



# TRINIDAD AND TOBAGO GAZETTE

VOL. 50

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No. 46

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## APPOINTMENT TO PERFORM THE FUNCTIONS OF THE 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 section 78(1) of the Constitution of the Republic of Trinidad and Tobago, has authorised THE HONOURABLE WINSTON CHANDARBHAN DOOKERAN, Minister of Finance, to perform the functions conferred upon the Prime Minister, other than the functions conferred by section 78(2) of the Constitution, with effect from the afternoon of 12th March, 2011 and continuing during the absence from Trinidad and Tobago of the said the Honourable KAMLA PERSAD-BISSESSAR, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF JUSTICE

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. PRAKASH RAMADHAR, a Member of the House of Representatives, to act in the Office of the Honourable HERBERT PHILIP VOLNEY, Minister of Justice, with effect from 13th March, 2011 and continuing during the absence from Trinidad and Tobago of the said the Honourable Herbert Philip Volney, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

9th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF EDUCATION

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. FAZAL KARIM, a Senator, to act in the Office of the Honourable DR. TIM DHANRAJ GOPEESINGH, Minister of Education, with effect from 18th March, 2011 and continuing during the absence from Trinidad and Tobago of the said the Honourable Dr. Tim Dhanraj Gopeesingh, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF FOOD PRODUCTION LAND AND MARINE 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 DR. RUPERT THEOPHILUS GRIFFITH, a Member of the House of Representatives, to act in the Office of the Honourable VASANT VIVEKANAND BHARATH, Minister of Food Production, Land and Marine Affairs, with immediate effect and continuing during the absence from Trinidad and Tobago of the said Senator the Honourable Vasant Vivekanand Bharath, in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF FOREIGN 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 DR. ROODAL MOONILAL, a Member of the House of Representatives, to act in the Office of DR. the Honourable SURUJRATTAN RAMBACHAN, Minister of Foreign Affairs, with effect from 12th March, 2011, and continuing during the absence from Trinidad and Tobago of the said Dr. the Honourable Surujrattan Rambachan, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF TRADE AND INDUSTRY

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 Ms MARY KATHLEEN KING, a Senator to act in the Office of the Honourable STEPHEN JOSEPH CADIZ, Minister of Trade and Industry, with effect from 12th March, 2011 and continuing during the absence from Trinidad and Tobago of the said the Honourable Stephen Joseph Cadiz, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF THE ARTS AND MULTICULTURALISM

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. NIZAM BAKSH, a Member of the House of Representatives, to act in the Office of the Honourable WINSTON PETERS, Minister of the Arts and Multiculturalism, with effect from 16th March, 2011 and continuing during the absence from Trinidad and Tobago of the said the Honourable Winston Peters, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

14th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF THE PEOPLE AND SOCIAL DEVELOPMENT

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 Ms RUDRAWATEE NAN RAMGOOLAM, a Senator to act in the Office of the Honourable Dr. GLENN RAMADHARSINGH, Minister of the People and Social Development, with immediate effect and continuing during the absence of the said the Honourable Glenn Ramadharsingh, M.P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

14th March, 2011.

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## APPOINTMENT TO ACT AS MINISTER OF LOCAL GOVERNMENT

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 section (2) and section 79 of the Constitution of the Republic of Trinidad and Tobago, has appointed SENATOR THE HONOURABLE BRIGADIER JOHN C. E. SANDY, to act in the Office of the Honourable CHANDRESH L. D. SHARMA, Minister of Local Government with immediate effect and continuing during the absence from Trinidad and Tobago of the said the Honourable Chandresh L. D. Sharma, M. P., in addition to the discharge of his normal duties.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

14th March, 2011.

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## APPOINTMENT TO ACT TEMPORARILY AS MEMBERS OF THE SENATE

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 section 40(2)(c) and section 44 of the Constitution of the Republic of Trinidad and Tobago, has appointed Mr. RABINDRA MOONAN, to be temporarily a Member of the Senate, with effect from 14th March, 2011 and continuing during the period of absence from Trinidad and Tobago of Senator the Honourable VIVEKANAND BHARATH.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

11th March, 2011.

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IT IS HEREBY NOTIFIED for general information that, under the provisions of section 40(2)(c) and section 44 of the Constitution of the Republic of Trinidad and Tobago, His Excellency the President has appointed Mrs. PARVATEE ANMOLSINGH-MAHABIR, to be temporarily a Member of the Senate, with effect from 15th March, 2011 and continuing during the absence by reason of illness of Senator HELEN DRAYTON.

E. DANIEL-LIVERPOOL  
*Acting Secretary to His Excellency  
the President*

14th March, 2011.

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## REPUBLIC OF TRINIDAD AND TOBAGO

## IN THE HIGH COURT OF JUSTICE OF TRINIDAD AND TOBAGO

## NOTICE TO JURORS

PUBLIC NOTICE is hereby given that one of the Judges of the High Court of Justice will sit in Chambers at the Court House at San Fernando on WEDNESDAY THE 20TH DAY OF APRIL, 2011 at 9.00 o'clock in the forenoon for the purpose of hearing applications by persons for exemption from serving as Jurors at the Session to be held at San Fernando, on Monday 2nd May, 2011.

