to eliminate any process or practice the effect of which adversely affects the environment;
- (c) to prevent the access to the market place of goods which are likely to be a danger to the health or safety of consumers; and
- (d) to monitor any service, process or practice.

Name	Post	Date of Appointment
Mr. WADE INGLESBIRTH	Inspector	1st June, 2006
Ms. DELICIA GEORGE	Inspector	1st June, 2006
Ms. JOANNA JOHN	Inspector	1st June, 2006
Mr. BRIAN ASGARALI	Inspector	1st June, 2006
Ms. CINDY BAKSH	Inspector	1st June, 2006
Ms. SOMMER PROTAIN	Inspector	1st June, 2006
Ms. ROXANNE RAMCHARAN	Inspector	1st June, 2006
Ms. AKINS SKERRITT	Inspector	1st June, 2006
Ms. EILEEN RAMSUMAIR	Inspector	1st June, 2006.

E. LEACOCK
*Permanent Secretary
Ministry of Trade and Industry*

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APPOINTMENT OF FIRE GUARDIANS FOR THE 2005/2006 FIRE SEASON

IN ACCORDANCE with the provisions of section 17(1) of the Agricultural Fires Act, Chap. 63:02 of the Laws of Trinidad and Tobago, it is notified for general information that the Honourable Minister of National Security has been pleased to approve the appointment of the following officers as Fire Guardians, for a seven-month period, with effect from 1st December, 2005, for the 2005/2006 Fire Season, in the various Divisions indicated against their names:

<i>Name of Officers</i>	<i>Divisions</i>
VIJAY BHOLA	Victoria
CLEOPHUS NICHOLSON	do.
DYLAN PIPER	do.
SHELDON RAMKISSOON	do.
DARRYL WOODS	do.
ANTHONY EDWARDS	do.
ANTHONY MOHAMMED	do.
RISHI LALCHAN	do.
MARCUS McINTOSH	do.
ANDREW BETHEL	do.
DIANAND SOOKRAM	St. Patrick
DARIO GONZALES	do.
ANTHONY MARTIN	do.
HAMISH SEEDAN	do.
CLINT VILLAFANA	do.
ANTHONY GANGADEEN	do.
ALLAN JAGLAL	do.
JESSE PROCOPE	do.
VISHNU MOHIT	do.
HERBERT WOOD	do.
DUANE BEREHZAR	Caroni
RICHARD JOHNSON	do.
DERON BROWN	do.
SEAN WOODLEY	do.
NYRON AWONG	do.
ANTHONY COOPER	do.
KEVIN ARTHUR	do.
ANTHONY ALLEYNE	do.
AARON GARVIN	do.
ELINWORTH DINDIAL	Nariva/Mayaro
DON CLIFFORD SINANAN	do.
RONNIE DEONARINE	do.
MARLON OCTAVA	do.
ALVIN KALLIPERSAD	do.
ANSELM DOOKIE	do.
ADEUM MOHAMMED	do.
ROGOONAN BALKARAN	do.
RYAN THOMPSON	St. George
KEVIN BRIGGS	do.
JASON NORVILLE	do.

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APPOINTMENT OF FIRE GUARDIANS FOR THE 2005/2006 FIRE SEASON—CONTINUED

<i>Name of Officers</i>	<i>Divisions</i>
KEVON QUAMINA	St. George
RENWIN PHILLIPS	do.
SEON RAMIREZ	do.
ELIAS HARRY	do.
SHERLON CRAWFORD	do.
KEVIN GRIFFITH	do.
JEROME POLLONAIIS	do.
NIGEL CONSTASTE	do.
AMIT SEECHARAN	do.
JOEL FRANK	do.
MARVIN MARAJ	do.
ROGER KELLY	do.
MARVIN RILEY	do.
RYAN GALERA	do.
ALLISTER PHILLIPS	do.
ADRIAN PREDDIE	do.
CLIVE ASHBY-NELSON	do.
STEVIN QUAMINA	do.
KEVON BRIGGS	do.
KEYON SKEETE	St. Andrew/St. David
CORI LUCAS	do.
ROLSTON ROBINSON	do.
RICHARD VOISIN	do.
KWESI MOSES	do.
HUSANI MOHAMMED	do.
RICKEY RAGBIR	do.
DEVON AARON	do.
QUINCY LUCES	do.
ANDELL SINASWEE	do.
DARRON JULIEN	do.
NIGEL RAMIREZ	do.
TYRON PHILLIP	do.
KEVIS LUCES	do.
FABIAN De COTEAU	do.
VERNON BACCHUS	Tobago
EARL BLACKMAN	do.
KWASI BECKLES	do.
GLEN DANIEL	do.
ANCEL TOPPIN	do.
COREY Mc KAIN	do.
RONNIE ALFRED	do.
DAYLAN GEORGE	do.
WINSTON JOHN	do.
KERON LEWIS	do.
NEIL Mc SWEEN	do.
DAMANI DAVIDSON	do.
MARLON TOPPIN	do.
DARRYL WHITE	do.
RONEIL BRAITHWAITE	do.
JOSEPH LOVELL	do.

