



SAINT VINCENT AND THE GRENADINES

# Government Gazette

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Saint Vincent and the Grenadines, Tuesday 11th February, 2020 – (No. 6)

## GOVERNMENT NOTICES

No. 21

### APPOINTMENTS

Mr. Tyreke Bulze, as a Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 16756

Mr. Carlon Samuel, as a Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 16754

Ms. Sonette Williams, as a Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 16737

Ms. Aqua Samuel, as a Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 16755

Ms. Ithabell Clouden, as a Typist, Office of the Prime Minister, with effect from December 31st, 2019.

PF 16798

Mr. Ivan Arindell, as a Clerk, Registry and High Court, with effect from December 31st, 2019.

PF 16730

Mr. Bashu Williams, as a Clerk, Registry and High Court, with effect from December 31st, 2019.

PF 16731

11th February, 2020.

No. 22

### APPOINTMENTS ON PROMOTION

Mr. Rohan Weekes, as a Senior Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 7875

Ms. Junet Richards, as a Senior Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 10388

Mr. Leon Glasgow, as a Senior Printing Officer, Government Printery, Office of the Prime Minister, with effect from December 31st, 2019.

PF 10096

Mr. Dwayne Allen, as Geographic Information System (GIS) Officer, Physical Planning Unit, Ministry of Housing, Informal Settlement, Lands and Surveys and Physical Planning, with effect from December 18th, 2019.

PF 11084

Mr. Sylbert Frederick, as Geographic Information System (GIS) Technician II, Physical Planning Unit, Ministry of Housing, Informal Settlement, Lands and Surveys and Physical Planning, with effect from December 18th, 2019.

PF 13371

Mr. Daven Smith, as Geographic Information System (GIS) Technician I, Physical Planning Unit, Ministry of Housing, Informal Settlement, Lands and Surveys and Physical Planning, with effect from December 18th, 2019.

PF 13844

11th February, 2020.

No. 19

VACANCY NOTICE

Applications are invited from suitably qualified persons for appointment to the post of **Legal Drafter I, Attorney General's Chambers, Saint Lucia.**

JOB DESCRIPTION

**JOB TITLE** : Legal Drafter I

**REPORTS TO** : Deputy Director of Legislative Drafting

**SUPERVISES** : N/A

**CLASSIFICATION** : Grade 15

A. RELATIONSHIP AND RESPONSIBILITIES

- 1. Works under the direction and reports to the Deputy Director of Legislative Drafting in performing duties and tasks.
- 2. Required to respond whenever necessary to the Director of Legislative Drafting, Attorney General and Permanent Secretary on matters related to work.

B. DUTIES AND TASKS

- 1. Drafts primary and mostly secondary legislation in the form of Statutory Instruments including Bye-laws, Notices, Orders, Proclamations, Regulations and Rules.

- 2. Liaises with the various Ministries or other appropriate body for proper instructions and clarification of instructions.
- 3. Attends meetings with various Ministries or other appropriate body to discuss legal issues and draft-related issues in order to formulate new legislation or to amend existing legislation.
- 4. Undertakes research to determine impact of existing laws on proposed legislation.
- 5. Attends sittings of the House of Assembly and advises the Attorney General on matters relating to Bills before the House.
- 6. Represents the Legislative Drafting Unit at local, regional and international workshops, conferences, and seminars to participate in discussions relating to proposed legislation.
- 7. Prepares regular reports on work in progress.
- 8. Performs such other duties as may be assigned from time to time by the Director of Legislative Drafting, Deputy Director of Legislative Drafting, Attorney General or the Permanent Secretary.

C. CONDITIONS

- 1. Functions in scheduled travelling post and receives basic travelling and mileage allowance in accordance with approved rates.
- 2. Required to maintain a motor vehicle for the performance of duties.
- 3. Suitable office accommodation provided.
- 4. Salary and leave are in accordance with the terms stipulated in the Estimates of Expenditure, Collective Agreements, Terms and Conditions of Employment.
- 5. Institutional support is provided through Service Regulations, Statutory Instruments and Agency guidelines.
- 6. Opportunities exist for career and personal development.
- 7. Appointment is contractual.
- 8. This post is non-pensionable.

D. EVALUATION METHODS

Work performed will be evaluated on the basis of the following:

1. Ability to effectively carry out duties and responsibilities in keeping with job description.
2. Demonstrated ability to solve problems with appropriate solutions.
3. Ability to follow the rules and procedures as specified in the Operations Manual.
4. Demonstrated ability to organize and prioritize work assignments.
5. Demonstrated ability to work independently on multiple projects and tasks within reasonable timelines.
6. Ability to work as part of a team.
7. Punctuality and consistent attendance at work.

