
ERRATUM

PLEASE be informed that Statutory Instrument (S.I.) No. 31 which was published in an Extraordinary Gazette, Issue 8 of Wednesday April 18th, 2018 was published with the wrong citation for the Immigration Act, Cap. 1.07. It should read Immigration Act, Cap. 76 of the Revised Laws of Saint Lucia 1957. Please be guided accordingly.

Gillian Vidal-Jules
Director
Legislative Drafting Unit

PUBLIC SERVICE COMMISSION

THE Public Service Commission has approved the following in the Public Service

APPOINTMENT:

Ministry of Equity, Social Justice, Empowerment,
Youth Development, Sports, Culture
and Local Government

1. Mrs Rebekah Louis, to the post of Residential Educarer I, (Department of Equity, Social Justice, Empowerment and Human Services - Human Services, Transit Home), with effect from May 2, 2018.

Ministry of Economic Development, Housing, Urban
Renewal, Transport and Civil Aviation

1. Ms Crescentia N Peter, to the post of Statistical Clerk I, (Department of Economic Development, Transport and Civil Aviation - Statistics), with effect from April 3, 2018.

Ministry of Agriculture, Fisheries, Physical Planning,
Natural Resources and Cooperatives

1. Ms Priscilla Thomas, to the post of Building Officer V, (Department of Physical Planning), with effect from March 3, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

Ministry of Infrastructure, Ports, Energy and Labour

1. Ms Vilna Dolcy, to the post of Technician III, (Department of Infrastructure, Ports and Energy – Public Buildings and Grounds), with effect from April 12, 2018.
2. Ms Natalie Biroo, to the post of Technician III, (Department of Infrastructure, Ports and Energy – Public Buildings and Grounds), with effect from April 12, 2018.
3. Ms Naomi Cherry, to the post of Civil Engineer III, (Department of Infrastructure, Ports and Energy),

with effect from July 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

4. Mr Marlic N James, to the post of Clerk/Typist, (Department of Infrastructure, Ports and Energy), with effect from May 2, 2018.
5. Mr Fabian E Lewis, to the post of Public Utilities Officer I, (Department of Infrastructure, Ports and Energy – Public Utilities Buildings Services), with effect from April 16, 2018.

Ministry of Finance, Economic Growth, Job Creation,
External Affairs and Public Service

1. Mr Timothy Ferdinand, to the post of Tourism Officer I, (Department of Tourism, Information and Broadcasting), with effect from April 23, 2018.
2. Mr Bryson Hilaire, to the post of Clerk II, (Department of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs), with effect from May 1, 2018.
3. Mr Darron Philip Etienne, to the post of Building Maintenance Technician I, (Department of Public Service), with effect from May 2, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
4. Mrs Fiona Hinkson, to the post of Director, National Competiveness and Productivity, (Department of Finance), with effect from April 3, 2018.
5. Ms Sharma Mathurin, to the post of Economist III, (Department of Finance), with effect from April 3, 2018.
6. Mrs Marina Suraj, to the post of Administrative Secretary, (Department of Finance), with effect from April 3, 2018.

7. Mr Kirk Marston John, to the post of Architectural Assistant I, (Department of Public Service – Facilities Management), with effect from May 2, 2018.

Ministry of Health and Wellness

1. Dr Alton Wilson, to the post of Senior House Officer, (Victoria Hospital), with effect from April 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
2. Dr Kurl Auguste, to the post of Senior House Officer, (Victoria Hospital), with effect from April 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
3. Dr Andre La Corbiniere, to the post of Senior House Officer, (Victoria Hospital), with effect from April 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
4. Dr Solina Mandella Bannis, to the post of Senior House Officer, (Victoria Hospital), with effect from April 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
5. Dr Solina Mandella Bannis, to the post of Senior House Officer, (Victoria Hospital), with effect from May 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
6. Dr Olugbemisola Ogunlusi, to the post of Consultant Paediatrician, (Primary Health Care Services – Community Services), with effect from April 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
7. Dr Yoeli Del Carmen De Leon Ramos-King, to the post of Medical Officer [District], (Victoria Hospital), with effect from May 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
8. Dr Tamara Semei-Spencer, to the post of Consultant [Medical], (Victoria Hospital), with effect from May 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
9. Dr Bourdillon Dagona, to the post of Medical Officer [District], with effect from May 1, 2018, on contract,

subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

10. Dr Dianne Ferdinand-Walcott, to the post of Senior House Officer, (Victoria Hospital), with effect from May 1, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
11. Dr Andre Edward, to the post of Medical Officer, with effect from April 27, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
12. Dr Shana Cyr-Philbert, to the post of Medical Officer, with effect from April 18, 2018, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
13. Mr Calvin Remy, to the post of Office Assistant/Driver, (Primary Health Care Services – Environmental Health), with effect from April 3, 2018.

Attorney General's Chambers

1. Ms Shamara Avril, to the post of Office Assistant II, (Registry of Companies and Intellectual Properties), with effect from May 10, 2018.

Ministry of Education, Innovation, Gender Relations and Sustainable Development

1. Ms Keisha Simon, to the post of Clerk/Typist, (Department of Education, Innovation and Gender Relations), with effect from May 2, 2018.

Ministry of Home Affairs, Justice and National Security

1. Ms Triesha Sonson, to the post of Clerk/Typist, (Department of Home Affairs and National Security – Police), with effect from April 9, 2018.

CONFIRMATION OF APPOINTMENT:

Ministry of Home Affairs, Justice and National Security

1. Ms Kenisha Jeffrey, Firewoman, in the post of Leading Firewoman, (Department of Home Affairs and National Security – Saint Lucia Fire Service), with effect from April 29, 2018.
2. Mr Irwin Emile, Fireman, in the post of Leading Fireman, (Department of Home Affairs and National Security – Saint Lucia Fire Service), with effect from May 1, 2018.

Ministry of Education, Innovation, Gender Relations
and Sustainable Development

1. Ms Charlin Bodley, Public Utilities Officer I, Ministry of Infrastructure, Ports, Energy and Labour, (Department of Infrastructure, Ports and Energy – Public Utilities Buildings Services), in the post of Energy Office III, (Department of Sustainable Development), with effect from April 16, 2018.

ACTING APPOINTMENT:

Ministry of Finance, Economic Growth, Job Creation,
External Affairs and Public Service

1. Mr Rody Alcindor, Deputy Comptroller of Customs, as Comptroller of Customs and Excise, (Department of Finance – Customs and Excise), for the period April 1, 2018 to April 30, 2018.
2. Mrs Anita Montoute, Customs Inspector III, as Deputy Comptroller of Customs, (Department of Finance – Customs and Excise), for the period April 1, 2018 to April 30, 2018.
3. Ms Lisa Pinnel, Accounts Clerk III, as Assistant Accountant I, (Department of Finance – Accountant General's), for the period March 19, 2018 to April 17, 2018, vice Ms Brenda Jankie who has been appointed to act in a higher post.
4. Ms Meuris Dos Santos, Information Assistant II, as Information Officer I, (Department of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs), for the period February 27, 2018 to April 30, 2018, vice Ms Lydia Dariah who has been appointed to act in a higher post.
5. Ms Rebekah King, Clerk/Typist, Ministry of Agriculture, Fisheries, Physical Planning, Natural Resources and Cooperatives (Department of Agriculture, Fisheries, Natural Resources and Cooperatives), as Tax Officer I, (Department of Finance – Inland Revenue), for the period April 16, 2018 to August 31, 2018, vice Mr Aser Lewis who has been appointed to act in a higher post.
6. Ms Tasha Mondesir, Assistant Accountant I, Ministry of Education, Innovation, Gender Relations and Sustainable Development (Department of Education, Innovation and Gender Relations), as Assistant Accountant II, (Department of Finance – Accountant General's), for the period April 3, 2018 to December 31, 2018, vice Mr Peron Gustave who has been appointed to act in a higher post.
7. Mrs Shelia S Imbert, Human Resource Officer III, as Director, Human Resource Management, (Department of Public Service), for the period March 25, 2018 to March 31, 2018, vice Mrs Sharon Narcisse who is on leave of absence.
8. Mrs Melissa Ghirawoo, Senior Tax Inspector II, as Senior Tax Inspector III, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018.
9. Ms Nytia James, Senior Tax Inspector I, as Senior Tax Inspector II, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018, vice Mrs Melissa Ghirawoo who has been appointed to act in a higher post.
10. Ms Dona Robinson, Tax Inspector III, as Senior Tax Inspector I, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018, vice Mrs Nytia James who has been appointed to act in a higher post.
11. Mr Neale Smith, Tax Inspector II, as Tax Inspector III, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018, vice Ms Dona Robinson who has been appointed to act in a higher post.
12. Ms Julianette Vidal, Tax Officer II, as Tax Inspector II, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018, vice Mr Neale Smith who has been appointed to act in a higher post.
13. Mr Bradley Baptiste, Tax Officer I, as Tax Officer II, (Department of Finance – Inland Revenue), for the period April 23, 2018 to October 22, 2018, vice Ms Julianette Vidal who has been appointed to act in a higher post.
14. Ms Christell Felix, Clerk III, as Information Assistant I, (Department of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs), for the period February 27, 2018 to April 30, 2018, as a replacement for Ms Meuris Dos Santos who has been appointed to act in a higher post.
15. Ms Marylin Eugene, Human Resource Assistant III, Ministry of Education, Innovation, Gender Relations and Sustainable Development, (Department of Education, Innovation and Gender Relations), as