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RENEWALS OF PRIVATE BAILIFF'S LICENCES

PURSUANT to section 6(5) of the Bailiff's Act, No. 58 of 2000 the names of the undermentioned persons who have had their Bailiff Licences renewed are to be published. These licences will expire two (2) years after the date of issue:

<i>Names</i>	<i>Date Issued</i>
AARON, MIKE	24/2/2005
ABDUS-SALAAM, DA'UD	24/2/2005
ABHIRAM, HAMLYN	24/2/2005
BAIRD, DENNIS	24/2/2005
BAKSH, SHARAZ	10/8/2005
BEEPATH, PULWATY	24/2/2005
BELGRAVE, JOHN	14/9/2005
BENJAMIN, GLENROY	24/2/2005
BROWN, RIA NATASHA	28/2/2005
BROWNE, ELTON	24/2/2005
BRUCE, MICAH	24/2/2005
CHARLES, CLEVE	25/2/2005
CUMBERBATCH, GILROY	24/2/2005
DANIEL, ALLISON	24/2/2005
DE SILVA, HENRY	28/2/2005
DENOON, ITA	28/2/2005
DICKSON, TERRENCE	28/2/2005
DODDS, DEBORAH	28/2/2005
DUKE, KESTON	24/2/2005
DURITY, DENIS	11/8/2005
FELIX-BROWN, ANN DEBRA	25/2/2005
FRANCOIS, ALCIAN	11/8/2005
GARCIA, HAROLD	28/2/2005
GEORGE-SEON, ESTA	25/2/2005
GIBSON, LEIGHTON	28/2/2005
GILL, EVEROL	24/2/2005
GIRDHARIE, RAMESH	28/2/2005
HARRIOT, STERLIN	11/8/2005
HERCULES, SELWYN	28/2/2005
HOSEIN, AMRAL	25/2/2005
JOSEPH, CHRISTOPHER	25/2/2005
KING, JOANNE	25/2/2005
LALLA, CHANDRICKER	24/2/2005
LEWI, KEVIN	11/1/2005
MATRAM, IMRAN	28/2/2005
MILLS, MICHAEL	12/8/2005
MOHAMMED, AZAD	24/2/2005
MOHANSINGH, MAHADEO	25/2/2005
MONSEGUE, TREVOR	25/2/2005
NEAVES, NOLAN	25/2/2005
NEAVES, CLAUDE	25/2/2005
O'BRIEN-CASTELLANO, LISA	28/2/2005
PETERS, CHRISTOPHER	24/2/2005
PHILLIP, ANDERSON	25/2/2005
RAMDEEN, DEVANAND	10/8/2005
ROMILLY, ORLANDO J.	25/2/2005
SAMARU, KEITH	24/2/2005
SEEGOBIN, PURAN	24/2/2005
SOLOMON, GLEN	28/2/2005

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RENEWALS OF PRIVATE BAILIFF'S LICENCES—CONTINUED

<i>Names</i>	<i>Date Issued</i>
SOOKOO, DENNIS	28/2/2005
SOON, EDWARD	30/4/2005
SOON, PETER	25/2/2005
SOON, WILLIAM	25/2/2005
SPENCER, FITZY	24/2/2005
WATKINS, DAVID	28/2/2005
WOODRUFFE, CHERIDAN	28/2/2005
YATALI, HASSANALI	24/2/2005
ACOSTA, ABBEY L.	30/1/2006
AHAMAD, SUNI	30/1/2006
ALI, ZANIFER	30/1/2006
ALLEYNE, IAN GERARD	31/1/2006
ALLEYNE, BERTRAND	31/1/2006
BAKSH, AZAAD	30/1/2006
BEHARRY, EVA	31/1/2006
BILLY, WAYNE	27/4/2006
BOODAI, LOVINA	27/4/2006
BRATHWAITE, FRANCIS	30/1/2006
CARTER, ERIC	30/1/2006
CHURAI, CHARRAN	30/1/2006
GHURPERSAD, DEXTER D.	31/1/2006
HOSEIN, KASSIM	31/1/2006
JAMES, KEITH	31/1/2006
JHAGROO, CHANROUTIE	31/1/2006
KOORASINGH, HAROLD	31/1/2006
LEACOCK, BABSIE	27/4/2006
MOHAMMED, AZARD	27/4/2006
MOHAMMED, SHAH	30/1/2006
MOHAMMED-BAKSH, NAZRA	30/1/2006
MOONILAL, DARRELL	30/1/2006
NERO, TRICIALY	27/4/2006
NICHOLLS-ACOSTA, MICHELLE	30/1/2006
NICKIE, PHILLIP	30/1/2006
NURSE, ELIZABETH	27/4/2006
PARRIS, DHAWYNE	1/2/2006
PHILLIP, CALEB	7/6/2006
PREUDHOMME, KURT	30/1/2006
RAMLOCHAN, GAYA PERSAD	31/1/2006
RAMNATH, HELEN SANKAR	30/1/2006
RICHARDS, LLOYD	30/1/2006
RUDOLPHO, RICHARD	30/1/2006
SAMPSON, ALLAD	27/4/2006
SEEBRANSINGH, DAVID	27/4/2006
SINGH, CLEVON	31/1/2006
SOOKNANAN, KUMAR	30/1/2006
SUCHIT, ISREAL	31/1/2006
WELLINGTON, KELSON	27/4/2006
WILLIAMS, MARLON	27/4/2006
WINDSOR, JACOB	11/4/2006



**Trinidad and Tobago
Postal Corporation**

**UPDATED PUBLIC STATEMENT OF
THE TRINIDAD AND TOBAGO POSTAL CORPORATION
IN COMPLIANCE WITH SECTION 7, 8 AND 9 OF THE FREEDOM OF
INFORMATION ACT 1999**

In accordance with Section 7, 8 and 9 of the Freedom of Information Act, 1999 (FOIA) the Trinidad and Tobago Postal Corporation (TTPOST) is required by law as a statutory body to publish certain information for the benefit of the public.

Section 7 Statements

Section 7 (1) (a) (i)

Function and Structure of the Trinidad and Tobago Postal Corporation

Mission Statement:

- To transform TTPOST into a successful commercial business
- To become a world class Postal service

The Trinidad and Tobago Postal Corporation (**TTPost**) is a Statutory Corporation with a Board of Directors and is wholly owned by the Government of Trinidad and Tobago. TTPost was established by Act of Parliament. The Trinidad and Tobago Postal Corporation Act was assented to on February 10, 1999 and proclaimed on July 1, 1999. The Corporation comprises a staff of 1,250 employees and is headed by the Managing Director who is also an executive member of the Board.

