



SAINT VINCENT AND THE GRENADINES

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GOVERNMENT NOTICES

No. 84

**HOUSE OF ASSEMBLY
SAINT VINCENT AND THE
GRENADINES**

It is notified for general information that there will be a meeting of the House of Assembly on Thursday 14th June, 2018 at 10:00 a.m.

A cordial invitation is extended to the General Public.

NICOLE HERBERT (Ms)
Clerk of the House of Assembly.

29th May, 2018.

Branch: Office of Confidentiality and Security

Date: 14th May, 2018

Closing Date: 12th June, 2018

This fixed-term appointment is for a duration of two years with a six-month probationary period, and is subject to the OPCW Staff Regulations and Interim Staff Rules, as applicable. The OPCW is a non-career organisation with limited staff tenure. The total length of service for Professional staff shall not exceed seven (7) years. The Director-General retains the discretion not to make any appointment to this vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description. Several vacancies may be filled.

PRINCIPAL FUNCTIONS:

Under the supervision of the Head, Information Security (Confidentiality and Information Security), and in accordance with the OPCW Core Values of Integrity, Professionalism and Respect for Diversity/Gender Equality, the incumbent performs the following duties:

- 1. Development and Maintain the Business Continuity Plan for the Organisation.**
 - Carry out a Business Impact Analysis for the Organisation through engagement with all relevant stakeholders;
 - Develop and maintain a high-level Business Continuity Plan (BCP) for the Organisation;
 - Develop policy and guidance to ensure that subsidiary BCPs can be developed within Divisions, Branches and Sections;
 - Coordinate the regular testing and execution of BCPs.

No. 85

**ORGANISATION FOR THE
PROHIBITION OF CHEMICAL
WEAPONS (OPCW)**

**Johan de Wittlaan 32, 2517 JR The Hague,
The Netherlands**

VACANCY NOTICE

Post Title: Information Security Officer (Business Continuity and Data Protection)
Post Level: P-3
Vacancy Ref.: E-ODG/OCS/ISO/F0180/P-3/23/04-18
Division: Office of the Director-General

2. Develop and oversee the implementation of confidentiality-related policies, procedures and working instructions affecting all staff members throughout the Secretariat.

- Assist the Head of Information Security in developing and internally coordinating all policies and procedures intended to be applicable Secretariat-wide to facilitate the work of the Organisation;
- Participate in meetings and informal consultations with Member States in which Confidentiality issues are discussed. As requested by the Head of OCS or the Head of Section, brief and otherwise inform such meetings/consultations on specific confidentiality-related issues;
- Co-ordinate with staff members of other branches/units to ensure that confidentiality requirements of the CWC are met during the daily operations of the Secretariat;
- Draft all amendments to the Manual of Confidentiality Procedure (MCP), the Secretariat's primary document governing the handling and protection of confidential material, and create new versions of the document as required;
- Regularly monitor access to confidential information on the SCN and follow-up access anomalies and/or questionable access to ensure (possible) breaches of confidentiality procedure are properly documented and reported to the Head of Section;
- Provide confidentiality-related advice/assistance to OPCW inspection teams as necessary during the inspection process and advise the Head of Section of recurring problem areas that may require additional guidance and/or training to be provided;
- Serve as Secretary to the Confidentiality Commission providing all necessary assistance to the Chairman and Vice Chairs of the Commission during preparations for, conduct, and follow-up to annual or special meetings of the Commission;
- Regularly liaise with the Information Security (ICT) Section to coordinate prospective changes to the SCN and/or other IT networks used by the Secretariat and report potentially adverse impacts of such changes to the Head of Section.

3. As directed by the Head of Section, provide advice on security controls and conduct monitoring of the implemented technical measures to

ensure appropriate protection of unclassified but sensitive information (for example, medical, personally identifiable and financial information).

4. Assist the Head of Section and contribute to the drafting of the Director General's "Annual Report on the Implementation of the Regime Governing Confidentiality" to the Conference of States, Parties and any other report requiring input from the OCS Confidentiality Section.

