



Government of the Republic of Trinidad and Tobago

Ministry of Public Administration and Communications

PA: 3/8/2 Vol. II

July 5, 2017

Ms. Jacqui Sampson-Meiguel

Clerk of the House,
Parliament
Levels G-8, Tower D
International Waterfront Centre
1A Wrightson Road
Port of Spain



Dear Ms. Sampson-Meiguel,

**The Third Report of the Public Administration and Appropriations Committee,
Second Session, Eleventh Parliament, on an Examination of the System of
Inventory Control within the Public Service**

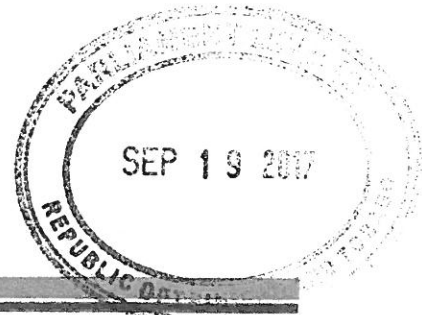
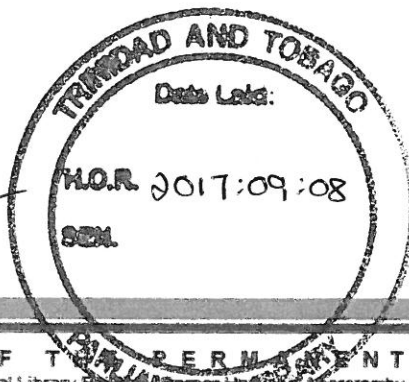
Please find enclosed the response further to your request dated May 26, 2017 concerning the Report at caption which was presented in the Senate on May 02, 2017 and in the House of Representatives on May 05, 2017

In compliance with the Standing Orders 100(6) and 110(6) of the Senate and House of Representatives respectively, we provide the response on behalf of the Minister with the responsibility for the Ministry of Public Administration and Communications, which was reported on by the Joint Select Committee. We wish to present to each House, the enclosed written submissions to the recommendations/ comments contained in the Report.

Kindly note that an electronic copy is simultaneously submitted via email to coth@tpparliament.org.

Sincerely,


Joan Mendez (Mrs.)
Permanent Secretary



OFFICE OF THE PERMANENT SECRETARY

Level 7 - National Library Building, 1A Wrightson Road, Port-of-Spain,
Republic of Trinidad and Tobago, West Indies

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Government of the Republic of Trinidad and Tobago

Ministry of Public Administration and Communications

**The Third Report of the Public Administration and
Appropriations Committee, Second Session, Eleventh Parliament, on an
Examination of the System of Inventory Control within the Public Service**

Written Submission

OFFICE OF THE PERMANENT SECRETARY

Level 7 - National Library Building, Corner Hart and Abercromby Streets, Port-of-Spain,
Republic of Trinidad and Tobago, West Indies

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Responses to Recommendations:
The following responses are provided to the Committee's recommendations :-

RECOMMENDATION	PAGE	MINISTRY OF PUBLIC ADMINISTRATION AND COMMUNICATIONS' RESPONSES
Inventory Control Management The Ministry of Public Administration and Communications should seek to ensure that the Asset Management System is ready to be implemented across the Public Service by July 31, 2017.	15	At the hearing of February 8 2017, the MPAC mentioned use of a system for IT equipment and, when fully implemented, using same as a guide to help other Ministries in the interim. The IT Assets solution in use at MPAC is a component of its 'IT Help Desk' software. Analysis of the system revealed that this component cannot be delinked for wider Asset Management implementation. The IT Asset management component, however, has proven to be a useful guide in the identification of alternative more comprehensive Asset Management software solutions. In view of the delinking limitation, MPAC embarked on a search for an Asset Management software solution, ever mindful of funding constraints and that the solution is a temporary substitute for IFMIS. To that end, an Open Source solution has been identified and is currently being evaluated to determine its suitability against a suite of criteria. The evaluation is projected to be completed by mid-July 2017; subject to Risk including unavailability of key technical personnel. Accordingly, the MPAC will liaise with relevant stakeholders to advise of the evaluation and the proposed way forward.
Public Service Vacancies/ Establishment of Positions and Offices The Ministry of Public Administration and Communications should provide a	16-17	PMCD submitted requests to the Chairs of the Board of Permanent Secretaries and the Deputy Permanent Secretaries respectively to conduct a presentation/sensitization session

