



TRINIDAD AND TOBAGO GAZETTE

(EXTRAORDINARY)

VOL. 65

Caroni, Trinidad, Monday 10th August, 2026—Price \$1.00

No. 133

1138

APPOINTMENT OF A CHAIRMAN TO THE BOARD OF GOVERNORS OF THE TRINIDAD AND TOBAGO HERITAGE AND STABILISATION FUND

IN ACCORDANCE with the provisions of section 8 of the Heritage and Stabilisation Fund Act, No. 6 of 2007, it is hereby notified for general information that her Excellency the President, in exercise of the power vested in her by section 4(3) of the Heritage and Stabilisation Fund Act, No. 6 of 2007, has appointed Mr. ARJOON HARRIPAUL, person with competence in Investment, as Chairman to the Board of Governors of the Heritage and Stabilisation Fund for a period of three (3) years, with effect from 30th June, 2026.

21st July, 2026.

V. MAHARAJ
Acting Permanent Secretary
Ministry of Finance

1139

APPOINTMENT OF MEMBERS TO THE BOARD OF GOVERNORS OF THE THE TRINIDAD AND TOBAGO HERITAGE AND STABILISATION FUND

IN ACCORDANCE with the provisions of section 8 of the Heritage and Stabilisation Fund Act, No. 6 of 2007, it is hereby notified for general information that her Excellency the President, in exercise of the power vested in her by section 4(2) of the Heritage and Stabilisation Fund Act, No. 6 of 2007, has appointed the following persons to the Board of Governors of the Heritage and Stabilisation Fund for a period of three (3) years, with effect from 30th June, 2026:

MR. ARJOON HARRIPAUL	...	<i>Member and Chairman</i>	Person with competence in Investment
MS. REENA MOHAMMED		<i>Member</i>	Person with competence in Finance

21st July, 2026.

V. MAHARAJ
Acting Permanent Secretary
Ministry of Finance

1140

EXPIRATION OF TERM OF APPOINTMENT FROM THE BOARD OF GOVERNORS OF THE TRINIDAD AND TOBAGO HERITAGE AND STABILISATION FUND

IN ACCORDANCE with section 8 of the Heritage and Stabilisation Fund Act, No. 6 of 2007, it is hereby notified for general information that the term of office of Mr. EWART WILLIAMS, person with competence in Economics a Member of the Heritage and Stabilisation Fund, expired on 27th April, 2026.

21st July, 2026.

V. MAHARAJ
Acting Permanent Secretary
Ministry of Finance

1141

RESIGNATION FROM THE BOARD OF GOVERNORS OF THE TRINIDAD AND TOBAGO HERITAGE AND STABILISATION FUND

IN ACCORDANCE with the provisions of section 8 of the Heritage and Stabilisation Fund Act, No. 6 of 2007, it is hereby notified for general information that Mr. ARJOON HARRIPAUL, person with competence in Investment, has resigned from the Board of Governors of the Heritage and Stabilisation Fund, with effect from 17th June, 2026.

21st July, 2026.

V. MAHARAJ
Acting Permanent Secretary
Ministry of Finance



Government of the Republic of Trinidad and Tobago
Office of the Attorney General

THE REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE

Claim No. CV2026-03118

IN THE MATTER OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

AND

IN THE MATTER OF AN APPLICATION BY THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO FOR A DECLARATORY ORDER UNDER SECTION 22B OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

BETWEEN

THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO

Claimant

AND

LOS VIAGRAS also known as LOS VIAGRAS CARTEL also known as CARTEL DE LOS VIAGRAS also known as LOS BLANCOS DE TROYA

Defendant

ORDER

Before the **Honourable Madame Justice Kangaloo**

Dated the 4th day of August, 2026

UPON READING the Certificate of Urgency filed on the 4th day of August, 2026, the Notice of Application filed on the 4th day of August, 2026 and the supporting Affidavit of the deponent sworn to and filed on the 4th day of August, 2026 together with the exhibits attached thereto;

AND UPON this Notice of Application being deemed fit for vacation business.

AND UPON HEARING this Application being dealt with in chambers and without a hearing.

IT IS HEREBY DECLARED that pursuant to Section 22B(3)(a) of the Anti-Terrorism Act, the Defendant, **LOS VIAGRAS** also known as **LOS VIAGRAS CARTEL** also known as **CARTEL DE LOS VIAGRAS** also known as **LOS BLANCOS DE TROYA** a violent and powerful drug cartel is a listed entity for the purposes of the Anti-Terrorism Act, Chapter 12:07 ("the Act").

IT IS FURTHER ORDERED that:

1. Service of this order be dispensed with;
2. Pursuant to section 22B(3)(b) of the Act that the property
 - i. owned or controlled by the Defendant;
 - ii. wholly or jointly owned or controlled, directly or indirectly, by the Defendant; and
 - iii. derived or generated from funds or other assets owned or controlled directly or indirectly by the Defendant,
 be frozen;
3. Pursuant to section 22B(4D)(b) of the Act, the Registrar of the Supreme Court do serve an office copy of the Order on the Financial Intelligence Unit of Trinidad and Tobago immediately in accordance with the Civil Proceedings Rules 1998 (as amended);
4. Pursuant to section 22B(5) of the Act, the Attorney General shall within seven (7) days after the date of this Order, cause a copy of the Order and a statement that the matter will be reviewed every six (6) months, to be published in the Trinidad and Tobago Gazette and in two (2) daily newspapers of general circulation in Trinidad and Tobago;
5. Liberty to apply; and
6. Costs to be costs in the cause.
7. No further relief be required.

s/DYRON-DEE BALDAH
Assistant Registrar
Supreme Court

"Notice is hereby given that the matter which is the subject of the aforementioned Order will be reviewed by the Honourable Attorney General every six (6) months in accordance with section 22B(9) of the Anti-Terrorism Act, Chap. 12:07"



Government of the Republic of Trinidad and Tobago
Office of the Attorney General

THE REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE

Claim No. CV2026-03121

IN THE MATTER OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

AND

IN THE MATTER OF AN APPLICATION BY THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO FOR A DECLARATORY ORDER UNDER SECTION 22B OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

BETWEEN

THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO

Claimant

AND

JUAREZ CARTEL also known as CARTEL DE JUAREZ also known as LA LINEA also known as BARRIO AZTECA also known as CARRILLO FUENTES DRUG TRAFFICKING ORGANIZATION also known as VICENTE CARRILLO FUENTES ORGANIZATION (VCFO)

Defendant

ORDER

Before the **Hon Mme Justice Sherlanne Pierre**
Dated the 5th August, 2026

UPON READING the the Certificate of Urgency and Notice of Application filed on 4th August, 2026 and the affidavit of Principal Deponent sworn and filed on 4th August, 2026 together with the exhibits attached thereto;

AND UPON CONSIDERING this matter without a hearing.

