

STATUTORY INSTRUMENT

THE following document is published with and forms part of this Gazette:

No. 105 of 2019 — Invest Saint Lucia (Piaye-Balembouche) Vesting Order

PUBLIC SERVICE COMMISSION

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

APPOINTMENT:

Ministry of Agriculture, Fisheries, Physical Planning,
Natural Resources and Co-operatives

1. Ms Priscilla Thomas, to the post of Building Officer V, (Department of Physical Planning), with effect from March 03, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
2. Ms Angela Cherubin, to the post of Building Officer V, (Department of Physical Planning), with effect from April 1, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
3. Mrs Magdalene Henry-Fontenelle, to the post of Deputy Chief Physical Planning Officer, (Department of Physical Planning), with effect from July 1, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
4. Mrs Jasmine Weekes, to the post of Physical Planning Officer III, (Department of Physical Planning), with effect from May 06, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

Ministry of Tourism, Information and Broadcasting,
Culture and Creative Industries

1. His Excellency, the Governor General has approved the appointment of Mrs Aviva St Clair, Chief Economist, Ministry of Economic Development, Housing, Urban Renewal, Transport and Civil Aviation (Department of Economic Development, Transport and Civil Aviation), to the post of Deputy Permanent Secretary, with effect from October 1, 2018.

Ministry of Health and Wellness

1. Mrs Glenda Etienne-Cepal, to the post of Environmental Health Officer I, (Public Health Care Services), with effect from April 10, 2019.

2. Ms Tessa A Theodule, to the post of Clerk/Typist, (General Support Services), with effect from April 05, 2019.
3. Ms Faith Curtisha Julitta Cyril, to the post of Medical Laboratory Assistant, (Victoria Hospital), with effect from April 8, 2019.
4. Dr Lenn Kenan Shillingford, to the post of Senior House Officer, (Victoria Hospital), with effect from April 1, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
5. Dr Dana Da Costa Gomez, to the post of Medical Surveillance Officer, with effect from April 27, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
6. Mr Richard Cheong, to the post of Pharmacist IV, (Primary Health Care Services), with effect from May 1, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
7. Ms Nielbertha Reynolds, to the post of Nursing Assistant I, (Mental Wellness), with effect from April 29, 2019.

Ministry of Equity, Social Justice, Local Government
and Empowerment

1. Ms Merlinda Dimille, to the post of Accounts Clerk I, with effect from April 11, 2019.

Office of the Governor General

1. Mr Curtis Sealy, to the post of Aide-de-Camp to the Governor General II, with effect from April 5, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

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

1. Mrs Theresa Thomas-Savy, to the post of Secretary, (Department of External Affairs – Consulate in Fort-De-France), with effect from April 1, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

2. Mr Kimbert Evans, to the post of Economist I, (Department of Finance – Research and Policy), with effect from April 1, 2019.
3. Mr Yenver Courtney Caezar, to the post of Foreign Service Officer I, (Department of External Affairs – Political Affairs and Development Cooperation), with effect from April 4, 2019.
4. Mr Darron Etienne, to the post of Building Maintenance Technician I, (Department of Public Service – Facility Management), with effect from May 8, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.
5. Ms Michelle Krystal Thomas, to the post of Clerk III, (Department of Finance – General Support Services), with effect from May 20, 2019.

Office of the Director of Audit

1. Mr Jose Miguel Joseph, to the post of Audit Clerk I, with effect from May 1, 2019.

Ministry of Education, Innovation, Gender Relations and Sustainable Development

1. Mr Terry Auguste, to the post of Clerk/Typist, (Department of Education, Innovation and Gender Relations – Primary Education), with effect from April 1, 2019.
2. Ms Jurina Constantine, to the post of Clerk II, (Department of Sustainable Development), with effect from March 18, 2019.

Ministry of Home Affairs, Justice and National Security

1. Ms Talia Alexander, Clerk I, (Department of Home Affairs and National Security), with effect from April 3, 2019.
2. Ms Stacey Faye Medard, Clerk/Typist, (Department of Home Affairs and National Security – Police), with effect from April 17, 2019.

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

1. Ms Keshia Alburtha Isidore, Accounts Clerk II, in the post of Accounts Clerk III, (Department of Finance – Accountant General's), with effect from March 30, 2019.
2. Ms Tamika Jolene Degazon, to the post of Accounts Clerk I, (Department of Finance – Accountant General's), with effect from April 29, 2019.

Ministry of Infrastructure, Ports, Energy and Labour

1. Mr Anseworth Charlemagne, to the post of Director of Works, (Department of Infrastructure, Ports and Energy), with effect from June 10, 2019, on contract, subject to such terms and conditions as may be agreed

upon between the Government of Saint Lucia and the employee.

2. Mrs Flairra Hunte-Jn Baptiste, to the post of Quantity Surveyor III, (Department of Infrastructure, Ports and Energy – Technical Services Unit), with effect from August 3, 2019, on contract, subject to such terms and conditions as may be agreed upon between the Government of Saint Lucia and the employee.

CONFIRMATION OF APPOINTMENT:

Ministry of Agriculture, Fisheries, Physical Planning, Natural Resources and Co-operatives

1. His Excellency, the Governor General has approved the confirmation of appointment of Mr Barrymore Julian Felicien, Deputy Permanent Secretary, Ministry of Infrastructure, Ports, Energy and Labour (Department of Infrastructure, Ports and Energy), in the post of Permanent Secretary, (Department of Agriculture, Fisheries, Natural Resources and Cooperatives), with effect from February 25, 2019.

Ministry of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs

1. Mrs Shaneille Nia Joseph, Clerk III, Ministry of Finance, Economic Growth, Job Creation, External Affairs and Public Service (Department of Finance – General Support Services), in the post of Human Resource Assistant II, with effect from May 1, 2019.

Public Service Commission

1. Mr Vernan Jean Claude Jn Baptiste, Receptionist II, in the post of Clerk II, with effect from April 08, 2019.

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

1. Ms Anne-Marie Gregg, Administrative Secretary, (Department of External Affairs - Regional Integration and Diaspora Affairs), in the post of Senior Administrative Secretary, (Department of Public Service – Policy, Planning and Administrative Services), with effect from April 23, 2019.
2. Mrs Whilelmina Auguste, Inventories Control Officer, Ministry of Education, Innovation, Gender Relations and Sustainable Development (Department of Education, Innovation and Gender Relations – Stores, Supplies and Transport), in the post of Accountant I, (Department of Finance – Accountant General's), with effect from April 29, 2019.
3. Mrs Janna Louis-Fernand, Administrative Assistant, (Department of Finance – General Support Services), in the post of Human Resource Officer II, (Department of Finance – Human Resource Management), with effect from May 1, 2019.

4. Ms Stacy Duncan, Human Resource Assistant III, (Department of Public Service – Human Resource Management), in the post of Administrative Assistant, (Department of Finance – General Support Services), with effect from May 1, 2019.
5. Ms Christell O Felix, Human Resource Assistant II, Ministry of Commerce, International Trade, Investment, Enterprise Development and Consumer Affairs, in the vacant post of Human Resource Assistant III, (Department of Public Service – Human Resource Management), with effect from May 1, 2019.
6. Mrs Delores Nina Eugene, Accountant II, in the post of Accountant III, (Department of Finance – Accountant General's), with effect from April 29, 2019.
7. Ms Sherwin Nyler Ernest, Office Assistant II, as Clerk I, (Department of Justice – Supreme Court), for the period August 1, 2019 to October 7, 2019, vice Ms Crisencia Judith David who has been appointed to act in a higher post.
8. Ms Celina Edward, Clerk II, Ministry of Education, Innovation, Gender Relations and Sustainable Development (Department of Education, Innovation and Gender Relations), as Secretary II, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period April 15, 2019 to May 3, 2019, as a replacement for Ms Ida Descartes who has been appointed to act in a higher post.