TTPost is divided into nine (9) responsibility centres, namely, the Operations, Sales and Marketing, Finance and Administration, Corporate Services, Human Resources Divisions and the Internal Audit, Procurement, Security and Communications Departments. The Divisions are headed by General Managers and the Departments by Managers who all report to the Managing Director. The Managing Director reports to the Board.

Under the Operations Division, there are the National Delivery Manager, the National Transport Manager and the Processing Shift Manager with their respective Team Leaders and staff. The Sales and Marketing Division has Managers and support officers in the areas of marketing, business development, retail, accounts, products and customer service. The information technology (IT), inventory and purchasing functions fall under the Finance and Administration Division and the Property Department under the Corporate Services Division.

The effect of functions on members of the public

The Trinidad and Tobago Postal Corporation provides a range of postal and related services to the population of Trinidad and Tobago. Apart from the delivery of mail to citizens across the country and core mail services, TTPost has introduced a number of products and services aimed at providing convenience, savings, easy access and variety to the population of Trinidad and Tobago. These include the:

- Bill Pay Facilities
- Philatelic Products
- Western Union Money Transfer
- International Courier Service
- Local Courier Service
- Un Addressed Mail Service
- Mail House Services
- Stationary Supplies
- US and Canadian Embassy Visa related Services

Section 7 (1) (a) (ii)

Categories of Documents in the possession of the Public Authority

- Files regarding Administrative, Personnel, Industrial Relations, Accounting, Management, Procurement, Training, Meetings, Social Events, Circulars, Legal documents, Newspaper Clippings, Conferences and Customer Matters
- Financial records
- Strategic Plans
- Human Resource files
- Reports such as Annual, Monthly, Board, Departmental, Statistical, Technical
- Corporate Policy documents
- Tender documents and Reports
- Contracts
- Board Files
- Manuals
- Auditor General Reports
- Leases
- Internal Newsletter
- Internal and External correspondence
- Survey Plans
- Brochures and pamphlets
- Speeches
- Press Releases
- Inventories
- Maps, charts, photographs, diskettes
- Delivery and Processing Records

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Section 7 (1) (a) (iii)

Material prepared for publication or inspection

- Annual Reports
- Brochures
- Quarterly Magazine
- Advertisements
- Public Notices
- Press Releases

Where may the public inspect

Persons wishing to inspect published material can visit:

TTPOST Head Office
Customer Service Department
National Mail Centre,
1 Golden Grove Road,
Piarco
Or visit our Website @ ttpost.net

Section 7 (1) (a) (iv)

Literature available by subscription

There are no documents available for subscription

Section 7 (1) (a) (v)

Procedure to be followed when accessing a document from the Public Authority

How to Request Information:

▪ *General Procedure*

Our policy is to answer all requests, both oral and written, for information. However, in order to have the rights given to you by the FOIA (for example the right to challenge a decision if your request for information is refused), you

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must make your request in writing. The applicant must, therefore, complete the appropriate form (*Request for Access to Official Documents*) available in our **Customer Service Department**, for information that is not readily available to the public.

▪ *Addressing Requests*

To facilitate prompt handling of your request, please address it to the Designated Officer of the Public authority (**see Section 7 (1) (a) (vi)**).

▪ *Details in the Request.*

Applicants should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided clarification will be sought from the applicant. If you are not sure how to write your request or what details to include, communicate with our Designated Officer.

Requests not handled under the FOIA

- A request under the FOIA will not be processed to the extent that it asks for information, 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 public authority is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Information stored in the National Archives or another storage center, will be retrieved in order to process your request.

Prior to the commencement of the Freedom of Information Act, 1999 old records may have been destroyed. The granting of a request for such documents may, therefore be

impossible. Various laws, regulations and manuals give the time periods for keeping records before they may be destroyed. For example, The Exchequer and Audit Act, Chap. 69:01

▪ *Furnishing Documents*

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

Please note we are not compelled to do the following:

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

Time Limits

▪ *General*

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

▪ *Time Allowed*

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

Section 7 (1) (a) (vi)**Officers in the Public Authority responsible for:**

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

All Requests for Access to Information should be submitted on the prescribed form addressed to:

Designated Officer

Ms. Nataki Kerr
Communications Department
Trinidad and Tobago Postal Corporation
National Mail Centre
1 Golden Grove Road
Piarco
Tel: 669-5361
Email: nkerr@ttpost.net

Alternate Officer

Mrs. Yvette Weeks
GM Human Resources
Trinidad and Tobago Postal Corporation
National Mail Centre
1 Golden Grove Road
Piarco
Tel: 669-5361
Email: yvettew@ttpost.net

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

- At this time there are no bodies that fall within the meaning of this section of the FOIA

Section 7 (1) (a) (viii)**A description of library/reading room facilities**

There is no library or reading room facility at the National Mail Centre. Visitors will however, be provided with a space in which to inspect information.

Persons can visit the Customer Service Department at the National Mail Centre for the purpose of inspecting published material.

Fax Number: 669-5392
Telephone Number: 669-5391
Opening Hours: 8:00 a.m. to 4:00 p.m.

Section 8 Statements

This section is not applicable

Section 9 Statements

Section 9 (1) (a)**A report, or a statement containing the advice or recommendations, of a body or entity established within the public authority.**

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

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Section 9 (1) (b)

A report, or a statement containing the advice or recommendations, * (1) of a body or entity established outside the public authority by or under a written law, * (2) or by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to the public authority or to the responsible Minister of that public authority.