IT IS ORDERED THAT personal service on the Defendant is dispensed with.

IT IS HEREBY DECLARED that Pursuant to Section 22B(3)(a) of the Anti-Terrorism Act, the Defendant, **JUAREZ CARTEL** also known as **CARTEL DE JUAREZ** also known as **LA LINEA** also known as **BARRIO AZTECA** also known as **CARRILLO FUENTES DRUG TRAFFICKING ORGANIZATION** also known as **VICENTE CARRILLO FUENTES ORGANIZATION (VCFO)**, a violent drug cartel is a listed entity for the purposes of the Anti-Terrorism Act, Chapter 12:07 ("the Act").

IT IS FURTHER ORDERED that:

1. This matter is deemed fit for hearing during the court vacation as a matter of urgency;
2. Pursuant to section 22B(3)(b) of the Act that the property
 - i. owned or controlled by the Defendant;
 - ii. wholly or jointly owned or controlled, directly or indirectly, by the Defendant; and
 - iii. derived or generated from funds or other assets owned or controlled directly or indirectly by the Defendant,
 be frozen;
3. Pursuant to section 22B(4D)(b) of the Act, the Registrar of the Supreme Court do serve an office copy of the Order on the Financial Intelligence Unit of Trinidad and Tobago immediately in accordance with the Civil Proceedings Rules 1998 (as amended);
4. Pursuant to section 22B(5) of the Act, the Attorney General shall within seven (7) days after the date of this Order, cause a copy of the Order and a statement that the matter will be reviewed every six (6) months, to be published in the Trinidad and Tobago Gazette and in two (2) daily newspapers of general circulation in Trinidad and Tobago;
5. Liberty to apply; and
6. Costs to be costs in the cause.

s/DYRON-DEE BALDAH
Assistant Registrar
Supreme Court

"Notice is hereby given that the matter which is the subject of the aforementioned Order will be reviewed by the Honourable Attorney General every six (6) months in accordance with section 22B(9) of the Anti-Terrorism Act, Chap. 12:07."



Government of the Republic of Trinidad and Tobago
Office of the Attorney General

THE REPUBLIC OF TRINIDAD AND TOBAGO

IN THE HIGH COURT OF JUSTICE

Claim No. CV2026-03123

IN THE MATTER OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

AND

IN THE MATTER OF AN APPLICATION BY THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO FOR A DECLARATORY ORDER UNDER SECTION 22B OF THE ANTI-TERRORISM ACT, CHAPTER 12:07

BETWEEN

THE ATTORNEY GENERAL OF TRINIDAD AND TOBAGO

Claimant

AND

CHONE KILLERS also known as CHONE KILLER GANG

Defendant

ORDER

Before the Honourable **Madame Justice Kangaloo**
Dated this 4th of August, 2026

UPON READING the Certificate of Urgency filed on the 4th day of August, 2026, the Notice of Application filed on the 4th day of August, 2026 and the supporting Affidavit of the deponent sworn to and filed on the 4th day of August, 2026 together with the exhibits attached thereto;

AND UPON this Notice of Application being deemed fit for vacation business.

AND UPON HEARING this Application being dealt with in chambers and without a hearing.

IT IS HEREBY DECLARED that Pursuant to Section 22B(3)(a) of the Anti-Terrorism Act, the Defendant, **CHONE KILLERS** also known as **CHONE KILLER GANG** a violent and powerful drug cartel is a listed entity for the purposes of the Anti-Terrorism Act, Chapter 12:07 ("the Act").

IT IS FURTHER ORDERED that:

1. Service of this order be dispensed with;
2. Pursuant to section 22B(3)(b) of the Act that the property
 - i. owned or controlled by the Defendant;
 - ii. wholly or jointly owned or controlled, directly or indirectly, by the Defendant; and
 - iii. derived or generated from funds or other assets owned or controlled directly or indirectly by the Defendant,

be frozen;

3. Pursuant to section 22B(4D)(b) of the Act, the Registrar of the Supreme Court do serve an office copy of the Order on the Financial Intelligence Unit of Trinidad and Tobago immediately in accordance with the Civil Proceedings Rules 1998 (as amended);
4. Pursuant to section 22B(5) of the Act, the Attorney General shall within seven (7) days after the date of this Order, cause a copy of the Order and a statement that the matter will be reviewed every six (6) months, to be published in the Trinidad and Tobago Gazette and in two (2) daily newspapers of general circulation in Trinidad and Tobago;
5. Liberty to apply; and
6. Costs to be costs in the cause.
7. No further relief be required.

s/DYRON-DEE BALDAH
Assistant Registrar
Supreme Court

"Notice is hereby given that the matter which is the subject of the aforementioned Order will be reviewed by the Honourable Attorney General every six (6) months in accordance with section 22B(9) of the Anti-Terrorism Act, Chap. 12:07."

GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO FREEDOM OF INFORMATION ACT (FOIA) 1999

Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

In accordance with Sections 7 (1) b, 8 (2) (b) and 9 (2) (b) of the Freedom of Information Act 1999 (FOIA), the Water and Sewerage Authority (WASA) is required by law to publish the following Updated Statement for 2025 which lists the documents and information generally available to the public.

The Act gives members of the public:

- A legal right for each person to access information held by WASA;
- A legal right for each person to have official information relating to him/her amended where it is incomplete, incorrect or misleading;
- A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA;
- 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.

SECTION 7 STATEMENTS

SECTION 7 (1) (a) (i)

Function and structure of WASA

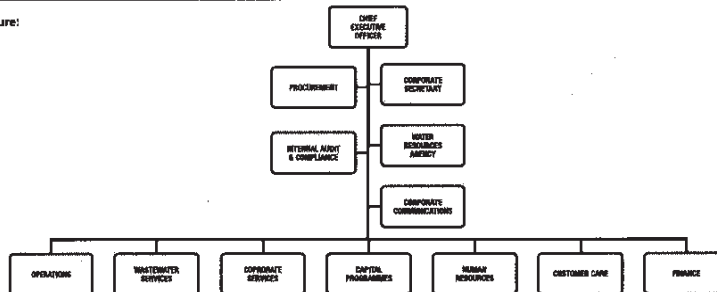
Mission Statement:

WASA's Mission as a Customer Service Business is:

- To be a leading provider of water and wastewater services
- To deliver customer service along the highest internationally recognised and accepted standards
- To continuously develop best business practices utilizing advanced technology and a well developed and motivated workforce
- To leverage on industry expertise to offer global water and wastewater services
- To sustain a commercialised business while remaining sensitive to our stakeholders and the environment

WATER AND SEWERAGE AUTHORITY FUNCTIONAL CHART

Corporate Structure:



WASA is a statutory body established in 1965 by an Act of Parliament, Chapter 54:40 of the Revised Laws of the Republic of Trinidad and Tobago.