ACTING APPOINTMENT:

Ministry of Home Affairs, Justice and National Security

1. Mr Arthur Lafeuillee, Leading Fireman, as Subordinate Officer, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period March 18, 2019 to July 29, 2019, vice Mr Melvin Charles who has been appointed to act in a higher post.
2. Ms Carlene Roxanne Giraudy, Transcriptionist I, (Department of Justice – Computer Aided Transcription [CAT] Reporting Unit), as Executive Officer, (Department of Justice – Registry of the Supreme Court), for the period February 25, 2019 to August 30, 2019, vice Ms Malaika Adonis who has been appointed to act in a higher post.
3. Ms Christal Roxanne Leonce, Clerk I, (Department of Justice), as Transcriptionist I, (Department of Justice – Computer Aided Transcription [CAT] Reporting Unit), for the period February 25, 2019 to August 30, 2019, vice Ms Carlene Roxanne Giraudy who has been appointed to act in a higher post.
4. His Excellency, the Governor General has approved the acting appointment of Mr Ricky Quinlan, Financial Analyst, as Deputy Permanent, (Department of Home Affairs and National Security), for the period March 18, 2019 to April 12, 2019.
5. Ms Christal Chirnica Valcin, Clerk/Typist, Ministry of Agriculture, Fisheries, Physical Planning, Natural Resources and Co-operatives (Department of Agriculture, Fisheries, Natural Resources and Co-operatives – Fisheries), as Secretary I, (Department of Home Affairs and National Security – Police), for the period April 16, 2019 to June 19, 2019, vice Ms Stephie Stacia Anderson who has been appointed to act in a higher post.
6. Ms Rossan Stephanie Eugene, Clerk I, as Secretary I, (Department of Justice – Supreme Court), for the period August 1, 2019 to October 7, 2019, vice Ms Crisencia Judith David who has been appointed to act in a higher post.
7. Ms Sherwin Nyler Ernest, Office Assistant II, as Clerk I, (Department of Justice – Supreme Court), for the period August 1, 2019 to October 7, 2019, vice Ms Crisencia Stephanie Eugene who has been appointed to act in a higher post.
8. Ms Celina Edward, Clerk II, Ministry of Education, Innovation, Gender Relations and Sustainable Development (Department of Education, Innovation and Gender Relations), as Secretary II, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period April 15, 2019 to May 3, 2019, as a replacement for Ms Ida Descartes who has been appointed to act in a higher post.
9. Mr Thomas John, Station Officer, as Divisional Officer, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period April 15, 2019 to October 8, 2019, vice Mr Ditney Downes who has proceeded on vacation leave to be followed by lieu leave.
10. Home Affairs and National Security – Saint Lucia Fire Service), for the period April 15, 2019 to October 8, 2019, vice Mr Thomas John who has been appointed to act in a higher post.
11. Mr Warn Augustin, Leading Fireman, as Subordinate Officer, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period April 15, 2019 to October 8, 2019, vice Mr Francie Joseph who has been appointed to act in a higher post.
12. Mr Kim Charles, Fireman, as Leading Fireman, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period April 15, 2019 to October 8, 2019, vice Mr Warn Augustin who has been appointed to act in a higher post.
13. Ms Andrea Forde, Accounts Clerk II, as Accounts Clerk III, (Department of Justice – Budget and Financing), for the period April 4, 2019 to October 3, 2019.
14. Mr Nathan Deterville, Accounts Clerk I, as Accounts Clerk II, (Department of Justice – Budget and Financing), for the period April 4, 2019 to October 3, 2019, vice Ms Andrea Forde who has been appointed to act in a higher post.
15. Mr Dorian O'Brian, Assistant Commissioner of Police, as Deputy Commissioner of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019.
16. Mr George Nicholas, Superintendent of Police, as Assistant Commissioner of Police, (Department of

- Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Mr Dorian O'Brian who has been appointed to act in a higher post.
17. Mr Fitzroy Bailey, Assistant Superintendent of Police, as Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Mr George Nicholas who has been appointed to act in a higher post.
 18. Ms Lois Clarke, Police Sergeant, as Assistant Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Mr Fitzroy Bailey who has been appointed to act in a higher post.
 19. Mr Finley Leonce, Assistant Superintendent of Police, to the post of Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019.
 20. Ms Nadine George, Inspector of Police, as Assistant Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Mr Finley Leonce who has been appointed to act in a higher post.
 21. Ms Sylvia Desir, Superintendent of Police, as Assistant Commissioner of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019.
 22. Mr Fabian Montoute, Assistant Superintendent of Police, as Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Ms Sylvia Desir who has been appointed to act in a higher post.
 23. Mr Benson Deterville, Police Inspector, as Assistant Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period May 1, 2019 to July 31, 2019, vice Mr Fabian Montoute who has been appointed to act in a higher post.
 24. Mr Elvis Thomas, Sergeant, as Assistant Superintendent of Police, (Department of Home Affairs and National Security – Royal Saint Lucia Police Force), for the period June 1, 2019 to August 31, 2019.
 25. Mr Owen Cazaubon, Fire Investigator I, as Fire Investigator II, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period May 1, 2019 to October 24, 2019, vice Mr Mabi Francis who has proceeded on vacation leave to be followed by lieu leave.
 26. Mr Dwane Ferdinand, Leading Fireman, as Fire Investigator I, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period May 1, 2019 to October 24, 2019, vice Mr Owen Cazaubon who has been appointed to act in a higher post.
 27. Ms Tyla St Catherine, Firewoman, as Leading Firewoman, (Department of Home Affairs and National Security – Saint Lucia Fire Service), for the period May 1, 2019 to October 24, 2019, vice Mr Dwane Ferdinand who has been appointed to act in a higher post.
 28. His Excellency, the Governor General has approved the acting appointment of Mr Ricky Quinlan, Financial Analyst, as Deputy Permanent Secretary, (Department of Home Affairs and National Security), for the period April 29, 2019 to June 30, 2019.
 29. Mr Raymond Errol Griffith, Operations Manager III, as Assistant Director of Corrections, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period May 1, 2019 to June 28, 2019, vice Mr Christ Felix who has proceeded on vacation leave.
 30. Mr Jeffrey Regis, Correctional Officer III, as Operations Manager I, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period May 1, 2019 to June 28, 2019, vice Mr Raymond Errol Griffith who has been appointed to act in a higher post.
 31. Mr Hannah Charlery, Correctional Officer II, as Correctional Officer III, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period May 1, 2019 to June 28, 2019, vice Mr Jeffrey Regis who has been appointed to act in a higher post.
 32. Ms Althea Asson, Correctional Officer I, as Correctional Officer II, (Department of Home Affairs and National Security – Bordelais Correctional Facility), for the period May 1, 2019 to June 28, 2019, vice Mr Hannah Charlery who has been appointed to act in a higher post.

Attorney General's Chambers

1. Ms Gemma A Cyril, Secretary III (Legal Services), as Secretary IV, (Legislative Drafting Services), for the period April 16, 2019 to June 19, 2019, vice Ms Etha Francis who will be proceeding on vacation leave.
2. Ms Nakisha Norralie Haynes, Secretary II, as Secretary III, (Legal Services), for the period April 16, 2019 to June 19, 2019, vice Ms Gemma A Cyril who has been appointed to act in a higher post.

