



Government of the Republic of Trinidad and Tobago
Ministry of Public Administration



Our Ref: 3/8/2 Vol IV

March 21st, 2019

Mrs. Jacqui Sampson-Meiguel
Clerk of the House
Parliament of the Republic of Trinidad and Tobago
Levels G – 9
The Port of Spain International Waterfront Centre
1A Wrightson Road
Port of Spain

Dear Madam,

The Sixteenth Report of the Public Administration and Appropriations Committee on an Examination into the implementation of the Public Sector Investment Programme

Enclosed is our written response to the recommendations made in the captioned report further to your request dated January 31, 2019.

An e-copy is simultaneously submitted to coth@ttparliament.org for your attention and records.

Respectfully,

Joan Mendez (Mrs.)
Permanent Secretary

OFFICE OF THE PERMANENT SECRETARY

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Government of the Republic of Trinidad and Tobago
Ministry of Public Administration

**Responses to the Public Administration and
Appropriations Committee**

**Sixteenth Report of the PAAC
Inquiry: Examination into the implementation of the Public
Sector Investment Programme**

Written Submission

March 2019

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Responses to PAAC's Questions

	Recommendations	Page	Ministry of Public Administration's Responses
4	<u>Role of Accounting Officers</u> - The Ministry of Planning and Development should partner with the Ministry of Public Administration to ensure that all relevant Accounting Officers and staff assigned to Project Management Units/Project Implementation Units across the Public Service are trained in a combination of the following: 1. Basic, Intermediate and Advanced level of capital investment project preparation (Log Frame Approach) 2. Project appraisal (Cost Benefit Analysis and Cost Effective Analysis) 3. Project Selection (Multi Criterion Approach) - The Ministry of Public Administration should submit a status update to the Parliament of the progress made in training Accounting Officers and staff assigned to Project Management Units/Project Implementation Units across the Public Service by March 15th, 2019.	15-16	The Public Service Academy has included in its Schedule of Activities 2018/2019 a Project Management Toolkit Series (PMTS). The series is aimed at equipping project officers, planning officers and similar professionals responsible for identifying, developing and implementing projects under the PSIP. The PMTS comprise the following: • Preparation of Logical Frameworks • Stakeholder Analysis • Planning and Scope Management • Risk Management ; and • Project Implementation and Performance There is an average of twenty (20) persons per workshop. The PMTS module is highly activity-based, hence a group size of 20 is recommended. It also encourages group activity using a group size of four (4) which facilitates learning. PMTS is usually conducted once per year. However, key modules such Preparation of Logical Frameworks are often repeated in a one year cycle. The workshop Preparation of Logical Frameworks was conducted on January 29 & 30 2019. Proposed modules such as Project Appraisal and Analysis may also be repeated due to its importance in the context of PSIP. Another scheduled workshop Managing Public Sector Programmes will be conducted in April/May 2019. It

	Recommendations	Page	Ministry of Public Administration's Responses
			is aimed at providing participants with the knowledge and skills required for successful project delivery. The PSA proposes to collaborate with the Ministry of Planning and Development in designing new workshops in project management and reviewing existing ones. A meeting is planned with the Ministry of Planning and Development on Thursday 21st March 2019 to discuss the way forward. However, it is anticipated that a workshop will be tailored specifically for Accounting Officers. The PS MPA will communicate to the Board of Permanent Secretaries on the matter. The PSA will be guided accordingly. Subsequent to the meeting on Thursday 21st March 2019, the PSA will factor the advice of the Ministry of Planning and Development with regard to content, levels of training and scheduling.
7	<u>Individual Assessment – Ministry of Health – Capacity and Training</u> The Ministry of Public Administration should submit a status update to the Parliament of the progress made in addressing the project management capacity of the Regional Health Authorities by March 31st, 2019.	20	The PMCD of the MPA did not receive any request to address project management capacity of the Regional Health Authorities.