It comprises a Board of Commissioners headed by the Chairman, an Executive Management Team headed by the Chief Executive Officer and permanent and contract staff.

DETAILS OF RESPONSIBILITY CENTRES

Office of the Chief Executive Officer

Corporate Secretary

- Corporate Secretariat**
- Board & Committees
 - Corporate Governance
 - Statutory Compliance (FOIA, Securities Act, WAS Act)
 - Contracts
 - Office Services

Legal Services

- Public Liability Claims management
- Litigation
- Contractual Claims
- Alternative Dispute Resolution
- Contract Agreements and Specialty Agreements
- Land and Property Administration
- Leases, Licenses and Instruments of Title
- Procurement and Disposal Advisory Committee (PDAC) Administration
- Advice and Opinions

Head Procurement

Minor Procurement

- Invitation/Evaluation of low risk/low value purchases
- Award of low-risk/low-value purchases
- Generate Purchase Orders
- Value for Money (VFM) & Cost Benefit Analysis

Major Procurement

- Invitation/Evaluation of high risk/high value acquisitions
- Award of high-risk/high-value acquisitions
- Prepare solicitation documents to ensure that the evaluation criteria will adequately assess the suitability of the submissions received in satisfying the specification or scope of works;
- Manage comprehensive file per tender
- Value for Money (VFM) & Cost Benefit Analysis

Invoicing and Receipting

- Reconcile Purchase Orders with Delivery Notes and Invoices to facilitate payments

Stakeholder Relationship Management

- Pre-Qualification of Suppliers/Contractors
- Develop and manage supplier relationships
- Contract management
- Preparation and Submission of OPR Procurement Performance Reports

Inventory

Warehousing

- Strategic Geographical Storage
- Issue Recurrent & Capital Stock
- Maintain Stock Holding Levels per Location

Stock Control

- Analyse Min, Max & Re-order Levels.
- Technical/Specification Compliance Monitoring
- Stock Obsolescence Review
- VFM & Cost Benefit Analyse

Stores Accounting

- Conduct 100%, Cycle & Random Counts
- Variance Investigation/Review with resulting Adjustments – Identify areas for improvement
- Stock Valuation Reporting
- Report on Provisions for Obsolete & Slow-Moving Stock
- Data provision for Financial Reporting & Audits



Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

Materials Management

- Review Materials Reconciliation for Usage Efficiency
- Random Stock Delivery Confirmations
- Monitor Excess Materials Returns from Completed Projects
- Provide advice to Regional Operating Units on Best Practices

Procurement Regulatory Unit

- Review and provide guidance for highly complex solicitation documents to ensure that the evaluation criteria will adequately assess the suitability of the submissions received in satisfying the specification or scope of works;
- Obtain reports from the various units within the Procurement Function as well as contract administration reports from Executing Units to prepare the reports required for submission to the OPR;
- Maintaining a working relationship with the OPR and keeping abreast of any new obligations;
- Provide training and/or sensitization sessions to internal and external stakeholders involved in the Authority's Procurement System;
- Develop the Authority's annual strategic procurement direction;
- Manage and monitor procurement activities and make recommendations for compliance with local legislation

Head, Internal Audit & Compliance

Internal Audit & Compliance

- Provide assurance on the adequacy and effectiveness of risk management, internal controls, governance, and compliance with applicable laws, regulations, policies, and standards, reporting functionally to the Audit and Risk Committee and administratively to the Chief Executive Officer
- Assess and report on the organisation's approach to identifying, analysing, and managing risks to support sound decision-making
- Promote the continuous improvement of risk management, controls, and governance practices
- Administer the Authority's Whistleblowing system, ensuring confidential receipt of reports, and conduct independent investigations as mandated by the Audit and Risk Committee or the Board
- Undertake special investigations and reviews into irregularities as directed by the Board or Audit and Risk Committee
- Perform an annual risk assessment, in keeping with the IIA Global Internal Audit Standards, to inform the development of the risk-based audit plan and provide insights to management and the Board for enhanced oversight
- Monitor changes in risk priorities, including areas identified by management and the Board as significant, as well as external factors, and adjust the audit plan where necessary to ensure continued alignment with organisational objectives
- Co-ordinate with the Board, external auditors, other assurance providers, and management to support effective oversight and information sharing
- Provide advisory input on the design and implementation of new policies, processes, systems, and products, as well as training and risk control awareness
- Verify employees' records of service and termination calculations in fulfilment of statutory requirements

Head, Water Resources Agency

Water Resources Agency

- Water Resources Planning & Monitoring
- Environmental Isotope Hydrology
- Adopt A River Programme
- Surface Water Planning
- Regulatory and Licensing
- Water Resources Management, Tobago
- Groundwater Management
- Water Resources Information System – Hydro-Informatics
- Climate Resilience, Adaptation and Change Management
- Water Resources Administration

Head, Corporate Communications

Communications and Stakeholder Engagement

- Directs the implementation of strategies to improve brand visibility, reputation management and audience engagement
- Defines and communicates key messages on behalf of the Authority.
- Serves as the company spokesperson for media interviews and press briefings

- Directs and guides the development for press releases, media kits and new statements
- Monitors media coverage and manages media responses
- Drives the development and maintain of crisis communication protocols, messaging frameworks and response plans
- Serves as a strategic advisor to leadership on communication risks and opportunities
- Oversees the implementation of the Organization's digital communication strategy
- Drives the development and implementation of strategies to strengthen the Authority's public image and reputation, including communication campaigns, service culture initiatives, and public trust-building measures

Director, Operations

Water Operations

- Water Supply – Treatment & Production
- Water Distribution & Transmission (System Management, Scheduling & Water Trucking)
- Asset Maintenance (Planned, Preventative & Predictive)
- Pipeline Maintenance (Leak Repairs & Road Restoration)
- Management of the operation & maintenance of water contracts

Director, Corporate Services

Network Intelligence (NI)

- SMART Water Network Development
- Establishment, management and maintenance of District Metered Areas
- Establishment, management and maintenance of SCADA, Telemetry and IoT systems
- Management of Operational Control Centre
- Development and maintenance of Geospatial Information System
- Hydraulic Modelling
- Machine learning and Analytics for operational data
- Management and maintenance of all Executive, Tactical and Operational Dashboards for the Authority
- Non-Revenue Water Reduction
- Network Optimization
- Level of Service Monitoring

Information and Communication Management (ICM)

- Enterprise Systems and Application Management
- Cybersecurity and Risk Management
- Infrastructure and Hardware Deployment
- Service Desk and Operational Support
- Digital Project Oversight and Strategic ICT Initiatives
- Management of Data Centres
- Network Maintenance
- Digital Risk Management
- Data and Telecommunications
- Information Systems Support and Services
- Database Administration
- Systems Administration (Security, Network, Email, Server)
- Strategy and Administration (Solutions Evaluations, IT Contract Management)
- Mail Management
- Document Management, Preservation and Retention
- Records and Information Management
- Enable Research and Data Capture