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

Section 9 (1) (c)

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

This section is not applicable

Section 9 (1) (d)

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

This section is not applicable

Section 9 (1) (e)

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

- Transit time survey
- Customer satisfaction survey

Section 9 (1) (f)

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

This section is not applicable

Section 9 (1) (g)

A report prepared within the public authority and containing the results of studies, surveys or tests carried out for the purpose of assessing, or making recommendations on, the feasibility of establishing a new or proposed Government policy, programme or project.

This section is not applicable

Section 9 (1) (h)

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

- Auditor General Reports
- Report on Performance Targets

Section 9 (1) (i)

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

This section is not applicable

Section 9 (1) (j)

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

This section is not applicable

Section 9 (1) (k)

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

This section is not applicable

Section 9 (1) (l)

An environmental impact statement prepared within the public authority.

This section is not applicable

Section 9 (1) (m)

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

- Valuation reports for properties

THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

FREEDOM OF INFORMATION ACT 1999

UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO SOLID WASTE MANAGEMENT COMPANY LIMITED

In accordance with Sections 7, 8 and 9 of the Freedom of Information Act (FOIA) 1999 of the Laws of the Republic of Trinidad and Tobago, The Trinidad and Tobago Solid Waste Management Company Limited (SWMCOL) hereby publishes the required updated statements concerning the limit of information available to members of the public for publication and / or inspection.

The Act gives members of the public:

- 1) A legal right for each person to access certain information held by SWMCOL;
- 2) A legal right for each person to access certain information relating to him/herself amended where it is incomplete, 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 Company

The Company is a Wholly Owned State Enterprise incorporated under the Companies Ordinance on 12th November 1980 and continued under Section 343 of the Companies Act 1995. The objects for which the Company has been established include the following trades of waste management:-

- To manage, control, collect, treat and dispose of all wastes either alone or jointly with other companies, statutory authorities, or persons in Trinidad and Tobago.
- To establish and operate:-
 - disposal sites in accordance with proper sanitary landfill procedures;
 - a central hazardous waste disposal facility;
 - transfer stations where appropriate and based on sound economic considerations.

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- To promote, establish and operate resource recovery systems for the retrieval of valuable secondary materials wherever technically and economically feasible and in accordance with good public health and sanitation practices.
- To develop technical resources and to advise Local Government Bodies or other agencies and other operating branches of the Company on equipment selection, preventative maintenance and procedures, routing, scheduling, safety and productivity.
- To provide technical support to Local Government Bodies and operating branches of the Company with respect to evaluation of bids, contracting procedures and contract monitoring.
- To provide a knowledgeable, controlling function as the Central Government's conduit for funds dedicated to solid waste collection.
- To provide a procurement capability to facilitate the process of the letting of contracts and the acquisition of equipment for the Company and for collection of contracts and equipment needs of Local Government Bodies.
- To undertake jointly with the Water and Sewerage Authority the establishment of proper faecal waste receipt facilities at sewerage treatment plants.
- To provide technical and managerial support to local health authorities with respect to the selection and procurement of faecal waste collection equipment and in the scheduling of collection service.
- To educate the public on the hazards of poor sanitation and on their role in maintaining a clear and healthy environment.
- To maintain close liaison with community groups and other public and private agencies in planning, undertaking of national and regional country-wide and region-wide, clean-up campaigns to encourage public participation.
- To develop the network for receiving, monitoring, transmittal and follow-up on public complaints and /or responses.
- To train such local personnel as shall be required and sufficient to carry out the above object.

Vision Statement

To be the premier environmental services company in the Caribbean Region.

Mission Statement

Provision of quality waste management and environmental services that will ensure the protection and enhancement of the environment.

Core Values

Accountability: We take ownership and hold each other accountable for doing what we say we will do.

Empowerment: We take responsibility for delivering superior results by providing the required support systems.

Integrity: We value "walking the talk" by adhering to high ethical principles and professional standards. Integrity is paramount in the Company action. We do what's right.

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Objectivity: We make our decisions considering the broadest view of all stakeholders, seeking at all times for synergistic results.

Unity We are a family and personify team spirit. Our sense of family fuels business success.

RESPONSIBILITIES OF THE DEPARTMENTS IN THE COMPANY

Office of the Executive Chairman

This Office oversees the implementation of the policies and priorities of the Company's Board of Directors, work programmes of the Company. It also co-ordinates with other governmental entities and regional and international organizations and ensures the achievement of the Company's strategic goals and objectives. This Office consists of four (4) Departments:

- a. Environmental Research
- b. Legal Affairs / Corporate Secretary
- c. Internal Audit
- d. Secretariat to the Board

Environmental Research Department – This Department is responsible for researching, developing reports and identifying new technologies, methods and practices in environmental waste management in relation to the future plans of the Company and the country.

Legal Affairs / Corporate Secretary Department - This Department is responsible for reviewing agreements or proposed agreements, ensuring compliance with the Company's bye-laws and advising the Company on its legal rights and obligations.

Internal Audit Department – The responsibilities of this Department are to implement the Company's risk management systems in conjunction with an associated reporting framework and to reduce the Company's exposure to financial risks.

The Secretariat - The Secretariat is responsible for coordinating the responsibilities of the Office of the Executive Chairman by ensuring that all communications, meetings and reports required between the Executive Chairman and Government Ministries, Board of Directors, Executive Management, and Regional/International Agencies in relation to the strategic objectives of the Company are executed.

Corporate Services Group

The following Departments fall under the supervision of the Corporate Services Group:

- a) Human Resources
- b) Corporate Communications

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- c) Information Systems
- d) Quality Environment, Health and Safety
- e) General Administration of :—
 - Security
 - Property
 - Risk and Insurance
 - Office Equipment and Supplies

Human Resources Department – The responsibilities of this Department are to provide strategic direction to the company in the areas of productivity, quality, innovation, and change management. It has personnel for training and development, selection and staffing, research, labour relations, employee welfare, compensation and benefits and job development.