5. Serve as Acting Head of Confidentiality and Information Security (in all cases of absence of the Head of Section).

6. Perform other duties as required.

REQUIREMENTS:

Education (Qualifications):

Essential:

- Advanced university degree in security management, risk management, or information systems with specialisation in information security. A first level university degree in combination with qualifying experience (minimum 7 years) may be accepted in lieu of an advanced university degree;
- Completion of formal government or military security officer and/or security management training and related knowledge of non-IT information security handling procedures measures and controls.

Required Certification:

- Certification in Business Continuity or Management of Safety Critical Systems is required (CBCI, ISEB Practitioner, BS25999/ISO22301 Lead Implementer/Lead Auditor, IEC 61508 Functional Safety Professional or equivalent)
- Certification in a field/regulatory area where security controls are used to protect sensitive information would be advantageous e.g. HIPAA, EU Data Protection Directive/GDPR, PCI-DSS.

Skills and Abilities:

- Excellent knowledge of information security management and risk evaluation/assessment;
- Excellent analytical and conceptualisation skills and an ability to plan and organise complicated processes;

- Excellent inter-personal, interview and negotiation skills;
- Excellent communication skills, with a demonstrated ability to present information clearly and logically both verbally and in writing;
- Strong computer skills and a demonstrated ability to draft, edit and present documents/papers in the English language;
- Ability to act with discretion and tact in sensitive situations;
- Experience as a security auditor would be beneficial; Experience in the implementation of recognised privacy standards/ regulatory requirements would be an asset.
- Experience in the use and monitoring of Host Data Loss Prevention systems.
- Experience in the implementation and monitoring of automated data-labelling/ classification systems.
- Ability to work well in a team with people of different national/cultural backgrounds.

EXPERIENCE:

Essential:

- At least 5 years of progressively responsible experience (7 years with first university degree) in the area of confidentiality/information security management in a national and/or international setting;
- Experience in performing Business Continuity Management or production and maintenance of Safety Cases in corporate, governmental/military or critical national infrastructure environments.
- Experience in assisting with the development and implementation of guidelines for use in managing operations in secure environments, particularly in relation to the handling of confidential and sensitive electronic information and, to a greater degree, hardcopy materials;
- Experience in assisting in the conduct of security investigations and risk assessments;
- Experience in organising and conducting confidentiality/information security training programmes.

Desirables:

- Experience as a security auditor would be beneficial.

LANGUAGES:

Fluency in English is essential and a good working knowledge of one of the other official languages (Arabic, Chinese, French, Russian and Spanish) is desirable.

Total annual salary consists of a net annual salary (net of taxes and before medical insurance and provident fund deductions) in US\$ and a post adjustment. The post adjustment (cost of living allowance) is variable and subject to change without notice in accordance with the rates as set within the UN Common System for salaries and allowances. The figure quoted on the right, is based on the **May, 2018 rate of 41.7%.**

Annual Salary (US dollars)	\$59, 151
Post Adjustment	\$24,665
Total Salary	\$83,816

CANDIDATES ARE ADVISED THAT ONLY APPLICATIONS SUBMITTED THROUGH OUR WEB-BASED RECRUITMENT SYSTEM WILL BE CONSIDERED.

Interested applicants who are unable to submit an application online at www.opcw.org , due to technical problems, are requested to send an e- mail to Recruitment@opcw.org explaining the problem.

Only applications received before the closing date will be considered. Only applicants under serious consideration for a post will be contacted.

Applications from qualified female candidates are strongly encouraged.

29th May, 2018.

BY COMMAND

KATTIAN BARNWELL
Secretary to Cabinet
Prime Minister’s Office

Prime Minister’s Office
St. Vincent and the Grenadines.

29th May, 2018.

DEPARTMENTAL AND OTHER NOTICES

PHYSICAL PLANNING AND
DEVELOPMENT BOARD TOWNAND
COUNTRY PLANNING
ACT 1992

PUBLIC NOTICE

Notice is hereby given that an application has been made to the Physical Planning and Development Board by **HOTEL ALEXANDRINA**.

To construct a New Commercial Building (Apartment) at Prospect.