RECOMMENDATION	PAGE	MINISTRY OF PUBLIC ADMINISTRATION AND COMMUNICATIONS' RESPONSES
Report to Parliament on the status of the PMCD's Sensitisation Sessions by July 31, 2017 The Ministry of Public Administration and Communications should prepare and issue a Circular directing all Accounting Officers with pending requests at the PMCD to submit the required information to same by July 31, 2017.		regarding PMCD's requirements. It is envisaged that PMCD will have the opportunity to present in July/August 2017. Circular Memorandum dated June 16, 2017 re "Pending Requests before the PMCD" was emailed to All Permanent Secretaries and the hard copies dispatched to their offices on Friday June 16, 2017 requesting them to submit the required information to same by July 31, 2017.
Training of Public Service Officials The Ministry of Public Administration and Communications and the Public Service Academy should: - Revise the current Inventory Management course to focus more on issues of control as identified in the Auditor General's Report by July 31, 2017; - Design additional course(s) such as Fixed Asset Management and Disposal or others as may be deemed necessary by July 31, 2017; and - Liaise with the Auditor General's Department to ensure that all Inventory Control courses are	17	- The Public Service Academy had scheduled an Inventory Management course for the period July 17- 19 2017. The course, however has been deferred to allow for an in-depth revision that addresses the issues identified in the Auditor General's report. The revised course is expected to be conducted in September 2017. - The PSA is currently in the process of conducting needs analysis to inform its Schedule of Activities for the fiscal 2017/2018. As such it is proposed that additional courses such as Fixed Asset Management and other relevant courses will be included in the Schedule. - The PSA is endeavoring to schedule a meeting with the Auditor General's Department to discuss matters pertaining to the revision of the current Inventory Management course, as well as additional course(s) to address pervasive issues relevant to inventory control.

RECOMMENDATION	PAGE	MINISTRY OF PUBLIC ADMINISTRATION AND COMMUNICATIONS' RESPONSES
relevant and address the key issues identified in the Auditor General's Report.		
INDIVIDUAL ASSESSMENT – HEAD 31 – MPAC Recommendations: • The Ministry shall provide a Status Report to the Committee on: ○ the progress of the Asset Management System by June 30, 2017; ○ all requests of Ministries and Departments made through the PMCD to fill vacancies and establish positions; and ○ all requests for training which have been accepted and those which have been rejected and the reasons; and	29-30	• Asset Management software: an Open Source solution has been identified and is currently being evaluated to determine its suitability against a suite of criteria including compliance with Financial Regulations. The evaluation is projected to be completed by mid-July, 2017; subject to Risk including unavailability of key technical personnel. If the software solution satisfies the suite of criteria, the software would be made available and accessible to the entire Ministry within three (3) weeks. It is important to note that the Ministry also has to devise appropriate processes and mobilise suitable personnel to initiate and operate the system. • The Report on the Status of PMCD's Assignments for the period October 2016 to May 2017 is attached. In Summary, approximately fifty (50) requests with respect to staffing were submitted by Ministries/ Departments/ Agencies to PMCD during the period October 2016 to May 2017. • The PSA invites Ministries/Departments through circular memoranda to submit nominees for its courses. Ministries/Departments are to submit their nominations using the prescribed nomination forms. An average of 20 -24 participants are selected for any given course depending on the methodology employed. Where participants are not selected it can be for the following reasons;