Logistics & Support

Transport Services Department

Fleet Management

- Ensuring vehicles are operational and secured
- Providing drivers and operators for vehicles and heavy equipment
- Managing driver database
- Fuel card administration and monitoring
- Assignment of vehicles to all divisions of WASA
- Management of heavy equipment administration
- GPS monitoring and reporting
- Fleet operations

Fleet Contract Management

- Heavy Equipment contract management
- Leased vehicle contract management

Transport Maintenance Services

- Mechanical & Electrical Services
- Complete mechanical repairs and servicing

- Basic to Level 2 electrical troubleshooting and repairs
- Auto electrical modifications and upgrades
- Small engine diagnostics and repairs
- Engine rebuilding and overhauls

Preventive & Routine Maintenance

- Scheduled preventive maintenance checks
- Management of servicing schedules and assets
- Parts sourcing and Inventory support

Hydraulic Services

- Basic hydraulic repairs
- Hydraulic hose repair and replacement

Fabrication & Body Works

- Welding and custom fabrication
- Body shop repairs and full painting services

Specialized Services

- Tyre shop services including replacement and balancing
- Automotive air conditioning servicing and repairs
- Vehicle and equipment detailing
- Management of specialized equipment

Land & Risk Management

Property and Asset Protection and Management

Encroachment

- Squatting
- Encroachment (Boundary Issue)
- Eviction (in conjunction with Legal Services Department and Security)
- Signage

Property Management

- Valuations
- Asset Registry Database (Updating of Property Listing in conjunction with Legal Services)

Accommodation Compliance (Standards for Leased Facilities Only)

- Roof
- Ceiling
- General Structure
- Perimeter Lighting
- Drainage
- Septic Tank/ Soak-away
- Air Condition Units
- Electricity Supply
- Supplemental Water Supply (Tanks and Pump System)
- Fire Panel & Appurtenances
- Fire Suppression System

Insurance

- Theft
- Workplace Injury
- Vehicular Accident
- Property Damage (Belonging to the Authority)
- Travel Insurance
- Additional Coverage (Increase in Assets or Employees)

Payment

- Rent
- Premium
- Claim

Facilities Management Department – Head Office/North/Central-South

Janitorial and Housekeeping

- General Office Spaces
- Toilets and Washroom Facilities
- Trash Collection and Disposal (Offices)
- Carpets/Upholstery
- Vents, Light Fixtures, Corners (elevated)
- Washroom equipment malfunction
- Sanitary supply Inventory

Ground Maintenance

- Landscaping and external housekeeping



Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

Building Maintenance

- Electrical – lighting, outlets, light switches
- Plumbing – Washroom, Kitchen, garden taps, ponds
- Building – Doors, windows, ceilings, floors
- Painting
- Joinery services

Civil Works

- Fencing
- Drainage
- Roof repair
- Masonry works
- Structural repairs
- Fabrication services

Logistics

- Relocation of staff and equipment
- Sanitary Bins
- The collection and disposal of sanitary waste from women's restrooms

Waste Disposal (Dumpster)

- Collection and disposal of large quantity waste

Pest Control

- Rodent baiting, misting, fogging services
- Sanitization services

Fire Safety Systems

- Safety system malfunctions
- Expired fire extinguishers

Automatic Doors

- Servicing of automatic doors at the Customer Service Centers

Commercial Doors

- Service of Commercial Glass Doors

Facilities and Development Department

Building and Infrastructure Maintenance

- Coordinate preventive and corrective maintenance of buildings, treatment plants, and supporting infrastructure
- Maintain critical systems including plumbing, electrical, and structural elements

HVAC Systems Management

- Oversee operation and servicing of all air conditioning systems
- Ensure optimal performance and compliance with environmental and indoor air quality standards

Elevator Maintenance

- Manage routine inspections, maintenance, and repair of elevators
- Ensure systems meet safety and operational standards through certified servicing

Lease Management

- Administer lease agreements, including negotiations, renewals, and compliance monitoring
- Maintain positive landlord-tenant relations and ensure lease obligations are fulfilled

Furniture and Workspace Management

- Manage procurement, installation, and maintenance of office furniture and workspace layouts
- Ensure functional, ergonomic, and space-efficient environments

Health, Safety, and Environmental Compliance

- Implement and monitor occupational safety standards in accordance with legal and regulatory requirements
- Conduct facility risk assessments, audits, and inspections
- Manage fire protection systems, including:
 - Fire extinguishers
 - Fire hose reels
 - Fire alarm systems
- Ensure all life safety equipment is maintained, certified, and fully operational

Janitorial and Sanitation Services

- Oversee daily and scheduled cleaning operations across all facilities
- Manage janitorial service contracts and uphold hygiene standards

Grounds and Site Maintenance

- Maintain landscaping, external grounds, drainage, and site aesthetics

- Ensure safe and visually presentable surroundings

Operational and Project Support

- Provide logistical and infrastructure support for facility renovations and capital works projects

Asset and Inventory Management

- Track and manage facility-related assets, tools, and equipment
- Utilize and inventory systems for effective lifecycle and maintenance planning

Security Services

Access Control & Station Reception

- Monitoring entry and exit points across WASA facilities, ensuring only authorized personnel and visitors are granted access

Patrol & Surveillance

- Conducting routine patrols to deter unauthorized activities and safeguard infrastructure, including treatment plants, reservoirs, and administrative buildings

Incident Response & Reporting

- Responding promptly to security breaches, disturbances, or emergencies, and preparing detailed incident reports for internal review

Traffic Management

- Assisting with vehicular flow and parking arrangements during peak operational hours or special events

Asset Protection

- Ensuring the security of WASA's equipment, vehicles, and other physical assets against theft, vandalism, or misuse

Support for Special Operations

- Providing security coverage during maintenance works, public outreach programs, and emergency response efforts

DIRECTOR, CUSTOMER CARE

Leadership and Management

- Establishes and communicates Strategic Vision for the Division in alignment with the organizational vision, mission and mandate
- Establishes Divisional strategic goals and strategic initiatives that align with the organizational vision, mission and mandate
- Establishes appropriate organizational arrangement to support strategic implementation
- Establishes Divisional Targeted levels of performance for each Divisional Performance Objectives
- Executes Board Decisions, communicates the decisions to the Division's Management Team and confirms implementation of action items by the accountable Head/Strategic Change Leaders within the targeted timeframe
- Directs the establishment and implementation of innovative Cost optimization/ reduction strategies to improve operational efficiency
- Drives the implementation of strategies to maintain a culture of safety within the Division and maintains adherence to the Authority's safety policies and OSH Act
- Direct the implementation of strategy and plans to ensure that the Division is in compliance with all legislation, regulations, policies and standards
- Directs the implementation of Action Plans to ensure that all relevant Audit Recommendations are implemented/completed by the established timeframe
- Implements Operational Level Agreements (OLAs) with other Divisions to ensure that services are provided in a timely and effective manner
- Directs the provision of training and retraining opportunities for the Leadership and Management Team and staff within the Division to build capacity
- Reviews and approves all draft reports prepared by the Division's Management Team prior to submission to ensure they are fit for purpose intended
- Identifies operational and reputational risks and introduces mitigation measures to address issues identified
- Encourages the adherence to and drives the adoption of the Authority's policies, procedures, mission, values, ethical codes and standards of behaviors by All staff within the Divisions
- Reviews Divisional financial reports, monitors Divisional expenditure levels, confirms expenditure is consistent with budgetary allocations, and confirms that funds are utilized according to budgetary specifications
- Assesses the Division's structural arrangements, and recommends

changes, to ensure the effective operations of the Division and the optimization of human resources

