



**Ministry of
Public Administration
and Information**

**THE FREEDOM OF INFORMATION ACT, 1999
ANNUAL REPORT TO PARLIAMENT 2006**

The Freedom of Information Act, 1999 Annual Report to Parliament 2006

A report in accordance with section 40
of the Freedom of Information Act, 1999
as amended

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THE FREEDOM OF INFORMATION ACT 1999

**ANNUAL REPORT
TO PARLIAMENT 2006**

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EXECUTIVE SUMMARY

The Freedom of Information Act, 1999, as amended, gives members of the public the right of access to information in the possession of public authorities, subject to certain specific and limited exemptions.

Section 40 (1) of the Freedom of Information Act, 1999 requires that the Minister with responsibility for Information, as soon as practicable after the end of each year, prepare a report on the operation of the Act during that year and lay the report before each House of Parliament and; that Ministers with responsibility for public authorities within their portfolios furnish to the Minister such information as required for the preparation of the report.

This is the Fourth Report on the Freedom of Information Act, (FOIA) 1999, as amended, and covers the period January 1 to December 31, 2006.

This report describes how the Act was administered and highlights activities associated with its administration. The main highlights regarding usage of the Act are as follows:

- Total requests received by public authorities - 419
- Total no. of decisions that an applicant was not entitled to access - 46
- No. of applications for judicial review of decisions under this Act - 12
- No. of complaints made to the Ombudsman - 38



1. INTRODUCTION

The Freedom of Information Act was assented to on November 4, 1999 and came into full effect on February 20, 2001. The Act seeks to enhance governance through increased transparency and accountability, and to facilitate increased public participation in the development of national policy.

The Act extends the right of members of the public to access to information in the possession of public authorities by:

- (a) Making available to the public information about the operations of public authorities and, in particular, ensuring that the authorisations, policies, rules and practices affecting members of the public in their dealings with public authorities are readily available to persons affected by those authorisations, policies, rules and practices; and
- (b) Creating a general right of access to information in documentary form in the possession of public authorities limited only by exceptions and exemptions necessary for the protection of essential public interests and the private and business affairs of persons in respect of whom information is collected and held by public authorities.”

In summary, the Act gives members of the public the right to:

- (i) Obtain information about public authorities through statements published under sections 7, 8 and 9 of the Act
- (ii) Request access to official documents held by public authorities;
- (iii) Request correction of personal information in the possession of public authorities; and
- (iv) Seek review of public authorities’ decisions by written complaint to the Ombudsman and/or application for judicial review where requests are refused.

The Freedom of Information Act, No. 26 of 1999, was amended by Act No. 92 of 2000 and Act No. 14 of 2003.

Section 40 (1) of the Freedom of Information Act, 1999 requires that the Minister as soon as practicable after the end of each year, prepare a report on the operation of the Act during that year and lay the report before each House of Parliament.

This is the third report on the Freedom of Information Act, (FOIA) 1999, as amended, and covers the period January 1 to December 31, 2005.

This report describes how the Act was administered and highlights the major activities associated with its implementation. Finally, this report provides data on the operations of the Act as outlined in Section 40 (3) (a) to (i).



2. ADMINISTRATION OF THE FREEDOM OF INFORMATION ACT

2.1 Main Activities

The administering and monitoring function for the Freedom of Information Act is assigned to the Minister with responsibility for Information, and continues to be carried out under the Ministry of Public Administration and Information by the Public Service Transformation Division (PSTD) in conjunction with the Legal Services Division of the Ministry of Public Administration and Information. Activities are carried out under the supervision of the Director of PSTD, supported by a Senior Policy Analyst (PSTD) and a Legal Officer of the Legal Services Division.

The main activities of administering this Act involved:

- **Provision of guidance to members of the public**
- **Provision of support and guidance to public authorities** in respect of the operations of the Freedom of Information Act and vetting of section 7, 8 and 9 statements prior to publication by public authorities.
- **Sensitisation of public authorities, and members of the public about the Freedom of Information Act.** In the year under review, the following sensitisation sessions were carried out by the Ministry of Public Administration and Information:

Organisation	Date
Ministry of Public Administration and Information – Heads of Divisions	January 23
Regional Health Authorities – Lecture during COSTAATT Programme for Records Officers in Health Records Science	January 30
Ministry of Public Administration and Information – National ICT Division	February 21 and March 28
Ministry of Public Administration and Information – Programme Management Division	May 25
Tobago Regional Health Authority	June 13
Service Commissions Department – Section Heads	July 28
Accreditation Council of Trinidad and Tobago	September 5
Ministry of Labour and Small and Micro-Enterprise Development – Heads of Divisions	September 22
Ministry of Trade and Industry – Heads of Divisions	December 6



- **Collection of data on the operations of the Act**

Reports on the operations of the Act are received on a quarterly basis from public authorities. The data is then collated for use in the Annual Reports Parliament.

- **Participation in International Seminars**

The Ministry of Public Administration and information was represented at two international seminars/workshops, held in June and November respectively of the year under review. These were:

- Workshop for Information officers and International Seminar, held in Jamaica, and hosted by the Carter Center and the Government of Jamaica entitled Access To Information: Building a Culture of Transparency;
- Workshop on Freedom of Information Implementation in the Caribbean, held in Dominica and hosted by the Commonwealth Parliamentary Association and the Canadian International Development Agency (CIDA) in association with the Parliament of Dominica, the Commonwealth Human Rights Initiative, The Carter Center and the Organization of American States.

Both of these events provided valuable opportunities to share the experience of implementation in Trinidad and Tobago, and to learn from the experiences of regional and international counterparts.



