



# TRINIDAD AND TOBAGO GAZETTE

## (EXTRAORDINARY)

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No. 159

1742

TELECOMMUNICATIONS AUTHORITY OF TRINIDAD AND TOBAGO

### NOTICE

#### APPOINTMENT OF TELECOMMUNICATIONS INSPECTOR

*(Section 46 of the Telecommunications Act, 2001)*

THE TELECOMMUNICATIONS AUTHORITY OF TRINIDAD AND TOBAGO hereby notifies the public that pursuant to section 46 of the Telecommunications Act, 2001, the Authority has appointed Mr. ISAF ALI, Compliance Analyst, as a Telecommunications Inspector effective from 3rd September, 2007. The appointment is effective for a period of one (1) year from the date of appointment.

C. SEECHERAN  
*Acting Executive Director*

1743

#### REVOCATION OF APPOINTMENT TO ACT AS PRIME MINISTER

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 (1) of section 78 of the Constitution of the Republic of Trinidad and Tobago and all other powers thereto him enabling, has revoked, with effect from the night of 8th September, 2007, the authority conferred on Senator Dr. the Honourable LENNY SAITH, by Instrument dated 5th September, 2007 to perform the functions of the Prime Minister.

H. HEMNATH  
*Secretary to His Excellency  
the President*

10th September, 2007.

1744

#### APPOINTMENT OF A CUSTOMS AREA

*(Customs Act, Chap. 78:01)*

IN EXERCISE of the powers conferred upon the Comptroller of Customs and Excise under the Customs Act, Chap. 78:01, I, Fitzroy A. John, Comptroller of Customs and Excise, acting under the provisions of section 263(3) of the said Act, do hereby appoint the place specified in the Schedule hereto to be a Customs Area for the storage, pending entry for home consumption or export, of the following goods, as shall be warehoused by or in the private warehouse of Messrs. Captain's Choice Limited, Lot 23E, O'Meara Industrial Estate, Arima, viz., Vacuum Bags, Plastic Wrap, Permeable Film, Barrier Film, Labels, Plastic Tubing, Poly Straps, Plastic Pallets, Pallets Racks, Plastic Bins, Aluminium Trays with Racks, Cardboard Boxes, Packaging Tape and such other goods as I may subsequently approve.

#### SCHEDULE

An area measuring 37.00 metres by 59.62 metres comprising a total area of 2205.94 square metres, including a concrete structure with galvanize steel roofing measuring 12.50 metres by 38.50 metres and a shed 6.17 metres by 6.21 metres comprising a total of 519.57 square metres on the ground floor and 481.25 square metres on the upper floor.

The property is bounded on the north by Reserve Road, on the south by Trinpak Packaging Co. Ltd., on the east by an open lot and west by Trinmesh Ltd.

F. A. JOHN  
*Comptroller of Customs and Excise*

10th September, 2007.

1745

GRANT OF CERTIFICATES OF REGISTRATION  
(*Citizenship of the Republic of Trinidad and Tobago Act, 1976*)

<i>Number</i>	<i>Name</i>	<i>Date</i>
11959 ...	MARGARET SCORGIE JUTAGIR ...	15th August, 2007—(NS: 19/2/1 S. 14558)
11971 ...	BRIJ BHUSHAN JANWANI ...	15th August, 2007—(NS: 19/2/1 S. 14652)
11985 ...	KRISHENDAT SUKHDEO ...	15th August, 2007—(NS: 19/2/1 S. 14488)
11987 ...	MARVEN CARMENIA PIERRE ...	15th August, 2007—(NS: 19/2/1 S. 14351)
11989 ...	EDRIS DELTA PIERRE ...	15th August, 2007—(NS: 19/2/1 S. 14343)
11990 ...	MARGARET MARTHA CHARLES ...	15th August, 2007—(NS: 19/2/1 S. 14556)
11991 ...	SHEVON NIMPHIA CHARLES ...	15th August, 2007—(NS: 19/2/1 S. 14571)
11996 ...	RANJITKUMAR SUKHRAM ...	15th August, 2007—(NS: 19/2/1 S. 14474)
11997 ...	MARILYN JENNIFER THOMAS-PHILLIP ...	15th August, 2007—(NS: 19/2/1 S. 14572)
11998 ...	OWEN CHRISTOPHER KENNETH ELGIN ...	15th August, 2007—(NS: 19/2/1 S. 14581)
11999 ...	ELIZABETH SHIRLEY HARRILAL ...	15th August, 2007—(NS: 19/2/1 S. 14578)
12000 ...	RACHEL M. LOUISON-QUESTELLES ...	15th August, 2007—(NS: 19/2/1 S. 14438)
12001 ...	ERNA JULIA WILLIAMS ...	15th August, 2007—(NS: 19/2/1 S. 14595)

