



TRINIDAD AND TOBAGO GAZETTE (EXTRAORDINARY)

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331



2015 UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION 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** (“the FOIA”) each public authority is required by law, as a statutory body to publish certain information for the benefit of the public. This includes the structure and function of each public authority, a list of categories of documents held by the authority and the process for obtaining of documents. The statement also identifies those documents that are generally available to the public.

The FOIA gives members of the Public:

1. A legal right for each person to access information held by the Trinidad and Tobago Postal Corporation (“TTPost”);
2. A legal right for each person to have official information relating to him/herself amended where such information 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 apply to the High Court for Judicial Review to challenge adverse decisions made under the FOIA.

THE FOLLOWING INFORMATION IS PUBLISHED BY THE TRINIDAD AND TOBAGO POSTAL CORPORATION AS APPROVED BY THE HONOURABLE BRIGADIER GENERAL (RET'D), ANCIL ANTOINE, MINISTER OF PUBLIC UTILITIES:

Section 7 Statements

Section 7 (1) (a) (i)

Vision Statement:

To be a world leader in the provision of postal and consumer services while achieving economic viability and sustainability

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

Mission Statement:

To provide innovative, competitive, quality postal services and solutions for businesses and consumers. We do this through knowledgeable, customer-focused employees and effective systems.

Structure and Function

TTPost is a Statutory Corporation which was established in 1999 by the **Trinidad and Tobago Postal Corporation Act, Chap 47:02 (the “TTPost Act”)**. TTPost is governed primarily by the TTPost Act and is guided by other Legislation. TTPost is the designated Postal Administrator of the Republic of Trinidad and Tobago, which means that TTPost provides mail services to the people of Trinidad and Tobago on behalf of the State. The line Ministry for TTPost is the Ministry of Public Utilities.

The TTPost Board of Directors is appointed by the President of the State. The TTPost Act empowers the Board to employ staff as required by TTPost. The Board appoints the Managing Director.

The Managing Director is responsible for the day-to-day management of TTPost subject to the general directions, and according to policies laid down by the Board. The Office of the Managing Director has oversight of all Divisions and is directly responsible for the Audit and International Affairs.

TTPost is structured into six (6) Divisions. Those Divisions are Operations, Sales and Marketing, Finance, Human Resources, Corporate Services and the Office of the Corporate Secretary.

The Operations Division is responsible for mail processing, delivery and transport, courier operations and address management. These functions are housed accordingly into Departments and are headed by respective Managers or Supervisors. . The Division is headed by the General Manager, Operations.

The Sales and Marketing Division is responsible for the promoting and developing the Corporation’s products and services and to maintain customer relations. This Division is populated by for the Marketing Manager, Business Development Manager, National Retail Manager, Retail and Financial Services Product Manager and the Courier Product Manager. The Division is headed by the General Manager, Sales and Marketing.

The Finance Division provides a wide range of professional and financial services, including: procurement, cash management, inventory management, budget planning, accounting, reporting

and risk management. This Division is made up of the Accounts and Procurement Departments. The Division is headed by the General Manager, Finance.

The Human Resources Division is responsible for industrial relations, manpower planning and development, compensation and benefits, payroll and training. The Division is headed by the General Manager, Human Resources.

The Corporate Services Division is responsible for Health and Safety, Corporate Communications, Records, Facilities and Information Technology. The Division is headed by the General Manager, Corporate Services.

The Office of Corporate Secretary is responsible for the management of legal and compliance matters. All contracts involving TTPost are channelled through this Division, which also manages rented property and legal aspects of the properties to be vested in the Corporation. This Division also provides support to the Board of Directors and the Committees of the Board. This Division houses the Legal Department. The Division is headed by the Corporate Secretary/Legal Officer.

The effect of functions on members of the public

TTPost provides a range of postal and related services to the citizens of the Republic of Trinidad and Tobago.