3. MONITORING OF THE FREEDOM OF INFORMATION ACT - SECTION 40 REPORT

In accordance with the Section 40 (1) of the Act, the Minister with responsibility for information is required to lay an annual report before both Houses of Parliament. While the Act does not prescribe the procedure, it requires Ministers to whom responsibility for public authorities is assigned, to furnish information for the preparation of this report in accordance with Section 40 (2).

The Public Service Transformation Division continued to use return forms to facilitate the collection of information, on a quarterly basis, from individual public authorities in accordance with the listing at Section 40 (3). The data in this report is based on returns received from **seventy-four (74)** public authorities.

Information regarding complaints to the Ombudsman (Section 40 (3) (d)) is obtained directly from the Office of the Ombudsman of Trinidad and Tobago on a quarterly basis. Data on judicial review matters (Section 40 (3) (c)) has been obtained from reports prepared by public authorities and the Solicitor General's Chambers, Ministry of the Attorney General.

A calendar year is employed for reporting on the operations of the Freedom of Information Act. The following data are for the operations of the Freedom of Information Act during the period January 1 to December 31, 2006 in accordance with Section 40 (3) (a) to (i).

3.1 Summary Data - Section 40 (3)

(a)	The number of requests made to public authorities	419
(b)	The number of decisions that an applicant was not entitled to access to a document pursuant to a request	46
(c)	The number of applications for judicial review of decisions under this Act	12
(d)	The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints;	38
(e)	The number of notices served upon each public authority under section 10(1) and the number of decisions by the public authority, which were adverse to the person's claim	0
(f)	Disciplinary action taken against any officer in respect of the administration of this Act	None taken
(g)	The amount of charges collected by each public authority under this Act	0
(h)	Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility	See Detailed Data
(i)	Any other facts, which indicate an effort by public authorities to administer and implement the spirit and intention of this Act	See Detailed Data



3.2 Detailed Data – Section 40 (3)

a) The number of requests made to each public authority

Public Authority	No. of Requests
Betting Levy Board	0
Caribbean Industrial Research Institute	0
Caribbean New Media Group	1
Central Administrative Services Tobago	4
Chaguaramas Development Authority	0
College of Science, Technology & Applied Arts of Trinidad & Tobago	1
Customs & Excise Division	1
Education Facilities Company Limited	7
Environmental Management Authority	15
Firearms Appeal Board	0
Industrial Court of Trinidad & Tobago	1
Housing Development Corporation	2
Inland Revenue Division	20
John Donaldson Technical Institute	0
Legal Aid and Advisory Authority	1
Mayaro/Rio Claro Regional Corporation	0
Ministry of Agriculture, Land & Marine Resources	1
Ministry of Foreign Affairs	0
Ministry of Housing	2
Ministry of Labour and Small and Micro Enterprise Development	2
Ministry of Legal Affairs	1
Ministry of Local Government	2
Ministry of National Security	14
Ministry of Planning and Development	7
Ministry of Public Administration & Information	8
Ministry of Public Utilities & the Environment	4



a) The number of requests made to each public authority (cont'd)

Public Authority	No. of Requests
Ministry of Science, Technology & Tertiary Education	0
Ministry of Social Development	0
Ministry of the Attorney General	0
Ministry of Tourism	0
Ministry of Trade & Industry	2
Ministry of Works & Transport	6
National Agricultural Marketing and Development Corporation	0
National Gas Company of Trinidad & Tobago Limited	2
National Institute of Higher Education, Research, Science & Technology	0
National Insurance Board	8
National Library and Information System Authority	1
National Lotteries Control Board	4
National Quarries Company Limited.	0
North West Regional Health Authority	9
Office of the Prime Minister	7
Palo Seco Agricultural Enterprises Ltd	0
Parliament Republic of Trinidad and Tobago	0
Personnel Department	2
Petroleum Company of Trinidad and Tobago Limited	14
Point Lisas Industrial Port Development Corporation Ltd.	3
Police Complaints Authority	0
Registration, Recognition & Certification Board	9
Regulated Industries Commission	1
Rural Development Company of Trinidad and Tobago Limited	0
San Juan/Laventille Regional Corporation	0

**a) The number of requests made to each public authority (cont'd)**

Public Authority	No. of Requests
Sangre Grande Regional Corporation	0
Service Commissions Department	228
Siparia Regional Corporation	0
St Jude's School for Girls	0
Statutory Authorities' Service Commission	13
Tax Appeal Board	0
Telecommunications Authority of Trinidad and Tobago	4
Telecommunications Services of Trinidad & Tobago Ltd.	0
The Cocoa & Coffee Industry Board of Trinidad & Tobago	0
The Environmental Commission of Trinidad and Tobago	0
The Nursing Council of Trinidad & Tobago	0
Tobago House of Assembly	1
Tobago Regional Health Authority	6
Tourism Development Company Limited	0
Treasury Division	1
Trinidad & Tobago Boxing Board of Control	0
Trinidad & Tobago Electricity Commission	1
Trinidad & Tobago Forensic Science Centre	3
Trinidad & Tobago Free Zones Company Limited	0
Trinidad & Tobago Meteorological Service	0
Trinidad & Tobago Racing Authority	0
Trinidad & Tobago Securities & Exchange Commission	0
Tunapuna/Piarco Regional Corporation	0
Valuation Division - Ministry of Finance	0
Water and Sewerage Authority	3
Youth Training and Employment Partnership Programme Ltd.	0
Total no. of requests received by Public Authorities	419



- b) The number of decisions that an applicant was not entitled to access to a document pursuant to a request, the provisions of this Act under which these decisions were made and the number of times each provision was invoked.