Divisional Performance Improvement

- Communicates Divisional performance objectives and indicators, directs the cascading of Divisional objectives to relevant Departments and advises on strategies/projects to improve performance levels and compliance with policies, Standard Operating Procedures (SOP) regulations and laws
- Reviews the Division's performance and progress utilizing dashboards, regular check-ins and performance reports
- Introduces new and reviews existing Divisional policies and procedures, to improve the operational efficiency and compliance levels of the Division
- Drives Divisional compliance with Performance Management requirements and ensures that all Heads, Strategic Change Leaders/ Accountable Managers and Supervisors complete performance appraisal activities within the relevant phases/timelines
- Evaluates the Division's Management Team performance, identifies performance gaps and recommends corrective actions to improve performance
- Advises on strategies to mitigate major crises that may negatively impact on the Authority's services, image and performance levels
- Directs the implementation of performance improvement corrective action plans in cases where KPI's are not met or there is inadequate progress towards goal achievement
- Evaluates post-performance intervention data, to assess success in change adoption and establishes corrective action plan for sub-par performance
- Provides performance feedback and encourages learning to improve areas of unacceptable performance

Reporting

- Prepares and delivers Divisional performance reports to the Board of Commissioners, Line Ministry and Chief Executive Officer as and when required
- Apprises the Board of Commissioners and Chief Executive Officer on events or developments within the Division as and when required
- Provides responses to the Board of Commissioners, Line Ministry and Chief Executive Officer for issues in the Division as and when required
- Directs the preparation and submission of Divisional monthly reports in accordance with the Authority's requirements

Customer Engagement Experience and Satisfaction

- Introduces and guides the development and implementation of customer service policies, standards, practices and protocols that guide interactions, uphold service quality, and reflect the Authority's commitment to public satisfaction
- Oversees the delivery and directs the continuous improvement of all customer-facing services, including call centres, service counters, field engagement, and digital channels, ensuring responsiveness, accessibility, and consistency
- Leads the designs and implementation of customer feedback mechanisms (e.g., surveys, complaints systems, satisfaction indices) to capture insights, monitor service effectiveness, and drive data-informed enhancements to the customer experience
- Fosters a customer-centric culture across the organization through the introduction of customer care and service excellence programmes and cross-functional collaboration aimed at improving end-to-end customer journeys

Revenue and New Business Opportunities

- Develops and implements customer engagement strategies that promote timely payments, reduce delinquency, and enhance the overall value of the customer relationship
- Collaborates with billing, collections, and finance units to ensure accuracy, clarity, and timeliness in customer invoicing and revenue collection processes
- Designs and lead targeted customer outreach and engagement programmes aimed at reducing outstanding accounts receivable, including payment plan facilitation, arrears management campaigns, and customer education on payment options



Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

- Oversees the development and execution of corporate communication strategies that ensure clear, consistent, and transparent messaging to customers, stakeholders, and the public, enhancing trust and reinforcing the Authority's commitment to service excellence
- Identifies and evaluate new business opportunities and partnerships that align with the Authority's strategic objectives and leads initiatives to expand service offerings, improve customer value, and drive revenue growth
- Leads initiatives aimed at improving customer retention and lifetime value through targeted service enhancements, loyalty programmes, and proactive account management
- Oversees resolution of revenue-related customer complaints and disputes, ensuring fair treatment, policy compliance, and protection of the Authority's financial interests
- Monitors key revenue performance indicators (e.g., collection rates, average revenue per customer, bad debt levels) and use insights to guide strategic interventions
- Champions customer engagement initiatives that align service delivery with customer expectations and willingness to pay, balancing affordability with sustainable cost recovery

DIRECTOR, HUMAN RESOURCES

Workforce Optimization

- Talent Management
- Knowledge Management
- Induction & Onboarding
- Learning Needs Assessments
- Programme Design, Delivery and Administration
- Implementation of Performance Gap Closure Strategies
- Leadership Development
- Coaching/Mentoring
- Learning Evaluation & ROI
- Competency Management – Organizational, Leadership, Functional
- Reward & Recognition - Development & Administration of Incentives, Development & Administration of Recognition Schemes
- Talent Management - Leadership Development Planning, Career Planning/Career Pathing, Succession Planning

Workforce Assessment

- Water & Wastewater Occupational Standards Development
- Workforce Assessment & Certification
- Programme Design & Facilitation

Workforce Wellness

- Workforce Wellness Programme Administration

HR Administration

- Medical Plan and Group Life Administration
- Wages & Salary Administration
- Employee Separation & Pensions Management
- Employee Resourcing (Internal & External, Casual/Local Labour) & Retention
- Replacements & Transfers
- Promotions & Appointments
- Administration of Succession Plan
- Exits – Retirement, Resignations, Death, Dismissals

Personnel Services

- HR Service Centre
- Job and Embassy Letters
- Leave Administration – Sick, Vacation, Injury, Bereavement, Special, Study, Etc.
- Monitoring – Leave Monitoring and Reporting, Punctuality and Attendance
- Medicals – Routine, Non-Routine, Referrals, Payments
- Employee Records Management and Administration

HR Projects

- Record of Service & Special Projects
- Case Management
- Productivity Improvements
- Manpower Cost Reduction
- HR Management Measurements & Audits
- Service Level Monitoring & Control

Health and Safety

- Occupational Safety and Health Compliance
- Environmental Management Authority Compliance

- Business Continuity
- Policy Development

Emergency Planning

- Incident Command Management
- Strategy and Policy Development
- Compliance Management
- Risk and Impact Assessment
- Auditing and Monitoring
- Reporting

HR Information Systems

- HRIS Auditing
- Employee Records Maintenance & Management
- Database Management
- Corporate Reports
- HR Technology, Implementation & Maintenance