All such applications should be made in writing.

Applications made after that date may not be entertained.

Dated the 2nd March, 2011.

T. RAMDIN  
*Deputy Registrar  
San Fernando*

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REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE  
(San Fernando)

CLAIM NO. CV 2008–00151

Between

JOURANDA CHRISTIANA JAMES—*Claimant*

And

WENDY CLARKE—*Defendant*

TAKE NOTICE that there will be put up for sale at the compound of the Supreme Court, Harris Street, San Fernando on Wednesday 11th May, 2011 between the hours of 10.00 a.m. and 11.30 a.m. pursuant to the following the order of the Honourable Mr. Justice Best dated 27th May, 2008.

1. *All and Singular* that parcel or lot of land situate at Pleasantville in the Ward of Naparima, in the Island of Trinidad, comprising four thousand three hundred and twelve (4,312) superficial feet be the same more or less delineated and with the abutments and boundaries thereof shown as Lot No. 156 on a Plan marked “A” and annexed to a certain Deed of Lease dated the 20th day of October, 1960 and registered as No. 16187 of 1960 and which said parcel of land is known and assessed as No. 256 Pleasantville Housing Scheme Defendant/Judgement Debtor’s share and interest therein.
2. That the reserved selling price shall be \$230,000.00.

And take further notice that:

That said property will be sold subject to all rates, taxes, charges and all other outgoing which may be owing or incurred at the date of the said sale.

Dated this 16th day of March, 2011.

T. RAMDIN  
*Acting Deputy Registrar*  
*Supreme Court, San Fernando*

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FORM 178

**THE BANKRUPTCY ACT**

FIRST MEETINGS AND PUBLIC EXAMINATIONS

Debtor's Name	Address	Description	Court	Number	Date of First Meeting	Hour	Place
Veshesh Maharaj	Light Pole No. 4 St. Helena Village Piarco		Hall of Justice Port-of-Spain	C.V. 2006–02527	31st March, 2011	1.00 p.m.	Conference Room Ministry of the Attorney General Chief State Solicitor's Department, 1st Floor Cabildo Chambers 23–27, St. Vincent Street, Port-of-Spain.

K. OLIVERIE  
*for Official Receiver*



## LAW ASSOCIATION OF TRINIDAD AND TOBAGO

3<sup>rd</sup> Floor, Henry Hudson-Phillips Building, 33 St. Vincent Street, Port-of-Spain  
 Telephone: 625-9350/623-2478 Email: [lawassociationtt@gmail.com](mailto:lawassociationtt@gmail.com) Website: <http://www.lawassociationtt.com>

### COUNCIL FOR THE TERM 2011/2012

The following are the names of the OFFICERS AND ORDINARY MEMBERS who shall form the new Council of the Law Association of Trinidad and Tobago for the term 2011/2012 having been elected at the 25<sup>th</sup> Annual General Meeting held on Friday 18<sup>th</sup> March 2011 at the Visitors Centre: Upper & Lower Levels, San Fernando Hill, San Fernando.

Ms. Dana Seetahal SC

***President***

Mr. Martin G. Daly SC

***Immediate Past President***

Ms. Patricia Dindyal

***Vice-President***

Mr. Kemrajh Harrikissoon

***Treasurer***

#### ***SENIOR ORDINARY MEMBERS***

Mr. Darrell Allahar

Mr. Ronnie Bissessar

Ms. Jennifer Hudson-Phillips

Mr. Imran Khan

Mr. Larry Lalla

Mrs. Lesley-Ann Lucky-Samaroo

Mr. Douglas Mendes SC

Mrs. Donna Prowell-Raphael

Mr. Haran Ramkaransingh

Mr. Jagdeo Singh

#### ***JUNIOR ORDINARY MEMBER***

Mr. Shankar Bidaisee

Mr. Daniel Khan

Mr. Dinesh Rambally

Ms. Florence Ramdin

Ms. Sophia Vaillou

**By Order of the Council**

**Dated this 23<sup>rd</sup> day of March 2011**

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## CENTRAL BANK OF TRINIDAD AND TOBAGO

