



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—

Erratum—(Legal Notice No. 50 of 2006).

Births and Deaths Registration (Fourth Schedule) (Amendment) Order, 2006—(Legal Notice No. 51 of 2006).

Births and Deaths Registration (Fifth Schedule) (Amendment) Order, 2006—(Legal Notice No. 52 of 2006).

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APPOINTMENT TO ACT AS MINISTER OF LEGAL AFFAIRS

IT IS HEREBY NOTIFIED for general information that His Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in him by subsection (2) of section 79 of the Constitution of the Republic of Trinidad and Tobago, has appointed MR. JOHN JEREMIE, a Senator, to act in the Office of Senator the Honourable CHRISTINE KANGALOO, Minister of Legal Affairs, with effect from 24th February, 2006 and continuing during the absence from Trinidad and Tobago of the said Senator the Honourable Christine Kangaloo, in addition to the discharge of his normal duties.

H. HEMNATH
*Secretary to His Excellency
the President*

20th February, 2006.

349

APPOINTMENT TO ACT AS MINISTER OF WORKS AND TRANSPORT

IT IS HEREBY NOTIFIED for general information that His Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in him by subsection (2) of section 79 of the Constitution of the Republic of Trinidad and Tobago, has appointed MRS. CHRISTINE SAHADEO, a Senator, to act in the Office of the Honourable COLM IMBERT, Minister of Works and Transport, with effect from 25th February, 2006 and continuing during the absence from Trinidad and Tobago of the said the Honourable Colm Imbert, M.P., in addition to the discharge of her normal duties.

H. HEMNATH
*Secretary to His Excellency
the President*

20th February, 2006.

350

APPOINTMENT TO ACT AS MINISTER OF HEALTH

IT IS HEREBY NOTIFIED for general information that His Excellency the President, acting in accordance with the advice of the Prime Minister, in exercise of the power vested in him by subsection (2) of section 79 of the Constitution of the Republic of Trinidad and Tobago, has appointed MR. JARRETTE NARINE, a Member of the House of Representatives, to act in the Office of the Honourable JOHN RAHAEL, Minister of Health, with effect from 24th February, 2006 and continuing during the absence from Trinidad and Tobago of the said the Honourable John Rahael, M.P., in addition to the discharge of his normal duties.

H. HEMNATH
*Secretary to His Excellency
the President*

22nd February, 2006.

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

**PUBLIC STATEMENT
OF THE MEDICAL BOARD OF
TRINIDAD & TOBAGO**

**In compliance with Sections 7, 8, and 9 of the Freedom of
Information Act, 1999 (FOIA)**

In accordance with Sections 7, 8, & 9 of the Freedom of Information Act 1999 (FOIA), the Public Authority is required by Law, to publish the following Statements which list the documents and information generally available to the public. The Act gives members of the public:

1. the legal right for each person to access information held by the public authority: The Medical Board of Trinidad & Tobago.
2. the 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.

FREEDOM OF INFORMATION ACT

Section 7 (1) (a) (i)

Function and Structure of the Medical Board of Trinidad and Tobago:

The Medical Board of Trinidad and Tobago (MBTT) is a Statutory Body which reports to the Minister of Health. The Medical Board of Trinidad and Tobago was established by the Medical Ordinance 1887 and continued under the former Ordinance by an Act of Parliament Chapter 29:50 in the Revised Laws of the Republic of Trinidad and Tobago. It comprises a staff of **four** and is headed by **the Secretary/Treasurer of the Council**. The function of the **MBTT** is primarily twofold:

1. a regulatory function, and
2. a disciplinary function

Secretariat:

- Council Meetings
- Tribunals
- Board Meetings
- Records Management
- Building Maintenance
- Policy implementation
- Register of Medical Doctors of Trinidad and Tobago

Finance /Information technology:

- Record of Revenue and Expenditure
- Receipt of monies for Registration – of all classes
- Preparation of monthly and annual financial statements

Operations:

- Maintenance of the Medical Board's website – www.mbt.org
- Maintenance of a National Medical Human Resource Database
- Conduct of Investigations of complaints lodged with the MBTT
- Conduct of Disciplinary Tribunals and
- Execution of disciplinary sanctions
- Determination of a Code of Ethics and Regulations pertaining to the practice of the profession of Medicine in Trinidad and Tobago
- Establishing systems of recognition and reciprocity with other Medical Boards and International Regulatory Bodies
- Membership on the Caribbean Association of Medical Councils
- Setting Professional standards for the local Medical Professions
- Overseeing the period of Internship for new medical graduates

- Liaising with local and regional Medical training institutions and with local and regional accreditation bodies
- Reporting to the wider Medical Board.