J. BOUCAUD-BLAKE  
*Acting Permanent Secretary,  
Ministry of National Security*

1746

GRANT OF CERTIFICATE OF CITIZENSHIP

CERTIFICATE OF CITIZENSHIP No. 112 granted under section 11(2) of the Citizenship of the Republic of Trinidad and Tobago Act, Chap. 1:50 of the Laws of Trinidad and Tobago has been issued to MARY QWYNETH PHILIP.

J. BOUCAUD-BLAKE  
*Acting Permanent Secretary,  
Ministry of National Security*

15th August, 2007—Ref.: (NS: 19/10/2 S.: 125).

1747

NOTICE OF CHANGE OF NAME

BY DEED POLL dated the 23rd day of August, 2007, registered as No. DP200700090927D001 of the protocol of deeds for the year 2007, LISA-ANN KANOR-DOUBLIER of No. 13 Teak Circular, La Couroupita, Caura Royal Road, El Dorado, in the Ward of Tacarigua, in the Island of Trinidad, Lecturer, a citizen of Trinidad and Tobago, renounced and abandoned the use of the surname "WRIGHT" in lieu thereof to assume as from the date hereto the surname of Kanor-Doublier.

Dated this 4th day of September, 2007.

ANTHONY C. O. CHERRY  
A.C.O. CHERRY & Co.  
*Attorneys-at-law and on behalf of  
Lisa-Ann Kanor-Doublier formerly  
Lisa-Ann Wright*

24, Abercromby Street  
Port-of-Spain

1736

## DETERMINATION OF COMPENSATION TO DEPENDANTS OF DECEASED EMPLOYEES

*Re-Death of*

ROBERT RODRIGUEZ, late of No. 43 Saddle Road, San Juan  
a workman lately employed with Janouras Custom Design Limited

COMPENSATION in the above matter having been deposited with me under section 8 of the Workmen's Compensation Act, persons claiming to be the dependants of the said Robert Rodriguez are hereby required to appear before the Commissioner on FRIDAY THE 19TH DAY OF OCTOBER, 2007, at 9.00 o'clock in the forenoon at the Hall of Justice, Port-of-Spain, when the Commissioner shall proceed to determine the distribution thereof.

Proof of relationship of dependants to the deceased workman will be required by the Commissioner to be furnished by claimants at the enquiry. Such proof to be in the form of certificates of birth and of marriage as in the circumstances be necessary.

A claimant for funeral expenses of the deceased must submit and prove his claim to the Commissioner on or before the 19th day of October, 2007.

Dated this 24th day of August, 2007.

(3 ins.)

M. ROBERTSON  
*Acting Deputy Registrar,  
Supreme Court of Judicature*

1737

*Re-Death of*

DERRICK WILLIAMS, late of Laventille Extension Road, Mon Repos, Morvant  
a workman lately employed with Commercial Protective Services Limited

COMPENSATION in the above matter having been deposited with me under section 8 of the Workmen's Compensation Act, persons claiming to be the dependants of the said Derrick Williams are hereby required to appear before the Commissioner on FRIDAY THE 19TH DAY OF OCTOBER, 2007, at 10.00 o'clock in the forenoon at the Hall of Justice, Port-of-Spain, when the Commissioner shall proceed to determine the distribution thereof.

Proof of relationship of dependants to the deceased workman will be required by the Commissioner to be furnished by claimants at the enquiry. Such proof to be in the form of certificates of birth and of marriage as in the circumstances be necessary.

A claimant for funeral expenses of the deceased must submit and prove his claim to the Commissioner on or before the 19th day of October, 2007.

Dated this 24th day of August, 2007.

(3 ins.)