- Human Resource Officer I, (Department of Public Service), for the period May 2, 2018 to January 31, 2019, as a replacement for Mrs Catherlina Preville who has been appointed to act in a higher post.
16. Ms Sherma Joseph, Stock Verifier, as Financial Administration Officer I, (Department of Finance), for the period April 30, 2018 to June 10, 2018, as a replacement for Ms Tessa Felicien who has proceeded on maternity leave.
 17. Mr Marcellinus Ernest, Customs Inspector III, as Assistant Comptroller of Customs, (Department of Finance – Customs and Excise), for the period April 23, 2018 to May 14, 2018, vice Mr Albert V Sandy who has proceeded on vacation leave.
 18. Mrs Macricia Auguste-Bushell, Economist II, Ministry of Economic Development, Housing, Urban Renewal, Transport and Civil Aviation, (Department of Economic Development, Transport and Civil Aviation), as Tourism Officer III, (Department of Tourism, Information and Broadcasting), for the period April 23, 2018 to October 31, 2018, vice Ms Dale Bernard who has been appointed to act in a higher post.
 19. Ms Jemma Lafeuille, Chief Economist, as Director, Research and Policy, (Department of Finance – Research and Policy), for the period May 7, 2018 to August 6, 2018.
 20. Mr Janai Leonce, Deputy Chief Economist, as Chief Economist, (Department of Finance – Research and Policy), for the period May 7, 2018 to August 6, 2018, vice Ms Jemma Lafeuille who has been appointed to act in a higher post.
 21. Ms Thervina Mathurin, Economist III, as Deputy Chief Economist, (Department of Finance – Research and Policy), for the period May 7, 2018 to August 6, 2018, vice Mr Janai Leonce who has been appointed to act in a higher post.
 22. Mr Marvin Lionel Hutchinson, Economist II, as Economist III, (Department of Finance – Research and Policy), for the period May 7, 2018 to August 6, 2018, vice Ms Thervina Mathurin who has been appointed to act in a higher post.
 23. Mr Cayll Carson Raggie, Tourism Officer I, (Department of Tourism, Information and Broadcasting), as Economist II, (Department of Finance – Research and Policy), for the period May 7, 2018 to August 6, 2018.
 24. Mrs Della Polius-Myers, Secretary IV, Ministry of Home Affairs, Justice and National Security, (Department of Justice – Agency Administration), as Administrative Secretary, (Department of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs), for the period May 2, 2018 to July 6, 2018.
 25. Ms Yasmine Tench, Administrative Secretary, Ministry of Equity, Social Justice, Empowerment, Youth Development, Sports, Culture and Local Government, (Department of Equity, Social Justice, Empowerment and Human Services), as Senior Administrative Secretary, (Department of Public Service), for the period May 2, 2018 to May 31, 2018, vice Ms Flavia Francois who has been appointed to act in a higher post.
 26. Mrs Luan Gabriel-Pindar, Auditor I, Office of the Director of Audit, as Accountant II, (Department of Finance – Accountant General's), for the period April 3, 2018 to December 31, 2018.
 27. Mrs Vera John-Emmanuel, Assistant Director of Debt and Investment, as Deputy Director of Finance, (Department of Finance), for the period April 30, 2018 to July 30, 2018.
 28. Mrs Adela Frederick, Debt and Investment Officer III, as Assistant Director of Debt and Investment, (Department of Finance), for the period April 30, 2018 to July 30, 2018, vice Mrs Vera John-Emmanuel who has been appointed to act in a higher post.
 29. Ms Tamara Barthelmy, Accounts Clerk II, as Accounts Clerk III, (Department of Finance – Accountant General's), for the period May 3, 2018 to May 29, 2018, vice Mrs Amber St Luce who has proceeded on vacation leave.
 30. Mrs ShellyAnne Cyril-Mayers, Accounts Clerk I, as Accounts Clerk II, (Department of Finance – Accountant General's), for the period May 3, 2018 to May 29, 2018, vice Ms Tamara Barthelmy who has been appointed to act in a higher post.
 31. His Excellency, the Governor General has approved the acting appointment of Mrs Anita Montoute, Deputy Comptroller of Customs, as Comptroller of Customs and Excise, (Department of Finance – Customs and Excise), for the period May 2, 2018 to October 31, 2018.
 32. Mrs Karen Cordelle Lawrence-Alcindor, Human Resource Officer I, (Department of Public Service), as Human Resource Officer II, (Ministry of Finance – Inland Revenue), for the period May 1, 2018 to October 31, 2018.

33. Ms Arlene Williams, Senior Executive Officer, (Department of Public Services – Training), as Human Resource Officer I, (Department of Public Service – Human Resource Management), for the period May 1, 2018 to October 31, 2018, vice Mrs Karen Cordelle Lawrence-Alcindor who has been appointed to act in a higher post.
34. Ms Kerin Charlie, Secretary IV, as Senior Executive Officer, (Department of Public Service – Training), for the period May 1, 2018 to October 31, 2018, vice Ms Arlene Williams who has been appointed to act in a higher post.
35. Mrs Suzette G Joseph, Secretary III, Ministry of Health and Wellness, (Victoria Hospital), as Secretary IV, (Department of Public Service – Training), for the period May 1, 2018 to October 31, 2018, vice Ms Kerin Charlie who has been appointed to act in a higher post.

Ministry of Infrastructure, Ports, Energy
and Labour

1. Mr Shane Marckiever Jean, Electrical Engineer II, as Chief Electrical Engineer, (Department of Infrastructure, Ports and Energy), for the period March 20, 2018 to September 30, 2018.
2. Ms Jacqueline N Adonis, Senior Executive Officer, Ministry of Agriculture, Fisheries, Physical Planning, Natural Resources and Cooperatives (Department of Agriculture, Fisheries, Natural Resources and Cooperatives – Fisheries), as Administrative Assistant, (Department of Infrastructure, Ports and Energy), for the period April 3, 2018 to September 19, 2018, vice Ms Phillippa Cenac who has been appointed to act in a higher post.
3. Ms Cressy Actie, Secretary I, Ministry of Education, Innovation, Gender Relations and Sustainable Development, (Department of Education, Innovation and Gender Relations), as Secretary II, (Department of Labour), for the period April 26, 2018 to October 25, 2018, vice Ms Cecilia Angel Combes who has been appointed to act in a higher post.
4. Ms. Hannah Duncan, Clerk I, as Clerk II, (Department of Infrastructure, Ports and Energy), for the period May 2, 2018 to January 31, 2019, vice Ms Vincensha Singh who has been appointed to act in a higher post.
5. Mr Len Robertson Leon, Deputy Chief Engineer, as Chief Engineer, (Department of Infrastructure, Ports and Energy), for the period April 3, 2018 to May 30, 2018, vice Mr Albert Jn Baptiste who has proceeded on vacation leave.
6. Ms Vanella Chastanet, Clerk II, as Clerk III, (Department of Infrastructure, Ports and Energy), for the period March 3, 2018 to March 30, 2018, vice Ms Curlis Mathurin who has been appointed to act in a higher post.
7. Ms Vanella Chastanet, Clerk II, as Clerk III, (Department of Infrastructure, Ports and Energy), for the period March 31, 2018 to April 30, 2018, vice Ms Curlis Mathurin who has been appointed to act in a higher post.
8. Ms Vanella Chastanet, Clerk II, as Clerk III, (Department of Infrastructure, Ports and Energy), for the period May 2, 2018 to May 31, 2018, vice Ms Curlis Mathurin who has been appointed to act in a higher post.
9. Ms Gale Serieux, Clerk I, as Clerk II, (Department of Infrastructure, Ports and Energy), for the period March 3, 2018 to March 30, 2018, vice Ms Vanella Chastanet who has been appointed to act in a higher post.
10. Ms Gale Serieux, Clerk I, as Clerk II, (Department of Infrastructure, Ports and Energy), for the period March 31, 2018 to April 30, 2018, vice Ms Vanella Chastanet who has been appointed to act in a higher post.
11. Ms Gale Serieux, Clerk I, as Clerk II, (Department of Infrastructure, Ports and Energy), for the period May 2, 2018 to May 31, 2018, vice Ms Vanella Chastanet who has been appointed to act in a higher post.

Attorney General's Chambers

1. Mrs Amander Hippolyte-Henry, Bursar, Ministry of Education, Innovation, Gender Relations and Sustainable Development, (Department of Education, Innovation and Gender Relations – Secondary Education), as Assistant Accountant II, for the period April 3, 2018 to October 4, 2018, vice Mrs Rufina Wells-Jean Paul who is on suspension.

Ministry of Education, Innovation, Gender Relations
and Sustainable Development

1. Ms Tamara Jameson, Clerk/Typist, as Secretary I, (Department of Education, Innovation and Gender Relations – Secondary Education), for the period April 3, 2018 to May 31, 2018, vice Ms Jhanel Mark who has been appointed to act in a higher post.
2. Mrs Angelique Etienne, Administrative Secretary, as Administrative Assistant, (Department of Education, Innovation and Gender Relations), for the period April 9, 2018 to May 16, 2018, vice Ms Gale Bruce who has been appointed to act in a higher post.

VACANCY NOTICES

Attorney General's Chambers, Saint Lucia

POST OF CROWN COUNSEL I

JOB DESCRIPTION

Job Title : Crown Counsel I

Reports To : Solicitor General

Supervises : Secretary IV, III, II, I

Classification : Grade 15

RELATIONSHIPS AND RESPONSIBILITIES

1. Provision of professional efficient and ethical legal services to the Government of Saint Lucia in matters related but not limited to the conduct of Civil Litigation, provision of legal advice, drafting and vetting of contracts and other agreements.
2. Works under the direction of and reports to the Solicitor General.
3. Required to respond whenever necessary to the Attorney General, Permanent Secretary and Solicitor General on matters related to work.