RECOMMENDATION	PAGE	MINISTRY OF PUBLIC ADMINISTRATION AND COMMUNICATIONS' RESPONSES
• All assets should be tagged by June 01, 2017.		○ Incomplete nominations forms: unsigned and/or not stamped. A form that is not signed or stamped by a permanent secretary or a senior officer implies that the officer has no approval to proceed on training ○ The Officer does not conform to the target group ○ The officer is not presently performing the function nor is likely to so do in the short term ○ Insufficient or poor justification. Courses are oversubscribed. As such those officers with the more compelling justification are more likely to be selected. ○ Where there is overwhelming demand for a particular course the course is often repeated within a month to meet the demand. ○ The nomination form is the PSA's guide. We make a judgement call based on information on the application form. A list of persons who were nominated for the Inventory Control Training over the last three (3) years is attached. • As mentioned above, the MPAC is currently evaluating an open source solution for the entire ministry. Such a solution is to consider a suite of criteria to ensure consistency in the identification of all assets as well as with the labeling/ tagging used. It is projected that the Asset management software solution, with the associated processes and guidelines will be in place by August 31, 2017; and, the tagging of assets will follow thereafter with a completion date of December 31, 2017.

RECOMMENDATION	PAGE	MINISTRY OF PUBLIC ADMINISTRATION AND COMMUNICATIONS' RESPONSES
		The Ministry, however, has some assets tagged at fourteen of its twenty-two locations as follows: • Printery, • PRES.D, • NICT, • PMCD, • Information Division (Morvant) • 8 StarTT access centres: ○ Penal ○ Marac ○ Guayaguayare ○ Cumana ○ Barackpore ○ Sisters Road ○ Waterloo ○ Navet • Federation Park At the Head Office, tagging of furniture and furnishings are at 50% completion and is expected to be completed by July 31, 2017. Current tags will be replaced with those developed with the long-term solution mentioned previously.

Report on the Status of PMCD's Assignments for the period October 2016 to May 2017

Terms of Reference

The Third Report of the Committee on Public Administration and Appropriations (PAAC), Second Session of the 11th Parliament was laid in the Senate on May 2, 2017 and in the House of Representatives on May 5, 2017. In the Report, the Ministry of Public Administration and Communications was asked to provide a Report to Parliament on the status of the Public Management Consulting Division's Sensitization Sessions by July 31, 2017; and to prepare and issue a Circular directing all Accounting Officers with pending requests at the PMCD to submit the required information to same by July 31, 2017.

As such, the Public Management Consulting Division submits a Report on the Status of Assignments for the period October 2016 to May 2017 with specific reference to creations/abolition of established offices and creation/renewals of contract positions.

Approximately fifty (50) requests with respect to staffing were submitted by Ministries/Departments/Agencies to PMCD during the period October 2016 to May 2017.

These requests involved the following:

- The creation of 304 Established offices
- The employment on Contract of 808 persons;
- The renewal of 84 Contract positions

Status of the assignments of the Division are as follows:

- Creation of Established offices:
 - Ongoing 3 totaling 166 offices
 - Approved 8 totaling 135 offices
 - Closed 2 totaling 3 offices
- Employment on Contract of staff:
 - Ongoing 8 assignment totaling 64 positions
 - Approved 14 assignments totaling 571 positions
 - Closed 2 assignment totaling 173
- Renewals of contract positions
 - Ongoing 3 assignment totaling 18 positions
 - Approved 8 totaling 64 positions
 - Closed 2 assignment 2 positions

In summary, of the fifty (50) requests submitted from Ministries/Departments/Agencies; fourteen (14) assignments are Ongoing, thirty (30) are Approved and six (6) are Closed.

It is noteworthy to mention that the Comment/Reports were not crossed checked against Cabinet Minutes. Also, "Approved" means the approval of the Minister of Public Administration and Communications and not Cabinet. Additionally, some of the ongoing assignments are awaiting executive approval, awaiting information from other Ministries/Departments/Agencies and some are being worked on by PMCD. Inordinate delays and non-submission of information by Ministries/Departments/Agencies result in the closure of assignments.