Provision No.	Provision Description	No. of Times Invoked
23 (1) (e)	Document does not exist or cannot be located	1
24	Cabinet Document	4
27	Internal working documents	10
29	Documents affecting Legal Proceedings or Subject to Legal Privilege	5
30	Document affects personal privacy	12
31	Docs related to Trade Secrets	2
32	Docs containing materials obtained in confidence	2
33	Documents concerning the operations of a public authority	6
34	Documents to which secrecy provisions apply	4
Total No. of Decisions that applicant was not entitled to access		46



c) The number of applications for judicial review of decisions under this Act and the outcome of those applications;

No. of Judicial Review Applications	Status/Outcomes
12	<p>Awaiting Judgment (1)</p> <p>Documents furnished to the applicant (3)</p> <p>Documents furnished to the applicant. Costs awarded to applicant of \$7,000 (1)</p> <p>Before the courts (2)</p> <p>Matter withdrawn. Nor order as to costs (1)</p> <p>Matter withdrawn. Claimant awarded costs of TT\$8,000 (1)</p> <p>Defendant ordered to provide information requested. Claimant awarded costs of TT\$7,700 (1)</p> <p>Before the Courts (1)</p> <p>Completed documents disclosed in affidavit. Case finalized at the Case Management Conference. Costs awarded to applicant (\$TT 20,000) and advocate (TT\$10,000) (1).</p>



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints;

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
1	Telecommunications Services of Trinidad and Tobago	Applicant was refused access to information regarding the tendering process for TSTT Business Intelligence Data Warehousing Project	Complainant received the requested information
2	Public Service Commission	Applicant was refused access to: <ul style="list-style-type: none">• ß Lists of candidates successful in the practical examinations for the rank of Fire Sub Officer in the Trinidad and Tobago Fire Services from 1981 to the present time• ß Lists of candidates interviewed by the Promotion Advisory Board from 1987 to 1998 for the rank of Fire Sub Officer in the Trinidad and Tobago Fire Service	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given
3	Public Service Commission	Applicant was refused access to: <ul style="list-style-type: none">• Minutes of Meetings of the Public Service Commission at which the issue of appointments or promotion to the office of the Deputy Permanent Secretary or Permanent Secretary in the Public Service were discussed relative to appointments/promotions made in October 2005• The score sheet or other document containing the marks obtained by all candidates in the Assessment Centre Exercise for promotion to the office of the Deputy Permanent Secretary	Awaiting a reply from the Public Authority



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
4	Public Service Commission	Applicant was refused access to: <ul style="list-style-type: none">• Minutes of Meetings of the Public Service Commission at which the appointment and promotion to the office of the Permanent Secretary and Deputy Permanent Secretary was discussed relative to re-appointments/promotions made in October/November 2005• Sheet or other documents containing the marks of all public officers who were assessed and evaluated by the Assessment Centre Exercise for promotion to the said offices of Permanent Secretary and Deputy Permanent Secretary	Awaiting a reply from the Public Authority
5	Public Service Commission	Complainant requested and was refused the results of an interview done for the position of Vice Principal at ASJA College, San Fernando held on November 2, 2005	Complainant received the information requested
6	Telecommunications Services of Trinidad and Tobago	Complainant requested and was refused: <ul style="list-style-type: none">• The Total Cost of the Kanye West B-Mobile Concert• The value of sponsoring the Dil-E-Nadan, Adesh Samaroo and Bollywood	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given
7	Statutory Authorities' Service Commission	Complainant requested and was refused List of all applicants for the position of Director of the National Lotteries Control Board including qualifications, experience, etc.	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
8	Elections and Boundaries Commission (EBC)	Complainant Requests and was refused List of the prisoners who were allowed to vote and voted at the 2002 general election while incarcerated at the Golden Grove Prison, Arouca	The Ombudsman indicated to the complainant that his complaint was outside of the jurisdiction of the office, since the EBC is not a public authority under section 4 of the Freedom of Information Act, 1999
9	Public Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• A letter taken to the complainant by hand by investigating officer and signed as having been received by the complainant.• A reply to a misconduct matter written by the complainant	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.
10	Public Service Commission	Complainant Requested and was refused: A copy of the letter of recommendation forwarded to the Office of the Prime Minister regarding the filling of the vacant office of the Deputy Commissioner of Police	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.
11	Regulated Industries Commission (RIC)	Complainant requested and was refused: <ul style="list-style-type: none">• All professional correspondences in and out relevant to the case of 1063 of 2004 between the Consortium of Call Center Operators and the RIC• All minutes of the RIC dealing with Court case 1063 of 2004• The request for payments for professional services in the above matter	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
12	Office of the Ombudsman of Trinidad and Tobago	Complainant requested and was refused: <ul style="list-style-type: none">• All complaints relating to the FOIA for the years 2000 to 2006 inclusive with appropriate removal from the documents of personal identifiers• Notes, minutes correspondences relating to each matter in the above	The Ombudsman indicated to the complainant that the Office is not regarded as a public authority for the purposes of the Act
13	Statutory Authorities' Service Commission	Complainant requested and was refused names of the security officers that were on duty on Friday October 21, 2005 at the office	The Ombudsman is unable to proceed any further with the matter
14	Public Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• Results of a screening/interview assessment conducted by Symcon Systems Management Consultants Ltd. On behalf of the Public Service Commission in 1997 for the filling of the office of the Deputy Permanent Secretary• The names of all public officers whose names were retained for future reference arising from the exercise by Symcon Systems Management in 1997 as above.	Ombudsman was unable to proceed because the company is closed and the documents could not be located.