DUTIES AND TASKS

1. Appears and represents the Government of Saint Lucia in the District Court and the High Court in Constitutional and other civil legal proceedings.
2. Appears in appeals in disciplinary matters involving members of the Public Service.
3. Prepares legal documents to be filed in civil matters.
4. Provides legal advice to all Government Departments and Ministries.
5. Reviews, vets and approves documents for Marriage Licenses and Alien Licenses applications.
6. Prepares petitions and escheat of vacant lands.
7. Prepares and vets Deeds, Contracts and Agreements to which Government is a party.
8. Represents the Office of the Attorney General on various statutory boards and committees.
9. Prepares regular reports on work in progress.
10. Performs such other duties as may be assigned from time to time within the scope of responsibility.

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. The post is non-pensionable.

EVALUATION METHODS

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

1. Effective implementation of duties, responsibilities and assignments as defined in the job description.
2. Number of problems investigated and relevance of prescriptions.
3. Attend and participate in internal and external meetings, and other official activities as required.
4. Compliance with and responsiveness to supervision.
5. Compliance with Chambers guidelines and standard operating procedures.
6. Supervisory capabilities and interpersonal skills.
7. Ability to work as a member of a team.
8. Punctuality.
9. Professionalism and decorum.

SKILLS, KNOWLEDGE AND ABILITIES

1. A sound working knowledge of the Laws of Saint Lucia.
2. A working knowledge of and ability to interpret Legislation, Civil Service Rules and Regulations, Collective Agreement etc.
3. Working knowledge of the Court Procedures
4. Sound knowledge of legal principles, practices and proceedings.
5. Sound knowledge of government procedures and practices.
6. Ability to communicate persuasively and clearly both orally and in writing.

7. Self-motivated and proven ability to work well as part of a team.
8. Ability to plan and organize work and prepare concise reports.
9. Ability to analyze issues, make interpretations and sound recommendations.
10. Ability to establish and maintain effective working relationships with associates and the public.

QUALIFICATIONS AND EXPERIENCE

A Bachelor's Degree in Law **and** a Legal Education Certificate or equivalent recognized qualification to practice law in Saint Lucia **plus** at least two (2) years' legal experience.

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
Telephone \$291.00

Applications, along with **two 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 **Monday, 6th August 2018.**

NB: Applications may also be submitted via email to 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. post of Deputy Registrar, Attorney General's Chambers (Registry of Companies & Intellectual Property) Saint Lucia.

Attorney General's Chambers, Saint Lucia

POST OF CROWN COUNSEL II

JOB DESCRIPTION

Job Title : Crown Counsel II

Reports To : Solicitor General

Supervises : Secretary IV, III, II, I

Classification : Grade 16

RELATIONSHIPS AND RESPONSIBILITIES

1. Provision of professional efficient and ethical legal services to the Government of Saint Lucia in matters related but not limited to the conduct of Civil Legislation, provision of legal advice, drafting and vetting on contracts and other agreements.
2. Works under the direction of and reports to the Solicitor General.
3. Required to respond whenever necessary to the Attorney General, Permanent Secretary and Solicitor General on matters related to work.

DUTIES AND TASKS

1. Appears and represents the Government of Saint Lucia in the District Court and the High Court in Constitutional and other civil legal proceedings.
2. Appears in appeals in disciplinary matters involving members of the Public Service.
3. Prepares legal documents to be filed in civil matters.
4. Provides legal advice to all Government Departments and Ministries.
5. Reviews, vets and approves documents for Marriage Licences and Alien Licenses applications.
6. Prepares petitions and escheat of vacant lands.
7. Prepares and vets Deeds, Contracts and Agreements to which Government is a party.
8. Represents the Office of Attorney General on various statutory boards and committees.
9. Prepares regular reports on work in progress.
10. Performs such other duties as may be assigned from time to time within the scope of responsibility.

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, legislation and Agency guidelines.

6. Opportunities exist for career and personal development.
7. The post is non-pensionable.

EVALUATION METHODS

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

1. Effective implementation of duties, responsibilities and assignments as defined in the job description.
2. Number of problems investigated and relevance of prescriptions.
3. Attend and participate in internal and external meetings, and other official activities as required.
4. Compliance with and responsiveness to supervision.
5. Compliance with Chambers' guidelines and standard operating procedures.
6. Supervisory capabilities and interpersonal skills.
7. Ability to work as a member of a team.
8. Professionalism and decorum.
9. Punctuality.

SKILLS, KNOWLEDGE AND ABILITIES

1. A sound working knowledge of the Laws of Saint Lucia.
2. A working knowledge of and ability to interpret Legislation, Civil Service Rules and Regulations, Collective Agreement etc.
3. Working knowledge of the Court Procedures
4. Sound knowledge of legal principles, practices and proceedings.
5. Sound knowledge of government procedures and practices.
6. Ability to communicate persuasively and clearly both orally and in writing.
7. Self motivated and proven ability to work well as part of a team.
8. Ability to plan and organize work and prepare concise reports.
9. Ability to analyze issues, make interpretations and sound recommendations.
10. Ability to establish and maintain effective working relationships with associates and the public.

QUALIFICATIONS AND EXPERIENCE

A Bachelor's Degree in Law **and** a Legal Education Certificate or equivalent qualification recognized to

practice law in Saint Lucia **plus** three (3) years' legal experience at Grade 15.

SALARY AND ALLOWANCES

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

Legal Allowance \$18,000.00
 Travel \$7,620.00
 Telephone \$291.00

Applications, along with **two 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 **Monday, 6th August 2018.**

NB: Applications may also be submitted via email to jlscc@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. post of Deputy Director of Legislative Drafting, Attorney General's Chambers, Saint Lucia.

Attorney General's Chambers, Saint Lucia

POST OF DEPUTY DIRECTOR OF REGISTRAR OF COMPANIES AN INTELLECTUAL PROPERTY

JOB DESCRIPTION

Job Title : Deputy Registrar

Reports To : Registrar Of Companies An Intellectual Property

Supervises : Assistant Registrar

Classification : Grade 16

RELATIONSHIPS AND RESPONSIBILITIES

1. Works under the direction of, and reports to the Registrar of Companies and Intellectual Property, and is responsible for assisting the Registrar in ensuring the proper functioning of the Registry of Companies and Intellectual Property at all times.

2. Required to respond whenever necessary to the Attorney General and the Permanent Secretary on matters related to work.

DUTIES AND TASKS

1. Assisting the Registrar in the performance of all duties relating to the registration of companies, business names, partnerships and intellectual property.
2. Assisting in the substantive examinations of applications for the registration of companies, business names, partnerships and intellectual property.
3. Performs, substantive examinations of trademark applications under the Trademark Act and Regulations;
4. In the absence of the Registrar, to act as Registrar of Companies and Intellectual Property.
5. Required when called upon, to write legal opinions on matters pertaining to Companies and intellectual property issues;
6. Required when called upon to attend meetings on intellectual property matters in Saint Lucia or overseas;
7. Administers granted patents and register utility model certificates ;
8. Carries out studies, programs or exchanges of items or services regarding domestic and international patent law;
9. Provides patent information services such as making available, for use by the public, in the prescribed manner, and on payment of any prescribes fees, patent literature.
10. Required to attend inhouse and external meetings, and other official activities as necessary.
11. Assist the Registrar with general supervision of staff.
12. Performs such other duties as may be assigned from time to time within the scope of responsibility.

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. This post is non-pensionable.

EVALUATION METHODS

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

1. Effective implementation of duties, responsibilities and assignments as defined in the job description.
2. Timely completion of duties/responsibilities.
3. Demonstrated supervisory capabilities and interpersonal skills
4. Number of problems investigated and relevance of prescriptions.
5. Attendance at inhouse and external meetings, and other official activities as required
6. Compliance with and responsiveness to supervision.
7. Punctuality and decorum.
8. Compliance with Agency guidelines and standard operating procedures.

SKILLS, KNOWLEDGE AND ABILITIES

1. Working knowledge of the Companies Act and Intellectual Property legislation;
2. A working knowledge of the structure of the Public Service and its administrative policies/procedures, and the ability to apply the rules/regulations.
3. Sound decision making skills;
4. Strong communication skills (oral and writing);
5. Good supervisory and interpersonal skills;
6. Effective coordinating and time management skills;
7. Working knowledge of Standard Operating Procedures contained in the Agency's Operations Manual particularly as it relates to area of responsibility;
8. Working knowledge of computer applications example, Microsoft Word, Excel, PowerPoint;
9. Ability to work as part of a team;
10. Ability to meet deadlines.

QUALIFICATIONS AND EXPERIENCE

- a. A Master's Degree in law majoring in Intellectual Property Law or Corporate Law **and** a Legal Education Certificate or equivalent recognized qualification to practice law in Saint Lucia **plus** a minimum of three (3) years' professional legal experience in a Commonwealth Jurisdiction;

OR

- b. A Bachelor's Degree in Law **and** a Legal Education Certificate or equivalent recognized qualification to practice law in Saint Lucia **plus** a minimum of five (5) years' professional legal experience in a Commonwealth Jurisdiction.