Public Management Consulting Division
June 27, 2017

Nomination List for Training Programme/Workshop

KEY:

Rejected

Accepted

Inventory Management NOVEMBER 7-9 2016

Participant Name

	Title	First Name	Last name	Designation	Ministry/Department	REMARKS
1	Mr	Lincoln	Hackshaw	Stores Keeper	St Judes School For Girls	
2	Mrs	Melissa	Sooklal- Seecharan	Records Specialist	Intergrity Comission	
3	Mrs	Renata	Mc Donald	Clerk I	National Security	
4	Mr	Ken	Boodram	Regimental Quartermaster	National Security	
5	Ms	Keisha	Charles	Clerk IV	Statutory Authorities Service Commission	
6	Ms	Fabien	Ward	Temp Clerk I	Development Culture and Arts	
7	Mrs	Karen	Cooper	System Analyst II	Education	
8	Ms	Pamela	Roodal	Administrative Officer II	Public Utilities	
9	Mrs	Lauren	Williams-Martin	Prisons Officer I	National Security	
10	Mr	Warren	Woodley	Prisons Officer I	National Security	
11	Ms	Tesha	Grant	ICT Technician	Education	
12	Ms	Angela	Ganpat	Clerk IV	Rural Development Local Government	
13	Ms	Leeanna	Mahadeo	Clerk III	Office of The Prime Minister	
14	Ms	Gaynor	Cooper	Clerk IV	Personnel Department	
15	Ms	Christobel	Peters	Clerk I	Finance	
16	Mr	Garvin	Gonsalves	Store Keeper	Public Administration and Communication	
17	Ms	Priscilla	Ashton	Accounts Clerk	Works and Transport	
18	Mr	Robert	Soogrim	Clerk IV	Statutory Authorities Service Commission	
19	Mrs	Nafeeza	Ali-Mandul	Clerk II	Industrial Court	
20	Mrs	Alicia	Manohar	Clerk III	Planning and Development	
21	Mr	Ramesh	Meahlal	Clerk II	Agriculture Land and Fisheries	
22	Ms	Christine	Watson	Clerk III	Agriculture Land and Fisheries	
23	Mr	Stephen	Elie	Security Supervisor	Unemployment Relife Programme	
24	Ms	Nicole	Greaves	Procurement Manager	Works and Transport	
25	Mrs	Sharon	Baston	Procurement Manager	Works and Transport	

26	Mr	Roydell	Hector	Fixed Asset and Inventory Officer	Tobago House of Assembly (Comm. Dev)	
27	Ms	Crystal	Reid	Stores Clerk I	Health	

Inventory Management JULY 14-16 2015

	Title	First Name	Last name	Designation	Ministry/Department	
1	Ms	Lisa	Haynes	Clerk IV	Judiciary	
2	Ms	Josanne	Teeduckan	Procurement Specialist	Judiciary	
3	Ms	Pamela	Millington	AO II	Trade, Investment and Communication	
4	Ms	Tricia	Ingitt	Clerk III	Trade, Investment and Communication	
5	Mr	Brandon	Edwards	Office Support Assistant	Equal Opportunity Commission	
6	Ms	Amanda	Henderson	Clerk III	Office of the Parliament	
7	Ms	Adrian	Webb	Storekeeper	Works and Infrastructure	
8	Ms	Rosann	Galadhar	storehand	Works and Infrastructure	
9	Ms	Simone	Peter	Clerk III	Foreign Affairs	
10	Ms	Heidi	Morton	Manager, Records and Inventory	Tourism	
11	Ms	Jill	Cain-Abdul	AO II	People and Social Development	
12	Ms	Monica	Liverpool	Business Operations Assistant 1	Science and Technology	
13	Ms	Gaytree	Boodram	Auditing Assistant	Science and Technology	
14	Ms	Akeem	Williams	Business Operations Assistant 1	National Diversity and Social Integration	
15	Ms	Crystal	Smith	Business Operations Assistant II	National Diversity and Social Integration	
16	Ms	Shazam	Ali	Administrative Assistant	Tertiary Education and Skills	
17	Ms	Merna	Arndal	Librarian IV	NALIS	
18	Mr	Andy	Hawkins	AO IV		
19	Mr	Kyle	La Roche	Office Assistant	Attorney General	
20	Ms	Arifa	Mohammed	Clerk III	Attorney General	
21	Mr	Saevhan	Mohammed	Clerk IV	Comptroller of Accounts/Treasury Division	
22	Ms	Sanjaya	Yankatasu	Business Operations Assistant	Environment and Water Resources	
23	Ms	Cheryl	Coto (alternate)	Business Operations Coordinator	Environment and Water Resources	
24	Ms	Gary	Sookdeo	Fire Station Officer	Fire Services	
25	Ms	Diane	Dookran	Storekeeper II	Government Printery	
26	Mr	Michael	Brown	Stores Clerk	Government Printery	
27	Mr	Rodney	Brijlal	Clerk IV	Inland Revenue Division	
28	Mr	Sean	Marciano	Clerk I	Inland Revenue Division	