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
15	Public Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• Copies of the Sergeant and Corporal Examinations• Copy of the 2005 Supplemental Examinations• Copy of the English Exam Police Corporal 2005• Copy of Police Law 1 Exam Corporal 2005• Copy of the Police Duties Exam Sergeant 2005	Awaiting further instructions from the complainant's attorney-at-law
16	Ministry of Energy and Energy Industries	Complainant requested and was refused: <ul style="list-style-type: none">• Recommendations made by the Permanent Secretary pursuant to Regulation 13 (3) of the Public Service Commission Regulations regarding the acting appointment made to the Office of Director of Minerals in January 2006• Seniority List for all officers in the Ministry above Range 55	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
17	Public Service Commission	<p>Complainant requested and was refused:</p> <ul style="list-style-type: none"> • All information concerning interviews conducted on November 28 2005 and May 9 2005 including interview criteria; Notes and interview marks; All interviewers • Recommendations; Names of persons on the interview panel; occupation and place of employment of persons on interview panel; etc. • Statistics for the years 2002-2005 inclusive indicating how may Roman Catholic and non-Roman Catholic persons have been successful at Teaching Service Commission interviews for vacancies • Details of responses verbal or written given by references alluded to at both interviews 	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.
18	Chaguanas Borough Corporation	Complainant requested and was refused: Paysheets for the years 1980, 1981, 1982 and 1983	The public authority responded to the complainant
19	Trinidad and Tobago Electricity Commission	Complainant requested and was refused access to documents relating to the installation of meter	Awaiting reply from the Public Authority
20	Ministry of Community Development, Culture and Gender Affairs	Complainant requested and was refused the Minutes of a Board Meeting of the National Commission for Self Help Ltd. of June 2, 2004	Public Authority did not respond. Ombudsman was unable to proceed any further



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
21	Ministry of Housing	Complainant requested and was refused: <ul style="list-style-type: none">• Contract Documents for the Bon Air North Infrastructural Development Project• Letter from the contractor to the Ministry giving the reason for discontinuing the contract• Invoice submitted by the Contractor for payments and the actual payments	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given
22	Ministry of Works and Transport	Complainant requested and was refused: <ul style="list-style-type: none">• List of holders of the Priority Bus Route Passes for 2003, 2004, 2005 and 2006 excluding Maxi Taxi owners/operators, Members of Parliament, Media Persons, Protective Services Personnel and members of the Diplomatic Corps• Criteria used to give PBR passes to the above	The Ombudsman agreed with the response provided by the public authority
23	Public Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• Copies of all statements given to the investigating officer regarding the allegation of misconduct made against the complainant• Copy of the investigator's report	The Ombudsman agreed with the response which was given to the complainant
24	Ministry of the Attorney General	The Complainant requested and was refused a copy of a legal opinion which was used in a matter engaging the attention of the Court	The Ombudsman agreed with the response which was given to the complainant



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
25	Ministry of Works and Transport	Complainant requested and was refused tender documents relating to an Operational System for the Transport Division	The matter has not yet been finalised
26	Trinidad and Tobago Prison Service	Complainant requested and was refused: <ul style="list-style-type: none"> • Copies of the names and country of citizenship of prisoners who are not citizens of Trinidad and Tobago • Reason for their imprisonment • The commencement date of their imprisonment 	The Ombudsman agreed with the response which was given to the complainant
27	Public Service Commission	Complainant requested and was refused copies of three (3) answer sheets re: Sergeant Examination 2005	Awaiting a reply from the Public Authority
28	Airports Authority of Trinidad and Tobago	Complainant requested and was refused tender documents	Complainant received some of the information requested
29	Caroni (1975) Ltd	Complainant requested and was refused: <ul style="list-style-type: none"> • All documents of the VSEP between Caroni (1975) Ltd. and the Estate Police Association • All documents of the security contracts awarded to the Personal Safety and Security Training Company Ltd. by Caroni (1975) Ltd. including the cost of each contract 	Caroni has responded to the Complainant



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
30	Trinidad and Tobago Police Service	Complainant requested and was refused: <ul style="list-style-type: none">• A list containing the names of all Police Officers eligible to be considered for promotion to the various offices of the First Division• A list containing the names of all Police Officers so eligible who were not recommended for promotion by the Commissioner of Police and received letters inviting them to make representations to the Police Service Commission	Awaiting a reply from the Public Authority
31	Ministry of Finance	Complainant requested and was refused their personal audited pension and leave record	Complainant received some of the information requested
32	Trinidad and Tobago Prison Service	Complainant requested and was refused: <ul style="list-style-type: none">• The date he commenced his sentence• The date of his early release• What was his late release date	The complainant received the information requested
33	Statutory Authorities' Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• Merit List for the Office of Health Control Officer at the Port of Spain City Corporation• Merit List presently in use by the Commission for the purpose of making promotions and acting appointments to the Office of Health Control Officer II	The Ombudsman agreed with the response which was given to the complainant



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
34	North Central Regional Authority	Complainant requested and was refused a copy of a pathologist report for an individual who was a patient of the Chest Clinic of the Eric Williams Medical Sciences Complex	The complainant received the information requested
35	Service Commissions Department	Complainant requested and was refused: <ul style="list-style-type: none">• A list containing the names and/or number of police officers who have made representations to the Police Service Commission (PSC) pursuant to Regulation 15 (3) of the PSC Regulations from 1995 to the present• Copies of the minutes of the meetings of the PSC at which the issue of the complainant's promotion was discussed since August 2005 to June 2006• A list containing the names and/or number of police officers who have made representations as above and who were promoted by the Commission despite not having been recommended for promotion since 1995 to the present	The matter has not yet been finalised



d) The number of complaints made to the Ombudsman with respect to the operation of this Act and the nature of those complaints (cont'd);

	Public Authority	Nature of Complaint to the Ombudsman	Outcome
36	Public Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• A copy of the Merit List of persons who passed interviews held for Customs and Excise Officer I• A copy of the seniority list for the Customs and Excise Department• A copy of the list of names of all persons in training for appointment in the Office of Customs and Excise Officer I	Awaiting a reply from the Public Authority
37	Judicial and Legal Service Commission	Complainant requested and was refused: <ul style="list-style-type: none">• A copy of a report into the allegations made by the Chief Justice against the Chief Magistrate in 2006• A copy of all statements given in connection with the investigation	Complainant received a response from the public authority and the Ombudsman is in agreement with the response given.
38	Office of the Attorney General	Complainant requested and was refused: <ul style="list-style-type: none">• A copy of the report by the Commission of Inquiry held into allegations made against the Minister of Housing over the alleged use of materials earmarked for the Scarborough Hospital• A copy of the Report by the Commission of Inquiry into the Biche High School construction	Ombudsman has indicated her position to the public authority and the complainant.