M. ROBERTSON  
*Acting Deputy Registrar,  
Supreme Court of Judicature*

1738

*Re-Death of*

DENASH MARAJH, late of Narinesingh Terrace, Johnathan Terrace, Cunupia  
a workman lately employed with Kiss Baking Company Limited

COMPENSATION in the above matter having been deposited with me under section 8 of the Workmen's Compensation Act, persons claiming to be the dependants of the said Denash Marajh are hereby required to appear before the Commissioner on FRIDAY THE 19TH DAY OF OCTOBER, 2007, at 9.00 o'clock in the forenoon at the Hall of Justice, Port-of-Spain, when the Commissioner shall proceed to determine the distribution thereof.

Proof of relationship of dependants to the deceased workman will be required by the Commissioner to be furnished by claimants at the enquiry. Such proof to be in the form of certificates of birth and of marriage as in the circumstances be necessary.

A claimant for funeral expenses of the deceased must submit and prove his claim to the Commissioner on or before the 19th day of October, 2007.

Dated this 24th day of August, 2007.

(3 ins.)

M. ROBERTSON  
*Acting Deputy Registrar,  
Supreme Court of Judicature*

**GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO**  
**UPDATED PUBLIC STATEMENT OF THE NORTH WEST REGIONAL HEALTH AUTHORITY**  
**IN COMPLIANCE WITH SECTIONS 7, 8, AND 9 OF**  
**THE FREEDOM OF INFORMATION ACT, 1999**



In accordance with Sections 7, 8 and 9 of the Freedom of Information Act, 1999 (FOIA), the North West Regional Health Authority (hereinafter referred to as the NWRHA) 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 Act gives members of the public:**

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

**SECTION 7 STATEMENTS**

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

**Function and Structure of the Public Authority**

**Mission Statement:**

The NWRHA's mission is to provide quality healthcare to all and the promotion of high standards of wellness.

The NWRHA is a corporate body established in accordance with Act No. 5 of 1994 (as amended). It comprises a staff of approximately four thousand (4000) monthly and daily paid employees and is managed by a Board of Directors, which is accountable to the Minister of Health who can issue general or specific instructions to the Board. The Board of Directors is responsible for appointing a Chief Executive Officer. The NWRHA is divided into the following responsibility centres:

**Main Departments/ Offices**

Office of the Chief Executive Officer  
 Legal and Corporate Affairs  
 Internal Audit  
 Corporate Communications  
 Quality/ Risk Management  
 Operations  
 Human Resources  
 Finance  
 Medical  
 Health Research, Planning and Monitoring  
 Nursing & Patient Support Services  
 Mental Health  
 Capital Planning, Commissioning & Projects

**National Services**

The NWRHA is also responsible for the following National Services:

Blood Bank  
 Mental Health  
 National Radiotherapy Centre  
 Nutrition and Dietetics

**Sub-Committees of the Board of Directors**

Tenders Committee  
 Quality/Risk Management Committee  
 Human Resource Committee  
 Finance Committee  
 Asset Management Committee  
 Information Systems/ Information Technology Committee  
 Audit Committee  
 Training Committee  
 Projects Committee

**Institutions and Health Care Facilities**

The NWRHA also has responsibility for the following healthcare institutions/units

INSTITUTION	St. Ann's Hospital	St. James Medical Complex	Port of Spain General Hospital
DESCRIPTION	For treating psychiatric cases and provide rehabilitation services	National Radiotherapy Centre, Gerontology Clinic, Physiotherapy	General Secondary Care Hospital services. It is also a Teaching Hospital associated with the University of the West Indies
SERVICES:			
Physiotherapy		✓	✓
Nutrition & Dietetics	✓	✓	✓
Pharmacy	✓	✓	✓
Laboratory		✓	✓
Stores	✓	✓	✓
Diagnostic Services			✓
Orthopaedic	✓	✓	
Obstetrics & Gynaecology			✓
Ear Nose Throat			✓
Pathology			✓
Paediatrics			✓
Physio-Medicine		✓	✓
Ophthalmology			
Accident & Emergency	(Mental Health Assessment)		✓
Intensive Care			✓
Physiotherapy		✓	✓
Radiology		✓	✓
Forensic Psychiatric	(29)		
SERVICES:	St. Ann's Hospital	St. James Medical Complex	Port of Spain General Hospital
Laundry	(30)	✓	
Out Patient Clinics	(32)	✓	✓
Social Services	(35)	✓	✓
Transport	(38)		✓
OTHER	Sewing, Medical Records, Carpentry, Rehabilitation, Outreach/ Community Services, Psychiatric	Ambulance, Medical Records, Oncology Services (this includes the Caribbean)	Ambulance, Medical Records, Carpentry, General Medical, General Surgery, Neurosurgery, Plastic Surgery, Dental/Oral/Maxillofacial, Haemodialysis, Domiciliary, Medical Library, Dialysis, Anaesthetics