#### **E. SKILLS, KNOWLEDGE AND ABILITIES**

1. A sound working knowledge of the laws/statutes of Saint Lucia.
2. Familiarization with the Department's Drafting Manual.
3. Ability to interpret legislation, Civil Service Rules and Regulations and Operating Procedures, Staff Orders and Collective Agreements.
4. Basic drafting skills.
5. Basic interpersonal skills.
6. Basic computer skills.
7. Basic advocacy skills.
8. Effective communication skills (oral and writing).
9. Ability to gather appropriate information/undertake research for the purpose of drafting legislation.

#### **F. QUALIFICATIONS AND EXPERIENCE**

1. A Bachelor of Laws Degree from a recognized University;
2. A Legal Education Certificate or equivalent qualification;
3. A Practicing Certificate to practice law in Saint Lucia; and
4. A Postgraduate Certificate in Legislative Drafting or two (2) years' practice at the Bar.

#### **G. SALARY AND ALLOWANCES**

Basic salary is at the rate of EC\$65,789.88 per annum, plus the following allowances per annum:

Legal Allowance	\$12,000.00
Travel Allowance	\$7620.00
Telephone	\$291.00

**Salary and allowances are exempt from income tax.**

Applications, along with **two (2) written references** and **certified copies** of documents pertaining to qualifications, should be addressed to:

The Secretary  
Judicial and Legal Services Commission  
2nd Floor, Heraldine Rock Building  
The Waterfront  
Castries  
Saint Lucia, W.I.

To reach him no later than **Friday 28th February, 2020.**

**NB:** Applications may also be submitted via email to [jlsc@eccourts.org](mailto:jlsc@eccourts.org). Unsuitable candidates will not be acknowledged. Candidates meeting the minimum qualifications and experience may not be considered for an interview. Only the candidates with the best qualifications and experience will be shortlisted for interview.

4th February, 2020.

No. 20

#### **VACANCY NOTICE**

Applications are invited from suitably qualified persons for appointment to the post of **Legal Drafter II, Attorney General's Chambers, Saint Lucia.**

#### **JOB DESCRIPTION**

<b>JOB TITLE</b>	: Legal Drafter II
<b>REPORTS TO</b>	: Deputy Director of Legislative Drafting
<b>SUPERVISES</b>	: N/A
<b>CLASSIFICATION</b>	: Grade 16

### **A. RELATIONSHIP AND RESPONSIBILITIES**

1. Works under the direction and reports to the Deputy Director of Legislative Drafting in performing duties and tasks.
2. Required to respond whenever necessary to the Attorney General, Director of Legislative Drafting and Permanent Secretary on matters related to work.

### **B. DUTIES AND TASKS**

1. Drafts primary and secondary legislation.
2. Liaises with the various Ministries or other appropriate body for proper instructions and clarification of instructions.
3. Attends meetings with various Ministries or other appropriate bodies to discuss legal issues and draft-related issues in order to formulate new legislation or to amend existing legislation.
4. Undertakes research to determine the impact of existing laws on proposed legislation.
5. Attends sittings of the House of Assembly and advises the Attorney General on matters relating to Bills before the House.
6. Represents the Legislative Drafting Unit at local, regional and international workshops, conferences, and seminars to participate in discussions relating to proposed legislation.
7. Prepares regular reports on work in progress.
8. Performs such other duties as may be assigned from time to time by the Attorney General, the Director of Legislative Drafting and the Permanent Secretary.

### **C. CONDITIONS**

1. Functions in scheduled travelling post and receives basic travelling and mileage allowance in accordance with approved rates.
2. Required to maintain a motor vehicle for the performance of duties.
3. Suitable office accommodation provided.

4. Salary and leave are in accordance with the terms stipulated in the Estimates of Expenditure, Collective Agreements and Terms and Conditions of Employment.
5. Institutional support is provided through Civil Service Regulations, Statutory Instruments and Agency guidelines.
6. Opportunities exist for career and personal development.
7. Appointment is contractual.
8. This post is non-pensionable.

### **D. EVALUATION METHODS**

Work performed will be evaluated on the basis of the following:

1. Ability to effectively carry out duties and responsibilities in-keeping with the job description.
2. Demonstrated ability to solve problems with appropriate solutions.
3. Ability to follow the rules and procedures as specified in the Operations Manual.
4. Demonstrated ability to organize and prioritize work assignments.
5. Demonstrated ability to work independently on multiple projects and tasks within reasonable timelines.
6. Ability to work as part of a team.
7. Punctuality and consistent attendance at work.