- e) **The number of notices served upon each public authority under section 10(1) and the number of decisions by the public authority, which were adverse to the person's claim.**

During the period under review, there is no record of a notice served on any public authority under section 10 (1).

- f) **Particulars of any disciplinary action taken against any officer in respect of the administration of this Act.**

There is no record of disciplinary action taken against any officer in respect of the administration of this Act during the period under review.

- g) **The amount of charges collected by each public authority under this Act.**

In the absence of regulations to this effect, public authorities have no legal authority for the collection of fees and charges. There is no record of fees and charges collected by public authorities under this Act.

- h) **Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility.**

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
College of Science Technology and Applied Arts of Trinidad & Tobago	Situated at City Campus COSTATT, 9-11 Melville Lane Port of Spain	<ul style="list-style-type: none"> • Books • Brochures • Pamphlets
Education Facilities Company Limited	Reading room facilities are available at EFCL's offices at 61-63 Edward Street	None
Environmental Management Authority	Mondays to Fridays 8:30 a.m. - 4.00 p.m. Level 1, 8 Elizabeth Street St. Clair	<ul style="list-style-type: none"> • Books • Periodicals • Newspapers • Newsletters and reports
Firearms Appeal Board	Reading space identified with a desk, chair and computer	
Industrial Court of Trinidad & Tobago	Library on the second Floor of the Industrial Court Building has adequate seating accommodation and space for twenty-four (24) -persons	<ul style="list-style-type: none"> • Book • Periodicals • Newspapers • newsletters and reports
John Donaldson Technical Institute	Library	Text References, Magazines, Newspapers



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Legal Aid and Advisory Authority	First Floor Library Corner Edward & Oxford Streets Port of Spain Open 8:00 a.m. to 12:00 noon	Law Books Gazettes Miscellaneous General Legal Material
Mayaro/Rio Claro Regional Corporation	Reading room (8'x10') was constructed. Table and chair was provided.	
Ministry of Agriculture, Land & Marine Resources	The libraries of the Ministry are the established reading rooms. An area is also provided in the Human Resources Division	Brochures Books Journals Newspapers Reports Circulars



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Ministry of Housing</p>	<p>An area has been identified for the reading room and work is in progress on finalisation of the necessary arrangements by November 2006</p>	<ol style="list-style-type: none"> 1. Discussion paper on Trinidad and Tobago Housing finance Mechanisms for Low Income Households. April 2001 2. Showing Trinidad & Tobago a New Way Home. A Policy for Shelter, A Strategy for Equity, a Commitment for employment and a Vision for Caring. September 2002 3. PADCO Housing Studies Phase 1 & 2. 1995 4. Rapporteur's Report of Search Conference. April 1992. 5. A Preliminary Proposal for Inclusion of the Land Settlement Agency of the Ministry of Housing and Settlements, Government of the Republic of Trinidad and Tobago in the European Community funded Poverty Alleviation Programme. 6. Restructuring of the Trinidad and Tobago Mortgage Finance Company Limited. PADCO Report, Laughlin and Associates 7. Interim Synthesis Report. Laughlin and Associates. 8. Housing Finance Report. Laughlin and Associates



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Ministry of Housing (cont'd)</p>		<p>9. A New Administration and Distribution Policy for Land. November 1992.</p> <p>10. Trinidad and Tobago Country Report, Housing and Settlements in Trinidad and Tobago. Ministry of Planning and Development. November 19, 1992.</p> <p>11. Second United Nations Conference on Settlements. Habitat II Istanbul, Turkey, June 3-14, 1996</p>
<p>Ministry of Labour and Small and Micro Enterprise Development</p>	<p>Located at: Level 7 The Library Riverside Plaza Besson Street Port of Spain</p>	<p>Journals</p> <ul style="list-style-type: none"> • Industrial Relations • Human Resource • Occupational Health and Safety • Law Reports • Employment • Co-operatives
<p>Ministry of Legal Affairs</p>	<p>Conference rooms are available for use as reading rooms</p>	<p>Documents are not on display in the reading room. Documents would be made available for perusal on request</p>
<p>Ministry of National Security</p>	<p>The Reading Room is located at the Ministry of National Security, Temple Court, Abercromby street, Port of Spain</p> <p>The Reading Room is open from Mondays to Fridays between the hours of 8:00 a.m. and 4:00 p.m.</p>	



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Ministry of Planning and Development</p>	<p>The reading room is located in the Library Unit of the Ministry of Planning and Development, Level 6 Eric Williams Finance Building</p>	<ul style="list-style-type: none"> • The Laws of Trinidad and Tobago • Legal Notices and Gazettes • International Statistics (Financial) • Journals
<p>Ministry of Public Administration and Information</p>	<p>The Public Service Academy 5th Floor The National Library Building</p>	
<p>Ministry of Public Utilities & the Environment</p>	<p>The reading room is located on the Fifth Floor, Sacred Heart Building, 16-18 Sackville Street, Port of Spain. It is open to the public from Mondays to Fridays between the hours of 10.00 am to 3.00 pm.</p>	<p>Copies of legislation, laws regulations and orders</p> <p>Copies of Trinidad and Tobago Gazettes</p> <p>Reports of Government Agencies</p> <p>Public Sector Investment Programme Documents</p> <p>Policies of agencies within the purview of the Ministry</p> <p>Estimates of Expenditure, Recurrent and Development Programme</p> <p>Procurement Policies and Guidelines</p> <p>Financial Regulations and Instructions</p>
<p>Ministry of Social Development</p>	<p>Library ANSA MCAL Building 69 Independence Square Port of Spain</p>	<ul style="list-style-type: none"> • Books • Periodicals • Magazines • Journals • Newspapers