The following are Core Mail Services provided by the Corporation:

- Bulk Mail
- Local and International Letter Postage
- Local and International Parcel Postage
- Local and International Registered mail
- Express Mail Service (EMS)
- Philately and Stamps
- Post Office Box and Bags

TTPost also offers commercial services and business solutions which were designed to offer convenience and savings to the people of the Republic of Trinidad and Tobago. These services are:

- Western Union Money Transfer (Tobago only)
- Local Courier Service
- International Courier Service

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

- Direct Marketing - Direct and Unaddressed Mail
- International Shopping Service
- Stationery Supplies
- Inland Money Orders
- Lotto Ticket Sales (Tobago only)
- Encashment of Pension Cheques (Toco and Tobago only)
- Canadian Embassy Visa related services

Section 7 (1) (a) (ii)

Categories of Documents is in the possession of the TTPost

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

Section 7 (1) (a) (iii)

Materials prepared for publication or inspection

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

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

Where may the public inspect

Persons wishing to inspect published material can visit:

The Office of the Corporate Secretary
Trinidad and Tobago Postal Corporation
National Mail Centre
240-250 Golden Grove Road,
Piarco 350462
Or visit our Website www.ttpost.net

Section 7 (1) (a) (iv)

Literature available by subscription

There are no documents available by way of subscription.

Section 7 (1) (a) (v)

Procedure to be followed when accessing a document from the TTPost

How to request Information:

- General Procedure

TTPost's policy is to answer all oral and written requests for information. The applicant must conform to the requirements and instructions of the FOIA by ensuring that all requests are submitted in writing. All applicants must, therefore, complete the appropriate form (*Request for Access to Official Documents*) available at the *Office of the Corporate Secretary* for information that is not readily available to the public.

- *Addressing Requests*

To facilitate the prompt handling of requests, applicants must address their requests to the Designated Officer of the Public Authority (see below statement for Section 7 (1) (a) (vi)).

*2015 Updated Public Statement of the Trinidad and Tobago Postal Corporation
Under the Freedom of Information Act, 1999*

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

▪ *Details in the Request*

Applicants should provide details that will allow for quick identification and location of the records that are being requested. If insufficient information is provided, clarification will be sought from the applicant. If the applicant is not sure how to write the request or what details to include, the applicant may communicate with the Designated Officer (**See Section 7 (1) (a) (vi)**).

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 TTPost or from another public authority.

Responding to Requests

▪ *Retrieving Documents*

TTPost is required to allow access to copies of documents that are in its possession or documents that can be retrieved from storage. Information stored at any of the Corporation's storage locations may be retrieved in order to process requests.

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. One such piece of legislation is the **Exchequer and Audit Act, Chap. 69:01**.

▪ *Furnishing Documents*

An applicant is entitled to copies of information that is in the possession of the Corporation. TTPost is only required to furnish one copy of a document. If a legible copy cannot be made of a document to be released, TTPost may not attempt to reconstruct it. Instead, TTPost will furnish the best copy possible and note the quality of the copy in the reply to the request.

TTPost is not compelled to do the following:

- (a) Create new documents.
(b) Implement new systems in order to facilitate preferences in formats that may be preferred by the applicant. For example, TTPost is not required to write a new

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

programme so that a computer will print information in the format that an applicant may prefer.

- (c) Perform research for the applicant.

Time Limits

▪ *General*

The FOIA sets a time limit of thirty (30) calendar days for determination of requests for access to documents. If this time limit is exceeded, the FOIA provides the applicant with the right to proceed as though the request has been denied. TTPost will endeavour at all times to comply with the time limit. If it appears that processing a particular request may take longer than the statutory limit, the request will be acknowledged and advice will be offered as regards its status. Since there is a possibility that requests may be incorrectly addressed or misdirected, applicants may telephone or write to the Designated Officer in order to confirm receipt of the request and to ascertain its status.

▪ *Time Allowed*

TTPost will determine whether to grant or deny a 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, the applicant will be permitted to inspect the documents and/or be provided with copies.