Organizational Effectiveness

- Organizational Structure Design and Implementation
- Business Process Reengineering
- Realignment of Departmental Structures
- HR Policy and Standard Operating Procedures Development, Monitoring and Review
- HR Risk Identification, Monitoring and Reporting
- HR Measurements
- HR Auditing and Compliance Monitoring
- HR Strategic / Corporate Reporting
- Manpower Cost Monitoring
- Job Evaluations, Classification and Job Description Development
- Manpower Demand and Supply Forecasting
- Performance Management
- Organizational Overtime Monitoring and Reporting
- Key Performance Indicator (KPI) Development, Monitoring and Review
- Strategy Planning Implementation and Monitoring

Employee and Industrial Relations

- Employee Relations and Grievance Management
- Collective Bargaining and Negotiations
- Employee Discipline Management and Workplace Investigations
- Industrial Relations Research, Training and Development
- Trade Disputes (Ministry of Labour, Industrial Court and Court of Appeal)
- Equal Opportunity Commission (EOC) and Occupational Safety and Health Authority (OSHA) Matters
- Industrial Relations, Training Programme Design and Facilitation
- Mediation and Dispute Resolution
- Facilitation of Code of Ethics and Business Conduct/Sexual Harassment/ Dress code Information sessions

DIRECTOR, FINANCE

Project Accounting

- Project & Fund Management
- Project Accounting & Reconciliation
- Compliance, Cost Control and Monitoring

Management Services Department

- Preparation of Authority's Draft Estimates of Expenditure
- Mid – Term Review of the Authority's Expenditure
- Budget Compliance and Cost Control
- Management of Recurrent and Internal Capital Expenditure Budgets

Supplier Reconciliations

- Management queries of Creditors' Accounts
- Unrecorded Liabilities

Financial Services

- Preparation of Monthly Management Accounts
- Preparation of Financial Statements
- Maintenance of a Fixed Assets Register
- Preparation of Bank/Cash/Supplier Reconciliation Statements

Exchequer Services

- Creditor Payments for Goods and Services
- Payment of Employee Salaries, Wages and other Approved Allowances
- Disbursement of Cheques
- Preparation of Statutory Deductions
- Foreign payments

Treasury

- Loan Portfolio Management
- Cash Flow Management
- Foreign Currency Management
- Compliance, Control and Monitoring
- Funds Management and Investment

DIRECTOR, CAPITAL PROGRAMMES

Capital Development and Implementation Feasibility and Design

- Assessment of project proposals, ensuring alignment with strategic goals and client needs
- Definition of projects' scope, objectives, and success criteria, ensuring projects align with the organization's critical success factors (CSFs) and Key Performance Indicators (KPIs)
- Technical analysis to determine required project parameters, risks and constraints
- Financial, social and economic analysis to determine the business value that a project will deliver and support the Business case

Policy and Standards

- Develop and implement standard methodologies for project management across the organization and maintain project management frameworks
- Ensure compliance with project management standards
- Development and maintenance of a project management information system, inclusive of a risk database

Portfolio and Contract Management

- Development of the Annual Project Portfolio, prioritizing projects where required
- Ensure the portfolio is balanced in terms of resources, risk and opportunity
- Documentation of the Implementation Plan, Procurement Plan, schedule and cash flow projections
- Monitor the implementation of the project portfolio while preparing the requisite Board and ministry reports
- Oversight of the Procurement Process and adherence to legal requirements
- Project accounting and Cost monitoring
- Project Document management and control

Monitoring and Control

- Monitor project performance and ensure adherence to plans, tracking the project's progress and comparing it to the planned baselines
- Use of Earned Value Analysis (EVA) to measure project performance, cost, and schedule
- Producing and distributing project status reports to relevant stakeholders
- Identifying and managing high level project risks and implementing risk response plans

Engineering and Major Contracts

- Project Appraisal, Design and Scope Preparation
- Drawings and Estimate preparation
- Procurement Support, provision of subject matter expertise
- Project Supervision and Contract Management
- Assess and manage project variations

- identifying and managing project risks and implementing risk response plans
- Project Support and Administration
- Stakeholder Management
- Project Close Out

Pipeline Construction and Minor Contracts

- Project Appraisal, Design and Scope Preparation
- Preparation of Traffic Management Plans, Emergency Response Plans etc.
- Estimate preparation and Development of Materials listing
- Procurement Support, provision of subject matter expertise
- Project Supervision and Contract management
- Assess and manage project variations



Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

- Identifying and managing project risks and implementing risk response plans
- Project Support and Administration
- Stakeholder Management
- Reconciliation and project close out

Wastewater Projects

- Project Appraisal, Design and Scope Preparation
- Drawings and Estimate preparation
- Procurement Support, provision of subject matter expertise
- Project Supervision and Contract management
- Assess and manage project variations
- Identifying and managing project risks and implementing risk response plans
- Project Support and Administration
- Stakeholder Management
- Project Close Out

DIRECTOR, WASTEWATER SERVICES

North, South & Tobago Region

- Asset Maintenance (Routine, Preventative, Predictive)
- Sewer Repairs (Overflows, Collapses and Road Restoration)
- Wastewater Management (Collection, Treatment and Disposal)
- Management of the operation and maintenance of wastewater contracts

Infrastructure and Compliance (New Services)

- Infrastructure and Plumbing Approval (Commercial, Building and Developments)
- Compliance Monitoring
- Approval of Interconnections (New Development)
- Engineer Drawing and Designs Review
- Licence Sanitary Constructors

EFFECT OF FUNCTIONS ON MEMBERS OF THE PUBLIC

The primary responsibility of WASA is the provision of consistent and reliable water and wastewater services. As such, WASA's function impacts on the quality of life of all sectors in the country and on every citizen of Trinidad and Tobago. The public through Parliamentary Representation and the Regulated Industries Commission has the opportunity to be involved in the formulation of policy via public comment

SECTION 7 (1) (a) (ii)

Categories of documents in the possession of WASA

General Administration Documents

- Documents relating to the Office of the Chief Executive Officer (CEO)
- Divisional/Departmental Monthly Reports
- Documents relating to all Divisional Operations

Documents relating to Board and Executive Leadership Team

- Board and Committee Notes
- Minutes of Board and Committee Meetings
- Ministerial and/or other Communication with Chairman and/or Board of Commissioners
- Communiqué to staff
- Notes of the Meetings of the Leadership Team/Management

Documents relating to Union Matters

- Collective Agreements
- Documents and minutes relating to Disciplinary Tribunal matters
- Documents relating to Memoranda between Unions and Management

SECTION 7 (1) (a) (iii)

MATERIALS PREPARED FOR PUBLICATION OR INSPECTION

The public may inspect and/or obtain copies of the following material between the hours of 8:00 a.m. to 4:00 p.m. Monday – Friday at Water and Sewerage Authority, Head Office, Farm Road, St. Joseph 662-2302/7 ext. 2227

Fax 645-6443

Website : www.wasa.gov.tt

- Collective Agreements
- Monthly Reports/News releases
- Water and Sewerage Act and other legislation

- Performance Bonds
- Application Forms
- Guidelines/Policy Documents
- Audited Financial Statements
- Verification Forms
- Administrative Policies and Procedures
- Request for Service Forms
- Rules and Procedures for the Invitation and Consideration of Tenders for the Award of Contracts for Articles, Works and Services for WASA
- Annual Dry Season Plan

MATERIALS PREPARED FOR INSPECTION BY THE PUBLIC

The following documents are available as indicated. Unless noted otherwise publications are free and available from the Designated Officer.