Inventory Management March 26 - 28, 2014

1	Mr	Damian	Nandoo	Stores Clerk	Tertiary Education and Skills Training	
2	Mrs.	Damien	Branker	IT Technician	Occupational Safety and Health Authority and Agency	
3	Ms	Lynette	Mansingh	Ag. Administrative Assistant	Housing and Urban Development	
4	Ms	Alison	Armstrong	Clerk IV	Energy and Energy Affairs	
5	Ms	natalie	Samaroo	Stores Clerk	Gender, Youth and Child Development	
6	Ms	Indera	Singh	Clerk Iv	Community Development	
7	Mr	Kayyim	Mustapha	Clerk III	Service Commission	
8	Ms	Avita	Slew	Ag. Clerk II	Finance and the Economy	
9	Ms	Kimberlene	Pascall	Ag. Clerk III	Finance and the Economy	
10	Ms	Racine	Paul	Clerk III	Attorney General	
11	Ms	Kizyann	Stanislaus	Office Manager	Attorney General	
12	Mrs	Avion	Philbert-Paul	Clerk III	Inland Revenue	
13	Mr	Leisha	Ross	Clerk I	Legal Affairs	
14	Ms	Denean	Rochford	Administrative Assistant	Ministry of Justice	
15	Mr	Ancil	Braithwaite	Store Keeper	Labour	
16	Ms	Nicole	Smith	Clerk I/Ag. Clerk II	People and Social Development	
17	Mr	Luciano	Procope	Ag. Clerk III	Planning and Sustainable Development	
18	Ms	Reyhana	Mohammed	Office Manager/Ag. Clerk III	Industrial Court of Trinidad and Tobago	
19	Mr	Leon	Gibson	Temporary Clerk I	Transport	
20	Ms	Jade	George-Belmontes	Administrative Officer IV	Ministry of National Security	
21	Mr	Michael	Stubbs	Clerk I (Temp.) Office Manager	Local Government	
22	Mrs	Dolly	Ali-Ramnanan	Administrative Officer II (Ag.)	Local Government	
23	Ms	Joanne	Greaves			
24	Ms	Kasarah	Guy	Temporary Clerk I	Communications	
25	Mr	Seepersad	Ramjit	Ag. Clerk III	Health	
26	Ms	Katherina	Bissoon	Temporary Clerk I	Health	
27	Ms	Sumintra	Albert	Foreign Service Officer III (Ag.)	Foreign Affairs	
28	Ms	Tricia	De Verteuil	Business Operations Assistant I	Communications	
29	Mr	Alston	Benjamin	Petroleum Engineer Assistant II	Energy and Energy Affairs	
30	MPA	Allison	Richardson	Business Operations Assistant 1	Public Administration	

29	Mr	Simeon	Teelucksingh	Clerk I	Housing Urban Development	
30	Ms	Kolette	Walters	Business Operations Assistant II	Housing Urban Development	
31	Mr	Peter	Collymore	Clerk III	Planning & Sustainable	
32	Mr	Akeel	Thompson	Storekeeper	SWMCOL	
33	Ms	Gillian	Wilson	Clerk IV	Service Commission	