SALARY AND ALLOWANCES

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

Legal Allowance \$18,000.00

Travel \$7,620.00

Telephone \$291.00

Applications, along with **two 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 **Monday, 6th August 2018.**

NB: Applications may also be submitted via email to 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.

Attorney General's Chambers, Saint Lucia

POST OF DEPUTY DIRECTOR OF LEGISLATIVE DRAFTING

JOB DESCRIPTION

Job Title : Deputy Director of Legislative Drafting

Reports To : Director of Legislative Drafting

Supervises : Legislative Drafter III, II, I

Classification : Grade 19

RELATIONSHIPS AND RESPONSIBILITIES

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

DUTIES AND TASKS

1. Drafts complex Bills and Statutory Instruments.
2. Vets Bills and Statutory Instruments prepared by the Legislative Drafters in the Legislative Drafting Unit.
3. Interprets legislation.
4. Participates in the revision of the legislation in Saint Lucia and makes recommendations for change.
5. Attends meetings with various Ministries or other appropriate body on issues dealing with the drafting of new laws and amendments to existing law.
6. Attends sitting of the House of Assembly and advises the Attorney General on matters related to Bills before the House.
7. Represents the Legislative Drafting Unit at local, regional and international workshops, conferences, seminars to participate in discussions relating to proposed legislation.
8. Supervises Legislative Drafters in the Legislative Drafting Unit.
9. Maintains a status of work report.
10. Performs such other duties as may be assigned by the Director of Legislation Drafting, Attorney General and the Permanent Secretary.

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. Suitable office accommodation provided.
3. Salary and leave are in accordance with the terms stipulated in the Estimates of Expenditure, Collective Agreements, Terms and Conditions of Employment and as specified by law.

4. Institutional support is provided through Public Service Regulations, legislation and Agency guidelines.
5. Opportunities exist for career and personal development.
6. This post is non-pensionable.

EVALUATION METHODS

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

1. Effective implementation of duties, responsibilities and assignments as defined in the job description.
2. Demonstrated supervisory capabilities and interpersonal skills.
3. Number of problems investigated and relevance of prescriptions.
5. Attendance at internal and external meetings, and other official activities as required.
6. Compliance with and responsiveness to supervision.
7. Ability to work as a member of a team.
8. Compliance with Agency guidelines and standard operating procedures.

SKILLS, KNOWLEDGE AND ABILITIES

1. Considerable knowledge of the laws/statutes of Saint Lucia.
2. Considerable knowledge of Legislative Drafting principles and practice.
3. Familiarization with the standard operating procedures contained in the Unit's Operations Manual.
4. Considerable knowledge of and the ability to interpret legislation, Public Service Rules and Regulations and Operating Procedures, Staff Orders and Collective Agreements.
5. Considerable knowledge of different systems of law, types of legislation, sources of law and their relationship to one another.
6. Considerable knowledge of the methods and machinery of Government.
7. Considerable analytical and reasoning skills.
8. Considerable ability to communicate effectively, orally and in writing.
9. Considerable ability to work as part of a team.

10. Considerable ability to work in highly stressful situations.
11. Considerable management and supervisory skills.
12. Considerable motivational, advisory and coaching skills.
13. Considerable computer skills.

QUALIFICATIONS AND EXPERIENCE

Qualifications and skills must include the following:

1. A Bachelor of Laws Degree;
2. A Legal Education Certificate or equivalent qualification to practice law in Saint Lucia;
3. A Master of Laws Degree in Legislative Drafting;
4. At least seven (7) years' Legislative Drafting experience with supervisory responsibilities.

SALARY AND ALLOWANCES

Basic salary is at the rate of EC\$103,194.00 per annum plus the following allowances per annum:

Legal Allowance	\$24,000.00
Entertainment	\$3,780.00
Travel	\$8,808.00
Telephone	\$1,098.00

Applications, along with **two 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 **Monday, 6th August 2018.**

NB: Applications may also be submitted via email to 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. post of Crown Counsel I, Attorney General's Chambers, Saint Lucia.

NOTICES

SPECIAL RESOLUTION

NOTICE OF VOLUNTARY WINDING UP OF THE COMPANY CAPTAB LIMITED

BE IT KNOWN that at a meeting held on the 9th day of June 2018 the Directors have resolved to wind up the Company Captab Limited voluntarily by 31st July, 2018.

Dated this 9th day of June, 2018.

Priya Kannan
Director

Kannan Mathiprakasam
Director

PUBLIC SERVICE BOARD OF APPEAL

TAKE NOTICE:

ALL correspondence to the Public Service Board of Appeal should be addressed to:

The Secretary
Public Service Board of Appeal
1st Floor, Hewanorra House
Trou Garnier
Pt. Seraphin
Castries

Verna Mondesir (Ms)
Secretary

Government of Saint Lucia
Saint Lucia Solid Waste Management Authority.

ENGAGEMENT OF SOLID WASTE COLLECTION CONTRACTORS

The Saint. Lucia Solid Waste Management Authority (SLSWMA) as part of its mandate to improve the existing standards of solid waste collection is seeking the services of Waste Collection Contractors to provide the necessary vehicles, equipment and labour to efficiently provide this service.

In execution of the above tasks, the SLSWMA seeks expressions of interest for the **COLLECTION AND TRANSPORTATION OF RESIDENTIAL AND INSTITUTIONAL SOLID WASTE** to designated solid waste disposal facilities. Contracts will be for a duration

of five (5) years. Tenders are currently available for the following waste collection zones.

1. Gros Islet North
2. Gros Islet South
3. Castries Outer
4. Dauphin
5. Castries Inner
6. Castries South
7. Anse La Raye/Canaries
8. Micoud
9. Vieux Fort
10. Soufriere
11. Laborie
12. Choiseul
13. Dennery North
14. Dennery South

The successful tenderer will be required to operate in full compliance with relevant national and international legislation, guidelines and standards in respect to health and safety, environmental pollution and plant and vehicle operation.

Tender documents may be purchased from the Saint Lucia Solid Waste Management Authority on Maurice Mason Avenue, Sans Souci, Castries for a nonrefundable fee of **EC\$150.00** effective **Monday, June 11th, 2018**.

The SLSWMA will hold a pre-bid submission meeting on **Friday, June 22nd, 2018 from 9:00 a.m. to 12:00 p.m. at the Ministry of Infrastructure Conference Room, Union**, at which time all relevant information will be presented to interested tenderers.

Following this meeting interested tenderers are to submit expressions of interest in the form tender document at the address indicated below. Tenders shall be delivered to the address indicated below on or before **11 :00 a.m. on Wednesday, July 25th, 2018**.

The Secretary
Central Tenders Board
Ministry of Finance
Finance Administration Building
Pointe Seraphine
Castries

For further information contact either the General Manager or Deputy General Manager at Telephone No. 453-2208 or Fax No. 453-6856 or Email admin@sluswma.org.

REQUEST FOR EXPRESSIONS OF INTEREST

SAINT LUCIA

DISASTER VULNERABILITY REDUCTION PROJECT

IDA CREDIT # 5493-LC, SCF Loan # TF 017101, SCF Grant # TF 017143

Assignment Title: Consultancy Services to provide Technical Services to the Saint Lucia Development Bank with the Procurement and Implementation of a Centralized Core Banking System

Reference No. SLU-IC-SLDB-CCBS

SAINT LUCIA has received financing from the World Bank towards the cost of the Disaster Vulnerability Reduction Project and intends to apply part of the proceeds for Consultancy Services to provide Technical Services to the Saint Lucia Development Bank (SLDB) with the Procurement and Implementation of a Centralized Core Banking System.

The consulting services (“the Services”) include preparing the bidding documents including the development of technical specifications (functional, technical and performance criteria, and providing technical support (quality assurance) during the implementation, that is, supply, installation and testing of the Centralized Core Banking System. More specifically, the Consultant will prepare the functional and technical requirements, and the single-stage ICB document (or another method, depending on the outputs of this assignment), and assist the SLDB in selecting the best available solution/supplier during the bidding process for the CCBS. The Consultant will also assist during the implementation of selected CCBS solution for verification/validation of the deliverables. The Consulting Services will be undertaken in two phases. Phase 1 includes Preparation of the CCBS technical requirements and draft bidding document and support during the CCBS Bidding process while Phase 2 is for support during the implementation of the CCBS while Phase 2. The assignment requires six (6) person months over a period of twelve (12) calendar months.

Details on the Terms of Reference may be obtained by accessing www.finance.gov.lc

The Department of Economic Development, Transport and Civil Aviation now invites eligible individual consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services; (Curriculum Vitae, description of similar assignments, etc).

Interested Consultants should have the following requisite minimum qualifications and professional experiences listed below for undertaking the assignment.

- University degree in information sciences, engineering, or another relevant discipline;
- At least 10 years relevant experience in the design and implementation of information and communication technology (ICT);
- Experience in designing, implementing and advising on ICT solutions for Core Banking Systems in at least one project within the last 4 years;
- Comprehensive knowledge of World Bank procurement guidelines and bidding documents used for the supply and installation of information systems
- Experience in preparation of bidding documents (e.g. ICB) for the procurement of ICT solutions for Core Banking Systems or similar applications in at least one successfully completed bidding process.
- Ability to communicate, negotiate, elaborate and present reports and statements; and
- Good knowledge of the English language, written and spoken.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines: The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011 Revised July 2014* (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants (IC) method set out in the World Bank’s *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011 Revised July 2014* (“Consultant Guidelines”).

The Terms of Reference may be obtained on the website of the Department of Finance: www.finance.gov.lc

Expressions of Interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **June 19, 2018**.