OFFICE OF THE CHIEF EXECUTIVE OFFICER

- Correspondence from the various Ministries and external agencies
- Documents, reports and correspondence from Divisions within the Authority
- Monthly Reports/News Release

CORPORATE SECRETARY

Corporate Secretariat

- Documents relating to Board and Committee Meetings
- Correspondences - Board Members
- Freedom of Information Act (FOIA) - Applications and correspondence relating to requests for information

Legal Services

- Contracts and Agreements
- Filed documents in Court or Legal Proceedings
- Performance Bonds
- Deeds, Leases and Licences
- Policies: Claims and Risk Management Policy & Land Management Policy

Director Wastewater Services (North, South & Tobago Region)

- Infrastructure and compliance policies
- Wastewater, Environmental and Conservation Information Brochures
- Standard Operating Procedures (SOPs)
- Documents relating to Sanitary Constructors License

Director Operations

- Distribution Schedules
- Dry Season Management Plan
- Press Releases – Plant Shutdown & Disruption in Service
- Water, Environmental & Conservation Information Brochure

OFFICE OF THE CHIEF EXECUTIVE OFFICER

Corporate Communications

- At this time, we have no materials prepared for inspection by the Public

DIRECTOR, CORPORATE SERVICES

- IT Policy
- Security Procedures

DIRECTOR, HUMAN RESOURCES

- Collective Agreements
- Memoranda of Agreement
- Letters of Understanding
- Security Procedures
- Fleet documentation
- Health and Safety Operating Procedures
- Health & Safety Reports
- Environmental Assessment Reports
- Reports related to regulatory requirements

DIRECTOR, FINANCE

- Audited Financial Statements
- Management Accounts
- Aged Analysis of Debtors

DIRECTOR, CAPITAL PROGRAMMES

- Project Reports
- Tender Documents
- Contracts
- Operations & Maintenance Manual
- Consultancy

SECTION 7 (1) (a) (iv)

Literature available by subscription

At this time the Authority has no Literature available by subscription.

SECTION 7 (1) (a) (v)

Procedure to be followed when accessing a document from the Public Authority

HOW TO REQUEST INFORMATION:

General Procedure

Our policy is to respond to all written requests for information. In order to have the rights given to you by the FOIA (for example the right to challenge a decision if your request for information is refused), you must make your request in writing. The applicant must complete the appropriate form (Request for Access to Official Documents) for information that is not readily available to the public. These forms are available for download from the website www.wasa.gov.tt and from the designated officer.

Addressing Requests

To facilitate prompt handling of your request, please address it to the Designated Officer of WASA see Section 7 (1) (a) (vi).

Details in the Request

Applicants should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided, clarification will be sought from the applicant. If clarification on what details to include is needed, applicants are advised to communicate with the Designated Officer.

Requests not handled under the FOIA

A request under the FOIA will not be processed to the extent that it asks for information, which is readily available to the public, either from this public authority or from another public authority, for example brochures, pamphlets, reports etc.

Responding to your Request

Retrieving Documents

WASA is required to furnish copies of documents only when they are in our possession or we can retrieve them from storage. Information stored in the National Archives or another storage center will be retrieved in order to process your request.

Prior to the commencement of the Freedom of Information Act, 1999 old records may have been destroyed. The granting of a request for such documents may therefore be impossible. Various laws, regulations and manuals give the time periods for keeping records before they may be destroyed.

Furnishing Documents

An applicant is entitled to copies of information we have in our possession, custody or power, once the requirements of the FOIA are satisfied. We are required to furnish only one copy of a document. If we cannot make a legible copy of a document to be released, we may not attempt to reconstruct it. Instead, we will furnish the best copy possible and note its quality in our reply.



Updated Public Statement 2025 of THE WATER AND SEWERAGE AUTHORITY (WASA) In compliance with Sections 7, 8 and 9 of The Freedom of Information Act (FOIA) 1999

Please note we are not compelled to do the following:

- (a) Create new documents. For example, we are not required to write a new programme so that a computer will print information in the format that you prefer.
- (b) Perform research for you.

Time Limits

• General

The FOIA sets a time limit of thirty (30) calendar days for determination of your request for access to documents. If we fail to meet this deadline, the FOIA gives you the right to proceed as though your request has been denied. We will try diligently to comply with the time limit. If it appears that processing your request may take longer than the statutory limit, we will acknowledge your request and advise you of its status. Since there is a possibility that requests may be incorrectly addressed or misdirected, you may wish to call or write to confirm that we have received the request and to ascertain its status.

• Time Allowed

We will determine whether to grant your request for access to information as soon as practicable but no later than 30 days after the day on which the request is duly made as required by Section 15 of the FOIA. If a decision is taken to grant access to the information requested, you will be permitted to inspect the documents and/or be provided with copies.

SECTION 7 (1) (a) (vi)

The Designated Officer in WASA is responsible for:

- (a) The initial receipt of and action upon notices under Section 10,
- (b) Requests for access to documents under Section 13 and
- (c) Applications for corrections of personal information under Section 36 of the FOIA

The Designated Officer is:

Tamara Primus
Manager, Board and Committee, Records (Ag.)
WASA, Farm Road, St. Joseph
662-2302/7 ext. 2227
Website: www.wasa.gov.tt

SECTION 7 (1) (a)(vii)

Advisory Boards, Councils, Committees, and other bodies (Where meetings/minutes are open to the public)

- Public Tender Openings

SECTION 7 (1) (a) (viii)

Library/Reading Room Facilities

You may make general enquiries to our Corporate Secretary (Ag.) at 662-2302 ext. 2208. The Library/Reading Room in the Public Authority is located at WASA, Head Office, St. Joseph.

The Library/Reading Room is open to the public from Mondays to Fridays between the hours of 8:00 a.m. to 4:00 p.m.

- Provision of documents may be subject to a charge to cover administrative costs.
- No smoking, eating or drinking is allowed in the Reading Room/Library area.

SECTION 8 STATEMENTS

SECTION 8 (1) (a) (i)

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

- Water and Sewerage Act, Chap. 54:40
- Regulated Industries Commission Act, No. 26 of 1998
- Collective Agreements

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.