## WEEKLY STATEMENT OF ACCOUNT AS AT 23RD MARCH, 2011

<i>Previous Week</i>	<i>Assets</i>	<i>This Week</i>
\$000		\$000
	<b>External Assets:</b>	
59,058,890	Balances, Investments, etc. ... ..	58,857,006
3,313,390	Gold Subscriptions to I.M.F. ... ..	3,313,390
2,720,330	I.M.F.—S.D.R. Holdings ... ..	2,720,330
<hr/> 65,092,610		<hr/> 64,890,726
	<b>Trinidad and Tobago Government Securities:</b>	
312,795	Treasury Bills (Face Value) ... ..	312,903
22,529	Marketable Securities ... ..	22,529
<hr/> 335,324		<hr/> 335,432
	<b>Other Assets:</b>	
299,422	Trinidad and Tobago Dollar Securities ... ..	299,422
164,804	Advances to Government Authorities ... ..	164,804
3,801,073	Other Assets ... ..	3,786,170
<hr/> 4,265,299		<hr/> 4,250,396
214,423	<b>Fixed Assets:</b>	214,423
<hr/> <u>69,907,656</u>		<hr/> <u>69,690,977</u>
	<i>Liabilities and Capital Account</i>	
	<b>Currency in Circulation:</b>	
5,003,994	Notes ... ..	4,819,829
169,995	Coins ... ..	170,260
<hr/> 5,173,989		<hr/> 4,990,089
	<b>Demand Liabilities:</b>	
16,012,719	Commercial Banks ... ..	16,354,724
350,530	Financial Institutions (Non-Banking) ... ..	350,328
(929,497)	Government and Governmental Organisations ... ..	(1,142,309)
158,186	International Organisations ... ..	158,186
200,384	Foreign Currency ... ..	200,669
7,852,454	Other ... ..	7,612,543
<hr/> 23,644,776		<hr/> 23,534,141
	<b>Other Liabilities:</b>	
3,170,576	Government S.D.R. Allocations ... ..	3,170,576
33,578,300	Other Liabilities ... ..	33,648,023
2,951,966	Specific Provisions ... ..	2,960,099
<hr/> 39,700,842		<hr/> 39,778,698
	<b>Capital and Reserves:</b>	
800,000	Capital Paid-up ... ..	800,000
588,049	General Reserve Fund ... ..	588,049
<hr/> 1,388,049		<hr/> 1,388,049
<hr/> <u>69,907,656</u>		<hr/> <u>69,690,977</u>

M. MARSHALL  
for Chief Financial Officer,  
Finance and Accounting

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LIST OF PAYEES WITH UNCASHED CHEQUES ISSUED BY THE MINISTRY OF LEGAL AFFAIRS  
UP TO 30<sup>TH</sup> SEPTEMBER, 2010

LIST OF PAYEES with cheques issued by the Ministry of Legal Affairs up to 30th September, 2010 which to date have not been presented for encashment are due to become void on 31st March, 2011 in accordance with the Ministry of Finance Circular No. 2 of 1994 dated 18th March, 1994 and Comptroller of Accounts Circular No. 28 date 11th September, 1998.

Kindly ignore this notice if cheques were encashed after January, 2011.

<i>Name of Payee</i>	<i>Address</i>
Peake Technologies Ltd. ... ..	c/o Ministry of Legal Affairs, Mode Alive Building No. 34 Frederick Street, Port-of-Spain.
Paul Griffith ... ..	do.
Stanley Plowden ... ..	do.
Trinidad and Tobago National Petroleum Marketing Co. Ltd.	do.
Sagicor Life Inc. ... ..	do.
Blue Waters Products Limited ... ..	do.
Maritime Group Plan ... ..	do.
Neal and Massy Credit Union ... ..	do.
Service Comm. Sports Club ... ..	do.
Anna Arrindell ... ..	do.
Linda Beckles ... ..	do.
Gail Rodulfo ... ..	do.
Alyssa Ramsingh ... ..	do.
AAT (Trinidad and Tobago) Branch ... ..	do.
British American Ins. Co. Ltd. ... ..	do.
Reshma Balliram ... ..	do.
Jeanne Henville ... ..	do.
Tobago Plantations Ltd. ... ..	do.
Lester Garcia ... ..	do.
Azim Khan ... ..	do.
Indera Sagewan-Ali ... ..	do.
C.P.'s Plumbing & Hardware Ltd. ... ..	do.
Cossil Fermin ... ..	do.
Allan's Lock & Key Service ... ..	do.
Lana Winchester ... ..	do.
Marva Noel ... ..	do.
Crystal Alexis ... ..	do.
Allison Hughes ... ..	do.
Natasha Barrow ... ..	do.
Haleem Hosein ... ..	do.
Mikhail Ali ... ..	do.
Maureen Percival-Noel ... ..	do.
Emmanuel Cablecom Ltd. ... ..	do.
Emmanuel Cablecom Ltd. ... ..	do.
Illuminat (Trinidad & Tobago) Ltd. ... ..	do.
Public Health Department, Insect Vector Dept. ... ..	do.
Ki Services Ltd. ... ..	do.
Duckey's & Sons Tent Rental ... ..	do.

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REQUEST FOR EXPRESSIONS OF INTEREST FOR THE CONDUCT OF A NATIONAL CRIME AND VICTIMISATION SURVEY, MINISTERIAL TENDERS COMMITTEE, MINISTRY OF NATIONAL SECURITY, IADB LOAN 1965/0C-TT

THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO, through the Ministry of National Security, has accessed financing from the Inter-American Development Bank (IADB) to implement the Citizen Security Programme. The objective of the Programme is to contribute to the reduction in crime and violence in 22 “high needs” pilot communities in Trinidad and Tobago, through the financing of preventive interventions addressing the most proximal and modifiable risk factors. In this regard, the Ministry intends to apply part of the proceeds of the loan for the following consulting service:

THE CONDUCT OF A NATIONAL CRIME AND VICTIMISATION SURVEY

The above consultancy will be undertaken in Trinidad and Tobago and should be completed within a six (6) month timeframe.

The Ministerial Tenders Committee, Ministry of National Security now invites eligible consulting firms/universities to indicate their interest in providing the aforementioned service. Interested firms/universities must provide information establishing that they are qualified to provide the service (brochures, description of similar assignments/work experience, availability of appropriate skills among staff, etc.).