Corporate Communications Department - This Department develops and implements national programmes of environmental public education in collaboration with other stakeholders to publicise the Company's corporate persona and to educate the public on their role and responsibility in the protection and preservation of the environment.

Information Systems Department - This Department develops and utilises information management and technology capability in the Company's decision-making process to increase effectiveness and to reduce costs.

Quality, Environment, Health and Safety Department – This Department is responsible for the development and implementation of an Environmental Health and Safety Management and Quality Management Systems.

General Administration - The responsibilities of this Department are to provide administrative support to the company in the functional areas of Security, Risk and Insurance, Property Maintenance and Office Equipment and Supplies.

Environmental Projects Group

The following Departments fall under the supervision of the Environmental Projects Group:

- a) Environmental Projects
- b) Operations
- c) Engineering and Maintenance
- d) Landfills
- e) Tobago Operations
- f) Resource (Paper) Recovery

Environmental Projects Department - The responsibilities of this Department are to provide consultancy services to both internal and external customers and to undertake feasibility studies and make recommendations for new environmental and related projects and programmes for the Company's consideration.

1325—Continued

Operations Department - The responsibilities of this Department are to mobilise the required equipment and personnel resources in order to satisfy the contractual responsibilities of its clients. The Department uses the necessary systems and infrastructure to develop and implement effective and efficient servicing of all customers' waste management and environmental needs.

Engineering and Maintenance Department - The responsibilities of this Department are to manage the preventative maintenance programme of the Group, to reduce downtime of all equipment and machinery and to optimise vehicle and equipment performance.

Landfills Department - This Department manages and implements the Company's Landfill Management operational plan, provides oversight for landfill equipment operators and contractors, ensures compliance with landfill operation procedures and operates centralized special and hazardous waste facilities.

Tobago Operations - The responsibilities of this Department as a business unit are to deliver quality waste management services to the residents of Tobago, to strengthen SWMCOL's relationship with Tobago government agencies, to maintain the existing markets and expand the service lines and to develop Environmental Consultancy Services in Tobago.

Resource (Paper) Recovery Department - The responsibilities of this Department are to administer our paper recycling initiative through a participatory approach with paper recycling operators to facilitate the reduction in paper and cardboard disposed in the landfills; to find new sources of supply and to facilitate SWMCOL's dictum of: 'reduce, reuse and recycle'. The Company also ensures that paper is collected and baled for shipment.

Finance Group

This Group's responsibilities are to maintain an acceptable return on equity, to increase the Company's asset base, to develop revised financial policies and procedures, to effect proper financial management systems to facilitate decision-making, to develop and implement a Financial Information System (FIS) and to strengthen the existing Accounting Policies and Procedures.

Marketing Group

The following Departments fall under the supervision of the Marketing Group:

- a) Marketing
- b) Collections and Disposals
- c) Accounts Receivable
- d) Sanitation Unit (Portables)

1325—Continued

Marketing Department – The responsibilities of this Department are to manage the Marketing costs within budgeted allocations, to retain and develop market share in the existing service lines, to develop new markets and to maintain and enhance the customer focus approach.

Collections and Disposals Department – This Department is responsible for the delivery of the Company's general waste management services to its customers in an effective and timely manner.

Accounts Receivable Department - The responsibilities of this Department are to increase the Company's revenue collection base through the management and control of Debtor Accounts.

Sanitation Unit (Portables) – The responsibilities of this Department are the rental of portable toilets, portable sinks, portable urinals and related support services for use by industrial operations and organisers of private and public activities.

Community-Based Environmental Protection And Enhancement Programme (CEPEP)

The responsibilities of this Unit are to empower communities to improve the condition of their local environment, to provide a business incubator model to facilitate the development of entrepreneurial skills among new start up small companies, to expand employment opportunities for the benefit of semi-skilled and unskilled individuals within their communities and to create opportunities for the development of small businesses.

The Ministry of Public Utilities and the Environment is responsible for the implementation of the CEPEP and SWMCOL is the agency responsible for executing the programme's activities.

Community Environment Improvement Initiative (CEII)

The responsibilities of this Unit are to educate the national community on the need to conserve and protect the environment and to foster the right attitudes and behavioural patterns towards the environment among the nation's citizens.

EFFECT OF FUNCTIONS ON MEMBERS OF THE PUBLIC

The carrying out of its various functions will impact on the public in the delivery and quality of the waste management services that the public receives. Waste management is one of the most serious problems facing nations at this time, especially small-island

developing states like Trinidad and Tobago. The Company will play a key role in the preservation and enhancement of the country's environment on a sustainable basis. The Company will also assist the government in all its endeavours to achieve the objective of environmental sustainability and the exploration of new business opportunities that may arise.

PUBLIC PARTICIPATION

Save for the Company's weekly radio broadcasts; there is no official forum for public participation in the formulation of policy or in the administration of the Company. However, being an organisation which provides waste management services to the public, it carries out informal telemarketing customer surveys from which it gets information on what the customer desires. Additionally, individuals and organizations make representations to the Company from time to time and such representations may be taken into account in determining policy. Being a company in which the State has majority ownership, the views of the people through their government representatives are communicated to the Company, through guidelines and advice to the Board.