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Ministry of the Attorney General	The reading room is at the library of the Ministry of the Attorney General, Level 2 Cabildo Chambers, 23-27 St. Vincent Street, Port of Spain	
Ministry of Tourism	Reading Area Library 1st Floor Ministry of Tourism 50-51 Frederick Street Port of Spain	Water Safety Tips and other Brochures, Reports, Guidelines and Publications on Tourism Related Matters
Ministry of Trade & Industry	Located in Library Level 7	Commercial Publications
National Agricultural Marketing and Development Corporation	NAMDEVCO'S conference room located at its Head Office, S.S Erin Road, Debe serves as a reading room	No documents on display
National Gas Company of Trinidad & Tobago Limited	National Gas company's Corporate Library	<ul style="list-style-type: none"> • Business and Managerial Journals • Natural Gas and Petrochemical journals • Engineering and Information technology Publications • GASCO News - The corporate journal of the National Gas Company of Trinidad and Tobago Limited • Energy industry related magazines and publications



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>National Institute of Higher Education, Research, Science & Technology</p>	<p>NIHERST Documentation Centre Corner Old Piarco Road and Churchill Roosevelt Highway D'abadie Trinidad</p> <p>Postal Address P.O. Box 113, Port of Spain, Trinidad Telephone: 642-6112, 642-9371 Fax: 642-1353 Email: doc-centre@niherst.gov.tt Opening Hours: Monday to Friday: 8:00 a.m. - 4:00 p.m.</p>	<ul style="list-style-type: none"> - NIHERST Annual Reports - NIHERST Agricultural Seminar Publications - NIHERST Children's Science Magazine - Newspaper Clippings on NIHERST: 1985-Present - NIHERST Publications in agriculture, biotechnology, higher education, environment, microelectronics, science & technology policy and planning, science and technology statistics
<p>National Library and Information System Authority</p>	<p>There is no designated reading room, but seminar rooms/ meeting rooms available as needed</p>	
<p>National Quarries Company Limited</p>	<p>An area in the main lobby area on the ground floor was assigned as the reading area. A desk will be available for persons wishing to read documents</p>	<ul style="list-style-type: none"> - Brochures on National Quarries Company Limited aggregates - Company Newsletters
<p>Office of the Prime Minister</p>	<p>Reading room is yet to be fitted with a computer and other requirements</p>	
<p>Palo Seco Agricultural Enterprises Ltd</p>	<p>An area has been identified to accommodate 4 persons at a table</p>	
<p>Parliament Republic of Trinidad and Tobago</p>	<p>A reading room has been established in the Parliament Library. Members of the public may access the reading room on weekdays between 8:00 a.m. and 4:00 p.m.</p>	



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Penal/Debe Regional Corporation	Penal/Debe Regional Corporation Council Chambers 4 Dookie Street Penal Open Mondays, Wednesdays and Fridays 1:00 p.m. - 4:00 p.m.	No documents on display, due to weekly meetings held by Council, in the Council Chambers.
Personnel Department	The Library Level 3 Personnel Department 76-78 St. Vincent Street Port of Spain	Reports
Petroleum Company of Trinidad and Tobago Limited	Audio/Visual Room so as to access documents on CDs, tape recordings or video tapes Reading room equipped with personal computer to facilitate access to hard copy or electronic copy of documents	<ul style="list-style-type: none"> - Petrotrin's Annual Report - Petromission Newspaper - Petrovision Magazine
Point Lisas Industrial Port Development Corporation Limited (PLIPDECO)	The Reading Room is an air-conditioned, non-smoking area located on the 1st Floor, PLIPDECO House, and is equipped with desks and chairs. FOIA application forms are also available to facilitate potential applicants desirous of making requests for access to official documents.	<ul style="list-style-type: none"> • Annual Financial Reports • PLIPDECO Quarterly Newsletter • Rapport • Speeches and Presentations to Public Forums and Conferences • Packages containing general information on the Industrial Estate • Disaster/Evacuation Plan



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Police Complaints Authority	Reading space identified with a desk, chair and computer	
Regulated Industries Commission	<p>The reading room is located in the Library of the Regulated Industries Commission</p> <p>1st Floor Furness House Cor. Wrightson Road & Independence Square Port of Spain</p>	<ul style="list-style-type: none"> • Books • Government documents • Journals and Newsletters • RIC research papers • Legislation - RIC, WASA and T&TEC • Annual Reports • Resources on various aspects of utility regulation
Sangre Grande Regional Corporation	<p>Due to inadequate space temporary arrangements are made for the use of the Corporation's Chambers on Mondays, Wednesdays and Fridays</p>	<p>Due to inadequate space materials are not on display, however, the following would be made available for the public upon request:</p> <p>Legal, Financial, Accounting, Contract and Policy documents</p> <p>Strategic Review and Strategic Plans</p> <p>Registers</p> <p>Reports</p> <p>Minutes</p> <p>Maps</p> <p>Manuals</p>
Service Commissions Department	Library	