The Consulting firm/university will be selected in accordance with the IADB's procedures and selection criteria (found at website <http://www.iadb.org/procurement> and detailed in the “Policies for Selection and Contracting of Consultants financed by the IDB”). Universities must demonstrate that they satisfy clause 1-11(b) of the Bank policies for the selection and contracting of consultants which states that:

Government owned enterprises or institutions in the Borrower's country may participate only if they can establish that they: (i) are legally and financially autonomous; (ii) operate under commercial law; and (iii) are not dependent agencies of the borrower.

The selection criteria include the following:

- (1) General background of the firm.
- (2) Prior experience in carrying out similar work in similar countries.
- (3) Capacity of the Firm. (Administrative and Financial).
- (4) Current work load (to be demonstrated by the number of on-going assignments).

Further information may be obtained, during normal working hours, from Mr. Gregory Sloane-Seale, the Programme Coordinator, (Citizen Security Programme), Ministry of National Security, 52–60, Abercromby Street, Port-of-Spain, Trinidad, West Indies, Phone Number: 1-868-627-9888, Fax: 1-868-623-5128, E-mail: [gsloane-seale@mns.gov.tt](mailto:gsloane-seale@mns.gov.tt).

The information provided will be used to prepare a shortlist of three (3) to six (6) firms/universities which will be invited to submit detailed proposals.

Three (3) copies of the firm's submission must be deposited in the White Tenders Box marked “Ministerial Tenders Committee”, located on the Ground Floor at Temple Court No. 1 at the address below not later than 3 p.m. local time on Monday 28th March, 2011. Envelopes must be clearly marked: “Expressions of Interest—The conduct of a National Crime and Victimisation Survey”—Ministerial Tenders Committee, Ministry of National Security.

Applications will be opened shortly thereafter. The applicant or their representative may be present at the opening.

Late submissions would not be considered.

Address for submission:

Chairman  
Ministerial Tenders Committee  
Ministry of National Security  
Temple Court 1  
31–33, Abercromby Street  
Port-of-Spain  
Trinidad, West Indies  
Phone: 1-868-623-2441–8  
Fax: 1-868-627-8044

S. MOHAMMED  
*Chairman  
Ministerial Tenders Committee  
Ministry of National Security*

## The Public's Right to Access Information under the Freedom of Information Act relating to NGC and its operations

Under the Freedom of Information Act 1999 ("the Act"), The National Gas Company of Trinidad and Tobago Limited (NGC) is required by law to publish certain information for the benefit of the public. This includes the structure and functions of NGC and a list of categories of documents held by NGC. It also identifies those documents which are eligible for public access under that Act and sets out how to obtain the same. The following information satisfies the legislative requirements of the Act and is an Updated Public Statement pursuant to Section 7 (1) (b) of the Act.

The Act gives members of the public:

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

NGC publishes the following information as approved by the Minister of Energy and Energy Affairs:

### Statements Under Section 7 of the Act

#### SECTION 7 (1) (A) (I)

NGC is a wholly-owned state enterprise incorporated on 22nd August 1975 as a limited liability company under the Companies Ordinance Chapter 31 No. 1 and continued as a company on 17th April 1998 under the Companies Act Chapter 81:01 of the laws of Trinidad and Tobago, with its registered office at Orinoco Drive, Point Lisas Industrial Estate, Point Lisas. NGC also holds shareholding or equity interests in the entities listed below:

**The scope of business of NGC and its affiliated companies is:-**

- Purchase and sale of natural gas
- Transmission and distribution of natural gas
- Collection and compression of low pressure natural gas
- Processing of natural gas
- Natural Gas market development, including project planning and development, investment facilitation and marketing promotion of Trinidad and Tobago as a competitive location for natural gas-based investments
- Port, Marine and site infrastructure development and management
- Equity investment management

#### Corporate information

NGC's registered office is located at Orinoco Drive, Point Lisas Industrial Estate, Point Lisas, Couva.

The Company is governed by a Board of Directors appointed by the Company's shareholder, the Corporation Sole, and are as follows:

- Larry Howai – Chairman
- Roop Chan Chadeesingh – Deputy Chairman
- Haseena Ali
- Premchand Beharry
- Carlton Gibson
- Cathal Healy-Singh
- Rabindra Jaggernaut
- Clyde Ramkhalawan

Five Board sub-committees assist in formulating and guiding the business and policies of the Company:

- The Audit Committee
- The Finance Committee
- The Human Resources Committee
- The Tenders Committee
- The Operations Committee

The Company's executive management team comprises of the President and five Vice Presidents.