VACANCY NOTICES



The Commonwealth

JOB AND PERSON SPECIFICATION

Job Title: Head of Learning and Organisational Development

Division Human Resources and Facilities Management Division

Grade: F

Reports To: Director of Human Resources and Facilities Management

General Information

THE Commonwealth Secretariat is the principal intergovernmental body of the Commonwealth, responsible for advancing and achieving the shared goals of the association's 53 member governments in advancing democracy, development and respect for diversity. The Secretariat is headed by the Secretary-General who, as the Chief Executive of the organisation, is responsible and accountable for overall leadership, management and delivery.

The People Management Strategy sets out the Secretariat's goals as having: the best people; inspirational leaders; an innovative performance culture; sustainable benefits and rewards; a supportive and enabling environment; and effective and efficient use of people analytics.

The HR function is expected to continuously seek to align the Secretariat's people capacity with its mission, capabilities and changing mandates to ensure that it delivers its strategic and operational outcomes. In addition, the HR Team develops and implements HR management policies, procedures and practices suitable for a modern international organization, taking into account the Secretariat's needs and best practice.

Job summary

The post-holder will establish and develop a best practice Learning and Organisational Development function. This will include leading on the design and implementation of a learning and development strategy, commissioning and/or delivering internal learning events, carrying out learning needs and skills assessments, developing competency frameworks, embedding performance management and introducing management and leadership development interventions and programmes. The post-holder will also work in collaboration with other HR colleagues to support employee engagement initiatives.

Job Description

Learning and Development

- ◆ Lead on the design and implementation of a learning and development strategy to support and enhance organisational and individual performance
- ◆ Design and facilitate in-house learning events, courses and workshops, commissioning external expertise where necessary
- ◆ Develop coaching, mentoring, and secondment schemes to support staff development
- ◆ Support managers and leaders to identify and meet current and future individual, team and organisational learning needs
- ◆ Collaborate with colleagues within and outside of HR to develop corporate induction materials and deliver regular corporate induction events
- ◆ Manage, develop and promote use of an organisational e-learning platform, including sourcing and/or developing learning content
- ◆ Advocate the value of investment in staff learning and development and influence senior managers to support effective approaches to learning and development
- ◆ Design and implement learning evaluation reports and metrics
- ◆ Coordinate planning, induction and learning requirements for the Young Professionals Development Programmes, collaborating with key stakeholders on managing and evaluating the success of the programme.

Organisational Development

- ◆ Lead on the design of competency frameworks to set performance and behavioural requirements, including expectations of managers, to underpin all stages of the talent management lifecycle
- ◆ Develop and implement an organisational wide skills audit and gap analysis to maximise use of existing skills and resources and strengthen organisational agility
- ◆ Lead the development of a performance management system that supports continuous learning, and ensures that managers are skilled, equipped and supported to fulfil their obligations in managing performance and developing staff effectively
- ◆ Collaborate with other divisions, in particular the Strategy, Portfolio, Partnerships and Digital Division to ensure that individual performance management plans support strategic and project based outcomes

- ◆ Develop creative approaches to talent management and succession planning in collaboration with HR colleagues, taking into account the Secretariat's project based delivery plans and staff rotation policies
- ◆ Work in collaboration with other HR colleagues and internal communications to deliver employee engagement initiatives and action plans

Other

- ◆ Manage, motivate and develop a Learning and Development Officer
- ◆ Participate in and/or manage assigned projects as directed and required by the Director of Human Resources and Facilities Management.
- ◆ Adheres to the Gender Equality values of the Commonwealth as enshrined in the Charter and Secretariat's Gender Equality Policy; and
- ◆ Performs any other duties as may be required from time to time.

PERSON SPECIFICATION

Education:

A first degree in any subject and a post-graduate qualification in human resources management, learning and development, organisational development, organisational psychology or other disciplines relevant to the post.

Full membership/accreditation of a nationally recognised professional human resources body such as CIPD, or equivalent experience.

Desirable:

Professional qualification or practitioner accreditation in organisational development, organisational design, coaching or facilitation skills.

Experience and knowledge:

In line with practice in similar international organisations, at least ten years' progressively senior experience in human resources, organisational development or learning and development roles.

Experience of managing a learning and development and/or organisational development function or team.

Experience of commissioning, designing, delivering and evaluating learning and development programmes.

Experience of developing and implementing effective performance management systems and competency frameworks.

Experience of carrying out learning needs analysis and skills analysis.

Experience of effective application of change management theories and management of cultural change.

Evidence of applying current best practise in the commissioning and design of management and leadership development programmes.

Evidence of successful use of OD tools and techniques to increase organisational effectiveness.

Evidence of acting as an effective facilitator at all levels in the workplace.

Evidence of effective advocacy of the value of learning and development and organisational development in enhancing individual and organisational performance.

Experience of effective working in international and multi-cultural work environments.

Competencies

Respect for Diversity

Works effectively with people from all backgrounds.

Treats all people with dignity and respect. Treats men and women equally.

Shows respect and understanding of diverse points of view and demonstrates understanding in daily work and decision making.

Examine own biases and behaviours to avoid stereotypical responses and does not discriminate against any individual or group.

Challenges others to rectify biases in behaviour, systems & process

Communication and interpersonal

Ensures information is communicated to and from the top level and filtered through the appropriate channels

Communicates and explains complex issues to a wide range of audiences, selecting the most effective medium

Uses persuasion to guide and advise senior stakeholders

Planning & Analysis

Effectively assesses and advises on major programmes / activities at a divisional level

Balances focus in order to deliver both Commonwealth Secretariat and member states' goals

Ability to interpret incomplete and/or ambiguous information

Effectively analyses and assesses new or uncertain critical situations

Adapting and Innovating

Identifies opportunities to improve Commonwealth Secretariat structures, processes and/ or outputs, and influences others towards those goals

Identifies with and considers member states' perspective and directs initiatives aimed at improving the services provided to them

Adhering to Principles & Values

Sets example and embodies Commonwealth Secretariat principles and values

Demonstrably protects the reputation of the Commonwealth Secretariat

Interprets and implements Commonwealth Secretariat principles and values

Leadership & Development

Mentors a number of employees at a senior level

Recognises the talent in the Commonwealth Secretariat, seeking to develop, support, and grow it

Directs the energy of the organisation towards a common goal

Provides an example to others by demonstrating moral courage in the face of challenging circumstances

Head of Learning and Organisational Development,
Human Resources and Facilities Management
Division

**APPLICATION GUIDELINES –
COMMONWEALTH SECRETARIAT
HEADQUARTERS**

THE job description and person specification detail information on the division/unit, and the educational qualifications, experience and competencies required for the post. A summary of the terms and conditions for this post is also made available to you.

- ◆ You must be a **national of a Commonwealth Country**. You will be required to provide evidence of this if you are shortlisted for the post.
- ◆ It is the Commonwealth Secretariat's policy not to employ close relatives of current members of staff.
- ◆ All appointments are subject to **satisfactory references**. You will be required to provide details of three referees, one of whom should be your current or most recent employer and one for your employer prior to that, ensuring that you account for the last two years of your employment history in your application. Referees should not be related to you and should be able to give an assessment of your professional abilities as well as your character. The secretariat reserves the right to take up all references including the current employers during the selection process.
- ◆ You will be required to produce evidence of any educational and professional qualifications to support your application on the day of your interview.

- ◆ Salary on appointment is £73,171 per annum. This is subject to the deduction of internal income tax (currently aligned with UK income tax rates) and UK National Insurance contributions (from which overseas-recruited Diplomatic staff members are exempt).

- ◆ The Commonwealth Secretariat's retirement age is 65. You are expected to be able to serve a minimum 3 year term before your retirement age.