The following Health and Outreach Centres are under the purview of the NWRHA. These Health and Outreach Centres are managed by two County Area Administrative Offices:

	ST GEORGE WEST	ST GEORGE CENTRAL
1	George Street Health Centre	El Socorro Health
2	Maraval Health Centre	Las Cuevas Outreach Centre
3	Woodbrook Health Centre	Santa Cruz Health Centre
4	Diego Martin Health Centre	Success/Laventille Health Centre
5	Petit Valley Health Centre	Barataria Health Centre
6	Oxford Street Health Centre	San Juan Health Centre
7	St. James Health Centre	Morvant Health Centre
8	Carenage Health Centre	Upper Laventille Health Centre
		Aranuez Health Centre

**Additional Services**

The NWRHA is also responsible for the provision of:

- Health Services at Ports of Entry within the physical jurisdiction of the NWRHA.
- Public Health Services within the physical jurisdiction of the NWRHA.
- National Blood Transfusion Services.
- Health Services to the Inmates of Prisons in Trinidad and Tobago.

**Effect of Functions on Members of the Public**

The NWRHA's work impacts upon and influences the quality of life of every citizen of Trinidad and Tobago through the following media:

- **Promotion of Healthier Lifestyles**- this is done through outreach programmes, advertisements, radio programmes etc.
- **Public Board Meetings**- members of the community are invited to participate and give their views as to how they benefit from the healthcare provided, how healthcare impacts upon their life and what can be done to improve the health system. There is a statutory requirement to hold a public meeting each year at which a review of the Authorities performance in the preceding year, along with its goals and targets for the current year is presented and discussed.
- **Customer Client Feedback System**- Through our Customer Services Departments located at the various institutions/units, members of the public are able to give feedback with respect to the quality of healthcare received. Also, client feedback boxes are strategically placed throughout various institutions to garner feedback from members of the public.
- **Board Representation**- A nominee of the Association of Local Government sits on the Board of Director. At least one member of the Board represents public interest and welfare.

**Section 7(1)(a)(ii)****Categories of Documents in the possession of the NWRHA**

1. Files relating to administrative support and General administrative documents for the operations of the NWRHA.
2. Personnel files, which detail all staff appointments, job applications, job specifications, promotions, transfers, resignations, deaths, retirements, leave, vacation, pension, performance appraisals etc. for all categories of staff.
3. Standing Financial Orders.
4. Financial Statements and Financial Records (cheques, vouchers, receipts, etc.).
5. Files relating to matters relating to the procurement of supplies, services and equipment.
6. Maps/ Charts/ Photographs/ Diskettes/ Tapes.
7. News Releases, speeches originating in the NWRHA.
8. Policy and Procedure Documents.
9. Internal and External Correspondence files.
10. Medical Records of patients, including nurses, flow charts, diagnostic reports such as X-Rays, Post Mortem Reports and Death Certificates.
11. Documents relating to strategic review of the NWRHA.
12. Legislation and legal instruments regulating the operations of the NWRHA.
13. Legal Opinions on matters affecting the operations of the NWRHA.
14. Files relating to Training/ Performance Management.
15. Minutes/ Agenda of Meetings of the Board of Directors and other Board Committees.
16. Files dealing with Circulars/ Memoranda, Notices, Bulletins etc.
17. Periodic Reports (annual, monthly and/ or quarterly) prepared by the NWRHA, Consultants/ Technical Reports etc.
18. Environmental Impact Assessments
19. Briefing papers/ Status Reports pertaining to the IADB funded projects under the Health Sector Reform Programme and the Inter American Development Bank.
20. Books, booklets, leaflets, pamphlets, brochures, posters, newspaper clippings on health related issues and the operations of the NWRHA.
21. Files dealing with official functions, conferences and events hosted and attended by the NWRHA.
22. Inventories, Fixed Assets Register.
23. Periodicals and Publications.
24. Complaints- Customer complaints and Comment Forms.
25. Registers/ Certificates/ Permits/ Licenses etc.
26. Tender Documents.
27. Contracts for the provision of Goods and Services to the NWRHA.
28. Files dealing with Disaster Management, Risk Management and Safety within the NWRHA and in general.
29. Quality Management documentation.