A copy of the application and of the plans and other documents submitted with it may be inspected at the offices of the Physical Planning Unit, Ministry of Housing, Informal Human Settlements, Lands and Surveys, Physical Planning, Sharp Street, during the hours of 8:00 a.m. -12 noon and 1:00 p.m.- 4:15 p.m. Monday - Friday for a period of fourteen (14) days following the date of issue of the notice.

Any person wishing to make representation to the Board in connection with this application should do so in writing to the Secretary of the Board and within the above-mentioned period.

TYRONE BALLAH
Secretary
Physical Planning & Development
Board.

PHYSICAL PLANNING AND
DEVELOPMENT BOARD TOWNAND
COUNTRY PLANNING
ACT 1992

PUBLIC NOTICE

Notice is hereby given that an application has been made to the Physical Planning and Development Board by **DWIGHT DICKSON**.

To construct an Addition to an existing Residential/Commercial Building (Garage) at Richmond Hill.

A copy of the application and of the plans and other documents submitted with it may be inspected at the offices of the Physical Planning Unit, Ministry of Housing, Informal Human Settlements, Lands and Surveys, Physical Planning, Sharp Street, during the hours of 8:00 a.m. -12 noon and 1:00 p.m.- 4:15 p.m. Monday - Friday for a period of fourteen (14) days following the date of issue of the notice.

Any person wishing to make representation to the Board in connection with this application should do so in writing to the Secretary of the Board and within the above-mentioned period.

TYRONE BALLAH
Secretary
Physical Planning & Development
Board.

CENTRAL SUPPLIES TENDERS BOARD

AWARD OF CONTRACT FOR THE 1ST QUARTER

JANUARY - MARCH, 2018

NO.	CONTRACTORS	Procurement Type		DATE APPROVED	PROCUREMENT METHOD	CONTRACTS
		SERVICES	SUPPLIES WORKS			
	FEBRUARY					
1.	Pinearq & Mallol Arquitectos	3,606,065		February 8th, 2018	Competitive	Consultancy Services for the Design of Referral Hospital in St. Vincent and the Grenadines (SVG) .
2.	Digicel		110,032,352	February 8th, 2018	Competitive	Consultancy Services for the Design, Supply, Installation & Maintenance of Broadband Backbone Network for SVG.
3.	Alston Stoddard	58,050		February 8th, 2018	Competitive	Consultancy Services for a Draft Policy for the Promotion of Energy Efficient Vehicle in SVG.
4.	Rawle and Lenore Joseph	96,00		February 8th, 2018	Other	Rental of Property to house the Union Island Police Station - 2 years, with effect from December 1st, 2017.
5.	Baynes Bros. Ltd.	28,800		February 8th, 2018	Other	Rental of Property to house the Cadet Force - 2 years, with effect from January 1st, 2018.
6.	Shaun Connell	48,000		February 8th, 2018	Other	Rental of Property to house the Ottley Hall Sub-Station - 2 years, with effect from January 1st, 2018.
7.	St. Vincent Co-Operative Credit Union	97,440		February 8th, 2018	Other	Rental of Office Space to house the Co-Operative Division - 1 year, with effect from February 1st, 2018.
8.	Jaric St. Vincent Ltd.	29,795		February 8th, 2018	Other	Consultancy Services for the Development and Documentation of National Occupational Safety and Health Profile for SVG.