Inventory Management October 28 - 30, 2014

1	Mr.	Gabriel	Williams	Stores Clerk	Tertiary Education and Skills Training	
2	Mrs.	Saraswatie	Mohammed	Acting Human Resource Officer I	Housing and Urban Development	
3	Mrs.	Racine	Paul	Clerk III (Ag.) – Office Management Unit	Attorney General	
4	Ms.	Chaitanya	Rupa -Worrell	Clerk I	Science & Technology	
5	Mr.	Kalvin	Alleyne	Clerk II - Office Management Section	Labour and Small and Micro Enterprise Development	
6	Ms.	Salisha	Rasool	Clerk III	Finance and the Economy (Investment Division)	
7	Mrs.	Bevann	Rago-Baptiste	Clerk IV	Office of the Ombudsman	
8	Mrs.	Vanda	Nerahoo	Acting Clerk IV	Inland Revenue Division	
10	Mr.	Denva	Latchman	Clerk II	Community Development	
11	Mr.	Aaron	McKain	Clerk I	Transport	
12	Ms.	Shanti	Badreesingh	Clerk I/Ag. Clerk IV	(CPO) Personnel Department	
13	Mr.	Jamie	Sieuraaj	Acting Clerk III & Office Manager	Planning & Sustainable Development	
14	Mr.	Joseph	Woods	Store Keeper (Ag.)	San Juan/Laventille Regional Corporation	
15	Ms.	Sharlene	Seecharan	Clerk I - Stores in Welfare	The People and Social Development	
16	Mr.	Gary	Sookdeo	Fire Station Officer (Ag.)	Trinidad and Tobago Fire Service	
17	Mr.	Nevo	Mc Nicolls	Prison Officer I	Prison	
18		Helen	Trim	Acting Prison Supervisor	Prison	
19	Mr.	Adrian	Mohanlal	Temporary Clerk I	Ministry of Sport	
20		Kavish	Debideen	Clerk II	Public Utilities	
21	Ms.	Alisha	Pierre	Acting Storekeeper II	Ministry of Justice	
22	Mr.	Dereck	Seecharan	Administrative Officer II (Ag.)	Ministry of National Security	
23	Ms.	Jenelle	George	Clerk II	Ministry of Public Administration	
24	Mr.	Rishi	Seunarine	Acting Storekeeper II	Ministry of Health	

31		Zameer	Hosein	Network and Systems Support technician	Equal Opportunity Commission	
32		Brandon	Edwards	Office Support Assistant	Equal Opportunity Commission	
33		Denise	Ramroop-Ramsaran	Clerk II	National Archives	
34	Ms	Natisha	Iasley	Stores Attendant	Trinidad and Tobago Police Service (HRM)	
35		Aldrin	Andrews	Prisons Officer I	Prisons	
36		Amrita	Jugmohansingh	Office Manager	Attorney General	

Inventory Management June 18, 20-21, 2013

1	Mr.	Auzensky	Morrison	Clerk II	Integrity Commission	
2	Mr.	Brandon	Edwards	Administrative Assistant	Equal Opportunity Commission	
3	Ms.	Beverly	Benjamin	Administrative Assistant	Ministry of Housing, Land and Marine Affairs	
4	Mrs.	Meena	Seemongal	Clerk III	Attorney General	
5	Ms.	Arvanelle	Richards	Office Manager	Attorney General	
6	Ms.	Letasha	Charles	Clerk II - Procurement/Stores	Customs and Excise	
7	Ms.	Kamal	Ramdeo	Clerk II - Office Management Unit	Foreign Affairs	
8	Mr.	Gerard	Mohammed	Storekeeper	Gender, Youth and Child Development	
9	Ms.	Lisa	Thomas-Johnson	Clerk IV	Registration, Recognition & Certification Board	
10	Mrs.	Leslee	Caesar	Internal Auditor	Education Facilities Company Limited	
11	Ms.	Jasmine	Moonsammy-Khan	Clerk II	Trade Industry and Investment	
12	Ms.	Sharlene	Ragbir	Clerk II	Trade Industry and Investment	
13	Mr.	Gabriel	Williams	Storeskeeper	Tertiary Education and Skills Training	
14	Mr.	Steve	Badree	Storeskeeper	SWMCOL	
15	Ms.	Sandi	Agard	Stores Clerk	Service Commission Department	
16	Ms.	Pamela	Gransom-Millington	Administrative Assistant	Communication	
17	Mr	Clint	Alexander	Systems Development Analyst	Labour	
18	Mr.	Allan	Logan	Prison Officer I - Inventory Division	National Security - Prisons	
19	Ms.	Josanne	Timothy	Acting Storekeeper I	Police Service	
20	Ms	Jerusha	Dowdy	Human Resource Officer III	Sport	