**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 **9:00 a.m. to 3:00 p.m.** on normal working days at the various institutions of the NWRHA:

- The Patient's Charter of Rights and Obligations 2002.

**Section 7(1)(a)(iv)**

This section is not applicable.

**Section 7(1)(a)(v)****Procedure to be followed accessing a Document from the NWRHA****How to Request Information****• General Procedure**

Our policy is to answer all requests for information, both oral and written. However, in order to access the rights given by the FOIA (for example, the right to challenge a decision if your request for information is refused), you must make the request in writing. The applicant must, therefore, complete the appropriate form (**Request for Access to Official Documents**).

**• Addressing Requests**

To facilitate prompt handling of the request, please address it to the Designated Officer of the NWRHA. (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.

**• Request not handled under to 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 the NWRHA or another public authority, for example, brochures, pamphlets, reports etc.

**• Time Limits**

The FOIA sets a time limit of thirty (30) calendar days from the date the request was received, for the determination of your request for access. 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 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 the 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 a practicable, but no later than 30 days** from the date the request was received, 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.

**Responding to your Request****• Retrieving Documents**

The NWRHA is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Records prior to the commencement of the Freedom of Information Act, 1999 may now be unavailable. The granting of a request for such documents may therefore be impossible. Various laws, regulations and manuals stipulate the time period for keeping records before they can be destroyed.

For example, **The Ministry of Health's Medical Records Policies and Procedures Manual under the Filing and Retention of Medical Records**, states, inter alia, as follows:

(Section 2.9 (2.9.1) – At the expiry of seven (7) years, medical records (exclusive of the Summary Admission and Discharge Sheet) should be destroyed, unless such records are required for medico-legal purposes or had some specific value for medical research. This would be determined by the Medical Records Committee"

(Section 2.9 (2.9.2) – Each patient who was discharged from the hospital, must have a summary Admission and Discharge Record completed. This record should be preserved for at least ten (10) years.





#### • 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 programme so that a computer will print information in the format you prefer.
- (b) Perform research for you.

#### Section 7(1)(a)(vi)

##### Officers in the NWRHA 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. Application for correction of personal information under section 36 of the FOIA.

##### The Designated Officer is:

**General Manager, Legal (Ag.)**  
**Mrs. Tamica Charles-Phillips**  
**The North West Regional Health Authority**  
**Second Floor**  
**#39 Dundonald Street**  
**Port of Spain**

#### Section 7(1)(a)(vii)

##### Advisory Boards, Councils, Committee, and Other Public Bodies (Where meetings/minutes are open to the public)

At present, there is no Advisory Board. The NWRHA, at times, holds Public Board Meetings and Community Meetings which are open to the public. These meetings are advertised accordingly.

#### Section 7(1)(a)(viii)

Information in the public domain can be accessed by appointment with the Designated Officer.

##### Policy of the NWRHA for the Provision of Copies of Documents held in the Public Domain

- Charge for photocopies is \$0.50 cents per page.
- Certain provision of documents may be subject to a small charge to cover administrative costs.
- No smoking, eating nor drinking is allowed in the reading room.
- Access to use the reading room is by appointment only. Kindly liaise with the Designated Officer to schedule an appointment. (see Section 7(1)(a)(vi)).

### SECTION 8 STATEMENTS

#### Section 8(1)(a)(i)

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

- Regional Health Authorities Act, 1994- available for purchase at the Government Printery.
- Freedom of Information Act, 1999- available at the Government Printery.
- Gazette material and copies of amendments to Acts of Parliament- available for purchase at the Government Printery.
- Patient Care Risk Reduction Protocol- Directorate of Quality Management, Ministry of Health, available for inspection only.
- Nurses and Midwives Act, 1960- available for purchase at the Government Printery
- National Health Services Plan, available for inspection only.
- Rules and Trust Deed to the NWRHA Pension Fund Plan, available for inspection only.
- Proposed Annual Services Agreement, available for inspection only.
- Child Health Surveillance- Standard Protocols & Procedures, available for inspection only.
- Information Manual for Client Feedback System (in collaboration with PAHO), available for inspection only.
- Ministry of Health's Medical Records Policies and Procedure Manual, available for inspection only.
- Legal opinions and advice from Attorneys at law regarding the transfer for responsibility to the NWRHA for collecting User Fees for Health Services which is at present, collected by the Port of Spain Regional Corporation- available for inspection only.
- Patient's Charter of Rights and Obligations.