NO.	CONTRACTORS	Procurement Type			DATE APPROVED	PROCUREMENT METHOD	CONTRACTS
		SERVICES	SUPPLIES	WORKS			
9.	M & S CONSTRUCTION INC.				FEBRUARY 2018, 2018	OTHER	VIATION CONTRACT - WORKMAN OF THE UNION ISLAND LANDING WAREHOUSE & OFFICE.
10.	ARMSTRONG CONSTRUCTION	REPAIRS			FEBRUARY 2018, 2018	OTHER	CONTRACT OF PROPERTY TO HOUSE THE CONSTRUCTION WAREHOUSE OFFICE - 2 BAYED, WITH EFFECT FROM JANUARY 2018.
11.	ARMSTRONG CONSTRUCTION	REPAIRS			FEBRUARY 2018, 2018	OTHER	CONTRACT OF OFFICE SPACE TO HOUSE THE OFFICE OF THE HOUSE OF REPRESENTATIVES EFFECT FROM MARCH 2018, 2018.
12.	FRANCO CONSTRUCTION LTD.			REPAIRS	FEBRUARY 2018, 2018	OTHER	PROVISION OF CIVIL WORKS AT TOWNHALL AND HOUSE OF COMMONS BUILDING.
13.	CONCRETE MASTER INC.			REPAIRS	FEBRUARY 2018, 2018	RECONSTRUCTIVE	RECONSTRUCTIVE CONTRACT - CIVIL WORKS WORKS FOR THE NATIONAL QUALIFICATION UNIT - IN INTERIOR OF EDUCATION BAY.
14.	UNION CONSTRUCTION	REPAIRS		REPAIRS	FEBRUARY 2018, 2018	OTHER	CONSTRUCTION CONTRACT FOR THE BUILDING & RECONSTRUCTION REPAIRS FOR THE RECONSTRUCTION OF EDUCATION BAY.
Total - February		5,549,972	110,090,169	984,451			
MARCH							
15.	Irvine Interior and Construction Inc.			1,005,511	March 22nd, 2018	Competitive	Construction of Mesopotamia Satellite Warehouse.
16.	Williams Electronic Services			1,035,764	March 22nd, 2018	Competitive	Constructin of Georgetown Satellite Warehouse.
17.	Franco Construction Ltd.			1,600,368	March 22nd, 2018	Competitive	Construction of Union Island Satellite Warehouse.
18.	Mott Mac Donald Ltd.	77,983			March 22nd, 2018	Other	Variation Contract - Consultancy Services for the Design and Supervision of Georgetown, San Souci & Darkview.
19.	Computeec		25,050		March 22nd, 2018	Competitive	Supply of computer equipment to the Customs and Excise Department.
20.	Kelectric Company Ltd.			47,702	March 22nd, 2018	Other	Variation Contract - for the Reconstruction of Byrea Bridge.
21.	General Contractors and Quarries Co.			421,184	March 22nd, 2018	Competitive	Construction of Layou River Foot Bridge.

NO.	CONTRACTORS	Procurement Type			DATE APPROVED	PROCUREMENT METHOD	CONTRACTS
		SERVICES	SUPPLIES	WORKS			
22.	Claudette & Junior Ballantyne	84,000			March 22nd, 2018	Other	Rental of Property to house the Rapid Response Unit - 2 years, with effect from April 1st, 2018.
23.	Southern Aviation Ltd.	172,394			March 22nd, 2018	Sole	Arial Spraying Services for the Ministry of Agriculture, etc. - 1 year, with effect from January 1st, 2018.
24.	Kleenco Ltd.	63,336			March 22nd, 2018	Competitive	Provision of Janitorial Services - Ministry of Housing General Administration and Physical Planning Unit, - 2 years, with effect from April 1st, 2018.
25.	Guardsman SVG Ltd.	64,467			March 22nd, 2018	Other	Provision of Security Services, Registry Department - 1 year, with effect from January 2nd, 2018.
26.	Kleenco Ltd.	202,536			March 22nd, 2018	Competitive	Provision of Cleaning Services - Administrative Building - 2 years, with effect from April 1st, 2018.
27.	William Hinds	43,200			March 22nd, 2018	Competitive	Consultancy Services to Conduct a Training Needs Assessment of Renewal Energy Technologies Supplies and Installers Market in SVG.
28.	Gilbert Telemaque	108,000			March 22nd, 2018	Other	Rental of Property to house Customs Officers, Canouan - 2 years , with effect from January 1st, 2018.
29.	Franco Construction Ltd.			2,832,831	March 22nd, 2018	Competitive	Construction of River Defense and Drainage Improvement works at Amos Vale/Warrawarow River.
30.	O B Sadoo Engineering			163,328	March 22nd, 2018	Competitive	Construction of River Defense and Drainage Improvement works at Amos Vale/Warrawarow river.
31.	Derrick Oderson	241,938			March 22nd, 2018	Competitive	Consultancy Services for the Preparation of a Draft National Physical Development Plan.
	Total - March	1,057,853	25,050	7,106,688			
	TOTAL	6,607,825	110,115,219	8,091,139			