Section 7 (1) (a) (ii)

Categories of documents maintained in the possession of the company

1. Files dealing with the administrative support and general administration for the operations of the Company.
2. Internal and external correspondence files.
3. Documents for Incorporation and subsequent changes.
4. Files containing Minutes of meetings for the Company's Board of Directors and its various Sub-Committees.
5. Personnel files.
6. Technical and operational documents.
7. Files detailing the Company's accounting functions and financial management.-
8. Financial records (cheques, vouchers, receipts, pay records etc.).
9. Audit reports.
10. Files dealing with matters relating to the procurement of supplies, services and equipment.
11. Files dealing with official functions, conferences and events hosted and attended by the Company.
12. Policy and Procedure Documents.
13. News releases, speeches originating in the Company.
14. Files dealing with the environmental projects initiated, conducted or facilitated by the company.
15. Files dealing with contractors associated with the company.
16. Files dealing with tenders issued by the company.
17. Contracts inclusive of the Company's Collective Agreement.
18. Maps, charts, compact discs, diskettes, tapes, photographs, abstracts and catalogues.

1325—Continued

19. The Laws of the Republic of Trinidad and Tobago.
20. Files dealing with training – local, foreign and technical cooperation.
21. Departmental Reports – annual and monthly.
22. Books, booklets, leaflets, pamphlets, brochures, posters, newspaper clippings, bulletins.
23. Periodicals and publications.
24. Customer files.
25. Training files.

Section 7 (1) (a) (iii)

Material Prepared For Publication or Inspection.

The Public may inspect and / or obtain copies of certain documents held by the Company in its Reading-Room / Library. The Reading-Room / Library allows the public to research topics related to environmental management practices. Research can be done using the written publications. Copies of documents can also be provided.

For general information the public may contact or write to:

The Information Officer
The Trinidad and Tobago Solid Waste Management Company Limited
34 Independence Square
Port of Spain

Telephone: 625-6678/80 ext. 254

Fax: 623-6534

Email: info@swwmcol.co.tt

Website www.swwmcol.co.tt

Opening Hours of the Reading-Room / Library are 8:30 am - 12.00 noon and 1.00 p.m. - 4:00 p.m., Mondays to Fridays.

Section 7 (1) (a) (iv)

Literature Available By Subscription

Not applicable.

Section 7 (1) (a) (v)

Procedures To Be Followed When Accessing A Document From The Company:

How to Request Information:

- General Procedure

Our policy is to answer all requests, both verbal and written, for information. However, in order to have the rights given to you by the FOIA, (for example the right to challenge a decision in your request for information is refused), you must make your request in writing. The applicant must therefore complete the appropriate Form (Request for Access to Official Documents) available at our Head Office - Reading-Room / Library for information that is not readily available in the public domain.

- Addressing Requests

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

- Details in the Request

Applicants should provide sufficient information 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 in the public domain, either from this Company or from another public authority, for example brochures and pamphlets etc.

Responding to your Request

- Retrieving Documents

The Company is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Information stored in the National Archives or another storage centre, 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 power. We are required to furnish only one (1) 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 quote its quality in our reply.

1325—Continued

Please note we are not compelled to do the following:

- a) Create new documents.
- b) Perform research for you.

Time Limits

- General

The FOIA sets a time limit of thirty (30) calendar days for us to decide whether to disclose the documents you have requested. If we fail to meet the deadlines, the FOIA gives you the right to proceed as if your request has been denied. We will try diligently to comply with the time limits, but if it appears that processing your request may take longer than the statutory limit, we will acknowledge your request and advise you of its status. Since there is a possibility that your request may be mis-addressed, mis-directed or mis-routed, you may wish to call or write to confirm that we have received that request and to ascertain its status.

- Time Allowed

We will determine whether to grant your request for access to information as soon as practicable but no later than thirty (30) days as required by Section 15 of the FOIA. If a decision is taken to grant access to the information requested, you will be permitted to inspect the document to be provided with copies, if you so request.

Section 7 (1) (a) (vi)

Officers in the Company responsible for:

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

The Designated Officer for the Company is:-

*Marsha Neptune
Legal Officer
The Trinidad and Tobago Solid Waste Management Company Limited
34 Independence Square
Port of Spain*

Telephone: 625-6678, Ext. 359.

Fax: 623- 6534

Email: mneptune@swmcol.co.tt

1325—Continued

The Alternate to the Designated Officer is:-

*Garth Arneaud
Manager Corporate Services
The Trinidad and Tobago Solid Waste Management Company Limited
34 Independence Square
Port of Spain*

Telephone: 625-6678, Ext. 234.

Fax: 623- 6534

Email: garneaud@swmcol.co.tt

List of Documents provided by the Company for use by its Officers:

- FOIA 1999 and FOI Amendment Acts of 2000 and 2003
- FOIA CD Manual
- Handbook for Designated Officers

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 in the Company that fall within the meaning of this Section of the FOIA.

Section 7 (1) (a) (viii)

Library/Reading Room Facilities

Certain documents held by the Company are available at our Reading-Room / Library. It is located on the Fourth (4th) Floor, 34 Independence Square North, Port of Spain. The hours of operation are 8:30 a.m. – 12.00 noon and 1.00 p.m. - 4:00 pm, Mondays to Fridays.

Policy of the Company for provision of copies of documents:

- Charge for photocopies is \$0.50 per page.
- Certain provision of documents may be subject to a small charge to cover administrative costs.
- Users will be liable for any damage caused to the Company's property through the said user's wilful malicious use of the said property.
- No smoking, eating or drinking is allowed in the Reading-Room / Library .

SECTION 8 STATEMENTS**Section 8 (1) (a) (i)**

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

There are no applicable statements to be published under this section at this time.

Section 8 (1) (a) (ii)

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

- Policies and Procedure documents
- Handbooks, Manuals
- Board and Board Sub-Committee Minutes

Section 8 (1) (b)

In enforcing written laws or schemes administered by the Company 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.

There are no statements applicable to be published under this section at this time.

SECTION 9 STATEMENTS**Section 9 (1) (a)**

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

At this time, we have no formal reports or statements containing advice or recommendations under this section.