#### Section 8(1)(a)(ii)

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

- Code of Ethics (for Doctors), used to guide officers within the NWRHA, available for inspection.
- NWRHA Annual Review 2002 (Presentation), available for inspection only.
- NWRHA Disaster Management Plan, available for inspection only.
- Regional Health Authorities Human Resource Policies and Guidelines available for inspection only.
- NWRHA Policy & Procedure Manual for Vehicles, available for inspection only.
- NWRHA Policies for Clinical Management in Primary Health Care Lifestyle Diseases, available for inspection.
- Management Systems Development Financial Policies and Procedures Manual- June 2002
- Contracting for Goods and Services Guidelines -1994.
- NWRHA Strategic Plan 2004-2008.

#### Section 8(1)(b)

**In enforcing written laws or schemes administered by the NWRHA 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.**

*This section is not applicable to the NWRHA at present.*

#### Section 9(1)(a)

**A report or statement containing the advice or recommendations of a body or entity established within the NWRHA**

*At present there are no such reports or statements.*

#### Section 9(1)(b)

**A report or 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 present there are no such reports or statements.*

#### Section 9(1)(c)

**A report or a statement containing the advice or recommendations of an interdepartmental Committee whose membership includes an officer of the public authority**

*At present, there are no such reports or statements.*

#### Section 9(1)(d)

**A report or 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.**

*At present, there are no such reports or statements.*

#### Section 9(1)(e)]

**A report (including a report concerning the results of studies, surveys or tests) prepared for the 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.**

- Report of Radiation Survey at the X-Ray Department, Mayaro District Hospital, by Ms. Sue Jaan Mejias, Physicist, National Radiotherapy Centre, St. James- dated 28, September 2001.
- National Comprehensive HIV/ AIDS Prevention Treatment and Care Plan, Ministry of Health, 2005.

**Section 9(1)(f)**

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

- Audit of National Programmes and Laboratories in Trinidad and Tobago- National HIV/AIDS/STI Project- Final Report by KPMG Consultancy, June 30, 2001.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -Public Health and Hospital Laboratories- Information Systems Development - Draft Final Report by KPMG Consultancy.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -Laundry and Linen Services Programme- Final Report by KPMG Consultancy, June 30, 2001.
- Audit of National Programmes and Laboratories in Trinidad and Tobago-National Tuberculosis Control Programme/ Hansen's Disease Control Programme - Final Report by KPMG Consultancy.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -National Blood Transfusion Unit- Final Report by KPMG Consultancy, June 30, 2001.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -Public Health and Hospital Laboratories- Final Report by KPMG Consultancy, June 30, 2001.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -Public Health Laboratories- Final Report by KPMG Consultancy, June 30, 2001.
- Audit of National Programmes and Laboratories in Trinidad and Tobago -Hospital Laboratories - Final Report by KPMG Consultancy, June 30, 2001.
- Health Sector Quality Counsel- Risk Management Council Initial Findings; by Mercy International Health Services - May 2001.
- Management Advisory Services, Ministry of Health; Information Technology Planning - Presentation by Ernst & Young, September 24, 2001.
- Ministry of Health - Regional Health Authorities Organisational Restructuring Workshop Report- Management Advisory Services, by Ernst & Young, April 2001.
- Risk Management Consultancy; Briefing and Sensitisation - Ministry of Health, by Mercy International Services, 2001.
- Trinidad and Tobago Health Sector Accreditation Programme- Draft Final Report by Joint Commission International Consultants, November 09, 2001.
- Report by PMSL on the investigation into matter arising from the Auditor General's Report into the NWRHA, September 10, 2001.
- Report on Present Security System at the NWRHA, December 2003, Mr. Carlos Neptune.
- Report on HR Project, February 2004 by Mr. Charles Bobb-Semple.