Project Coordination Unit
Ministry of Economic Development, Housing,
Urban Renewal, Transport and Civil Aviation
Attn: Project Coordinator
2nd Floor, Finance Administrative Centre
Trou Garnier, Pointe Seraphine
Castries
Saint Lucia
Tel: 758-468-2413
E-mail: slupcu@gosl.gov.lc
Website: www.finance.gov.lc

REQUEST FOR EXPRESSIONS OF INTEREST

SAINT LUCIA

**OECs REGIONAL TOURISM
COMPETITIVENESS PROJECT**

IDA Credit #6000-LC

Assignment Title: Consultancy to Develop a Manual for Gap Financing for the Operation of Ferries**Reference No. SLU-RTCP-CS-IC-GMGF-01-17**

SAINT LUCIA has received financing from the World Bank towards the cost of the OECs Regional Tourism Competitiveness Project (ORTCP) and intends to apply part of the proceeds for a Consultant to Develop a Manual delineating the operations for Financing aimed at piloting of ferry operations in Saint Lucia, Grenada, and St. Vincent and the Grenadines.

The consulting services (“the Services”) include reviewing all documents relevant to Gap Financing in general, and the proposed Gap Financing Program; developing a Manual for Executing the Reverse Auction for the Gap Financing Program; developing template (forms, agreements, instruments) to be completed by availability payment recipient/s and developing the Terms of References (TORs) for an implementing agent to implement the actual process of the reverse auction. (The Terms of Reference may be obtained on the website of the Department of Finance: www.finance.gov.lc and www.govt.lc/consultancy).

The Department of Economic Development, Transport and Civil Aviation now invites eligible individual consultants (“Consultants”) to indicate their interest in providing the Services. Interested Individual Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services; (Curriculum Vitae, description of similar assignments, etc). Interested Consultants should have the following requisite minimum qualifications and professional experiences listed below for undertaking the assignment.

**QUALIFICATIONS AND EXPERIENCE
REQUIREMENTS for Selection of an Individual
Consultant are:**Minimum required education and experience

- At least a Master’s Degree in Finance, Business Management, Business Administration, Economics, or related field;

- A minimum of five (5) years’ experience in developing Public-Private Partnerships (PPPs) and/or engaging in PPP transactions; and
- Experience in maritime transport and/or tourism-related projects;

Knowledge, Skills, and Abilities Requirements

Additional knowledge, skills and abilities that will be required of successful candidates include:

- Ability to interact with stakeholders tactfully, courteously and diplomatically;
- Knowledge of ferry operations/maritime-based travel operations in the region is preferred;
- Knowledge of PPPs and reverse auctions;
- Ability to communicate effectively in written and oral formats and to prepare reports; and
- Must be of high integrity, transparent, and accountable.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers* (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants (IC) method set out in the World Bank’s *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers* (“Consultant Guidelines”).

Further information can be obtained at the address below during office hours 8:00 a.m. - 4:00 p.m. (0800 to 1600 hours).

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **June 29, 2018**.

Project Coordination Unit

Department of Economic Development, Transport and Civil Aviation

Attn: Project Coordinator

2nd Floor, Finance Administrative Centre

Trou Garnier, Pointe Seraphine

Castries

Saint Lucia

Tel: 758-468-2413

E-mail: slupcu@gosl.gov.lc / ortcpslu@govt.lc

Website: www.finance.gov.lc

**CHANGE OF NAME OF
INTERNATIONAL BUSINESS COMPANY**

*(International Business Companies Act,
Cap. 12.14 Section 10(5))*

TAKE NOTICE that the International Business Company incorporated on 28 July 2017 as:

**KSMS LTD.
2017-00282**

has registered an amendment to its Articles and Memorandum of Association and has changed its name to:

RIG BOUND LTD.

Dated this 12th day of June 2018.

*Lester D. Martyr
Registrar
International Business Companies*

NOTICE OF COMPANY IN DISSOLUTION

*(International Business Companies Act,
Cap 12.14: Section 94 (4))*

**WEXFORD ASSURANCE
COMPANY LIMITED
NO. 2013-00470**

TAKE NOTICE that the International Business Company Wexford Assurance Company Limited 2013-00470, which was incorporated on 27 December 2013, has registered its articles of dissolution.

TAKE NOTICE that dissolution of the above-named company commenced on 30th May 2018 and that the name and address of the liquidator is as follows:

EVAN HERMISTON
10 Manoel Street
Castries
SAINT LUCIA

Dated this 30th May 2018.

*Lester D. Martyr
Registrar
International Business Companies*

**CHANGE OF NAME OF
INTERNATIONAL BUSINESS COMPANY**

*(International Business Companies Act,
Cap. 12.14 Section 10(5))*

TAKE NOTICE that the International Business Company incorporated on 10 April 2017 as:

**MILLENNIUM BANK LIMITED
2017-0012**

has registered an amendment to its Articles and Memorandum of Association and has changed its name to:

MILLENNIUM FINANCE LIMITED

Dated this 30th day of May 2018.

*Lester D. Martyr
Registrar
International Business Companies*

**CHANGE OF NAME OF
INTERNATIONAL BUSINESS COMPANY**

*(International Business Companies Act,
Cap. 12.14 Section 10(5))*

TAKE NOTICE that the International Business Company incorporated on 02 February 2002 as:

**CORPORATE MANAGEMENT
ST. LUCIA LTD.
2002-00017**

has registered an amendment to its Articles and Memorandum of Association and has changed its name to:

**CORPORATE MANAGEMENT
(ST. LUCIA) LTD.**

Dated this 29th day of May 2018.

*Lester D. Martyr
Registrar
International Business Companies*

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION AND GENDER RELATIONS

**GOVERNMENT OF SAINT LUCIA/
EDUCATION QUALITY IMPROVEMENT
PROJECT (EQuIP) PROJECT**

**PROJECT MANAGEMENT DUTIES AND
RESPONSIBILITIES**

**REQUEST FOR EXPRESSIONS OF INTEREST:
PROJECT COORDINATOR**

The Government of Saint Lucia has received financing from the Caribbean Development Bank (CDB) towards the cost of implementing the EQuIP project which falls within the portfolio of the Department of Education, Innovation and Gender Relations. A portion of the proceeds of this financing will be applied to eligible payments under contracts procured under this Project. Payments by CDB will be made only at the request of the Government of Saint Lucia (GOSL), and upon approval by the CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement.

The EQuIP Project will be implemented through the Project Coordinating Unit (PCU) for the purpose of carrying out education activities funded by CDB and other developmental partners. The PCU will be headed by a Project Coordinator (PC) who reports to the Permanent Secretary (PS), Department of Education, Innovation and Gender Relations, with the assistance from a Project Officer-Education (POE) and a Project Officer-Infrastructure (POI). The qualifications and experience of the PC, the POE and the POI must be acceptable to CDB. The PC shall be responsible for the overall implementation and day-to-day management of the project. The duration of the assignment is expected to be for a period of forty-eight (48) months. Contracts will, however, be offered for one (1) year, and will be subject to renewal annually based upon job performance.

The Department of Education, Innovation and Gender Relations, the Executing Agency, now invites interested eligible individual consultants to submit Expressions of Interest for the Project Management position of Project Coordinator to oversee the successful implementation and monitoring of the EQuIP Project.

Consultants shall be eligible to participate if:

(a) the persons are citizens or bona fide residents of an eligible country; and

(b) in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country.

Eligible countries are member countries of CDB

The attention of interested Consultants is drawn to paragraph 1.9 of CDB's Guidelines for the Selection and Engagement of Consultants (2011), setting forth CDB's policy on conflict of interest.

In the assessment of submissions, and consistent with the Terms of Reference, candidates should possess the following:

- a. a strong background knowledge in the procedures and operations of CDB.
- b. knowledge of Government project implementation process in Saint Lucia
- c. experience in the implementation or coordination of CDB projects in the Eastern Caribbean
- d. training and experience in Project Management
- e. experience in the management of public sector procurement activities
- f. ability to analyse issues relevant to Education and Infrastructure
- g. suitable academic qualifications

Consideration will also be given to existing project commitments of applicants. All information must be submitted in English. Further information may be obtained from the contact information provided in Address 1 below between 09:00 and 16:00 hours, Monday to Friday.

Expressions of Interest should include the Consultant's updated curriculum vitae indicating at least three (3) references with contact information (e-mail address, telephone or fax numbers). THREE (3) hard copies of the Expressions of Interest must be received at Address 1 provided below no later than 4:30 pm local time on Friday, June 29, 2018, and ONE (1) original hard copy must be sent simultaneously to CDB at Address 2 provided below. The sealed envelope containing each submission should include the name and address of the applicant, and shall be clearly marked "Project Coordinator: Implementation of the EQuIP Project".