Section 9 (1) (b)

A report or a statement containing the advice or recommendations:

1. *of a body or entity established outside the Company by or under a written law or*
2. *by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to the Company or to the responsible Minister of the Company,*

At this time, we have no formal reports or statements containing advice or recommendations under this section.

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 Company

At this time, we have no formal reports or statements containing advice or recommendations under this section.

Section 9 (1) (d)

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

At this time, we have no formal reports or applicable statements containing advice or recommendations under this section.

Section 9 (1) (e)

A report including a report concerning the results of studies, surveys or test(s) prepared for the Company by a scientific or technical expert, whether employed within the Company or not, including a report expressing the opinion of such an expert on scientific or technical matters.

At this time, we have no formal reports or applicable statements under this Section.

Section 9 (1) (f)

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

At this time, we have no formal reports or applicable statements under this Section.

Section 9 (1) (g)

A report prepared within the Company and containing the results of studies, surveys or test carried out for the purpose of assessing, or making recommendations on, the feasibility of establishing a new or proposed government policy, programme or project.

At this time, we have no formal reports or applicable statements under this Section.

Section 9 (1) (h)

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

1. Audit Reports
2. Monthly Departmental Reports
3. The Company's Annual Reports
4. Financial Reports

Section 9 (1) (i)

A report containing:

- i. Final plans or proposals for the re-organisation of the functions of the Company or*
- ii. The establishment of a new policy, programme or project to be administered by the Company, or*
- iii. The alteration of an existing policy programme or project administered by the Company, whether or not the plans or proposals are subject to approval by an officer of the Company, another public authority, the responsible Minister for the Company or Cabinet.*

- 1) Budget Statements
- 2) Board of Directors' Minutes
- 3) Special Project Reports
- 4) Strategic Plan
- 5) Organisational structure and functional charts

Section 9 (1) (j)

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

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

Section 9 (1) (k)

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

1325—Continued

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

Section 9 (1) (l)

An environmental impact statement prepared within the Company.

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

Section 9 (1) (m)

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

1. Valuator's Report on the value of the Company's Head Office building at 34 Independence Square, Port of Spain.

1326

TENDER FOR THE SUPPLY AND DELIVERY OF LIBRARY MULTI-MEDIA RESOURCES FOR ONE HUNDRED AND THIRTY FOUR EXISTING PUBLIC AND ASSISTED SECONDARY SCHOOLS, MINISTRY OF EDUCATION—IDB/SEMP LOAN NO. 1180/OC-TT

THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT) through its Ministry of Education (MOE) has accessed loan funding from the Inter-American Development Bank (IDB) for a Secondary Education Modernization Programme (SEMP) in the form of IDB/SEMP Loan No. 1180/OC-TT. The major goal of the programme being so funded is modernization of the secondary education sector in Trinidad and Tobago.

In order to achieve the aims of reform and advancement of the teaching process, as well as the development of the learning skills of the students, a need has been identified for the sourcing of modern teaching aids in the form of Library Multi-Media Resources.

In this regard, tenders are invited for the supply and delivery of Multi-Media Resources for the Libraries for one hundred and thirty-four (134) existing Public and Assisted Secondary Schools in Trinidad and Tobago.

Tender documents may be obtained at the Central Tenders Board's Office, 116, Frederick Street, Port-of-Spain during normal working hours of 8.00 a.m. to 4.00 p.m. local time, and any further information may be obtained from:

Mr. Arnott West
Programme Consultant
Secondary Education Modernization Programme Co-ordination Unit
MTS Plaza
Aranguez Main Road, San Juan
Telephones: 868-675-9739/9741/9744/9746
Fax: 868-675-7788
E-mail: sempcu@tstt.net.tt

Tenders from local firms must be accompanied by the following:

- (i) valid Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue; and
- (ii) valid Certificate of Compliance issued in accordance with the National Insurance Act.

All tenderers are also required to provide a bid security of (TT\$50,000.00) or US equivalent, with their tender.

One (1) original and four (4) copies of the tender should be placed in sealed envelopes clearly marked: "Tender for the supply and delivery of Library Multi-Media Resources for one hundred and thirty-four (134) existing Public and Assisted Secondary Schools—Ministry of Education" and addressed to the Chairman, Central Tenders Board, 116, Frederick Street, Port-of-Spain, Trinidad. The envelopes must be deposited in the Brown Tenders Box located in the lobby of the Board's Office no later than 1.00 p.m. (local time) on Thursday 24th August, 2006.

Tenderers are asked to note that the dimensions of the slot of the Tenders Box are 37.5 cm x 5.5 cm.

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

The Central Tenders Board reserves the right to cancel the bidding process in its entirety or partially, without defraying any cost incurred by any firm in submitting their tender.

Late tenders will not be considered in any circumstances.

The Board does not bind itself to accept the lowest or any other tender.

S. BABOOLAL
Chairman,
Central Tenders Board
Government of the Republic of
Trinidad and Tobago

1327

TENDER FOR THE SUPPLY AND DELIVERY OF VEHICLES TO THE TRINIDAD AND TOBAGO DEFENCE FORCE,
MINISTRY OF NATIONAL SECURITY

TENDERS are invited for the supply and delivery of the undermentioned vehicles to the Trinidad and Tobago Defence Force, Ministry of National Security—

- Item I — One (1) Motor Cycle
- Item II — One (1) 30-Seater Bus
- Item III — One (1) Panel Van
- Item IV — Four (4) Double Cab (4 x 2) Light Truck
- Item V — One (1) Twelve-Seater Passenger Bus
- Item VI — One (1) Sedan

Separate contracts may be awarded for each item or a combination of items.

Tender documents may be obtained during normal working hours at the Central Tenders Board's Office, 116, Frederick Street, Port-of-Spain. Any further technical information may be obtained from Lieutenant Colonel L. R. Mitchell, Supply Officer, Trinidad and Tobago Defence Force, Airways Road, Chaguaramas at Telephone Number 634-4554, Ext. 112.

