



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO
MINISTRY OF ENERGY AND ENERGY INDUSTRIES

Head Office: International Waterfront Centre, Level 26, Tower C, Energy Trinidad and Tobago

#1 Wrightson Road, Port of Spain, Trinidad and Tobago

Telephone (868) 225-4334 Facsimile (868) 225-5746

EEI: 1/5/16

24 October 2017

Ms. Jacqui Sampson- Meiguel
Clerk of the House
Parliament
Levels G- 8, Tower D
The Port-of-Spain International Waterfront Centre
1A Wrightson Road
Port-of-Spain

Dear Ms. Sampson- Meiguel,

**Re: Response to the recommendations of the Fourth Report of the Public Administration
and Appropriations Committee on Examination of the System of Internal Audit within the
Public Service**

I refer to your letter dated 04 October 2017 on the above captioned subject.

I wish to submit the Ministry's written response to the recommendations contained in the Report.

Yours sincerely,


Permanent Secretary

Response to the recommendations of the Fourth Report of the Public Administration and Appropriations Committee on Examination of the System of Internal Audit within the Public Service

Head 40 — Ministry of Energy and Energy Industries

I. Staffing of Internal Audit Unit:

- While the Ministry's Internal Audit Unit consisted of its allocated four (4) officers, the Accounting Officer was of the view that the Unit was not adequately staffed. Due to this shortfall, the Ministry submitted a proposal to PMCD which sought to strengthen the Unit by adding four (4) positions, taking the tally to eight (8) officers.

Recommendations:

- **The Ministry should provide a Status Report to the Committee on the progress made with respect to the proposal being considered by PMCD by November 30, 2017.**

Response:

Cabinet by Minute #1341 dated July 27, 2017, agreed to Phase I of the restructuring and Institutional Strengthening of the Ministry of Energy and Energy Industries, which included, inter alia, the staffing of the Internal Audit Unit of the MEEI, with the following positions on the permanent establishment as follows:

Position	status	No. of Positions
Auditor III	New	One (1)
Auditor II	Existing	One (1)
Auditor I	One (1) new; one (1) existing	Two (2)
Auditing Assistant	Two (2) new; two (2) existing	Four (4)
Clerk I	Existing	One (1)
TOTAL NO. OF POSITIONS		Nine (9)

The Ministry is collaborating with the Director of Personnel Administration (Public Service Commission) to have the above-mentioned new positions filled in the shortest time frame.