If you wish to be considered for this post, please ensure that you submit your **curriculum vitae** together with a **covering letter** setting out your experience and skills in relation to the person specification, competencies and other requirements for the post. Your application should be received no later than **Friday 9 August 2019 at 17:00 BST**.

Applications should be made via our online application system at <http://thecommonwealth.org/jobs>.

Thank you for your interest in working at the Commonwealth Secretariat.

The Recruitment Team
The Commonwealth Secretariat
E-mail: HQ-Recruitment@commonwealth.int

Attorney General's Chambers, Saint Lucia.

THE 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

A. RELATIONSHIP 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.

B. 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.

C. CONDITIONS

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

D. 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.
3. Number of problems investigated and relevance of prescriptions.
4. Attend and participate in internal and external meetings, and other official activities as required.

5. Compliance with and responsiveness to supervision.
6. Compliance with Chambers guidelines and standard operating procedures.
7. Supervisory capabilities and interpersonal skills
8. Ability to work as a member of a team.
9. Punctuality.
10. Professionalism and decorum.

E. 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

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, 19th August 2019.**

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.

*Eastern Caribbean Supreme Court, Headquarters,
Castries, Saint Lucia.*

POST OF HUMAN RESOURCE OFFICER

JOB DESCRIPTION

JOB TITLE : Human Resource Officer

REPORTS TO : Human Resource Manager

CLASSIFICATION : MPP 3

[1] DUTIES AND RESPONSIBILITIES:

Reporting to the HR Manager, the successful applicant will be required to:

- (a) Assist in the development and delivery of HR services to the Court
- (b) Undertake special HR projects as they are assigned
- (c) Update and develop drafts of job descriptions
- (d) Assist with the implementation of HR policies, practices and procedures
- (e) Ensure employee compliance with the organization's policy and guidelines
- (f) Assist in compilation of job vacancy advertisements, screening of applicants and provision of administrative support for interviews
- (g) Assist with the coordination of the Performance Management System
- (h) Coach and mentor staff where necessary
- (i) Prepare employment contracts, offer and appointment letters

- (j) Research HR issues which are required from time to time
- (k) Co-ordinate social activities and wellness programs
- (l) Assist in the successful execution of employee engagement initiatives
- (m) Assist with training and development initiatives
- (n) Perform any other related duties assigned from time to time

[2] QUALIFICATIONS AND EXPERIENCE:

This position requires a Bachelor's Degree in Management, Human Resource Management, or related field. HR Certification would be an asset. Applicants should also have specialized training in and working knowledge of IT applications for HR Administration, Personnel Management, Industrial Relations, Team Building, Customer Service, Employee Welfare Plans; **plus** a minimum of three (3) years of relevant work experience in a similar environment.

[3] COMPETENCIES AND SKILLS:

The Officer's competencies and skills should include:

- (a) Excellent interpersonal relations
- (b) Excellent communication skills
- (c) Sound judgment and decision-making ability
- (d) Good planning and organization skills
- (e) Knowledge of and ability to interpret relevant labour legislation
- (f) Knowledge of public service procedures and regulations
- (g) Ability to recommend and implement effective HR procedures
- (h) Familiarity with the application of information technology to HR practices
- (i) Emotional intelligence
- (j) Conflict Resolution
- (k) Project Management
- (l) Analysis and Reporting

[4] REMUNERATION:

Salary shall be commensurate with the successful applicant's qualifications and experience.

Application form and cover letter, along with full curriculum vitae, letters of reference from two referees and certified documents pertaining to qualifications, should be submitted under confidential cover to:

The Secretary
Judicial and Legal Services Commission
2nd Floor Heraldine Rock Building
The Waterfront
P.O. Box 1093
Castries
Saint Lucia, West Indies

To reach him no later than **Monday, 19th August 2019**.

NB: Applications may also be submitted via email to jlscc@eccourts.org. Only the candidates with the best qualifications and experience will be shortlisted for interview. Due to the volume of applications, only short-listed candidates will be contacted.

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

Department of Education, Innovation and Gender
Relations.

POST OF CHIEF EDUCATION OFFICER

A. RELATIONSHIPS AND RESPONSIBILITIES

1. To provide strategic leadership and technical advice in the formulation and coordination of policies and programmes that promote good governance and institutional capacity development; change management initiatives aimed at supporting and enhancing education monitoring and evaluation, quality assurance, planning and management, in accordance with legislation, regulatory requirements and national educational plans.
2. To manage staff and resources to ensure work programmes are implemented in accordance with administrative and legislative requirements and established education management standards and practices.
3. Reports to the Minister on matters relating to the implementation of the Education Act.
4. Liaises with District Education Officers, School Administrators, Teachers, Heads of Departments, Regional and International Organisations on matters relating to work in progress.
5. Reports to the Permanent Secretary, Department of Education, Innovation and Gender Relations.
6. Supervises the Deputy Chief Education Officer (instruction), Education Officers and School Supervision.

B. DUTIES AND TASKS

1. Develops and enhances Administrative Principles and Procedures for the administering of educational institutions; monitoring and evaluating systems, planning framework, performance management and dialogue with stakeholders to improve and stimulate the leadership and management of educational systems, policies and programmes that adequately respond to the needs of schools and other educational institutions.
2. Establishes the work programme for the administration of schools and other educational institutions in line with the Ministry's strategic objectives, through strategic planning, consultation with stakeholders and team members and reviewing key evidence-based reports/ documentation, to enable the determination of targets, milestones and deadlines.
3. Leads and manages assigned staff through target setting, continuous dialogue, mentoring, coaching and assessment of individual staff performance to ensure effective performance management.
4. Initiates curriculum innovation and reform by utilising modernization, reform and change management strategies, collaborating with stakeholders, and process reviews in accordance with the Education Act to enhance education delivery for sustainable improvements in teaching and learning and in support of national development plans.
5. Coordinates and facilitates curriculum development through the design, implementation and evaluation of integrated plans, syllabus reviews and working in collaboration with stakeholders for impact assessment on student learning, teaching and delivery, planning and design to ensure a progressive, cohesive and systemic process for improvements in educational systems.
6. Directs the evaluation of instructional programmes of schools and other educational institutions through the establishment of relevant procedures, policies, legislation and assessment methodologies to ensure adherence to the Education Act and that standards and practices positively impact learning and teaching.
7. Ensures the observance of the Education Act and its supporting regulations made thereunder pertaining to the conduct of schools and other educational institutions by providing guidance and implementing effective governance policies and procedures as required by statutory obligations.
8. Advises the Minister on matters affecting education in the State by conducting evidence-based research, programme and operational reviews to provide guidance on legislation, policy decisions, educational planning and development that support the achievement of national education and learning objectives.