#### Company Structure

The five operating groups are:

- **Technical Services Group** whose functions comprise the compression of low pressure associated gas, and the design, construction and management of construction for new natural gas pipelines and related facilities
- **Gas Transmission and Distribution Group** whose functions comprise the management, operation and maintenance of the gas transmission and distribution network in order to ensure integrity and deliverability
- **Commercial Group** whose functions include strategic planning and research, gas marketing and promotion and gas resource management, commercial services, LNG and other equity investment
- **Legal and Corporate Management Group** which provides legal, corporate secretarial, contracts administration, environment, safety, security, general administrative services, risk management, and procurement services including materials management
- **Finance and Information Management Group** which provides accounts payable, accounts receivable, payroll, financial reporting, treasury services, taxation, information technology, library, records and knowledge management services

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There are also three independent divisions:

- **Corporate Communications Division** which provides community relations and public relations
- **Human Resources Division** whose functions comprise training and development, human resource planning, organization relations and compensation management
- **Internal Audit Division** which provides independent, objective assurance and consultancy designed to improve the organisation's operations

#### **Effect Of Scope Of Business On Members Of The Public**

The framework for the scope of business of NGC and its affiliates is two-fold:

1. To maximize value from the Company's business transactions for the benefit of the people of Trinidad and Tobago by leveraging its competencies and unleashing its entrepreneurial spirit; and
2. To establish Trinidad and Tobago as a major player in the global natural gas business

In the course of its business, NGC does not normally deal directly with members of the general public in relation to the formulation of policy in, or the administration of, the public authority.

#### **SECTION 7 (1) (A) (II)**

##### **Categories of documents in the possession of NGC:**

NGC maintains records that relate to its administrative functions, support services and its technical operations (related to its core business activities). These records are generally categorized as follows:

- 1. General Administration and Support Services**
  - a) Records related to property management, risk management and office services
- 2. Intra-Governmental Correspondence**
  - a) Correspondence with Ministries and other public authorities
  - b) Reports to the Central Statistical Office and other governmental financial management institutions
- 3. Committees Deliberations**
  - a) Minutes and reports of Committees and of other internal bodies
- 4. Legal Activities**
  - a) Records of decisions, legislation, policies and procedures, contracts (including specialty contracts such as deeds), documents pertaining to litigation and other legal proceedings, tenders' rules and procedures
- 5. Business Activities**
  - a) Business plans, proposals, reviews, reports
  - b) Records related to development, planning

- and general management of projects
- c) Records relating to human resource management operations
- d) Public relations records and files including bursaries, sponsorships, brochures, newsletters, photographs, maps, audio and visual material related to public relations activities
- e) Records of programmes and relations with pipeline communities
- f) Records relating to information resource management facilities, services and technology
- g) Records relating to marketing and business promotions
- h) Performance and audit assessments and analyses
- i) Consultancy, technical, valuation, assessment and various reports which support business decisions
- j) Policies, procedures and manuals, e.g. safety manual, evacuation procedures
- k) Speeches and presentations to public forums, conferences
- l) Records related to the management of corporate events

#### **6. Financial and Accounting Operations**

- a) Records related to budgeting, capital investments, financial planning and reporting, taxation, cash management, etc.
- b) Reports to government, audited financial accounts laid in Parliament and other public Financial entities
- c) Accounting records
- d) Annual financial reports

#### **7. Technical Operations**

- a) Records related to the purchase and sale of natural gas, building and physical infrastructure, including port and marine operations of the NEC and estate management operations of LABIDCO

#### **8. Environment, Health, Safety and Security**

#### **SECTION 7 (1) (A) (III)**

##### **Documents prepared for publication and inspection**

If in stock and available, the public may inspect and/or obtain copies of the following material between the hours of 10am and 2.30pm on normal working days at:

The National Gas Company of Trinidad and Tobago Limited,  
Corporate Communications Division  
Orinoco Drive  
Point Lisas Industrial Estate  
Point Lisas

Phone: (868) 636-4662, 4680

Fax: (868) 679-2384

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- Gasco Magazine (quarterly)
- Various pamphlets, leaflets, booklets, videotapes and brochures relating to natural gas and the natural gas industry
- Annual Financial Report
- Speeches and presentations to public forums, conferences
- Tenders' rules and procedures

If distribution copies of these publications are out of stock, requestors would be required to pay for photocopying or duplication.

- General information is also available on the Company's website, [www.ngc.co.tt](http://www.ngc.co.tt)

#### **SECTION 7 (1) (A) (IV)** **Documents available by way of subscription**

NGC does not currently publish any documents that are available by way of subscription.

#### **SECTION 7 (1) (A) (V)** **Procedure to be followed to access official documents under the FOIA**

##### **How to request information:**

1. Requests and public services under the FOIA will be entertained between the hours of 10am and 2.30pm daily
2. All requests for access to documents that are not readily available in the public domain are to be made on the Request for Access to Official Document(s) Form that is available from the Designated Officer or from the FOIA Unit
3. Queries for amendments to documents containing personal information about the applicant are to be directed to the Designated Officer in the form of a letter
4. To ensure prompt handling of requests, please address it to the Designated Officer of The National Gas Company of Trinidad and Tobago Limited
5. Requests will be acknowledged as official when made on the prescribed form
6. Applicants must provide sufficient information to enable the Designated Officer to identify the document(s) being requested
7. The general policy is to answer all requests for information, both oral and written. However, in order to derive the rights given to the applicant under the Act (for example the right to challenge a decision if the request for information is refused), the applicant must make such requests for information in writing
8. If insufficient information is provided, clarification will be sought from the applicant
9. If the applicant is not sure how to write his/her request or what details to include therein, communication with the Designated Officer is recommended

10. A request under the Act 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, by way of brochures, pamphlets, reports, etc.