### **E. SKILLS, KNOWLEDGE AND ABILITIES**

1. A sound working knowledge of the laws/statutes of Saint Lucia.
2. Familiarization with the Department's Drafting Manual.
3. Ability to interpret legislation, Civil Service Rules and Regulations and Operating Procedures, Staff Orders and Collective Agreements.
4. Intermediate drafting skills.
5. Basic interpersonal skills.

- 6. Intermediate computer skills.
- 7. Intermediate advocacy skills.
- 8. Effective communication skills (oral and written).
- 9. Ability to gather appropriate information/ undertake research for the purpose of drafting legislation.

**NB:** Applications may also be submitted via email to [jlsc@eccourts.org](mailto:jlsc@eccourts.org). Unsuitable candidates will not be acknowledged. Candidates meeting the minimum qualifications and experience may not be considered for an interview. Only the candidates with the best qualifications and experience will be shortlisted for interview.

4th February, 2020.

**F. QUALIFICATIONS AND EXPERIENCE**

No. 13

- 1. A Bachelor of Laws Degree from a recognized University;
- 2. A Legal Education Certificate;
- 3. A Post Graduate Certificate in Legislative Drafting;
- 4. A Practicing Certificate to practice law in Saint Lucia; and
- 5. At least three (3) years' experience as a Legislative Drafter.



**VACANCY NOTICE**

Applications are invited from suitably qualified persons for appointment to the post of **Executive Legal Assistant to the Chief Justice** within the Eastern Caribbean Supreme Court, Saint Lucia.

**G. SALARY AND ALLOWANCES**

Basic salary is at the rate of EC\$69,665.52 per annum, plus the following allowances:

Legal Allowance	\$12,000.00 per annum
Travel Allowance	\$7,620.00 per annum
Telephone	\$291.00 per annum

**JOB DESCRIPTION**

<b>JOB TITLE:</b>	Executive Legal Assistant to the Chief Justice
<b>REPORTS TO:</b>	Chief Justice
<b>CLASSIFICATION:</b>	MPP-5

**Salary and allowances are exempt from income tax.**

Applications, along with **two (2) written references** and **certified copies** of documents pertaining to qualifications, should be addressed to:  
The Secretary  
Judicial and Legal Services Commission  
2nd Floor, Heraldine Rock Building  
The Waterfront  
Castries  
Saint Lucia, W.I.

To reach him no later than **Friday 28th February, 2020.**

**A. DUTIES AND TASKS:**

- 1. Undertake legal research for Chief Justice and Managing Judge.
- 2. Prepare opinions for the Chief Justice.
- 3. Perform research relating to the drafting of rules, practice directions, practice memorandum and practice guides.
- 4. Prepare first drafts of speeches and addresses to be delivered by the Chief Justice.
- 5. Prepare speaking notes for the Chief Justice for judicial functions.
- 6. Investigate complaints made to the Chief Justice.

7. Identify issues as regards efficiency, effectiveness and economy of the Court.
8. Prepare Bench Memoranda for sittings of the Court of Appeal as may be directed by the Chief Justice.
9. Prepare for delivery judgments written by the Chief Justice.
10. Draft judgments for consideration.
11. Prepare summaries of recently decided cases from final courts in the Commonwealth that may be of interest to the Chief Justice.
12. Assist in designing, developing and implementing solutions.
13. Assist the Managing or Administrative Judge and other Court Officers, with reform activities.
14. Prepare legal opinions for the Managing Judge.
15. Such other related tasks as may be assigned by the Chief Justice.

## **B. SKILLS, KNOWLEDGE AND ABILITIES**

The incumbent should possess:

1. The ability to interpret and apply laws.
2. Sound working knowledge of civil and criminal practice and relevant rules of the Eastern Caribbean Supreme Court.
3. A sound working knowledge of information technology applications.
4. A demonstrated ability to communicate effectively both orally and in writing.
5. Excellent planning and organization skills.
6. Sound analytical skills.
7. Understanding the need of confidentiality.
8. Keen eye for detail.

## **C. QUALIFICATIONS AND EXPERIENCE:**

Qualifications and skills must include the following:

1. A Bachelor's Degree in Law.
2. A Legal Education Certificate recognized in Saint Lucia.
3. Five (5) years prior relevant working experience in a similar environment.

A working knowledge of or specialized training in the following areas would be an asset:

- The Constitutions of the Eastern Caribbean Member States.
- Treaties and Agreements of the OECS in relation to the Eastern Caribbean Supreme Court.
- Legislative Drafting.
- Protocol
- Communication.