9. Initiates, organises and conducts induction training and development programmes in formulating a systematic support structure for new teachers, designing training modules and proposals, conducting and/or facilitating training, and accessing professional development opportunities; to provide guidance to teachers, attain high quality educational standards, teaching and assessment practice.
10. Develops and directs effective training of professional personnel through the facilitation, coordination and delivery of relevant learning and development programmes for capacity building that foster the growth and success of education administration and the competencies and expertise of educators.
11. Delegates authority to professional staff of the Ministry for administering the systems of education including registration and administration of private schools; through consultation with the Permanent Secretary, utilising set policies, procedures, conducting performance management, training, and providing guidance and support to ensure the effective governance of the educational system and the implementation of work programmes.
12. Ensures the development and implementation of a comprehensive facility inspection and maintenance plan guided by facility maintenance standards, environmental health laws and policies, to permit identification of deficiencies, maintain integrity of buildings and structures for the avoidance of disruption in activities and assurance of a conducive work and educational environment.
13. Ensures the protection of school premises, property and stock through the establishment, assessment and monitoring of safety plans, emergency management and security protocols to facilitate safe and secure teaching and learning environments at public educational institutions.
14. Directs and/or conducts site visits to monitor systems, procedures and conditions within schools and educational institutions by assessing the application of established standards, and preparing relevant reports to document incidents/deficits and implementing approved corrective measures, to foster an enabling environment for teaching and learning.
15. Implements and monitors the budget of the Division by assessing the proposed programmes and collaborating with the Accounting and Finance Unit, to enable access to funds for programme implementation, ensure the effective use of resources and to facilitate early detection and management of budget variations
16. Develops and implements policy guidelines for community use of premises and resources of public educational institutions through research, dialogue and ensuring compliance with rules and regulations, to avoid adverse effects or liabilities.
17. Represents the Department on boards/committees, conferences and meetings at the local, regional and international levels to articulate government's policy position and foster networking and alliances.
18. Supports the review of relevant legislation, policies and procedures through consultation with stakeholders and making recommendations that are constitutionally sound to enable legal reform and decision making.
19. Perform any other job related duties as may be assigned.

C. CONDITIONS

1. Congenial accommodation is provided in a general administrative office.
2. Institutional support is provided through the Constitution of Saint Lucia, Civil Service Rules and Regulations, Departmental Guidelines, Standard Operating Procedures, Finance (Administration) Act and supporting regulations, Estimates of Expenditure and Revenue, Education Act, 1999 and other relevant regulations and policy documents.
3. Opportunities exist for personal development through established orientation and training programmes, as outlined in the Public Service Training and Development Policy.
4. Required to undertake the duties as specified by law in accordance with the Education Act, 1999 to enable the enactment and implementation of the relevant legislation and regulations.
5. Required to work beyond the normal working hours.
6. Required to remain current on practices and developments in education planning, innovation, strategic leadership and management.
7. Required to demonstrate political acuity.
8. Required to maintain integrity, confidentiality and professionalism in the conduct of duties.
9. Required to undertake site visits and inspections at educational institutions.
10. Functions in a scheduled travelling post with travel allowance in accordance with that stipulated in the terms and conditions of employment.
11. Required to own and maintain a motor vehicle for the proper performance of duties and to possess a valid driver's licence.

12. May be required to travel regionally and internationally in the conduct of duties.
13. Salary and benefits are in accordance with that stipulated in the terms and conditions of employment

D. KNOWLEDGE, SKILLS AND ABILITIES

1. Expert knowledge of the structure and function of the education system, the machinery of government and ability to interpret and apply its administrative policies and procedures.
2. Expert knowledge of, and ability to interpret and apply teaching and civil service rules and regulations, departmental guidelines and standard operating procedures, Education Act, 1999 and other relevant regulations and policy documents.
3. Intermediate knowledge of the Pensions Act, the Estimates of Expenditure, Saint Lucia Constitution, Part IV of the Labour Act (Occupational Health and Safety), Finance (Administration) Act and supporting Regulations.
4. Expert knowledge of strategic education planning and management theories, curriculum development and quality assurance in the education system.
5. Expert analytical and conceptualisation skills.
6. Expert leadership and management skills and ability to inspire and motivate staff.
7. Expert interpersonal skills and consistently demonstrates emotional intelligence.
8. Expert negotiation and mediation skills.
9. Expert oral and written communication, listening and presentation skills.
10. Expert business process management, organisational and project management skills.
11. Intermediate level computer literacy skills; with the ability to manipulate software applications such as word processing, spreadsheets, databases and presentation programmes.
12. Ability to effectively develop and maintain working relationships with team members and other stakeholders.
13. Ability to manage time, meet deadlines and remain calm under pressure.
14. Intellectually acute, visionary, innovative and capable of translating ideas into policies.
15. Ability to exercise judgment, diplomacy and impartiality in the execution of duties.

E. EVALUATION METHOD

1. Demonstrated knowledge of the structure and function of the education system, the machinery of government and ability to interpret and apply its administrative policies and procedures.
2. Demonstrated knowledge of, and ability to interpret and apply teaching and civil service rules and regulations, departmental guidelines and standard operating procedures, Education Act, 1999 and other relevant regulations and policy documents.
3. Demonstrated knowledge of the Pensions Act, the Estimates of Expenditure, Saint Lucia Constitution, Part IV of the Labour Act (Occupational Health and Safety) and the Finance (Administration) Act and supporting Regulations.
4. Demonstrated knowledge of and ability to interpret and apply strategic education planning and management theories, curriculum development and quality assurance in the education system.
5. Demonstrated analytical and conceptualisation skills.
6. Demonstrated leadership and management skills.
7. Demonstrated interpersonal skills and emotional intelligence.
8. Demonstrated negotiation and mediation skills.
9. Demonstrated effectiveness of oral and written communication, listening and presentation skills.
10. Demonstrated business process management, organisational and project management skills.
11. Demonstrated computer literacy skills.
12. Demonstrated ability to effectively develop and maintain working relationships with team members and other stakeholders.
13. Demonstrated ability to manage time, meet deadlines and remain calm under pressure.
14. Demonstrated ability to exercise judgement, diplomacy and impartiality in the conduct of duties.
15. Demonstrated intellectual acuity and ability to be visionary and innovative.
16. Demonstrated ability to complete assignments and tasks as defined by performance targets.
17. Demonstrated political acuity.
18. Demonstrated ability to remain current on issues related to education planning, innovation, leadership and management, strategic leadership and management.

19. Demonstrated ability to prepare and submit reports that meet established standards.
20. Demonstrated ability to adapt to organisational change.

F. QUALIFICATIONS AND EXPERIENCE

1. Master's Degree plus Post Graduate Certificate in Education, Education Planning, Management and Administration or related field, plus four (4) years' experience in a post at Grade 15 or above or at least five (4) years relevant professional experience. **OR**
2. Bachelor's Degree plus Post Graduate Diploma in Education, Education Planning, Management and Administration, plus a Certificate in Teacher Education and five (5) years' experience in a post at Grade 15 or above or at least five (5) years relevant professional experience.

G. SALARY

Salary is at the rate of **EC\$103,194** per annum (Grade 19).

Applications should be made on the prescribed Government of Saint Lucia Employment Application Form, and should be addressed to:

The Secretary
Public Service Commission
Sir Stanislaus James Building
The Waterfront
Castries, St. Lucia

To reach her no later than August 9, 2019.

Only suitable candidates will be acknowledged.

Please be advised that candidates who meet the minimum qualifications and experience may not be considered for an interview; the candidates with the best qualifications and experience will be short listed for interviews.

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

Department of Home Affairs and National Security
(Royal Saint Lucia Police Force)

POST OF DEPUTY COMMISSIONER OF POLICE

A. RESPONSIBILITIES AND RELATIONSHIPS

1. To support the formulation and implementation of the strategic objectives of the national security mandate and to lead, guide and direct the Assistant

Commissioners of Police and sub-ordinate officers in the administration of law enforcement operations and investigative practices; and the promotion of community partnerships to facilitate civil justice and the maintenance of law and order.

2. To lead and manage the Unit and its resources and to drive the implementation of the Unit's work programme, in accordance with legislative and administrative requirements and police standards, guidelines and procedures.
3. Responds to the Prime Minister, Minister and Permanent Secretary with responsibility for National Security and liaises with the Attorney General's Chambers, Office of the Governor General, Government and non-governmental agencies, internal and external stakeholders including regional and international agencies.
4. Reports to the Commissioner of Police.
5. Supervises the Assistant Commissioners of Police (Operations, Crime Management, Territorial, Corporate Services and Professional Standards).