Section 7 (1) (a) (vi)

Officers in TTPOST responsible for:

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

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

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

Designated Officer:

Mr. Upendra Udhamaney
Corporate Secretary/ Legal Officer
Office of the Corporate Secretary
National Mail Centre
Trinidad and Tobago Postal Corporation
240-250 Golden Grove Road
Piarco 350462
Tel: 669-5361
Email: upendra.udhamaney@ttpost.net

Alternate Officer:

Rupert K. Jones
Legal Assistant
Office of the Corporate Secretary
National Mail Centre
Trinidad and Tobago Postal Corporation
240-250 Golden Grove Road
Piarco 350462
Tel: 669-5361
Email: rupert.jones@ttpost.net

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

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

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

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

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

Fax Number: 669-5392
Telephone Number 669-5391
Opening Hours: 8:00hrs to 16:00hrs
Opening Days: Monday to Friday

Policy of the Trinidad and Tobago Postal Corporation for the provision of copies of documents which are readily available to the public

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Members of the public may:

- i. Indicate the form in which the copies are to be made available e.g. soft or hard copies, and must take into consideration the possibility that the copies may not be available in the form required.**
- ii. Be required to supply copying paper for hard copies in instances where requests require large amounts of paper. This is to be determined at the discretion of the Corporation.**

Section 8 Statements**A statement of the documents that are provided by TTPost for the use or guidance of the Corporation and its officers**

The following Manuals and Policies have been approved by the Corporation to guide staff.

- The Human Resources Policy and Procedure Manual
- Credit Facility Requirements Policy
- Overseas Travel Policy
- Disposal of Fixed Assets Policy
- Petty Cash Policy
- Internet and Email Facilities Policy
- Confidentiality Policy
- Conflict of Interest Policy
- Requisitioning Recurrent Purchases Policy
- Customer Complaint Enquiry Handling Policy
- Policy Standards Policy
- Business Ethics Policy
- Contractor Policy
- Health Safety and Environment Policy
- Vending Policy
- Visitors Policy
- Contract Management Policy
- Confidentiality of Company Information Policy
- Internal Service Level Standards – Corporate Services

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

Section 9 Statements**Section 9 (1) (a)**

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

At this time TTPost has no reports or statements containing recommendations of a body or entity established within TTPost.

Section 9 (1) (b)

A report or a statement containing the advice or recommendations of a body or entity established outside the Public Authority by or pursuant to written Law; or by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to the Public Authority or to the responsible Minister of that Public Authority.

At this time TTPost has no reports or statements containing recommendations of a body or entity established outside TTPost, or as otherwise specified by this section.

Section 9 (1) (c)

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

This section is not applicable

Section 9 (1) (d)

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

This Section is not applicable.

Section 9 (1) (e)

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

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

- Transit Time Surveys
- Customer Satisfaction Surveys

Section 9 (1) (f)

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

- Business Diagnostic Assessment Report – A Business Case for Change (April 1st, 2011)

Section 9 (1) (g)

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

This section is not applicable.

Section 9 (1) (h)

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

- Auditor General Reports

Section 9 (1) (i)

A report containing final plans on proposals for the reorganization of the functions of the Public Authority, the establishment of a new policy, programme or project to be administered by the public authority, or the alteration of an existing policy programme or project administered by the public authority, whether or not the plans or proposals are subject to approval by an officer of the public authority, another public authority, the responsible Minister of the Public Authority or Cabinet.

This Section is not applicable.

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UPDATED PUBLIC STATEMENT OF THE TRINIDAD AND TOBAGO POSTAL CORPORATION, 2015—CONTINUED

Section 9 (1) (j)

A statement prepared within the Public Authority and containing Policy directions for the drafting of legislation

This Section is not applicable.

Section 9 (1) (k)

A report of a test carried out within the Public Authority on a Product for the purpose of purchasing equipment

This Section is not applicable

Section 9 (1) (l)

An environmental impact statement prepared within the Public Authority.

This Section is not applicable.

Section 9 (1) (m)

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

- Property Valuations

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NOTICE OF INTENDED REMOVAL OF DEFUNCT
COMPANIES FROM REGISTER*[Section 461(3) of the Companies Act, 1995]*

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the companies will be dissolved:

Name of Companies

AFFORDABLE PRINTING LIMITED—A 4019 (95)
 BELLE COTTAGE INVESTMENTS LIMITED—B 2947 (95)
 CENTRAL CHAUFFEUR & BODYGUARD SERVICES LTD.—C 2012121701039
 DEVOS' GENERAL CONTRACTORS LIMITED—D 2017 (95)
 EXPERIENCE TRINIDAD AND TOBAGO LIMITED—E 2064 (95)
 868 REVOLUTION ENTERTAINMENT LTD.—E 2585 (95)
 ENNIS AMBROSE & JAMEL REID TECHNICAL SERVICES LIMITED—E 2176 (95)
 G4S TRINIDAD LTD.—G 1529 (95)
 HOT SHOT MEMBERS CLUB 2—C 2015041506351
 JADPA SALES AND ADVERTISING CO. LTD.—J 1907 (95)
 KLASSIC PRINTING & ADVERTISING COMPANY LIMITED—K 1170 (95)
 KENT SOODEEN CONSULTANCY SERVICES LIMITED—K 1992 (95)
 MED X DRUGS LIMITED—M 2310 (95)
 MAGDYSER TT LTD.—M 2586 (95)
 MEADOWS TRANSPORT LTD.—M 3052 (95)
 MERCURY EXPRESS COURIER SERVICES LIMITED—M 3812 (95)
 MARKET PALACE COMPANY LTD.—C 2013040802616
 O'BRIEN PETROLEUM SERVICES LIMITED—O 1113 (95)
 PEOPLE UNITED FOR ASSISTING HUMANITY—C 2015101900753
 R & R CONSTRUCTION LIMITED—R 1537 (95)
 RESHAN AUTO PARTS LTD.—R 3078 (95)
 ROSTANT PLUMBING MAINTENANCE LTD.—C 2013022101865
 SDL PRODUCTIONS LIMITED—S 3243 (95)
 T.J'S LIMITED—T 1071 (C)

Dated this 25th day of February, 2016 at the Registrar General's Office.

K. BRIDGEWATER
Registrar General

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[Section 275(3) of the Companies Ordinance Ch. 31. No. 1]

NOTICE is hereby given that at the expiration of three months from the date of this notice the name of the Company appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Company will be dissolved:

Name of Company

COURTYARD INVESTMENTS LIMITED—C 2648

Dated this 26th day of February, 2016 at the Registrar General's Office.

K. BRIDGEWATER
Registrar General

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[Section 461(3) of the Companies Act, 1995]

NOTICE is hereby given that at the expiration of three months from the date of this notice the names of the Companies appearing hereunder will, unless cause is shown to the contrary, be struck off the Register of Companies kept at this office, and the Companies will be dissolved:

Name of Companies

BLAC BALUUN LTD.—B 3650 (95)
 BETTER CHOICE BAKERS COMPANY LIMITED—C 2012101900176
 C.H.E.K. WEB LIMITED—C 3897 (95)
 DAISY BUTTERFLY MARKETING LIMITED—D 2170 (95)
 D'S CONTRACTING AND DEVELOPMENT LIMITED—D 3333 (95)
 ECKEL QUESNEL LAZZARI LIMITED—E 510 (C)
 FIRE ONE LIMITED—F 956 (95)
 GUERRILLA MARKETING CONSULTING (CARIBBEAN) LTD.—G 2290 (95)
 HURIN CHINESE RESTAURANT LTD.—C 2013010701197
 HAPPINESS TRADING CO. LTD.—C 2013011601311
 LOUBEE CATERING SERVICES LIMITED—C 2013072404725
 QUARRY SPECIALIST LIMITED—Q 276 (95)
 SIRACH INVESTMENTS LIMITED—S 2269 (C)
 TRINIDAD VEGETABLE OIL COMPANY LIMITED—T 5612 (95)
 TECH-MOTIVE IMPORTS LIMITED—T 7073 (95)
 YASCO MAINTENANCE SERVICES LTD.—Y 299 (95)

Dated this 26th day of February, 2016 at the Registrar General's Office.

K. BRIDGEWATER
Registrar General

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LOSS OF THE DEMERARA LIFE ASSURANCE COMPANY
OF TRINIDAD AND TOBAGO LIMITED POLICY

ELTON THOMAS having made sworn declaration that DEMERARA LIFE ASSURANCE COMPANY OF TRINIDAD AND TOBAGO LIMITED, Policy Number T12574 in the name of ELTON THOMAS has been lost and having made application to the Company for a duplicate, notice is hereby given that unless any objection is raised within one month of the date thereof, the duplicate policy requested will be issued.

