



**MINISTRY OF LABOUR AND SMALL
ENTERPRISE DEVELOPMENT**

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November 9 2017

Ms. Jacqui Sampson-Meiguel
Clerk of the House
Office of the Parliament
Level 3, Tower D
The Port of Spain International Waterfront Centre
1A Wrightson Road
Port of Spain

Dear Ms. Sampson Meiguel

**Re: The Fourth Report of the Public Administration and Appropriations Committee,
Second Session, Eleventh Parliament, on an Examination of the System of Internal
Audit within the Public Service**

Reference is made to letters from the Speaker of the House and the Clerk of the House ref: Parl.:5/7/21 dated October 9, 2017 and October 4, 2017 respectively on the captioned subject.

Please find attached the Ministry of Labour and Small Enterprise Development's (MLSED) response to the recommendations/comments contained in the Fourth Report of the Public Administration and Appropriations Committee, Second Session, Eleventh Parliament, on an Examination of the System of Internal Audit. Please note that a copy of this response will be forwarded to the Speaker of the House and emailed to paac@tpparliament.org shortly.

Further information, should it be required, may be obtained from Ms. Aarti Bedassie-Maharaj, Director, Research and Planning (Ag.) at 625-8478 ext. 1103, email: bedassie-maharaja@gov.tt.

Yours faithfully


**Permanent Secretary (Ag.)
Ministry of Labour and Small
Enterprise Development**

Enc.

**Recommendations of the
Fourth Report of the Public Administration and
Appropriations Committee, Second Session, Eleventh Parliament,
on an Examination of the System of Internal Audit within
the Public Service**

**PAAC Report (Page 29) - Head 30 – Ministry of Labour and Small Enterprise
Development**

I. Staffing of Internal Audit Units:

- *The Ministry's Internal Audit Unit was not adequately staffed. As a result, the Ministry was liaising with the Director of Personnel Administration with respect to the filling of the vacancy of the office of Auditor II.*
- *According to the Ministry's written submission, there were instances in which certain areas were not audited due to the shortage of man power.*

Recommendation:

- *The Ministry should fill the vacancy for the office of Auditor II by November 30, 2017.*

MLSED Response

The Director of Personnel Administration, by Memorandum dated January 26, 2017, informed the Ministry of Labour and Small Enterprise Development (MLSED) that Ms. Charmaine Harris, Auditor I (Range 35F), acting as Auditor II (Range 42E) was promoted as Auditor II (Range 42E) with effect from December 13, 2016.