



## Public Hearing Summary

Wednesday April 25, 2018

### Committee Members:

The following Committee Members were present at the meeting:

- Mrs. Bridgid Annisette- George - Chairman
- Mr. Wade Mark - Member
- Mr. Daniel Dookie - Member

### Witnesses who appeared:

#### Ministry of Finance

- Ms. Michelle Durham- Kissoon - Permanent Secretary
- Ms. Catherine Laban - Comptroller of Accounts
- Mrs. Vashti Maharaj - Treasury Director, Pensions

#### Ministry of Public Administration and Communication

- Mr. Claudelle Mc Kellar - Permanent Secretary (Ag.)
- Mrs. Laura Daniel - Human Resource Director

#### Auditor General's Department

- Ms. Lorelly Pujadas - Deputy Auditor General
- Mrs. June Belle - Director, Human Resource Services
- Ms. Kissundai Rampersad - Audit Executive I, Pension Unit
- Ms. Devika Sanka - Audit Examiner II, Pension Unit
- Ms. Nicole Cockburn - Legal Officer

## **Personnel Department**

Ms. Angela Sinaswee- Gervias	-	Chief Personnel Officer
Ms. Juliette Gonzales	-	Director (Ag.) Human Resource Management

## **Office of the Prime Minister**

Mr. Maurice Suite	-	Permanent Secretary
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## **Key Issues Discussed**

### **Processing of Payment of Pension and Gratuity to Retired Public Officers**

1. The role of the Ministry of Public Administration and Communications was to provide support to Ministries and Departments as a means of ensuring that they are efficient in their processes;
2. The role of the Ministry of Finance in the processing of payment of pension and gratuity to retired public officers;
3. The role of the Office of the Prime Minister was to be a facilitator in the processing of payment of pension and gratuity to retired public officers;
4. The role of the Auditor General's Department was to be a pre-verification check in the processing of payment of pension and gratuity to retired public officers;
5. The role of the Treasury Division was to be a pre-verification check in the processing of payment of pension and gratuity to retired public officers;
6. All Ministries and Departments were charged with the responsibility for Section 33 (1) of the Civil Service Regulations;
7. The initiatives being undertaken by the Comptroller of Accounts to shorten the amount of time it takes to compute and verify pension and gratuity at Treasury Division;
8. The lack of compliance among Ministries and Departments in submitting pension and leave records to the Treasury Division in a timely manner;
9. The role of the Office of the Prime Minister in ensuring that there is compliance among Ministries and Departments;
10. The timeframe for the computation of pension and leave records was 4 – 6 months;

11. The ideal timeframe for the computation of pension and leave records should have been 2 - 4 weeks;
12. There were approximately 1900 retired Public Officers awaiting their pension and gratuity;
13. The feasibility in establishing an electronic system to track the progress of an individual's file within the process for the payment of pension and gratuity;
14. There were efforts made for Pension Reform in 2010, since then, no other efforts have been made;
15. The Ministry of Public Administration and Communication (MPAC) partnered with KPMG in 2015 to train Public Officers and Contracted Employees in Business Process Management (BPM) to increase efficiency in the Public Service;
16. MPAC intended to institutionalise BPM across the Public Service;
17. MPAC did not have any timelines for the institutionalisation of BPM across the Public Service;
18. The delay on the part of the Personnel Department in determining increments to Public Officers;
19. The MPAC's development of a comprehensive proposal for improving the administration of the Pension and Leave process;
20. The feasibility of implementing an interim pension; and
21. The collaboration between the Treasury Division and the Registrar General to eliminate the requirement of providing a life certificate to the Treasury Division in order to receive one's pension/gratuity.

### **Processing of Payment of Gratuity to Contract Employees**

1. The role of the Personnel Department was to finalise the terms and conditions of all Contract Employees;
2. The existence of a Circulating Personal File;
3. The reasons for the delay in processing gratuity owed to Contract Employees;
4. The proposal to increase staffing at the Comptroller of Accounts;

5. There were approximately 1900 Contract Employees without approved terms and conditions;
6. The initiatives being undertaken by the personnel Department to clear the back log of persons without approved terms and conditions;
7. The number of instances in which the Personnel Department were brought before the Industrial Court concerning terms and conditions;
8. The proposed decentralization of paying gratuity; and
9. The impact of decentralization on the operations of the Treasury Division.

**View the Hearing:**

The hearing can be viewed on our YouTube Channel, ParView via the following link:

<https://youtu.be/mAKati5UiKM>

**Next Meeting:**

The next Public Hearing of the Committee will be held on **Wednesday May 09, 2018** at 2:30 p.m. At this meeting, the Committee intends to conduct an inquiry into the Administration of Special Healthcare Benefits.

**PAAC Secretariat**

**April 30, 2018**