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. The Department of Education, Innovation and Gender Relations reserves the right to

accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not selecting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Address 1:

Chief Planning Officer
Corporate Planning Unit
Department of Education, Innovation & Gender Relations
3rd Floor, Francis Compton Building
Waterfront, Castries
SAINT LUCIA
Telephone: (+1 758) 468 5251/5258/5259/3257
Email: cpusecretary@education.gov.lc

Address 2:

Procurement Officer
Caribbean Development Bank
P.O. Box 408
Wilkey, St. Michael
Barbados, W.I.
Email: procurement@caribank.org

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION
AND GENDER RELATIONS

**EDUCATION QUALITY IMPROVEMENT
PROJECT (EQulP)**

**PROJECT MANAGEMENT DUTIES/
RESPONSIBILITIES AND QUALIFICATIONS**

Terms of Reference for Project Coordinator

Background

The Caribbean Development Bank (CDB) through the Department of Economic Development, Transport and Civil Aviation has proposed a new education improvement project entitled "Education Quality Improvement Project (EQulP)" which is expected to be implemented towards the end of this year 2018. The components for the proposed project description are as follows:

1. Improving the teaching and learning environment (building and civil works, consultancy; and procurement of furniture and equipment)

2. Enhancing Capacity to Improve the Quality, Relevance of Education, and Instructional Effectiveness

3. Enhancing System Leadership and Operational Effectiveness of School Administrators

4. Enhancing the provisions for Special Needs Education in Saint Lucia

5. Technical assistance for the provision of Climate Vulnerability Assessment of project schools and development of prototype guidelines for use in climate vulnerability assessment of schools nationally.

The Department of Education, Innovation and Gender Relations will implement this Project through the Project Coordinating Unit (PCU) established within the Department of Education for the purpose of carrying out education project activities funded by CDB and other development partners. Accordingly, the services of a Project Coordinator (PC) is hereby being sought. The PCU will be headed by a PC who will report to the Permanent Secretary (PS) of the Department of Education. The PC will lead the implementation team and will be responsible for overall implementation and the day-to-day management of the EQulP Project. The PC will be supported by a Project Officer-Education (POE) and a Project Officer-Infrastructure (POI) – as deemed acceptable by CDB. The PCU will also be staffed by procurement, accounting and administrative personnel. These officers shall continue to be assigned to the PCU for the duration of the project.

Objective:

The objective of this consultancy is to lead as well as coordinate and monitor all aspects of the implementation of the EQulP Project.

Duties and Responsibilities:

The responsibilities of the PC include, but are not limited to:

(a) monitoring the implementation of all components of the project and informing the Project Steering Committee (PSC) and the Caribbean Development Bank (CDB) of any events likely to impact negatively on implementation;

(b) advertising and assisting in the selection of the Consultants and coordinating and monitoring the work of each consultant engaged;

(c) coordinating and processing all activities under the programme, monitoring the progress of consultancies and ensuring that end-of-activity reports are submitted and commented on in a timely manner;

(d) overseeing the work of the Project Officer Education (POE) and Project Officer Infrastructure (POI);

(e) overseeing all contracts for services and goods under the programme, delegating where appropriate to the POE or POI and other implementation team staff;

(f) executing procurement in accordance with CDB's Loan and Grant Agreements;

(g) representing the Government of Saint Lucia (GOSL) in dealings with the consultants;

(h) providing cost control and keeping separate accounts for programme-related expenditures and disbursement activities;

(i) preparing and submitting to CDB claims for disbursement or reimbursement;

(j) liaising with CDB on all technical and administrative aspects of the programme;

(k) serving as secretary to PSC and attending PSC meetings on at least a quarterly basis;

(l) supervising the PCU

(m) ensuring the incorporation of gender analysis at appropriate stages of the project's outputs;

(n) submitting to CDB status reports as outlined in Schedule 18 of the Loan Agreement between CDB and the GOSL.

Qualifications (Minimum Requirements):

a. A Master's degree in Education Policy and Planning, Engineering or Management field.

b. Certification in Project Management, with at least 5 years of experience in project management.

c. Training and/experience in Procurement as it relates to multilateral development banks. Accepted candidate may be required to undergo further training in procurement.

Selection Criteria:

a. Strong background knowledge in the procedures and operations of CDB.

b. Knowledge of Government project implementation process in Saint Lucia

c. Experience in the implementation or coordination of CDB projects in the Eastern Caribbean

d. Training and experience in Project Management

e. Experience in the management of public sector procurement activities

f. Ability to analyse issues relevant to Education and Infrastructure

g. Suitable academic qualifications

Duration

The Project Coordinator's contract will be for a period of one year initially, and will be subject to renewal based on a measurably good performance in satisfying the objective of this consultancy.

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION AND GENDER RELATIONS

GOVERNMENT OF SAINT LUCIA/ EDUCATION QUALITY IMPROVEMENT PROJECT (EQulP) PROJECT

PROJECT MANAGEMENT DUTIES AND RESPONSIBILITIES

REQUEST FOR EXPRESSIONS OF INTEREST: PROJECT OFFICER-INFRASTRUCTURE

The Government of Saint Lucia has received financing from the Caribbean Development Bank (CDB) towards the cost of implementing the EQulP project which falls within the portfolio of the Department of Education, Innovation and Gender Relations. A portion of the proceeds of this financing will be applied to eligible payments under contracts procured under this Project. Payments by CDB will be made only at the request of the Government of Saint Lucia (GOSL), and upon approval by the CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement.

The EQulP Project will be implemented through the Project Coordinating Unit (PCU) for the purpose of carrying out education activities funded by CDB and other developmental partners. The PCU will be headed by a Project Coordinator (PC) who reports to the Permanent Secretary (PS), Department of Education, Innovation and Gender Relations, with the assistance from a Project Officer-Education (POE) and a Project Officer-Infrastructure (POI). The qualifications and experience of the PC, the POE and the POI must be acceptable to CDB. The duration of the assignment is expected to be for a period of forty-eight (48) months. Contracts will, however, be offered for one (1) year, and will be subject to renewal annually based upon job performance.

The Department of Education, Innovation and Gender Relations, the Executing Agency, now invites interested eligible consulting individuals to submit Expressions of Interest for the Project Management position of Project Officer-Infrastructure to assist with the successful implementation and monitoring of the EQUIP Project.

Consultants shall be eligible to participate if:

(a) the persons are citizens or bona fide residents of an eligible country; and

(b) in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country.

Eligible countries are member countries of CDB

The attention of interested Consultants is drawn to paragraph 1.9 of CDB's Guidelines for the Selection and Engagement of Consultants (2011), setting forth CDB's policy on conflict of interest.

In the assessment of submissions, and consistent with the Terms of Reference, candidates should possess the following:

- a. Knowledge of Government project implementation process in Saint Lucia
- b. Experience in the implementation of CDB projects in the Eastern Caribbean
- c. Training and experience in Project Management and cost control
- d. Experience in the management of public sector procurement/bidding activities
- e. Experience in preparing Construction and Contract Completion Reports
- f. Suitable academic qualifications

Consideration will also be given to existing project commitments of applicants. All information must be submitted in English. Further information may be obtained from the contact information provided in Address 1 below between 09:00 and 16:00 hours, Monday to Friday.

Expressions of Interest should include the Consultant's updated curriculum vitae indicating at least three (3) references with contact information (e-mail address, telephone or fax numbers). THREE (3) hard copies of the Expressions of Interest must be received at Address 1 provided below no later than 4:30 pm local time on Friday, June 29, 2018, and ONE (1) original hard copy must be sent simultaneously to CDB at Address 2 provided below.

The sealed envelope containing each submission should include the name and address of the applicant, and shall be clearly marked "Project Coordinator: Implementation of the EQUIP Project".

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. The Department of Education, Innovation and Gender Relations reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not selecting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Address 1:

Chief Planning Officer
Corporate Planning Unit
Department of Education, Innovation & Gender Relations
3rd Floor, Francis Compton Building
Waterfront, Castries
SAINT LUCIA
Telephone: (+1 758) 468 5251/5258/5259/3257
Email: cpusecretary@education.gov.lc

Address 2:

Procurement Officer
Caribbean Development Bank
P.O. Box 408
Wilkey, St. Michael
Barbados, W.I.
Email: procurement@caribank.org

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION AND GENDER RELATIONS

EDUCATION QUALITY IMPROVEMENT PROJECT (EQUIP)

PROJECT MANAGEMENT DUTIES/ RESPONSIBILITIES AND QUALIFICATIONS

Terms of Reference for Project Officer- Infrastructure

Background

The Caribbean Development Bank (CDB) through the Department of Economic Development, Transport and Civil Aviation has proposed a new education improvement project entitled "Education Quality Improvement Project (EQulP)" which is expected to be implemented towards the end of this year 2018. The components for the proposed project description are as follows:

1. Improving the teaching and learning environment (building and civil works, consultancy; and procurement of furniture and equipment)
2. Enhancing Capacity to Improve the Quality, Relevance of Education, and Instructional Effectiveness
3. Enhancing System Leadership and Operational Effectiveness of School Administrators
4. Enhancing the provisions for Special Needs Education in Saint Lucia
5. Technical assistance for the provision of Climate Vulnerability Assessment of project schools and development of prototype guidelines for use in climate vulnerability assessment of schools nationally.

The Department of Education, Innovation and Gender Relations will implement this Project through the Project Coordinating Unit (PCU) established within the Department of Education for the purpose of carrying out education project activities funded by CDB and other development partners. Accordingly, the services of a Project Officer-Infrastructure (POI) is hereby being sought. The POI will offer support to the Project Coordinator (PC) who will head the PCU.

Objective:

The objective of this consultancy is to assist or give support to the PC in ensuring the effective implementation and monitoring of the EQulP Project.