21	Mr.	Imran	Ali	Clerk III	Education	
22	Mr.	Gary	Sookdeo	Fire Station Officer	Fire Services	
23	Mr.	Jason	Woods	Clerk II	Immigration	
24	Mr.	Lizanne	Greenidge		Utilities/THA	

Inventory Management March 05-07, 2013

1		Jamie	Alexander	Clerk I	Local Government	
2		Kalisa	Ali	Clerk I	Arts and Multicultural	
3		Christopher	Anderson	Clerk I	National Security	
4		Helaine	Boodoosingh	AO II	Public Administration	
5		Gary	Clarke	Prison Officer	Prision Service	
6		Khadija	Diamond	Clerk I	Public Administration	
		Jade	Franklin	Clerk III	trade, Industry and Investment	
8		Susan	Jacob	Clerk Typist I	Tourism	
9		Keshav	Koon Koon	Clerk III	Foreign Affairs	
10		Devi	Maharaj	Store Keeper I	Public Utilities	
11		Roshan	Maharaj	Clerk IV	Planning and Sustainable Development	
12		Lincoln	Mohammed	Store Clerk	Judiciary	
13		Kayyim	Mustapha	Storekeeper	Service Commission	
14		Arlene	Paray	Clerk I	Tourism	
15		Susan	Patoir	Purchasing Officer	Labour	
16		Kerene	Peters	Clerk I	Works and Infrstructure	
17		Sherry Ann	Ramjit	Clerk IV	Customs and Excise	
18		Veda	Ramnath	Procurement Officer	Education	
19		Saffi	Rennie	BOA	ODPM	
20		Natalie	Samaroo	Storekeeper	Gender, Youth and Child Development	
21		Trisha	Sharma	Clerk II	Labour	
22		Jerome	Sookdeo	BOA	OPM	
23		Leslie Ann	Soverall	Office Manager	Labour	
24		Allison	Wason	AO IV	Attorney General	

Inventory Management January 31 - February 20, 2012

1		Rawle	Arjoon	Store Keeper II	Works and Infrastructure	
2		Jairaj	Balliram	Auditing Assistant	Sports	
3		Ancil	Braithwaite	Stores Clerk	Labour	
4		Neil	Chinnia	Office Manager	Local Government	
5		Magnus	Correira	Stores Clerk	National Security	
6		Terrisa	Dhoray	Stores Clerk II	National Security	
7		Anthony	Espinoza	Administrative Assistant	Personel Department	
8		Jude	Gordon	Prisons Supervisor	National Security	
9		Stacher	Greaves	Store Keeper I	Education	
10		Kaloutie	Harripersad	Stores Clerk	Local Governmnet	

11		Lisa	Julien-Haynes	Administrative Assistant	OPM	
12		Indira	Kangoo	Clerk IV	National security	
13		Kassie	Jahamadar	Storekeeper III	Public Utilities	
14		Rafiza	Mohammed-Williams	Office Manager	Health	
15		Danielle	Morang	Administrative Assistant	Labour	
16		Allison	Murray	Clerk IV	Local government	
17		Glennis	Murray	Store Keeper I	THA	
18		Kevern	Naipaul	Stores Clerk	Finance	
19		Carol	Samai	Store Keeper	Arts and Multiculturalism	
20		Michael	Seebaran	Store Keeper	Sports	
21		Elizabeth	Thomas	Clerk II	Public Administration	
22		Carolyn	Thomas-Joseph	Store Keeper I	Works and Infrastructure	
23		Andre	Van Lowe	Office Manager	Service Commissions	
24		Ryan	Young Hoi	Clerk III	Planning and the Economy	