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Siparia Regional Corporation	<p>Due to critical accommodation problems being experienced at the Co-operation, the Council Chamber is utilized as a reading room.</p> <p>Opening Hours: Monday - Wednesday 8:00 a.m. - 4:00 p.m. & Thursday 8:00 a.m. - 4:00p.m.</p>	<p>Because of the location there is no ready material. However these are readily available from the Registry Section, if and when required.</p>
Statutory Authorities' Service Commission	<p>A space has been made available at the SASC, 81-83 Abercromby Street, Port of Spain, but has to be furnished and made private</p>	
Tax Appeal Board	<p>From January 2006 to date the Library of the Tax Appeal Board has been closed because of its relocation out of the Hall of Justice to temporary premises at 33 Independence Square, Port of Spain. Library Functions will be resumed when permanent accommodation is provided for the Tax Appeal</p>	
The Environmental Commission of Trinidad and Tobago	<p>The Environmental Commission has a small reference Library</p> <p>Opening hours: 8:00 am to 4:00 pm Monday to Friday</p> <p>Policy for use of Library: Open to the general public. All documents are available for reference. Textbooks in the Environmental Commission are not available for loan</p>	<ul style="list-style-type: none"> • Reference titles • Journals • Texts on: Law; Environmental Chemistry, Environmental Science, Environmental Health, Environmental Engineering • Booklets on the Environmental Commission <p>Informational brochures</p> <p>Computer access is available for electronic information - Compact Disc only</p>



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>The Nursing Council of Trinidad & Tobago</p>	<p>Room 14' x 16' Designated for Education Officer is to be made available/Accessible.</p> <p>Furnished with – 2 Desks; 2 Cabinets; 1 Bookshelf; 1 Photocopier; Chairs; Computer</p>	<ul style="list-style-type: none"> • Journals (Nursing) • Acts of T&T • Documents re Policies/ Guidelines • Books and Magazines • Publications relevant to Nursing • Curricula - Nursing and Midwifery • Health related Journals, magazines and books (Regional and International)
<p>Tobago Regional Health Authority</p>	<p>Adequate space, air conditioned, well supervised at the Health Information Resources Centre, Scarborough Regional Hospital</p>	<ul style="list-style-type: none"> • Medical Journals • Reference Books • Newspapers • Magazines



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Trinidad & Tobago Electricity Commission (T&TEC)</p>	<p>The Library/Reading Room* is currently inaccessible due to mould infestation and ongoing refurbishment works.</p> <p>Information can be accessed through TTEC's website at www.ttec.co.tt</p> <p>Members of the public may make general enquiries to T&TEC's Librarian at 663-2788 Ext. 2550</p> <p>*Library 3rd Floor Stanley Pierre Ottley Building 7 Uriah Butler Highway Mt. Hope</p>	<ul style="list-style-type: none"> • Strategic Plans • Business Plan • Annual Report • Audited Financial Statements • Quarterly Financial Reports • Energy Sales and Peak Demand Forecast; • Energy Sales, Peak Demand and Generation Statistics • Exchange Rate Adjustment Calculation • Monthly Calculation of Fuel Charge • Damaged Appliance Claims Procedure • Retroactive Billing Policy • Training Policy • Training Programme • Employee Manual • Code of Ethics • Industrial Relations Procedural Instructions • Safety Manual; Safety Rules. Wiring for Light and Power Booklet; • Know your Pole Number • Pre-qualified Contractors • T&TEC, RIC Standards and You • Towards a Better and Brighter Future – A Consumer Guide to T&TEC's Application for a Review of tariffs • Advice to Kite Flyers • Consumption patterns of Appliances • Conserve Electricity • Holiday Safety • Prepare for Hurricane Safely • Guidelines on Food Care • Learn About Electricity• What to do During Periods of Load Shedding



h) Particulars of any reading room or other facility provided by each public authority for use by applicants or members of the public, and the publications, documents or other information regularly on display in that reading room or other facility (cont'd).

Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Trinidad & Tobago Electricity Commission (T&TEC) (cont'd)</p>		<ul style="list-style-type: none"> • How much you pay for Electricity you use • Electrical Safety Tips • T&TEC Motor Protection Guide • How to open a new Account • Welding sets can overload circuits at home and in your neighbourhood • Pay your Electricity Bill with your debit (Linx) card at any T&TEC Payment Centre • Hotline numbers for Rapid Response • T&TEC - The Nation's Sole Transmission and Distribution Utility <p>Note: Some of the documents are available in hard copy format whereas others are available in soft copy format on T&TEC's intranet.</p>
<p>Trinidad & Tobago Securities & Exchange Commission</p>	<p>Interested persons have access to materials from the library and may sit in the conference room to peruse documents</p>	<ul style="list-style-type: none"> • Laws of Trinidad and Tobago • Securities Law and Legislation from regional and international jurisdictions • Annual Reports of Listed Companies • Central Bank Publications • Economic and Statistical reports • Journals and Magazines e.g. Business Week; Harvard Business Review; The Economist • Newspapers - Local and international



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Valuation Division - Ministry of Finance</p>	<p>The Division's Library can accommodate up to two (2) persons at any given time who are desirous of having access to documents requested under the FOIA</p>	<ul style="list-style-type: none"> • Concept of "Fairness" in compensation for injury to Real Property – R.E, Cosgrove, Q.C. Tasmania. • Do existing acquisition acts really provide for just compensation in all cases – Hon Mr. Justice Else-Mitchell. • Reckoning with imperfections in the land market – John M. Hopes U. N. Adviser. • Compensation for resumed property in the modern welfare state – S.C. Burbury Q.C. Tasmania. • Report of Cabinet Appointed Committee on proposals for expediting the Acquisition of Private Lands by the State and Land Registration – Land Record Systems Cadastre – Land Valuation Disputes. • Compensation claim – Reed Employment Ltd. vs London Transport Executive • Queen's Bench Divisional Court – R.V. Hillingdon • London Borough Ex Parte Rayoo Homes Ltd. • Dindial vs Mamit – Wooding C.J. Mc Shine & Phillips JJ.A • Bill of Succession (First Draft) • All England Law Reports 6th April, 1976 – Lap Shun Textiles vs Revenue Collector