Applications, along with two (2) references and certified copies of documents pertaining to qualifications, should be addressed to:

The Secretary  
Judicial and Legal Services Commission  
2nd Floor, Heraldine Rock Building  
The Waterfront  
Castries  
Saint Lucia, W. I.

to reach him no later than **Monday, 17th February 2020.**

**NB:** Applications may also be submitted via email to [jisc@eccourts.org](mailto:jisc@eccourts.org). Unsuitable candidates will not be acknowledged. Candidates meeting the minimum qualifications and experience may not be considered for an interview. Only the candidates with the best qualifications and experience will be shortlisted for interview.

28th January, 2020.

No. 4



**EASTERN CARIBBEAN SUPREME  
COURT**

**VACANCY NOTICE**

Suitably qualified applicants are invited to fill the position of:

**HIGH COURT JUDGE**

To serve in any of the Member States and Territories of the Eastern Caribbean Supreme Court. Applicants may be posted in a Member State or Territory despite being a citizen or resident of that country if the circumstances permit.

Applicants for the position of High Court Judge must (a) be or have been a judge of a court of unlimited jurisdiction in civil and criminal matters in some part of the Commonwealth or a court having jurisdiction in appeals from such a court; or (b) be qualified to practise as an advocate in such a court, and has so practised for a period or periods amounting in the aggregate to not less than ten (10) years.

Applicants are also expected to possess a high level of personal integrity and if successful are expected to subscribe to the Code of Ethics of the Judiciary of the Eastern Caribbean Supreme Court.

**TOTAL BASIC SALARY:** EC\$16,465.00 monthly inclusive of transportation and entertainment allowances.

Interested persons may download an application package from the Eastern Caribbean Supreme Court's Website - [www.eccourts.org](http://www.eccourts.org) or request in writing from:

The Secretary  
Judicial and Legal Services Commission  
P. O. Box 1093  
The Waterfront  
Castries  
Saint Lucia, West Indies  
Telephone: [758] 457-3600  
Email: [jlsc@eccourts.org](mailto:jlsc@eccourts.org)

Deadline for receipt of applications: **Friday 14th February, 2020.**

**Note: Only suitably qualified applicants will be acknowledged. The Commission does not bind itself to make an appointment from among those persons who apply.**

14th January, 2020.

**BY COMMAND**

KATTIAN BARNWELL-SCOTT  
Secretary to Cabinet  
Prime Minister's Office

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

11th February, 2020.

**DEPARTMENTAL AND OTHER NOTICES**

The Land and Surveys Department wishes to advise all members of the public who are in receipt of offer letters to purchase State lands, as well as persons who lease and rent lands from the State, and who are in arrears, that they should come to the Department to bring all such payments up to date.

Failure to do so within three (3) months of this Notice may result in any initial payments being forfeited and the lands being reallocated.

**PHYSICAL PLANNING AND  
DEVELOPMENT BOARD TOWN AND  
COUNTRY PLANNING  
ACT 1992**

**PUBLIC NOTICE**

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

To carry a New Multiple Family Residence at Bequia.

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.

DORNET HULL  
Secretary  
Physical Planning & Development  
Board.

**PHYSICAL PLANNING AND  
DEVELOPMENT BOARD TOWN AND  
COUNTRY PLANNING  
ACT 1992**

**PUBLIC NOTICE**

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

To construct an Addition to an Existing Institutional Building (Church) located at Campden Park.

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.

DORNET HULL  
Secretary  
Physical Planning & Development  
Board.

**PHYSICAL PLANNING AND  
DEVELOPMENT BOARD TOWN AND  
COUNTRY PLANNING  
ACT 1992**

**PUBLIC NOTICE**

Notice is hereby given that an application has been made to the Physical Planning and Development Board by **DEKRON & EDLEEN SCOTT**.

To construct an Addition to an Existing Single Family Residence now (Multiple Family) at Questelles.

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.

DORNET HULL  
Secretary  
Physical Planning & Development  
Board.



**THE INTERNATIONAL BUSINESS COMPANIES (AMENDMENT AND  
CONSOLIDATION) ACT, CHAPTER 149 OF THE REVISED LAWS OF  
SAINT VINCENT AND THE GRENADINES, 2009**

**JUNGLE LIMITED (No.: 720 IBC 1997)  
(NOTICE OF COMPANY DISSOLUTION)**

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Pursuant to Section 167(8) of the International Business Companies (Amendment and Consolidation) Act, Chapter 149 of the Revised Laws of Saint Vincent and the Grenadines, 2009. Notice is hereby given that the aforementioned Company has been dissolved and struck off the register.

**GYOR LEVY,**  
Liquidator.

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Printed by the Government Printer at the Government Printing Office,  
Campden Park Industrial Estate, St. Vincent and the Grenadines.

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2020

[Price \$2.00]