##### **Time Allowed:**

11. Applicants will be notified within 30 calendar days or before whether or not the request is approved
12. Applicants whose requests are incomplete or unclear will be informed of the same by the Designated Officer who will make arrangements to meet with the applicant for consultation, with a view to clarifying the request
13. The time limit of 30 days will be suspended while consultation with the applicant is being undertaken, and will resume on the day the applicant confirms or alters the request
14. An applicant whose request for documents is refused, will be notified by the Designated Officer in writing of the reasons for refusal. The Designated Officer will consult with the applicant about alternative recourses that are open to him/her
15. If NGC fails to meet the 30 day deadline, the Act gives the applicant the right to proceed as though his/her request has been denied
16. If it appears that processing the applicant's request may take longer than the statutory limit, NGC will acknowledge the request and advise the applicant of its status
17. Since there is a possibility that requests may be incorrectly addressed or misdirected, the applicant may wish to call or write to confirm that the Designated Officer has received the request and to ascertain its status

##### **Fees and Charges:**

18. Section 17 (1) stipulates that no fee shall be charged by a public authority for the making of a request for access to an official document. Nevertheless, where access to an official document is to be given in the form of printed copies, or copies in some form such as on tape, disk, film or other material, the applicant shall pay the prescribed fee incurred for duplication of the said material
19. Details of charges for photocopies or purchase of documents will be determined based upon individual requests by applicants
20. Applicants will be required to complete an official company invoice before funds are paid to the Cashier

#### **SECTION 7 (1) (A) (VI)** **Officers in NGC responsible for:**

1. The initial receipt of and action upon notices under section 10

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2. Requests for access to documents under section 13
3. Application for correction of personal information under section 36 of the FOIA

The Designated Officer is:

ANN MOORE-SPENCER  
The National Gas Company of Trinidad and Tobago Limited  
Orinoco Drive  
Point Lisas Industrial Estate  
Point Lisas, Couva

Phone: (868) 636-4662, 4680 ext 1450  
Fax: (868) 679-2384  
Email: [annm@ngc.co.tt](mailto:annm@ngc.co.tt)

The Alternate Officer is:

GEORGIA GARBO-NOEL  
The National Gas Company of Trinidad and Tobago Limited  
Orinoco Drive  
Point Lisas Industrial Estate  
Point Lisas, Couva

Phone: (868) 636-4662, 4680 ext 1453  
Fax: (868) 679-2384  
Email: [georgia@ngc.co.tt](mailto:georgia@ngc.co.tt)

#### 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)

##### **Library/reading room facilities**

Information in the public domain can be accessed through our website at [www.ngc.co.tt](http://www.ngc.co.tt). General Information enquiries can be made to the Corporate Communications Division, Public Relations Officer, at (868) 636-4662, ext. 380.

For the purposes of FOIA reference, documents may be viewed between 9.30am and 3pm in the designated reading area located at:

Administration Building  
The National Gas Company of Trinidad and Tobago Limited  
Orinoco Drive  
Point Lisas Industrial Estate  
Point Lisas, Couva

All members of the public will be required to adhere to the rules and regulations outlined for use of this facility.

#### **Statements Under Section 8 of the Act**

The following in-house documents can be made available for inspection upon request:

- Safety policy and procedures
- Tenders' rules and procedures
- Recruitment policy

- Visitors' security policy
- Third party accident/injury policies and procedures
- Information dissemination policies and procedures; and under

#### 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.

#### SECTION 8 (1) (A) (II)

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

#### SECTION 8 (1) (B)

In enforcing written laws or schemes administered by the public authority where a member of the public might be directly affected by that enforcement, documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of the written laws or schemes

#### **Statements Under Section 9 of the Act**

#### SECTION 9 (1) (A)

A report or statement containing the advice or recommendations, of a body or entity established within The National Gas Company of Trinidad and Tobago Limited.

1. Policies and procedures relating to:
  - a) the issuing and evaluation of tenders and contracts
  - b) personnel administrative matters
  - c) information technology
  - d) lease acquisition
  - e) governance issues
2. Accident/Incident reports
3. Pipeline inspection reports
4. Environment and Safety reports and recommendations

#### SECTION 9 (1) (B)

A report or statement containing the advice or recommendations, (1) of a body or entity established outside NGC by or under 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 NGC or to the responsible Minister.

1. Reports from:
  - a) The Natural Gas Export Task Force

#### SECTION 9 (1) (C)

A report or statement containing the advice or recommendations of an inter-departmental Committee whose membership includes an officer of NGC.

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1. Reports containing advice and/or recommendations from:
  - a) Human Resource Committee
  - b) Operations Committee
  - c) Tenders Committee
  - d) Audit Committee
  - e) Finance Committee

**SECTION 9 (1) (D)**

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

1. Accident/incident reports
2. Pollution claims
3. Periodic financial data reports

**SECTION 9 (1) (E)**

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

1. Feasibility studies
2. Environmental Impact Assessments
3. Pre-lay and post-lay surveys
4. Scientific tests relating to natural gas

**SECTION 9 (1) (F)**

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

1. Environmental Impact Assessments
2. Consultancy reports
3. Means and assets/ investigative reports
4. Financial reports and audits
5. Health, Safety and Security reports

**SECTION 9 (1) (G)**

A report prepared within NGC 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.