B. DUTIES AND TASKS

1. Plans, directs and coordinates the work plan through periodic review and evaluation of methods and procedures for effective formulation and administration of policies on performance management, succession planning, training and development towards attaining the organisation's goals and objectives.
2. Leads, manages and oversees the work programme of the respective Units through target setting, monitoring and appraisal of individual staff performance, coaching, mentoring and motivating staff to drive productivity and to enable the efficient operations of the Royal Saint Lucia Police Force.
3. Provides advice and guidance in the formulation, development and implementation of policies, strategies, operations and programmes through attending meetings, consultation and dialogue with the Administrative Officer and other relevant personnel to improve the efficiency and effectiveness of the services of the Royal Saint Lucia Police Force.
4. Directs and undertakes research on various law enforcement trends, using research and analysis methodologies, to facilitate the provision of advice to guide policies and for the adoption of best practices in providing policing, law enforcement, investigative and crime preventative services.
5. Collaborates with the Attorney General's Chambers and other key stakeholders for the provision of legal advice, support in the interpretation of legal situations and recommendations on law enforcement matters to

ensure that the decision-making process, strategies and policies adhere to prevailing statutory, regulatory and legal requirements.

6. Assists in the selection process of the non-gazetted staff of the Royal Saint Lucia Police Force by participating in the process of selecting and making recommendations to the Commissioner of Police to ensure a competent workforce and efficient service delivery.
7. Promotes professional development by identifying training needs and learning programmes, making recommendations and sourcing specialized training for officers through research, networking and liaising with relevant stakeholders to correct deficiencies, improve performance and enhance competency.
8. Supports the development and maintenance of an effective Management Information System by ensuring periodic updates to facilitate electronic access, dissemination and retention of data that is current and relevant for statistical purposes and to guide decision-making.
9. Prepares periodic comprehensive reports on activities of the Royal Saint Lucia Police Force, inclusive of statistics, for the attention of the Commissioner of Police for documentation and accountability to guide policy direction; and to engender the revision, identification and establishment of innovative strategies and mechanisms in attaining the national security objectives.
10. Oversees the Special and Internal Investigations Unit by liaising with the Police Complaints Commission/ Professional Standards Unit to ensure that the proceedings for complaints that are lodged against officers are conducted in accordance with Police Act, Chapter 14.01, the Police Complaints Act and Standing Orders; to ensure compliance, elimination of discrimination and maintenance of the organisation's core values.
11. Assists with the coordination of the annual budgetary process of the RSLPF through collaboration with the office of the Administration Officer and attending budget planning meetings to enable the implementation of the work programme and ensure availability and effective use of resources.
12. Coordinates and participates in the formulation/ enhancement of public relations strategies for the implementation of effective communication, community policing interventions and educational programmes, inclusive of presentation on law enforcement matters, road safety and other related subjects, at school and institutions and to other relevant stakeholders and hosting town hall meetings, to promote awareness and develop strategic community partnerships.
13. Establishes and maintains collaborative relationships locally with other government agencies, professional groups, community groups, National Emergency Management Organisation, other emergency preparedness organisations/groups, Environmental Health and Safety, the media, Labour Department and organizers of national and mass crowd events to ensure adherence to law and order, emergency response and safety of citizens.
14. Represents the Police Commissioner/Royal Saint Lucia Police Force on boards, committees, task forces, meetings, conferences and workshops at the local, regional and international levels to articulate the Government of Saint Lucia's policy position, negotiate on behalf of the Government; and to foster networking and alliances for continuous learning opportunities, sourcing assistance and the maintenance of goodwill.
15. Executes matters of operations delegated by the Commissioner of Police.
16. Assumes the role of the Commissioner of Police in his or her absence to enable continuity in the responsibilities of the Royal Saint Lucia Police Force.
17. Performs any other job-related duties as may be assigned.

C. CONDITIONS

1. Congenial accommodation is provided within a general administrative office.
2. Institutional support is provided through the appropriate Civil Service Regulations, Chapter 14.01, Police Act, Police Complaint Act and Standing Orders, departmental guidelines, Estimates of Expenditure and Revenue, Saint Lucia Constitution, Finance (Administration) Act, Saint Lucia Immigration Act, Collective Agreement and other policy documents.
3. Opportunities exist for personal development and career advancement through established orientation and in-service training, as outlined in the Public Service Training Catalogue.
4. Required to pass the polygraph test.
5. Required to work beyond the normal working hours.
6. Required to exercise a high degree of integrity, confidentiality and professionalism in the conduct of duties.
7. Required to remain current on law enforcement trends and developments.
8. Required to demonstrate a high level of political acuity.
9. Functions in a scheduled travelling post and receives allowances in accordance with that stipulated in the terms and conditions of employment.
10. Required to own and maintain a motor vehicle for the performance of duties.

11. Required to represent the Royal Saint Lucia Police Force and the Government of Saint Lucia regionally and internationally in the conduct of duties.
12. Required to conduct duties in varying locations, inclement weather and erratic situations.
13. Salary and benefits are in accordance with that stipulated in the terms and conditions of employment.

D. KNOWLEDGE, SKILLS AND ABILITIES

1. Advanced knowledge of the structure of the Public Service and the machinery of Government's administrative policies and procedures.
2. Advanced knowledge of and ability to interpret and apply Civil Service Rules and Regulations, Chapter 14.01 Police Act, Police Complaint Act and Standing Orders, Departmental Guidelines, Estimates of Expenditure and Revenue, Saint Lucia Constitution, Finance (Administration) Act, Saint Lucia Immigration Act, Collective Agreement and other policy documents.
3. Advanced knowledge of management techniques and of principles and practices.
4. Advanced knowledge of and ability to apply legislative/ law enforcement and court policy and procedures.
5. Advanced leadership and management skills, with the ability to inspire and motivate staff.
6. Advanced interpersonal, team building and communications skills with a high level of emotional intelligence.
7. Ability to effectively utilize resources and manpower.
8. Advanced analytical, problem-solving and decision making skills and ability to apply principles to solve practical problems and to manage time in a fast-paced environment, meet deadlines and remain calm under pressure.
9. Ability to analyse information and problems, handle sensitive situations, arrive at logical conclusions and implement appropriate resolutions.
10. Ability to effectively plan, organize, direct and evaluate the work of the subordinates.
11. Ability to analyse complex verbal and statistical reports and to formulate actions based on analysis.
12. Ability to prepare and present oral and written informative material relating to the activities of the departments.
13. Ability to establish and maintain effective working relationships with subordinates, city officials, state authorities, civil leaders, the public and other stakeholders.
14. Advanced computer literacy skills, with the ability to manipulate software applications such as word processing, spreadsheets, presentation programmes and management information systems.
15. Advanced listening, oral and written communication skills and ability to prepare clear and concise reports and documents for technical and non-technical audiences.
16. Ability to exercise initiative, judgement, tact and diplomacy in the execution of duties.
17. Ability to institute investigative techniques and other proceedings in assessing policing and law enforcement matters.
18. Advanced numeracy, ability to research, data collection and data analysis skills.
19. Advanced negotiation, mediation, conflict resolution and networking skills.
20. Ability to qualify for firearm in accordance with legislation and departmental policies.