Public Relations:

- Press releases, Doctor's lists, AGM, etc

Internal Audit:

- Auditing activities of accounts of the Board.

Section 7 (1) (a) (ii)

Categories of Documents in Possession of the Medical Board of Trinidad & Tobago:

1. Register of Doctors practicing Medicine in Trinidad & Tobago – with the exception of those Doctors (primarily Cuban, and UNDP Doctors whose names appear on the Register of the “parallel Medical Board.”
2. Division of the Register into the following categories:
 - a. Provisional Registration
 - b. Temporary Registration, inclusive of:
 - i. Academic
 - ii. Conditional, &
 - iii. Visitor's Registration
 - c. Full Registration
 - d. An active list – of all Doctors resident and working in Trinidad & Tobago;
 - e. An “overseas register” of Doctors currently registered, but residing abroad.
3. Register of Higher Qualifications
4. Register of Additional Qualifications
5. Individual Dossier of each Board Member with appropriate record of Academic data, Registration data, complaints against individual Board Members, Disciplinary actions against Members and all correspondence pertaining to Registered Members.
6. Performance evaluation of Registered Members where applicable;
7. Record of status of annual retention fees and annual Licence.
8. Record of indebtedness to the Board.
9. Minutes of All Monthly Board Meetings, Annual General Meetings, Extraordinary meetings;
10. All stake-holders meetings on diverse topics;
11. Reports on all the activities of Council.
12. Monthly and annual financial statements of the Council prepared by a firm of chartered accountants;
13. Reports on legal advice and court matters undertaken by Council;
14. All official correspondence by the Council.

15. Policy and general administrative files and documents that pertain to the operation of the Board;
16. News Releases, speeches originating from the Council;
17. Booklets: Code of Ethics; Regulations; and booklet on Matters pertaining to the amendment of the Medical Board Act;
18. Personnel files detailing appointments, promotions, acting appointments, job specifications, retirement, leave etc.
19. Files dealing with "Paid advertisements and Gazetted items;
20. Files dealing with service contracts;
21. Reports of appointees to Committees;
22. All correspondence with our line Minister, and minutes of meetings with same;
23. Booklets, books, posters, newspaper clippings etc, held by the Board;
24. Files dealing with conferences, functions etc, attended by the Council;
25. Inventory of Furniture and appliances;
26. Internal and External correspondence files.
27. Legislation and Legal Instruments.

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

The public may inspect and/or obtain copies of the following material between the hours of
8.00 a.m. to 3.00 p.m. on normal working days at:

Medical Board of Trinidad & Tobago
c/o Eric Williams Medical Sciences Complex
Uriah Butler Highway
Champs Fleurs

A small fee is charged in order to offset the cost of printing.

- The Complete Register of Doctors
- Code of Ethics
- Regulations of the MBTT
- Medical Board Act 1960

Section 7 (1) (a) (iv)**Literature available by subscription:**

There is to-date, no literature available from the MBTT by subscription. This Section is therefore not applicable.

Section 7 (1) (a) (v)**Procedure to be followed when accessing a Document from the MBTT:**

- 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 must make your request in writing. The applicant must, therefore, complete the appropriate form (Request for Access to Official Documents) available in our **Reception area**, or from one of our Office staff 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 MBTT (see **Section 7 (1) (a) (vi) for further details**).

- **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 MBTT 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**

The Designated Officer is:

The President, Council of the MBTT,
C/o EWMSC,
Uriah Butler Highway,
Champs Fleurs.

Telephone: 645-5223
FAX: 645-5826
e-mail: mbtt@tsst.net.tt

The Alternate Officer is:

The Secretary/ Treasurer,
Council of the MBTT,
C/o EWMSC,
Uriah Butler Highway,
Champs Fleurs.

Telephone: 645-5223
FAX: 645-5826
e-mail: mbtt@tsst.net.tt

Section 7 (1) (a) (vii)

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

Section 7 (1) (a) (viii)**Library/Reading Room Facilities**

At the present time, the MBTT does not have a Library or Reading Room, in which information in the Public Domain can be accessed. However, we will accommodate as best we can, any person requesting information from Mondays to Fridays, between the hours of 8.00 a.m to 3.00 p.m.