1. Feasibility studies
2. Environmental Impact Assessments

**SECTION 9 (1) (H)**

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

1. Financial reports
2. Audit reports
3. Project status reports

**SECTION 9 (1) (I)**

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

1. Budgets
2. Business Plans
3. Strategic Plans

**SECTION 9 (1) (J)**

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

At this time, we have no such statements.

**SECTION 9 (1) (K)**

A report of a test carried out within The National Gas Company of Trinidad and Tobago Limited<sup>o</sup> on a product for the purpose of purchasing equipment.

At this time, we have no such reports.

**SECTION 9 (1) (L)**

An environmental impact statement prepared within NGC.

At this time, we have no such statements.

**SECTION 9 (1) (M)**

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

1. Valuation reports
2. Actuarial reports

## LICENSING SESSIONS

## SAN FERNANDO

RETURN of applications for Licensing Committee Certificates for Licences in the Licensing District of Victoria West San Fernando Area, under the provision of the Liquor Licences Act Chap. 84:10 to be considered at the Licensing Session will be held at the San Fernando Magistrate's Court on THURSDAY THE 17TH DAY OF MARCH, 2011 at 9.00 a.m.

<i>Name of Applicant</i>	<i>Abode of Applicant</i>	<i>Premises where Situate</i>	<i>Term of Licence</i>
<b>Spirit Retailer's</b>			
Sumitra Shanti Suratt	... 28, Potato Trace, La Romain	5, Factory Road, Reform Village Gasparillo	From 1st April 2011 to 31st March, 2012
Neville Ramdhanie	... 27-29, St. Margaret's Village, Claxton Bay	27-29, St. Margaret's Village Claxton Bay	do.
Nerissa Nurse	... No. 21-23 Copeland Street, Couva	Basement of EGC Plaza (Etams No. 31 Coffee Street, San Fernando)	do.
<b>Wine Retailer's</b>			
Jin Hai Chen	... 331, Southern Main Road La Romain	331, Southern Main Road, La Romain	do.
James Leung	... 83, Ciperio Street, San Fernando	83, Ciperio Street, San Fernando	do.
<b>Special Hotel</b>			
Ann Marie Lydia Neverson	... No. 8 Gooding Village, San Fernando	No. 8 Gooding Village, San Fernando	do.
<b>Restaurant</b>			
Habib Hosein	... No. 2 Orchid Drive Wellington Road, Debe	No. 2 Orchid Drive, Wellington Road, Debe	do.
<b>Special Restaurant</b>			
Rodney Mahabir	... No. 20 Maraj Trace, Bedeau Street Gasparillo	Light Pole No. 900, St. Margaret's Village, Claxton Bay	do.
Kavitha Reddeppagari	... No. 55 GFW French Village E.W.M.S.C. Mt. Hope	Stand Alone Building No. 3, Gulf City Shopping Complex, La Romaine	do.
Kamla Seedial	... No. 51 San Fernando-Siparia-Erin Road, Duncan Village	No. 51 San Fernando-Siparia-Erin Road, Duncan Village	do.
Paul Ramdhan	... No. 8 Whiteland Road Kelly Junction, Williamsville	No. 8 Whiteland Road Kelly Junction, Williamsville	do.
Randy Harricharan	... Southern Main Road Point d'Or, La Brea	No. 33 Jarvis Street, Vistabella San Fernando	do.
Sylvia Jadoo	... No. 27A Jarvis Street, Vistabella	No. 150 Pointe-a-Pierre Road Vistabella	do.
Liang Yuelan	... No. 244 Southern Main Road Marabella	No. 244 Southern Main Road Marabella	do.
Guibo Dai	... Southland Mall, Cross Crossing San Fernando	Light Pole No. 52, St. Margaret's Village Claxton Bay	do.
Sean Clarke	... No. 22 Gobin Avenue No. 1, Apt. 3 Don Miguel Road, Baratara	South Trunk Road, La Romain	do.
Nishe Ramharack	... No. 31 Grand Central Road Charlieville, Chaguanas	La Pique Mall, Corner Coffee and La Pique Road, San Fernando	do.
Akini George	... No. 28 Malaibu Crescent Harmony Hall, Marabella	No. 29 Naparima-Mayaro Road Cocoyea Village	do.

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## LICENSING SESSIONS—CONTINUED

<i>Name of Applicant</i>	<i>Abode of Applicant</i>	<i>Premises where Situate</i>	<i>Term of Licence</i>
<b>Special Restaurant</b>			
Raj Mahase	No. 56 New Settlement, Caroni Savannah Road, Chaguanas	No. 35 Union Road, Marabella	From 1st April 2011 to 31st March, 2012
Dolly Khan	No. 6 Bonne Aventure Road Gasparillo	No. 6 Bonne Aventure Road Gasparillo	do.
Brent Lewis	Post Box FC1, 19th Street Techier Village, Point Fortin	No. 40 Bertrand Street, San Fernando	do.
Ashmir Mohammed	5, Ghandi Village, Debe	Wellington Road, Debe	do.
<b>Spirit Grocer's</b>			
Wu Zhi Yong	No. 308 Mt. Stewart Village San Fernando	No. 84-86 Guaracara-Tabaquite Road, Reform Village	do.
Marsha Patterson	No. 44 Potato Trace, La Romain	No. 44 Potato Trace, La Romain San Fernando	do.