Duties and Responsibilities:

The POI shall provide the following services:

- (a) advertising for, and assisting in, the procurement of Design and Supervision consultants and contractors;
- (b) supervision of the Design and Supervision consultants, including thorough review of works bid documents, and reports prepared by the consultants and transmittal to the PC;
- (c) assisting the PC in the issuing of invitations to bid, evaluation of bids including the preparation of bid reports and recommendation of the award of supply and construction contracts;

- (d) assisting the PC in management and administration of the procurement process;
- (e) supervising the Clerks of Works;
- (f) management and administration of the construction contracts;
- (g) providing cost control;
- (h) monitoring of the works procurement schedule of the Project and informing the PC of any events likely to impact negatively on the schedule;
- (i) attending PSC meetings;
- (j) development of close working relationships with all key participants and stakeholders involved in infrastructure works (including contractors, consultants, government departments, Local Government officials, residents) to assist in effective oversight of the works;
- (k) expediting the submission of claims for infrastructure works to CDB through the PC;
- (l) keeping accounts on relevant project-related expenditures and disbursement activities;
- (m) preparing and submitting to the PC, (within one week after the end of each month), monthly reports on progress of the infrastructure component;
- (n) participating in and reporting on formal community participation in implementation of the Project, including discussions at public meetings/meetings with stakeholders;
- (o) preparing and submitting to the PC, a Construction Completion Report within one month after the date of issue by consultants of a Certificate of Practical Completion of each works contract;
- (p) preparing and submitting to the PC, a Contract Completion Report within one month after the date of issue by consultants of a Certificate of Completion of each works contract; and
- (q) reviewing the as-built drawings for each construction contract for submission by the PC within three (3) months after the date of issue by the Design and Supervision consultants of the certificates of practical completion; and
- (r) other related duties as may be assigned by the PC.

The POI shall also attend PSC meetings and provide advice on issues relating to the implementation of the infrastructure component that may arise.

Qualifications (Minimum Requirements):

- a. A Bachelor's degree in Civil Engineering

b. Five years suitable experience in engineering design and supervision, including building works or project implementation

c. Certification in Project Management, with at least 5 years of experience in project management.

d. Training and/experience in Procurement. Accepted candidate may be required to undergo further training in procurement.

Selection Criteria:

a. Knowledge of Government project implementation process in Saint Lucia

b. Experience in the implementation of CDB projects in the Eastern Caribbean

c. Training and experience in Project Management and cost control

d. Experience in the management of public sector procurement/bidding activities

e. Experience in preparing Construction and Contract Completion Reports

f. Suitable academic qualifications

Duration

The POI contract will be for a period of one year initially, and will be subject to renewal based on a measurably good performance in satisfying the objective of this consultancy

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION AND GENDER RELATIONS

GOVERNMENT OF SAINT LUCIA/ EDUCATION QUALITY IMPROVEMENT PROJECT (EQulP) PROJECT

PROJECT MANAGEMENT DUTIES AND RESPONSIBILITIES

REQUEST FOR EXPRESSIONS OF INTEREST: PROJECT OFFICER-EDUCATION

The Government of Saint Lucia has received financing from the Caribbean Development Bank (CDB) towards the cost of implementing the EQulP project which falls within the portfolio of the Department of Education, Innovation and Gender Relations. A portion

of the proceeds of this financing will be applied to eligible payments under contracts procured under this Project. Payments by CDB will be made only at the request of the Government of Saint Lucia (GOSL), and upon approval by the CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement.

The EQulP Project will be implemented through the Project Coordinating Unit (PCU) for the purpose of carrying out education activities funded by CDB and other developmental partners. The PCU will be headed by a Project Coordinator (PC) who reports to the Permanent Secretary (PS), Department of Education, Innovation and Gender Relations, with the assistance from a Project Officer-Education (POE) and a Project Officer-Infrastructure (POI). The qualifications and experience of the PC, the POE and the POI must be acceptable to CDB. The duration of the assignment is expected to be for a period of forty-eight (48) months. Contracts will, however, be offered for one (1) year, and will be subject to renewal annually based upon job performance.

The Department of Education, Innovation and Gender Relations, the Executing Agency, now invites interested eligible consulting individuals to submit Expressions of Interest for the Project Management position of Project Officer-Education to assist with the successful implementation and monitoring of the EQUIP Project.

Consultants shall be eligible to participate if:

(a) the persons are citizens or bona fide residents of an eligible country; and

(b) in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country.

Eligible countries are member countries of CDB

The attention of interested Consultants is drawn to paragraph 1.9 of CDB's Guidelines for the Selection and Engagement of Consultants (2011), setting forth CDB's policy on conflict of interest.

In the assessment of submissions, and consistent with the Terms of Reference, candidates should possess the following:

a. Knowledge of Government project implementation process in Saint Lucia

b. Experience in the implementation of CDB projects in the Eastern Caribbean

c. Training and experience in Education and Project Management

- d. Experience in the management of public sector procurement activities
- e. Suitable academic qualifications

Consideration will also be given to existing project commitments of applicants. All information must be submitted in English. Further information may be obtained from the contact information provided in Address 1 below between 09:00 and 16:00 hours, Monday to Friday.

Expressions of Interest should include the Consultant's updated curriculum vitae indicating at least three (3) references with contact information (e-mail address, telephone or fax numbers). THREE (3) hard copies of the Expressions of Interest must be received at Address 1 provided below no later than 4:30 pm local time on Friday, June 29, 2018, and ONE (1) original hard copy must be sent simultaneously to CDB at Address 2 provided below. The sealed envelope containing each submission should include the name and address of the applicant, and shall be clearly marked "Project Coordinator: Implementation of the EQulP Project".

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. The Department of Education, Innovation and Gender Relations reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not selecting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Address 1:

Chief Planning Officer
Corporate Planning Unit
Department of Education, Innovation & Gender Relations
3rd Floor, Francis Compton Building
Waterfront, Castries
SAINT LUCIA
Telephone: (+1 758) 468 5251/5258/5259/3257
Email: cpusecretary@education.gov.lc

Address 2:

Procurement Officer
Caribbean Development Bank
P.O. Box 408
Wilkey, St. Michael
Barbados, W.I.
Email: procurement@caribank.org

Ministry of Education, Innovation, Gender Relations and Sustainable Development

DEPARTMENT OF EDUCATION, INNOVATION AND GENDER RELATIONS

EDUCATION QUALITY IMPROVEMENT PROJECT (EQulP)

PROJECT MANAGEMENT DUTIES/ RESPONSIBILITIES AND QUALIFICATIONS

Terms of Reference for Project Officer-Education

Background

The Caribbean Development Bank (CDB) through the Department of Economic Development, Transport and Civil Aviation has proposed a new education improvement project entitled "Education Quality Improvement Project (EQulP)" which is expected to be implemented towards the end of this year 2018. The components for the proposed project description are as follows:

1. Improving the teaching and learning environment (building and civil works, consultancy; and procurement of furniture and equipment)
2. Enhancing Capacity to Improve the Quality, Relevance of Education, and Instructional Effectiveness
3. Enhancing System Leadership and Operational Effectiveness of School Administrators
4. Enhancing the provisions for Special Needs Education in Saint Lucia
5. Technical assistance for the provision of Climate Vulnerability Assessment of project schools and development of prototype guidelines for use in climate vulnerability assessment of schools nationally.

The Department of Education, Innovation and Gender Relations will implement this Project through the Project Coordinating Unit (PCU) established within the Department of Education for the purpose of carrying out education project activities funded by CDB and other development partners. Accordingly, the services of a Project Officer-Education (POE) is hereby being sought. The POE will offer support to the Project Coordinator (PC) who will head the PCU.

Objective:

The objective of this consultancy is to assist or give support to the PC in ensuring the effective implementation and monitoring of the EQulP Project.

Duties and Responsibilities:

The POE include shall provide the following services:

(a) finalizing Terms of Reference (TOR) for the engagement of consultants to undertake institutional strengthening and capacity building activities;

(b) finalizing technical components of Expression of Interest and Requests for Proposals related to the institutional strengthening and capacity building components of the project;

(c) advertising and assisting in the selection of the Consultants for the Institutional Strengthening and Capacity Building component of the project;

(d) coordinating and monitor the work of each consultant identified at (c) above;

(e) coordinating and processing all capacity-building activities under the project, monitor the progress of trainees and ensure that end-of-training reports are submitted and commented on in a timely manner;

(f) coordinating the finalization of lists of equipment, tools and instructional materials in preparation for procurement;

(g) coordinating feedback from stakeholder groups;

(h) assisting with the organization of workshops, training activities and other stakeholder consultations;

(i) follow-up of trained persons to determine the extent to which acquired knowledge and skills are being utilized in the system and actions to be taken, where necessary;

(j) assisting the PC with the preparation of reports to be submitted to CDB and GOSL, with particular responsibility for finalizing the sections on institutional strengthening and capacity building;

(k) prepare a Completion Report for submission to CDB (through PC) on the relevant components of the project within three months of completion; and

(l) perform any other duties that may be assigned to ensure the success of the project.

The POE may co-opt technical officers to participate in activities relevant to their portfolio. The POE shall also attend PSC meetings and provide advice on issues relating to the implementation of the institutional strengthening and capacity building components that may arise.

Qualifications (Minimum Requirements):

a. A Bachelor's degree in Education Policy and Planning, or any other relevant field of study within Education.

b. Certification in Project Management, with at least 5 years of experience in project management.

c. Training and/experience in Procurement. Accepted candidate may be required to undergo further training in procurement.

Selection Criteria:

a. Knowledge of Government project implementation process in Saint Lucia

b. Experience in the implementation of CDB projects in the Eastern Caribbean

c. Training and experience in Education and Project Management

d. Experience in the management of public sector procurement activities

e. Suitable academic qualifications

Duration

The POE contract will be for a period of one year initially, and will be subject to renewal based on a measurably good performance in satisfying the objective of this consultancy.