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
<p>Valuation Division - Ministry of Finance (cont'd)</p>		<ul style="list-style-type: none"> • Estate Gazette Law Reports – Grampian Regional Council vs. Secretary of State for Scotland • Comments on Land Acquisition Bill • Landlord & Tenant (Memorandum) • Appeal – Edith Mitchell vs. David Cowie • Judgement/Appeal – Robert Alefounder • Court of Appeal – Seegobin Gupta vs Hakim Ramjohn Tenure)Agr. Small Holdings Act. Chap 59:53). • Policy for Disposal/Rental of Crown Lands • Regularization of tenancy squatters on State lands • Disposal of National Housing Authority Building Lots • National Housing Programmes within the contexts of Housing in the 1980's • Assets of the Agriculture Credit Bank • High Court Judgement – Sumair Bansraj & Others • Court of Appeal between the Attorney General – Appellant and Lopinot Limestone Ltd. respondent • Education for the Profession in the Caribbean • To review aspects of land use, land development and building construction



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Valuation Division - Ministry of Finance (cont'd)		<ul style="list-style-type: none">• Variation in the user clause – Application to sub divide – Renewal of leases (various)• The role of Land Registration in developing countries• Role of the Land Economy surveyor in the Government Service – C.C. Quamina ARICS• Appeals against Assessment – Cummings; Pooran; Lucky• Tax Administration• Tax Appeal – Rodriguez vs Inland Revenue• Registration of Valuers in Malaysia – A.B. Marbeck, Deputy Director – General of Valuations• Rent Control Revised• Land Acquisition Act and Procedure – P.M. Highway• Ex parte Texaco Trinidad Inc. Opinion• Appeal – Land and Building Taxes – E.N. Edwards & Warden, County Caroni/ Couva• Draft Report of the Cabinet Appointed Committee• Land Information Management in Trinidad and Tobago• Principle into Practice in Budapest – W.O. Ramkay Central• H.C.A No. 667 of 1975, Matter of A.A. Lucky



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Public Authority	Details of Reading Room	Documents normally on display in the Reading Room
Valuation Division - Ministry of Finance (cont'd)		<ul style="list-style-type: none"> Review of charges with regard to Building Lots allocated by the State
Youth Training and Employment Partnership Programme Ltd.	The room is a centralized location at YTEPP's Head Office	

i) Any other facts, which indicate an effort by public authorities to administer and implement the spirit and intention of this Act.

PUBLIC AUTHORITY	Facts that indicate effort to administer and implement the spirit of the Act
Central Administrative Services Tobago	Improvements in Records Management
Cocoa and Coffee Board	The Board will have a reading room by May 2007
Education Facilities Company Limited	<ul style="list-style-type: none"> Improvements in Records Management system Subscribed to International publication
Inland Revenue Division	Books, manuals, documents and Acts are readily available at the Inland Revenue Division's Library
Ministry of the Attorney General	<ul style="list-style-type: none"> Computerization of Manual Card System in the reading room soon to be on stream Suggestion Box and phone access introduced to obtain feedback from the public Improvements in records management – O/S Training of Records Manager recommended and approved by the Permanent Secretary



i) Any other facts, which indicate an effort by public authorities to administer and implement the spirit and intention of this Act. (cont'd)

PUBLIC AUTHORITY	Facts that indicate effort to administer and implement the spirit of the Act
<p>Ministry of Labour and Small and Micro Enterprise Development</p>	<p>Trained and Sensitised Staff to the Act</p>
<p>Ministry of Public Utilities and the Environment (MPUE)</p>	<ul style="list-style-type: none"> • Improvements in Records Management System • Constant Correspondence with agencies and divisions ensuring compliance. Development and maintenance of FOIA depository and delivery system to ensure obligations met • Lecture on processes developed by MPUE on implementation of the FOIA delivered to the Ministry of Labour
<p>Ministry of Tourism</p>	<ul style="list-style-type: none"> • Introduction of Website for displaying statements and other documents that are readily available to the public • Measures taken to obtain feedback from the public
<p>National Agricultural Marketing and Development Corporation</p>	<ul style="list-style-type: none"> • Website www.namdevco.com continues to be updated • Market Intelligence System was developed
<p>National Library and Information System Authority</p>	<p>FOIA Statement for 2005 published January 16, 2006</p>
<p>National Gas Company of Trinidad & Tobago Limited</p>	<p>Improvements in Records Management System</p>
<p>Palo Seco Agricultural Enterprises Ltd</p>	<ul style="list-style-type: none"> • New staff employed for the administration of the Act • Improvements in Records Management System
<p>Regulated Industries Commission</p>	<p>New staff employed for the administration of the Act</p>



i) Any other facts, which indicate an effort by public authorities to administer and implement the spirit and intention of this Act. (cont'd)

PUBLIC AUTHORITY	Facts that indicate effort to administer and implement the spirit of the Act
Telecommunications Authority of Trinidad and Tobago	Improvements in Records Management System
Ministry of Agriculture, Land & Marine Resources	2005 Market Intelligence System is being developed 2005 Website www.namdevco.com continues to be updated
Princes Town Regional Corporation	Training/Sensitisation of Staff to the Act Improvements in Records Management System Introduction of a website for displaying statements/documents that are readily available to the public New Staff Employed for the administration of the Act
Siparia Regional Corporation	Steps are being taken to upgrade the records management system
The Trinidad & Tobago Solid Waste Management Co. Ltd	Sensitisation of staff to the Act



4. ORDERS OF EXEMPTION

During the period under review, no “Orders of Exemption” from the operations of the FOIA were applied for and obtained in accordance with Section 5 (1) (c).