Certain information may be readily accessed through our website at <http://www.mbt.org>.

You may make general enquiries to one of our Secretaries at **645-5223**.

Policy of the MBTT for provision of copies of documents that are readily available to the public**Examples:**

- Charge for Photocopies is 50 cents per page however if you provide your own paper 25 cents will be charged.
- Provision of documents may be subject to a charge to cover administrative costs. An Index of prices is available at our Office.
- No smoking, eating or drinking is allowed in our Office.

Section 8 (1) (a) (i)

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

Section 8 (1) (a) (ii)

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

Applicable: MBTT Code of Ethics, Regulations & Responses to complaints.

Section 9 (1) (a)

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

Quality Assessment, UWI; performance appraisal forms

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 MBTT

Not Applicable

Section 9 (1) (d)

A report, or a statement containing the advice or recommendations, of a committee established within the MBTT to submit a report, provide advice or make recommendations to the Minister of Health or to another Council Member who is not a member of the committee.

Not applicable

Section 9 (1) (e)

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

Not Applicable

Section 9 (1) (f)

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

Not Applicable

Section 9 (1) (g)

A report prepared within the MBTT 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.

Not Applicable

Section 9 (1) (h)

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

Not Applicable

Section 9 (1) (i)

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

Not Applicable

Section 9 (1) (j)

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

MBTT's Handbooks on Amendment to the Medical Board Act.

Section 9 (1) (k)

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

Not Applicable

Section 9 (1) (l)

An environmental impact statement prepared within the MBTT

Not Applicable

Section 9 (1) (m)

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

Not Applicable

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LOSS OF GUARDIAN LIFE OF THE CARIBBEAN
LIMITED POLICIES

SWORN declaration having been made that Policy Number DT9006587-1 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of PAULA SARAH SEALES-GIBSON has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

353

SWORN declaration having been made that Policy Number 800017743-9 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of ROWENA RAMPERSAD has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

354

SWORN declaration having been made that Policy Number 800002549-3 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of MELANESE IRENE TOUSSAINT has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

355

SWORN declaration having been made that Policy Number 800005283-1 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of TOOLAH KASEEMOO JULIEN has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

356

SWORN declaration having been made that Policy Number 800026662-8 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of HANIFF MOHAMMED has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

357

SWORN declaration having been made that Policy Number EG7400543-8 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of GEORGE EDWARD BROOS has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

358

SWORN declaration having been made that Policy Number EG7401466-7 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of BLANCA NIDIA DUQUE GONZALEZ has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

359

SWORN declaration having been made that Policy Number ET6012627-9 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of JOHN LONDON has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

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LOSS OF GUARDIAN LIFE OF THE CARIBBEAN
LIMITED POLICIES—CONTINUED

SWORN declaration having been made that Policy Number ET6017656–7 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of RODNEY DANIEL RAMPERSAD has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

361

SWORN declaration having been made that Policy Number 100004129–8 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of EUNICE SIDHANIE HANOOMANSINGH has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

362

SWORN declaration having been made that Policy Number 100001489–4 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of SHANECE TAMARA MAPP has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

363

SWORN declaration having been made that Policy Number 500036455–4 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of JEEWAN ADHAR RAMDIAL has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

364

SWORN declaration having been made that Policy Number 500026701–0 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of SALEEM KARIM has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

365

SWORN declaration having been made that Policy Number CT2007382–8 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of AVINDRANATH DASS has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

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SWORN declaration having been made that Policy Number CT2020224–3 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of GODFREY RAJ-KUMAR has been lost, and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the undermentioned date, the duplicate policy requested will be issued.

GUARDIAN LIFE OF THE CARIBBEAN
LIMITED

1, Guardian Drive,
Westmoorings South-East.
1st February, 2006.

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

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 a duplicate policy to replace the following policy number stated below which have been declared lost/destroyed:

Name	Policy Number
CAROL ANN AUGUSTUS	4154136

AMERICAN LIFE AND GENERAL INSURANCE
COMPANY (TRINIDAD AND TOBAGO) LIMITED
91–93, St. Vincent Street,
Port-of-Spain.