Dated this 1st day of March, 2011 at the San Fernando Magistrates' Court.

A ALI  
Secretary, Licensing Committee,  
Victoria West

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## COUVA

APPLICATIONS for Licensing Committee Certificates for New Licences in the County of Caroni, Couva Area, under the provision of the Liquor Licences Act Chap. 84:10 to be considered at the Licensing Session will be held at the Couva Magistrate's Court on THURSDAY 17TH DAY OF MARCH, 2011 at 9.00 o'clock in the forenoon.

<i>Name of Applicant</i>	<i>Occupation</i>	<i>Abode of Applicant</i>	<i>Premises where Situate</i>	<i>Term of Licence</i>
<b>Spirit Grocer's</b>				
Harry Chattergoon	Proprietor	No. 56 Main Road, Tabaquite	No. 56 Main Road, Tabaquite	From 1st April, 2011 to 31st March, 2012
Jian Hua Qiu	Business Woman	No. 53 Keate Street, San Fernando	No. 17 Main Road, California	do.
Besham Kowlessar	Proprietor	Joyce Road, Chaguanas	Bally Junction, Southern Main Road, Mc Bean Village Couva	do.
Pooran Hansraj	Proprietor	370, Mayo Road, Tortuga Village Tortuga	370, Mayo Road, Tortuga Village, Tortuga	do.
<b>Spirit Retailer's</b>				
Kumar Suknanan	Market Vendor	No. 1 Temple Street, Bank Village Carapichaima	79, Carli Bay Road, Couva	do.
Hamchand Harold Chotoo	Self-employed	119, Freeport, Todds Road Freeport	Corner Seecharran and Freeport Todds Road	do.
Navita Deonanan	Housewife	207, Mt. Pleasant Road Carolina Village, Couva	207, Mt. Pleasant Road Carolina Village, Couva	do.
Dolly Samaru	Bartender	Temple Street, Beaucarro Village	Light Pole No. 53, Old Southern Main Road, Beaucarro Carapichaima	do.

Dated this 10th day of March, 2011 at the Couva Magistrate's Court.

G. RAMSOOMAIR  
Secretary, Licensing Committee,  
Caroni

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REPUBLIC OF TRINIDAD AND TOBAGO

THE COMPANIES ACT, 1995

In the Matter of

MEMBERS' VOLUNTARY WINDING UP

(Pursuant to section 406)

AIR PRODUCTS UNLIMITED—A2694 (95)

At a Special Meeting of the shareholders of the above Company convened at 10.30 a.m. on the 4th March, 2011, at Eleven Albion, Corner Dere and Albion Streets, Port-of-Spain, the following Special Resolution was passed:

“That the Company be wound up voluntarily and that Brian Hackett of PricewaterhouseCoopers, Chartered Accountants of 11–13, Victoria Avenue, Port-of-Spain, Trinidad be appointed Liquidator for the purpose of such winding up”.

Dated this 4th day of March, 2011.

By Order of the Board.

N. FERREIRA-AARON  
*Director*

Note: A member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of him. A proxy need not be a member of the company.

414

LIGHTING-UP HOURS FOR MOTOR VEHICLES AND OTHER VEHICLES FOR THE MONTHS OF APRIL, MAY AND JUNE, 2011

LIGHTINGUP HOURS for Motor Vehicles and other Vehicles for the months of April, May and June, 2011.

Months			Periods	Lighting-up Hours
April	...	...	1st to 15th	6.46 p.m. to 5.28 a.m.
	...	...	16th to 30th	6.46 p.m. to 5.20 a.m.
May	...	...	1st to 15th	6.48 p.m. to 5.15 a.m.
	...	...	16th to 31st	6.52 p.m. to 5.12 a.m.
June	...	...	1st to 15th	6.56 p.m. to 5.12 a.m.
	...	...	16th to 30th	6.59 p.m. to 5.15 a.m.

D. GIBBS  
*Commissioner of Police*

Police Administration  
Corner Edward and  
Sackville Streets  
Port-of-Spain

415

LOSS OF MARITIME LIFE (CARIBBEAN) LIMITED POLICIES

ANTHONY BRUMBLE having made sworn declaration that Policy Number 219 408 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of ANTHONY BRUMBLE has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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

416

AVION HOLDER-NOEL having made sworn declaration that Policy Number 355 473 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of AVION HOLDER-NOEL has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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

417

ESMOND JOSEPH having made sworn declaration that Policy Number 504 630 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of ESMOND JOSEPH has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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

418

BOBIE-LEE DIXON having made sworn declaration that Policy Number 373 448 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of BOBIE-LEE DIXON has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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

419

JACQUELINE THOMPSON having made sworn declaration that Policy Number 282 102 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of JACQUELINE THOMPSON has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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

420

SELWYN ATTONG having made sworn declaration that Policy Number 503 422 issued by MARITIME LIFE (CARIBBEAN) LIMITED on the life of SELWYN ATTONG has been lost and having made application to the Company for a duplicate policy, notice is hereby given that unless objection is raised within one month of the date thereof, the duplicate policy asked for will be issued.

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