THE DEMERARA LIFE ASSURANCE COMPANY OF
TRINIDAD AND TOBAGO LIMITED

136–138, St. Vincent Street,
Port-of-Spain.

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

PORT-OF-SPAIN

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of St. George West, Port-of-Spain Area, has appointed THURSDAY THE 7TH DAY OF APRIL, 2016 at the hour of 1.00 o'clock in the afternoon at the Port-of-Spain Magistrates' Court as the day, hour and place at which a Special Session will be held to hear and determine the application of Annette Jude Pierre of Light Pole No. 58, Sam Boucaud Gardens, Santa Cruz, for a Certificate authorising her to carry on the business of a Special Hotel Licence in respect of premises situate at No. 125 Western Main Road, Chaguaramas (West Palm Hotel).

Dated this 11th day of March, 2016 at the Port-of-Spain Magistrates' Court.

R. BANEY
*Secretary, Licensing Committee,
St. George West*

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SAN FERNANDO

NOTICE is hereby given that by lawful authority under the provisions of section 18(3) of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of Victoria West, San Fernando Area, has appointed THURSDAY THE 24TH DAY OF MARCH, 2016 at the hour of 9.00 o'clock in the forenoon at the San Fernando Magistrates' Court as the day, hour and place at which a Special Session will be held to consider the application of Ramnath Harrypersad of No. 246 Guaracara-Tabaquite Road, Williamsville, for a Certificate authorising him to obtain a Spirit Retailer's Licence in respect of premises situate at No. 246 Guaracara-Tabaquite Road, Williamsville.

Dated this 14th day of March, 2016 at the San Fernando Magistrates' Court.

N. PUNDIT
*Secretary, Licensing Committee,
Victoria West*

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POINT FORTIN

NOTICE is hereby given that by lawful authority under the provisions of the Liquor Licences Act, Chap. 84:10, the Licensing Committee for the Licensing District of St. Patrick West, Point Fortin Area, has appointed THURSDAY THE 17TH DAY OF MARCH, 2016 at 9.00 o'clock in the forenoon at the Point Fortin Magistrate's Court as the day, hour and place at which a Licensing Session will be held to hear and determine the application of Stephen Williams of 66, Main Road, Point Fortin, for a Certificate authorizing him to carry on the business of a Special Restaurant in respect of premises situate at 66, Main Road, Point Fortin.

Dated this 1st day of March, 2016 at the Point Fortin Magistrate's Court.

J. DICKSON
*Secretary, Licensing Committee,
St. Patrick West*

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

ST. GEORGE WEST

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Secretary of the Licensing Committee for the Licensing District of St. George West, Port-of-Spain Area, by Aldwyn Phillip, that it is his intention to apply to the Licensing Committee at the Port-of-Spain Magistrate's Four A Court on THURSDAY THE 24TH DAY OF MARCH, 2016 at 1.00 o'clock in the afternoon for a transfer to him of the Spirit Grocer's Licence from premises situate at Booth 23, Terminal Mall, Eastern Main Road, San Juan, to premises situate at Booth 4, Terminal Mall, Eastern Main Road, San Juan.

Dated this 10th day of March, 2016 at the Port-of-Spain Magistrates' Court.

R. BANEY
*Secretary, Licensing Committee,
Port-of-Spain*

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ST. GEORGE EAST

NOTICE is hereby given that a notification in writing has this day been lodged with me the undersigned Secretary of the Licensing Committee for the Licensing District of St. George East, Arima Area, by Ishwar Maharaj trading as Hearty Foods Limited, of Belleview Avenue, Calvary Hill, Arima, that it is his intention to apply to the Licensing Committee at the Arima Magistrate's Court on TUESDAY THE 1ST DAY OF MARCH, 2016 at 9.00 o'clock in the forenoon for a transfer to him of the Spirit Grocer's Licence now held by Ishwar Maharaj in respect of premises situate at Corner Queen and Sorzano Streets, Arima, to other premises within this same district at No. 21 Queen Street, Arima.

Dated this 18th day of February, 2016 at the Arima Magistrate's Court.

M. SMART
*Secretary, Licensing Committee,
Arima*