**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.**

*At present, there are no such reports.*

**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.**

- Report on NWRHA Achievements - 1995 - 2005.
- Health Sector Reform Programme- NWRHA Annual Review 2001.
- Auditor General's Report on the North West Regional Health Authority- 2001.
- NWRHA Strategic Business Plan - 2000 - 2001.
- Report on 5th Annual Review of the Client Feedback System (Customer Relations/ Complaints System) - March 2000 to February 2001; Directorate of Quality Management, July 2001.
- Status Reports on Health Sector Reform Programme - Primary Health Care Centres.
- Report on Medical Records Survey of Trinidad and Tobago, by Pan American Health Organisation/ World Health Organisation (PAHO/WHO) Submitted by Joanne G. Salazar, August 2000.
- Report on NWRHA Achievements - 2002 (Public Meeting)

- Report on NWRHA Achievements - 2003 (Public Meeting)
- Report on NWRHA Achievements - 2005 (Public Meeting)

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

**A report containing (1) final plans or proposals for the re-organising of the functions of the public authority (2) the establishment of a new policy, programme, or project to be administered by the public, 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.**

- NWRHA Strategic Plan 2004 - 2008.
- NWRHA Strategic Plan 200-2001.
- Accreditation Standards for the Health Sector of Trinidad and Tobago - Joint Commission International - 2001.
- Framework for Consideration for the Policy on National Emergency Medical Services - Trinidad and Tobago - Draft 1- Ministry of Health, May 10, 2001.
- Framework for Consideration for the Policy on National Emergency Medical Services - Trinidad and Tobago - Working Document 2- Ministry of Health, March 21, 2001.
- Framework for Consideration for the Policy on National Emergency Medical Services - Trinidad and Tobago - Working Document 1- Ministry of Health, March 08, 2001.
- Information Manual for Client Feedback Systems (Customer Relations/ Complaints System) - Ministry of Health/ Regional Health.
- Authorities, in collaboration with the Pan American Health Organisation/ World Health Organisation (PAHO/WHO).
- Ministry of Health Medical Records Policies and Procedures - Death Information Systems Management - Directorate of Health Policy and Procedures, May 2001.
- Ministry of Health National Emergency Medical Services Policy - Trinidad and Tobago - Draft 2- Ministry of Health.
- Patient Care Risk Reduction Protocol - Directorate of Quality Management, Ministry of Health, August 2001.
- Regional Health Authorities Human Resource Policies and Guidelines (Draft) - Ministry of Health, April 11, 2003.

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

**A statement prepared within the public authority, containing Policy directions for the drafting of legislation**

*At present, there are no such statements.*

**Section 9(1)(k)**

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

*At present, there are no such statements.*

**Section 9(1)(l)**

**An environmental impact statement prepared within the public authority.**

*At present, there are no such reports.*

**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.**

Fixed Asset Verification Exercise- former Central Regional Health Authority.

1749

LOSS OF GUARDIAN LIFE OF THE CARIBBEAN  
LIMITED POLICIES

SWORN declaration having been made that Policy Number 5000076532 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of NEIL NORMAN ELIAS 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1750

SWORN declaration having been made that Policy Number 5000856171 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of LISA LYSTRA RAMPAL 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1751

SWORN declaration having been made that Policy Number 8000000938 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of MALCOLM FRANCIS WILLIAMS 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1752

SWORN declaration having been made that Policy Number 8000226995 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of SHAZARD KHAN 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1753

SWORN declaration having been made that Policy Number 8000327082 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of NATASHA SOOKAR 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1754

SWORN declaration having been made that Policy Number ET60341658 issued by GUARDIAN LIFE OF THE CARIBBEAN LIMITED on the life of VINOD ISHWAR BALBIRSINGH 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

No. 1 Guardian Drive  
Westmoorings South-East  
31st July, 2007.

1755

LOSS OF BRITISH AMERICAN INSURANCE COMPANY  
(TRINIDAD) LIMITED POLICIES

NOTICE is hereby given that Policy Number 101418648 issued by BRITISH AMERICAN INSURANCE COMPANY (TRINIDAD) LIMITED on the life of JANICE ISHMAEL has been reported lost.

Unless objection is raised within one month of the date thereof, this Company intends to issue a duplicate policy.

BRITISH AMERICAN INSURANCE COMPANY  
(TRINIDAD) LIMITED

1756

NOTICE is hereby given that Policy Number BTT016029 issued by BRITISH AMERICAN INSURANCE COMPANY (TRINIDAD) LIMITED on the life of ALLISTER SCOPE has been reported lost.

Unless objection is raised within one month of the date thereof, this Company intends to issue a duplicate policy.

BRITISH AMERICAN INSURANCE COMPANY  
(TRINIDAD) LIMITED