SAINT LUCIA

IN THE MATTER OF THE LAND ACQUISITION ORDINANCE (CHAPTER 5.04)

and

IN THE MATTER of a Notification by the Governor General, acting on the advice of Cabinet that part of certain parcels of land situate in the Quarter of Soufriere in the island of Saint Lucia are likely to be acquired for a public purpose.

NOTIFICATION

Whereas, it is enacted by Section 4 of the Land Acquisition Ordinance Chapter 5.04 that if it appears to the Governor General acting on the advice of Cabinet that any land is likely to be required for a public purpose and it is necessary to make a preliminary survey or other investigation of the lands he may cause a Notification to that effect to be published in the Gazette.

And Whereas, it is considered by the Governor General acting on the advice of Cabinet that part of certain parcels of land situate in the Quarter of Soufriere are likely to be required for a public purpose to wit: **Playing Field**

Now Therefore, it is hereby notified by the Governor General acting in accordance with the advice of Cabinet, that part of certain parcels of land mentioned in the schedule hereto is likely to be required for a public purpose, to wit: **Playing Field**

SCHEDULE

The parcels likely to be acquired to facilitate construction of an access road to Block 0231B Parcel 652 is as follows:

BLOCK & PARCEL	OWNERSHIP
0231B 652	Du Boulay Estate Company Ltd.

Together with any other easements which may be necessary.

Dated this 6th day of June, 2018.

Benjamin Emmanuel
Secretary to the Cabinet

[Second Publication]

**THE EASTERN CARIBBEAN SUPREME COURT
IN THE HIGH COURT OF JUSTICE
(COMMERCIAL DIVISION)**

SAINT LUCIA

CLAIM NO. SLUHCM2018/0048

BETWEEN: BANK OF SAINT LUCIA LIMITED

Claimant

and

LINDA FRANCESCA ARMAND

Defendant

NOTICE

TO: LINDA FRANCESCA ARMAND, whose last known address is Rodney Heights in the quarter of Gros Islet.

TAKE NOTICE that an action has been commenced against you in the High Court of Justice, Saint Lucia, by BANK OF SAINT LUCIA LIMITED in which the Claimant claims a specified sum.

AND pursuant to the CPR Rule 5.13, service of the Claim Form in this action is being effected on you by this advertisement in two consecutive issues of a local newspaper circulating in Saint Lucia and two consecutive issues of the Official Gazette.

IF YOU DESIRE to defend the said claim you must within 14 days of the last publication of this advertisement enter an acknowledgment of service, and within 28 days of the last publication enter a Defence at the Registry of the High Court of Justice in the City of Castries and serve the Defence on the Claimant.

IN DEFAULT of such acknowledgment and/or Defence, the Claimant will be entitled to apply to have Judgment entered against you. If the Claimant does so, you will have no right to be heard by the Court except as to costs or the method of paying any judgment, unless you apply to set judgment aside.

A COPY of the Claim Form and Statement of Claim can be obtained at the High Court Office at La Place Carenage, Jeremie Street, Castries, Saint Lucia or at the Chambers of Deterville, Thomas & Co., 99 Chaussee Road, Castries, Saint Lucia.

Dated this 12th day of June, 2018

*DETERVILLE, THOMAS & CO.
Per: Cleopatra McDonald
Legal Practitioners for the Claimant*

This document is being filed on behalf of the Claimant by: Deterville, Thomas & Co., Chambers, 99 Chaussee Road, Castries, Saint Lucia, Telephone No. (758)452-1152, at Fax (758)453-0766, or at Email address contact@detervillethomas.com. The Court Office is situated at La Place Carenage, Jeremie Street, Castries, Saint Lucia and can be contacted at telephone number (758)468-7500, Fax: (758)468-7543, or at E-mail address: stluhco@eccourts.org. The Court Office is open between 9:00 am and 2:00 pm on Mondays to Thursdays and 9:00 am to 3:00 pm on Fridays except public holidays.

[First Publication]

**THE EASTERN CARIBBEAN SUPREME COURT
IN THE HIGH COURT OF JUSTICE**

SAINT LUCIA

CLAIM NO. SLUHCV2015/0558

BETWEEN: THE BANK OF NOVA SCOTIA

Claimant

and

JOYCELYN LOUIS

Defendant

TO: JOYCELYN LOUIS whose last known address was Bishop's Gap in the Quarter of Castries

TAKE NOTICE that in the captioned action instituted against you in the High Court of Justice Saint Lucia, Judgment has been entered against you on 10th October, 2017 in the sum of \$61,381.90 together with interest on the principal balance of \$49,354.13 at the rate of 7.99% per annum from 14th April, 2015 until payment and costs in the sum of \$2,003.00.

AND SERVICE of the Judgment is being effected upon you by advertisement in two consecutive issues of a local newspaper circulating in St Lucia and in the St Lucia Gazette.

A COPY of the Judgment can be obtained at the High Court Office at La Place Carenage, Jeremie Street, Castries, Saint Lucia or at the Chambers of McNamara & Co., 20 Micoud Street, Castries.

Dated this 22nd day of May, 2018

*MCNAMARA & CO.
Per: Anwar Brice
Legal Practitioners for the Claimant*

The Claimant's Address for Service is: McNamara & Co., Chambers, 20 Micoud Street, Castries, Saint Lucia, Tel: (758) 452-2662, Fax: (758) 452-3885, email: mcnamara.co@candw.lc This Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia, Tel No. (758) 468-7500, Fax No. (758) 468-7543. The Office is open between 9:00am and 2:00pm Monday to Friday except public holidays. The Court Office can also be contacted via email stlhco@eccourts.org

[First Publication]

**THE EASTERN CARIBBEAN SUPREME COURT
IN THE HIGH COURT OF JUSTICE**

SAINT LUCIA

CLAIM NO. SLUHCV2014/0552

BETWEEN: ST. LUCIA WORKER'S CREDIT UNION LIMITED

Claimant

and

MARTIN CALIXTE

Defendant

NOTICE

To: - MARTIN CALIXTE whose last known address was Garrand, Babonneau, Castries.

TAKE NOTICE that on the 31st day of August, 2015, Judgment in Default of Acknowledgment of Service was granted against you in the High Court of Justice, (Saint Lucia) in favour of the Claimant in Claim No. SLUHCV2014/0552.

PURSUANT to CPR Rule Part 5.13, service of the Judgment in this action is being effected on you by this advertisement in two (2) consecutive issues of a local newspaper circulating in Saint Lucia and in two (2) consecutive issues of the Official Gazette.

A COPY of the Judgment in Default of Acknowledgment of Service can be obtained at the High Court Office at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number 468-7500, Fax 468-7543 or email stluhco@eccourts.org. The office is open between 9:00 a.m. and 2:00 p.m. on Mondays to Thursday and between 9:00 a.m. and 3:00 p.m. on Fridays except public holidays.

THE Judgment can also be viewed and/or copies of same can be obtained from the Chambers of Beverley Downes, 17 High Street, Castries, Saint Lucia, telephone number 451-6080, email bdowneslc@gmail.com

Dated the 6th day of June, 2018.

BEVERLEY DOWNES CHAMBERS

Per: Beverley Downes

Legal Practitioner for the Claimant

This Notice is filed by: BEVERLEY DOWNES CHAMBERS, #17 High Street Castries, Saint Lucia, Telephone (758)451-6080, email: bdowneslc@gmail.com This Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia, Telephone Number (758) 468-7500, Fax No. (758)468-7543, Email at sluhco@eccourts.org. The Office is open between 9:00 am to 2:00 pm Mondays to Thursdays and 9:00 am to 3:00 pm on Fridays, except public holidays.

[First Publication]

**THE EASTERN CARIBBEAN SUPREME COURT
IN THE HIGH COURT OF JUSTICE
(CIVIL)**

SAINT LUCIA

CLAIM NO. SLUHCV2017/0666

BETWEEN: SAINT LUCIA TEACHERS' CREDIT CO-OPERATIVE SOCIETY LIMITED

Judgment/Creditor

And

LEONARD DESCARTES

Judgment/Debtor

NOTICE

To: - LEONARD DESCARTES of Anse La Raye in the State of Saint Lucia whose last known address was Anse La Raye aforesaid.

TAKE NOTICE that Judgment in Default of Acknowledgment of Service has been granted against you in the High Court of Justice, Saint Lucia in favour of SAINT LUCIA TEACHERS' CREDIT CO-OPERATIVE SOCIETY LIMITED.

PURSUANT TO the Civil Procedure Rules 5.13, service of the said Judgment is being effected on you by this advertisement in two consecutive issues of a local Newspaper circulating in Saint Lucia and two consecutive issues of the Official Gazette.

A COPY of the Judgment can be obtained at the High Court Office at La Place Carenage, Jeremie Street, Castries, St. Lucia or at the Chambers of George F. Charlemagne of 29 - 31 Micoud Street, Castries Saint Lucia.

Dated this 6th day of June, 2018.

*GEORGE F. CHARLEMAGNE
Per: George F. Charlemagne
Legal Practitioner for the Judgment/Creditor*

This document is being filed on behalf of the Judgment Creditor by George F. Charlemagne whose address for service is George Charlemagne Chambers Tel No. (758) 459-0677, Fax No. (758) 459-0688, Email: gfcharl@hotmail.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Telephone Number 468-7500, Fax 468-7543, E-mail: stluhco@eccourts.org. The Office is open between 9:00 am and 2:00 pm on Mondays to Thursdays and between 9:00 am to 3:00 pm on Fridays except public holidays.

[Second Publication]