Tenders must be accompanied by the following:

- (i) valid Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue and dated not more than six (6) months prior to the closing date of the tender;
- (ii) Compliance Certificate issued in accordance with the National Insurance Act.

Sealed tenders in duplicate on the approved Tender Form will be received up to 1.00 p.m. on Thursday 3rd August, 2006. Envelopes must be addressed to the Chairman, Central Tenders Board and marked on the outside: "Tender for the supply and delivery of vehicles to the Trinidad and Tobago Defence Force, Ministry of National Security" and must be deposited in the Brown Tenders Box located in the lobby of the Board's Office.

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

Tenderers should note that the size of the slot in the Tender's Box is 37.5 cm x 5.5 cm. Tenders should therefore be packaged accordingly.

Late tenders will not be considered in any circumstances.

The Board does not bind itself to accept the lowest or any other tender.

7th July, 2006.

S. BABOOLAL
Chairman,
Central Tenders Board

1328

EXTENSION OF CLOSING DATE FOR TENDERS FOR PROJECTS FOR THE DRAINAGE DIVISION OF THE
MINISTRY OF WORKS AND TRANSPORT

PROJECT I—Supply and Installation of Intake and Discharge Pipes for six (6) Pumps at Caroni River Bank.

PROJECT II—Supply, Delivery and Commissioning of four (4) Mobile Pumps to four (4) Districts (East, North, South, Central).

PROSPECTIVE TENDERERS are advised that the closing date for receipt of tenders for the above-mentioned projects has been extended from Thursday 20th July, 2006 to 1.00 p.m. on Thursday 3rd August, 2006.

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

Late tenders will not be accepted under any circumstances.

14th July, 2006.

S. BABOOLAL
Chairman,
Central Tenders Board

1329

LOSS OF AMERICAN LIFE AND GENERAL INSURANCE COMPANY (TRINIDAD AND TOBAGO) LIMITED POLICIES

PURSUANT to section 163 of the Insurance Act, 1980, this notice is hereby given that after one month of the publication of this notice, this Company intends to issue duplicate policies to replace the following policies numbers stated below which have been declared lost/destroyed:

<i>Name</i>	<i>Policy Number</i>
JANET HAMILTON	3304100
FITZGERALD KNIGHTS	4058951
NATALIA PASCALL	3401398
IAN JOEFIELD	3402538

AMERICAN LIFE AND GENERAL INSURANCE COMPANY (TRINIDAD AND TOBAGO) LIMITED

91-93, St. Vincent Street,
Port-of-Spain.

1330

PURSUANT to section 163 of the Insurance Act, 1980, this notice is hereby given that after one month of the publication of this notice, this Company intends to issue duplicate policies to replace the following policies numbers stated below which have been declared lost/destroyed:

<i>Name</i>	<i>Policy Number</i>
EDWARD FIGUEROA	4156950
EDWARD FIGUEROA	4743455
ADESSA ALEXIS	3356926

AMERICAN LIFE AND GENERAL INSURANCE COMPANY (TRINIDAD AND TOBAGO) LIMITED

91-93, St. Vincent Street,
Port-of-Spain.

1331

PURSUANT to section 163 of the Insurance Act, 1980, this notice is hereby given that after one month of the publication of this notice, this Company intends to issue duplicate policies to replace the following policies numbers stated below which have been declared lost/destroyed:

<i>Name</i>	<i>Policy Number</i>
JULIE RAWLINS	3355926
ALANA SINGH-HARRICHARAN	3390843
ANDY SAMLAL	3348294

AMERICAN LIFE AND GENERAL INSURANCE COMPANY (TRINIDAD AND TOBAGO) LIMITED

91-93, St. Vincent Street,
Port-of-Spain.

1332

PURSUANT to section 163 of the Insurance Act, 1980, this notice is hereby given that after one month of the publication of this notice, this Company intends to issue duplicate policies to replace the following policies numbers stated below which have been declared lost/destroyed:

<i>Name</i>	<i>Policy Number</i>
HERBERT LA FOUCADE	573338
CHELSEA CHARLES	3326490
WHITNEY CHARLES	3326496
DEONARINE MAHABIR	3387918

AMERICAN LIFE AND GENERAL INSURANCE COMPANY (TRINIDAD AND TOBAGO) LIMITED

91-93, St. Vincent Street,
Port-of-Spain.

1333

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

SAN FERNANDO

NOTICE is hereby given that by lawful authority under the provisions of section 18(3) of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of Victoria West, San Fernando Area, has appointed THURSDAY THE 3RD DAY OF AUGUST, 2006 at 9.00 o'clock in the forenoon at the San Fernando Magistrates' Court as the day, hour and place at which a Special Session will be held to consider the application of Dawad Philip for a Certificate authorising him to obtain a Restaurant Licence in respect of premises situate at No. 30 Ciperio Street, San Fernando.

Dated this 13th day of July, 2006 at the San Fernando Magistrates' Court.

A. SOOKRAM
Secretary, Licensing Committee,
Victoria West

1334

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

VICTORIA WEST

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 of Victoria West, San Fernando Area, by Savitri Ramsaran of No. 6 Mon Repos Street, San Fernando, that it is her intention to apply to the Licensing Committee at the San Fernando Magistrates' Court on THURSDAY THE 27TH DAY OF JULY, 2006, at 9.00 o'clock in the forenoon for the transfer to her of the Special Restaurant Licence now held by Elissa Dwarika in respect of premises situate at No. 6 Mon Repos Street, San Fernando.

Dated this 12th day of July, 2006 at the San Fernando Magistrates' Court.

A. SOOKRAM
Secretary, Licensing Committee,
San Fernando