- Training Policy
- Rules and Procedures for the Invitation and Consideration of Tenders for the Award of Contracts for Articles, Works and Services for WASA

- Environmental Management System (EMS) Policy Document
- The National Plumbing Code of Trinidad and Tobago
- Health and Safety Code and Policy
- Code of Ethics & Business Conduct

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, being documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of the written laws or schemes.

- At this time, we have no information

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, we have no reports or statements

SECTION 9 (1) (b)

A report, or a statement containing the advice or recommendations, (1) of a body or entity established outside the public authority by or under a written law, (2) or by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to the public authority or to the responsible Minister of that public authority.

- Water Resources Management Strategy Documents

SECTION 9 (1) (c)

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

- Evaluation Reports of Tenders/Quotations

SECTION 9 (1) (d)

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

- At this time, we have no reports or statements

SECTION 9 (1) (e)

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

- Tobago Groundwater Assessment and Wells Development Programme

SECTION 9 (1) (f)

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

- London Economics Study on Tariff
- Greater Port of Spain Sewerage System Study (GPOSSS)

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.

Project Reports and Related Documents - Inter-American Development Bank (IDB) & Government of Trinidad & Tobago (ORTT) - Ministry of Public Utilities (MPU)

Clarke Road & Tucker Valley Well Projects

- Environmental and Social Assessment for the Clarke Road #9 and Tucker Valley Well Projects #13, #34, #35 and supporting pipeline

Chatham Projects

- Environmental and Social Assessment for Rehabilitation of the Chatham Water Treatment Plant and Drilling of Chatham #15 Well

Freeport Projects

- Environmental & Social Assessment and Environmental & Social Management Plan for the Freeport Wells #22, #23, #24, WTP & Pipelines Projects (Freeport Projects Cluster)

SECTION 9 (1) (h)

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

- Ombudsman Annual Reports
- Audit Reports

SECTION 9 (1) (i)

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

- Business Plan

SECTION 9 (1) (j)

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

- Amendment of the Water and Sewerage Act

SECTION 9 (1) (k)

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

- At this time we have no reports

SECTION 9 (1) (l)

An environmental impact statement prepared within the public authority.

- At this time we have no statements

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.

- Valuation Reports of Properties for Acquisition/Sale/Lease

 wasa.gov.tt

 800-4H20 (800-4420/4426)

 @wasatrt

 WASA Trinidad & Tobago

 @wasatrt

 WASATrinidadTobago

 3272



1146

LOSS OF TATIL LIFE INSURANCE LIMITED POLICIES

PURSUANT to section 208 of the Insurance Act, 2018, the following policies were reported lost or destroyed:

<i>Name of Insured</i>	<i>Policy Number</i>
BASMATEE BOODHAI	C00123903
FRANCIS T. MARTIN	C0094366
LAUGHLIN S. LOUISON	C0076816
LEECOY K. TOBIAS	C00119912
LEECOY K. TOBIAS	C00136704
ODIN D. STEWART	T00166823
MICHAEL A. DILLION	C00138201
TERRY A. JOSEPH	C00155459

TATIL LIFE INSURANCE LIMITED

11, Maraval Road
Port-of-Spain.

1147

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

REGION OF SANGRE GRANDE

NOTICE is hereby given that in pursuance of the provisions of the Liquor Licences Act, Chap. 84:10, the Liquor Licensing Committee for the Region of Sangre Grande has appointed WEDNESDAY THE 16TH DAY OF SEPTEMBER, 2026 at 1.00 o'clock in the afternoon by way of Virtual Hearing as the day and hour at which a Session will be held for granting of Certificates for the issue of New and Renewal of Liquor Licences for the Region of Sangre Grande for the period ending 31st March, 2027.

Applications for New Liquor Licences must be completed on the prescribed form and accompanied by the following:

1. Copy of Trinidad and Tobago Identification Card/Driver's Permit/Trinidad and Tobago Passport;
2. Town and Country approval letter for the type of licence being applied for;
3. Copy of the floor plan of the premises sought to be licenced;
4. Board of Inland Revenue File Number;
5. Police Certificate of Character for the Applicant;
6. Prescribed fee of forty dollars (\$40.00) for new applications; (To be advised on method of payment);
7. Tax Clearance Certificate (for persons desirous of having amusement machines);
8. Deed/permission letter/lease agreement accompanied by the Landlord's valid form of Identification Card/Driver's Permit/ Trinidad and Tobago Passport;
9. Telephone Contact Number; and
10. Email Address.

Applications for Renewal of Liquor Licences must be completed on the prescribed form and accompanied by the following:

1. Copy of Liquor License expiring 31st March, 2026;
2. Copy of BIR number;

3. Copy of Identification Card/Driver's Permit/Trinidad and Tobago Passport;
4. Telephone Contact Number;
5. Email Address; and
6. Gaming Tax Clearance Certificate (if applicable).

All applications must be filed electronically. Applications must be emailed to licensing.sangregrande@ttlwcourts.org in PDF format.

For further information, please call 362-6221/ 287-4398.

Applications for New Licences should be filed on or before Wednesday 26th August, 2026, and Renewals on or before Wednesday 2nd September, 2026.

Dated this 24th day of July, 2026 at the North Trinidad Magisterial District, Sangre Grande.

D. VERASAMMY
*Secretary Licensing Committee
Region of Sangre Grande*

1148

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

BOROUGH OF DIEGO MARTIN

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 for the Borough of Diego Martin, by Paul Nunez of No. 25 Semper Gardens, Diego Martin and it is his intention to apply to the Licensing Committee at the Port-of-Spain Magistrates' Court on THURSDAY THE 27TH DAY OF AUGUST, 2026 at 9.00 o'clock in the forenoon at a virtual session for a transfer of the Licence to carry on the trade of a Spirit Grocer now held by Raul Fabres of No. 8A Cotton Hill, Maraval and in respect of premises situate at 143, Long Circular Road, Maraval.

Dated this 3rd day of August, 2026 at the Port-of-Spain Magistrates' Court.

S. ALEXANDER
*Secretary Licensing Committee
Borough of Diego Martin*

1149

REGION OF MAYARO/RIO CLARO

NOTICE is hereby given that a notification in writing has this day been lodged with the undersigned Secretary of the Licensing Committee for the Licensing District of the Region of Mayaro/Rio Claro, by Mukesh Harrikissoon and Rajwantie Harrikissoon both of ¼-½ Mile Mark, Guayaguayare Road, Mayaro, that it is their intention to apply to the Licensing Committee at the Princes Town District Court on THURSDAY THE 13TH DAY OF AUGUST, 2026 at 9.00 o'clock in the forenoon for a transfer to them of the Licence to carry on the trade of a Spirit Retailer now held by Kristen Townsend, in respect of premises situate at ¼ Mile Mark, Guayaguayare Road, Mayaro.

Dated this 6th day of August, 2026 at the Princes Town District Court.

A. MOHAMMED
*Secretary, Licensing Committee
for the Region of Mayaro/Rio Claro*