E. EVALUATION METHOD

1. Demonstrated knowledge of the structure of the Public Service and the machinery of Government's administrative policies and procedures.
2. Demonstrated knowledge and ability to interpret and apply Civil Service Rules and Regulations, Chapter 14.01 Police Act, Police Complaint Act and Standing Orders, Departmental Guidelines, Estimates of Expenditure and Revenue, Saint Lucia Constitution, Finance (Administration) Act, Saint Lucia Immigration Act, Collective Agreement and other policy documents.
3. Demonstrated ability to apply management techniques, principles and practices.
4. Demonstrated ability to apply legislative/law enforcement and court policy and procedures.
5. Demonstrated leadership and management skills and the ability to inspire and motivate staff.
6. Demonstrated interpersonal, team building and communications skills and high level of emotional intelligence.
7. Demonstrated ability to utilize resources and manpower effectively.
8. Demonstrated analytical, problem-solving and decision-making skills and the accuracy, time and attention taken to resolve problems in a fast-paced environment and ability to meet deadlines and remain calm under pressure.
9. Demonstrated ability to effectively plan, organise, direct and evaluate the work of subordinates.
10. Accuracy and conciseness of verbal and statistical reports.

11. Timely submission and clarity of oral and written informative material relating to the activities of the departments.
12. Demonstrated ability to establish and maintain cordial/ collaborative working relationships with subordinates, city officials, state authorities, civil leaders, the public and other stakeholders.
13. Demonstrated computer literacy skills, with the ability to manipulate software applications such as word processing, spreadsheets, presentation programmes and management information systems in the performance of duties.
14. Demonstrated listening, oral and written communication skills and the ability to prepare concise and comprehensive reports and documents for technical and non-technical audiences.
15. Demonstrated initiative, judgement, tact and diplomacy exercised in the execution of duties.
16. Demonstrated ability to apply effective investigative techniques in assessing policing, proceedings and law enforcement matters.
17. Demonstrated ability to conduct research, analyse and apply data collection.
18. Demonstrated ability to negotiate, arrive at resolutions through mediation and obtain alliances and partners through networking.
19. Demonstrated ability to uphold legislative and departmental requirements for use of a firearm.

F. QUALIFICATIONS AND EXPERIENCE

1. Master's Degree in Criminology, Law, Business Studies or a related field plus four (4) years' experience in a post at grade 16 and above or at least four (4) years professional experience;

OR

2. Bachelor's degree in Criminology, Law, Business Studies or a related field plus a post graduate diploma or Certificate of Senior Command Programme (Regional Security Staff and Command Certificate) and five (5) years' experience in a post at Grade 16 and above or at least five (5) years professional experience.

G. SALARY

Salary is at the rate of **EC\$103,194** per annum (Grade 19).

Applications should be made on the prescribed Government of Saint Lucia Employment Application Form, and should be addressed to:

The Secretary
Public Service Commission
Sir Stanislaus James Building
The Waterfront
Castries, St. Lucia

To reach her no later than **August 14, 2019.**

Only suitable candidates will be acknowledged.

Please be advised that candidates who meet the minimum qualifications and experience may not be considered for an interview; only the candidates with the best qualifications and experience will be short listed for interviews.

NOTICES

THE GENERAL PUBLIC is hereby advised that Investitures will be held at Buckingham Palace during the Autumn of 2019 on the following dates:

2019

Thursday, 10 October
Tuesday, 22 October
Friday, 25 October (Windsor Castle)
Thursday, 31 October
Tuesday, 5 November
Thursday, 7 November
Tuesday, 19 November
Thursday, 21 November
Tuesday, 26 November

Thursday, 5 December
Thursday, 19 December

2020

Tuesday, 14 January
Wednesday, 29 January
Wednesday, 5 February
Thursday, 13 February

**GOVERNMENT HOUSE
SAINT LUCIA**

JULY 23, 2019

FINANCIAL SERVICES REGULATORY AUTHORITY

**APPOINTMENT TO BOARD
OF DIRECTORS**

TAKE NOTICE, that Pursuant to Section 5 (1) (d) and Section 20 of the Financial Services Regulatory Authority Act, Cap 12.23 as amended by the Financial Services Regulatory Authority (Amendment) Act No. 7 of 2016 the Minister for Finance has appointed the following persons to serve on the Board of Directors of the Financial Services Regulatory Authority for a term of three (3) years, with effect from 5th May, 2019:

1. Mr. Vincent Hippolyte (*Chairman*);
2. Mr. Philip Dalsou (*Deputy Chairman*);
3. Mrs. Mary Popo;
4. Mr. Cyrus Charles;

Dated this 19th day of July, 2019.

HON. ALLEN M. CHASTENET
Prime Minister and Minister for Finance,
Economic Growth, Job Creation, External Affairs
& the Public Service

**APPOINTMENT OF THE BOARD OF
THE DEVELOPMENT CONTROL
AUTHORITY (DCA)**

CABINET, in accordance with Section 61 of the Physical Planning and Development Act, Cap 5.12 and guided by Section 3A of the Land Development (Interim Control) (Amendment) Act, No. 18 of 1998, appointed the following persons to the Board of the Development Control Authority (DCA) for a period of three years, effective 6th July, 2019:

1. Mr. Clem Bobb (*Chairman*);
2. Mr. Kentigern Louis (*Deputy Chairperson*);
3. Ms. Beryl George;
4. Ms. Tryce Loctar-Polius;
5. Mr. Herbert Peter;
6. Mr. Leo Harrigan;
7. Mr. Shoan Aubertin;
8. Permanent Secretary, Department of Physical Planning or designated representative;
9. Permanent Secretary, Department of Agriculture or designated represented;
10. Permanent Secretary, Department of Sustainable Development or designated representative;

11. Representative of the Ministry of Health;
12. Chief Engineer, Department of Infrastructure;
13. Representative of LUCELEC (observer); and
14. Representative of WASCO (observer).

BEN EMMANUEL
Secretary to the Cabinet

**PUBLIC SERVICE BOARD
OF APPEAL**

1. NOTICE OF SITTING

A SITTING of the Public Service Board of Appeal will take place on Tuesday, July 30, 2019 in the Conference Room of the Integrity Commission, 1st Floor, Hewanorra House, Trou Garnier, Castries at 2:00 p.m.

2. TAKE NOTICE

THAT 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
CASTRIES

Verna Mondesir (Ms)
Secretary

**REGISTRY OF COMPANIES &
INTELLECTUAL PROPERTY**

Notice of Striking Off
(Companies Act, Cap. 13.01 Section 519(1) (a))

NOTICE IS hereby given that the following company incorporated under the Companies Act of Saint Lucia Cap 13.01, has been struck off the Register of Companies pursuant to section 519 (1)(a) of the Act.

NINI'S RESTAURANT INC. bearing Company Number 2016/C262 incorporated on 13th day of October, 2016.

Dated this 19th day of July, 2019.

KOZEL CREESE
Acting Registrar

NOTICE OF COMPANY IN DISSOLUTION

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

**BETHEL FAMILY CAPTIVE INSURANCE
COMPANY, LTD. NO. 2017-00172**

TAKE NOTICE that the International Business Company, Bethel Family Captive Insurance Company, Ltd. No. 2017-00172 which was incorporated on June 08, 2010 has registered its articles of dissolution.

TAKE NOTICE that dissolution of the above-named company commenced on 18th July 2019 OR on a date within 30 days thereof and that the name and address of the liquidator is as follows:

SCOTT BOSSART
1192 Riveredge Drive
Tarpon Springs, FL 34689
USA

Dated this 18th day of July 2019.

LESTER D. MARTYR

Registrar

International Business Companies

NOTICE OF COMPANY IN DISSOLUTION

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

**ELEMENTAL ADVISORS (ST. LUCIA) INC.
NO. 2017-00172**

TAKE NOTICE that the International Business Company, Elemental Advisors (St. Lucia) Inc. No. 2017-00172 which was incorporated on May 18, 2017 has registered its articles of dissolution.

