



The Government of the Republic of Trinidad and Tobago

MINISTRY OF RURAL DEVELOPMENT & LOCAL GOVERNMENT

RDLG: 7/17/4 Vol III

15th February, 2024

Mr. Brian Caesar
Clerk of the House
Office of the Parliament
Parliamentary Complex
Cabildo Building
St. Vincent Street
Port of Spain

Dear Mr. Caesar,

The Eighteenth Report of the Public Administration and Appropriations Committee on an examination of the Provision of Flood Relief Grants by the Ministry of Social Development and Family Services.

Reference is made to your correspondence, Parl.:5/6/27, dated December 21, 2023 on the above captioned subject.

In that regard, please find attached as requested, the Ministry's responses to the recommendations directed to the Ministry of Rural Development and Local Government outlined on pages ten (10) to nineteen (19) of the Committee's Report.

Respectfully

Permanent Secretary (Ag)
Ministry of Rural Development and Local Government

cc Ms. Khisha Peterkin, Secretary, Public Administration and Appropriations Committee

MINISTRY OF RURAL DEVELOPMENT AND LOCAL GOVERNMENT

**PUBLIC ADMINISTRATION AND APPROPRIATIONS
COMMITTEE**

**THE EIGHTEENTH REPORT OF THE PUBLIC
ADMINISTRATION AND APPROPRIATIONS COMMITTEE ON
AN EXAMINATION OF THE PROVISION OF FLOOD RELIEF
GRANTS BY THE MINISTRY OF SOCIAL DEVELOPMENT
AND FAMILY SERVICES**

RECOMMENDATIONS DIRECTED TO THE MINISTRY OF RURAL DEVELOPMENT AND LOCAL GOVERNMENT

Section 1. The process for flood disaster relief

Recommendations:

- **The MSDFS and the MRDLG should collaborate to address the challenges encountered in order to ensure a timely and more efficient process in the future. An update on the steps to be implemented should be submitted to Parliament by February 12, 2024;**
- **The MSDFS and MRDLG should consider adding fields to its online application for the public applying for the grant requesting a second set of contact details. The second contact's name, contact, email, a picture of ID and address will be requested in the event that the original applicant is unable to be contacted. The MSDFS and MRDLG should submit a report to Parliament by February 12, 2024 on the following:**
 - (i) The changes made to the online application; and**
 - (ii) When the changes were made to the application.**
- **The MSDFS should draft an action plan on how it plans to treat with the lessons learnt stated above to avoid facing these challenges in the future. A copy of the action plan should be submitted to Parliament by February 12, 2024.**

Response:

The MSDFS and the MRDLG usually collaborates on the provision of the Flood Relief Grants and other related matters. Therefore, any challenges or issues encountered are usually addressed utilizing a consultative approach. Accordingly, steps have already been taken to update the online application to add a field for the public applying for the grant requesting a second set of contact details. It is important to note the following:

- i. **New fields were added to the survey123 application and a screenshot of the changes have been attached at **Appendix I** with the 'before' and 'after' images.**
- ii. **The changes made to the application were done in January, 2024.**

Section 2. The ARCGIS Survey 123 System

Observation:

- **The Committee noted the MSDFS' and MRDLG's shift to incorporate technology in carrying out their respective role and functions related to disaster relief.**

Recommendations:

- **The MRDLG should provide a status update to Parliament by February 12, 2024 on the commitment to share the data captured with Local Government Councillors and Members of Parliament.**

THE EIGHTEENTH REPORT OF THE PUBLIC ADMINISTRATION AND APPROPRIATIONS COMMITTEE ON AN EXAMINATION OF THE PROVISION OF FLOOD RELIEF GRANTS BY THE MINISTRY OF SOCIAL DEVELOPMENT AND FAMILY SERVICES

Response:

The MRDLG is committed to share the data captured with Local Government Councillors and Members of Parliament. The MRDLG can provide the data upon request in hard and/or soft copies after the assessment is completed. The assessment can be completed within an average of 24 hours of the request. The data will be provided based on the Municipal and/or Constituency boundaries.

Section 3. The Duplication of Flood Relief Applications

Recommendations:

- The MSDFS should submit an update to Parliament by February 12, 2024 on the initiatives undertaken to avoid duplications; and
- **By, the MRDLG should provide to Parliament the total number of applications that were submitted through the Survey123 System and the CIP as at February 12, 2024.**

Response:

The MSDFS manages the Critical Incident Portal (CIP) and has this data. However, the total number of applications that were submitted through the ARCGIS Survey 123 System is 10,109 for the period April 21, 2021 to February 8, 2024.

Personnel Information

Appendix I
Survey123 Application 'BEFORE'

Name of Person*

Please enter the name of the person making report or incident.

Contact Information*

Please enter the contact information of the person making incident report.

Identification Card Image

Please provide an image of the person's Identification Card.

1 Drop image here or select image (maximum number of files allowed: 2) 

Identification Card Number

Please type out the ID card number of person.

Employment Status

Survey123 Application 'AFTER'

Name of Second Person

Please enter the name of a second person in the event the original applicant is unable to be contacted

Second Contact Information

Please enter the contact information of a second person in the event the original applicant is unable to be contacted

Second Identification Card Image

Please provide an image of the second person's Identification Card

1 Drop image here or select image (maximum number of files allowed: 2) 

Second Identification Card Number

Please type out the ID card number of person.

Second Employment Status