TAKE NOTICE that dissolution of the above-named company commenced on 5th July 2019 OR on a date within 30 days thereof and that the name and address of the liquidator is as follows:

JOHN WENDELL SKEETE
Meridian Place
Choc Estate
Castries
Saint Lucia

Dated this 17th day of July 2019.

LESTER D. MARTYR

Registrar

International Business Companies

*Ministry of Agriculture, Fisheries, Physical
Planning, Natural Resources and Co-operatives*

OPEN LOBSTER FISHERY 2019

The Ministry of Agriculture, Fisheries, Physical Planning, Natural Resources and Co-operatives informs the general public that the lobster fishery opens from **Friday August 2, 2019 to Saturday February 29, 2020** both days inclusive.

When the lobster fishery is open, lobsters may be obtained, fished for, sold and purchased; however, the following regulations are in effect in accordance with the Fisheries Regulations Chapter 7.15 of the Revised Laws of Saint Lucia:

1. No person shall harm, give, receive from anyone, or at any time have in his possession, expose for sale, sell or purchase:

- (a) any lobster that is undersized;
- (b) any lobster carrying egg; and
- (c) any lobster which is moulting.

2. No person shall:

- a) remove the eggs from a lobster, or have in his possession, or sell, or purchase a lobster from which the eggs have been removed.
- b) spear, hook or attempt to spear a lobster;
- c) sell any lobster that has been speared, hooked, or otherwise impaled.

3. In this Regulation -

“undersized” means in relation to lobsters-

- (i) less than 9.5 centimetres (3.75 ins.) in carapace length measured from the ridge at the base of the horns to the end of the carapace (back shell); or
- (ii) if the tail has been removed, a tail weight of less than 340 grammes (12 ounces)

Contravention of each of these Regulations is subject to a maximum fine of **EC\$5000.00 for each offence.**

The Department seeks the cooperation of everyone and encourages members of the public to report to the Marine Police, District Police Stations or the Department of Fisheries, any person or establishment found contravening the Lobster Fishery regulations.

DEPARTMENT OF FISHERIES

JUDICIAL SALE

NOTICE is hereby given that the immovable property hereinafter described will be put up for Sale and Adjudication by the Sheriff, or his Officer, at the Court House or at the Registrar's Office in the City of Castries, on the day of Sale hereinafter stated for each property between the hours of ten and eleven o'clock in the forenoon by the Court House clock.

The purchase money shall be payable as follows:

1. The Officer conducting the Sale shall require from the Bidder a deposit or a certified banker's cheque in the sum of \$2,540.72, equal to one tenth of the debt (in principal, interest and cost) due to the seizing party.
2. The Purchaser shall pay the Sheriff the Purchase price less the deposit within six months of the date of Sale with interest thereon at the rate of six percent per annum. In default of such payment the deposit paid by the Purchaser shall be forfeited and shall be applied towards the Judgment Debt.

SAINT LUCIA

IN THE HIGH COURT OF JUSTICE
(CIVIL)

Claim No. SLUHCv2012/0538

Between:-

1. BANK OF SAINT LUCIA LIMITED
2. MORTGAGE FINANCE COMPANY OF SAINT LUCIA LIMITED

Claimant

v.

AGATHA JULES

Defendant

NOTICE IS HEREBY given that by virtue of Judgment of the High Court dated the 10th day of October, 2012 against the Defendant herein and Writ of Execution returnable on the 26th day of August, 2019 there will be put up for Sale and Adjudication by the Sheriff or his Officer to the Highest Bidder in the High Court House, on Peynier Street in the City of Castries on the 23rd day of August, 2019 at ten o'clock in the forenoon, the following immovable property of the Defendant to wit:

SCHEDULE

BLOCK 0840B PARCEL 20

All that piece or parcel of land comprising approximately 0.50 hectares situate at Vanard in the quarter of Castries in the State of Saint Lucia and registered at the Land Registry of Saint Lucia as Parcel 0840B 20 and is bounded as follows:

On the NORTH partly by Parcels 0840B 130 and 128;

On the SOUTH by Parcel 0840B 125 and 160;

On the EAST by Parcel 0840B 148 and 149 and.

On the WEST by Parcel 0840B 14 or howsoever else the same may be bounded or contained.

Together with all the appurtenances and dependencies thereof including the private vehicular right of way as indicated on Registry Map (A. Record).

TITLE: Deed of Sale by Wells Peter to the Judgment Debtor executed before Christine Beverley Downes, Notary Royal on the 25th day of September, 2009 and registered at the Land Registry on the 7th day of October, 2009 as Instrument No. 4594/2009.

This Property is subject to:

(1) Hypothec by the Judgment Debtor in favour of the Second Judgment Creditor to secure \$27,000.00 with interest at the rate of 9% per annum and registered at the Land Registry on 20th October 2009 as Instrument Number 4808/2009.

(2) Judicial Hypothec in favour of the First Judgment Creditor registered at the Land Registry on 13th November 2012 as Instrument Number 5279/2012.

Upset Price: N/A

Sheriff's Office
Peynier Street
Castries

[First Publication]

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

SAINT LUCIA

CLAIM NO. SLUHCM2019/0045

BETWEEN:

THE BANK OF NOVA SCOTIA

and

Claimant

(1) MAURICE LAWRENCE

(2) EULAH LAWRENCE

Defendants

NOTICE

TO: - MAURICE & EULAH LAWRENCE, whose last known address is Balata, Castries, Saint Lucia.

TAKE NOTICE that on 24th May 2019, a Claim was filed against you in the High Court of Justice (St. Lucia) Commercial Division, on the Eastern Caribbean Supreme Court Electronic Litigation Portal (the "Portal") by the Claimant herein, The Bank of Nova Scotia. In order to access the Portal, you will need to obtain an authorization code.

PURSUANT TO CPR Rule 5.13, service of the Claim Form, Statement of Claim, Authorization Code and all other proceedings in this matter will be effected on you through advertisements in two issues of the Official Gazette and in two publications in a newspaper circulating in Saint Lucia.

IF YOU DESIRE to defend this action or to be heard you must, within twenty eight (28) days of the last publication file an Acknowledgment of Service. This proceedings can only be accessed through the Electronic Litigation Portal. If you do not have an attorney-at-law and need assistance in accessing the Portal, please contact the Service Bureau at the Registry of the High Court of Justice, La Place Carenage, Jeremie Street in the City of Castries in this Island.

IN DEFAULT of filing Acknowledgment of Service within the time stipulated, the court may hear the case in your absence without further notice and Judgment may be granted against you in favour of the Claimant.

A COPY of the Claim Form, Statement of Claim and Authorization Code can be obtained at the offices of Floissac Fleming & Associates, Cnr. Brazil & Mongiraud Streets, Castries, Saint Lucia, Telephone number (758)452-2887, Fax Number (758)453-1496 or Email: info@floissaclawyers.com. The office is open between 8:30 a.m. and 4:30 p.m. on Mondays to Fridays except public holidays.

Dated the 26th day of June, 2019.

FLOISSAC FLEMING & ASSOCIATES

Per: Danielia Chambers

Legal Practitioners for the Claimant

This Notice is filed by Floissac Fleming & Associates, Solicitors for the Claimant, Cnr Brazil & Mongiraud Streets, Castries, Saint Lucia. Telephone 452-2887/452-3250, Fax 453-1496, Email: info@floissaclawyers.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number 468-7500, Fax: 468-7543, E-mail: stluhco@eccourts.org. The Court Office is open between 9:00 am and 2:00 pm on Monday to Thursday and between 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. SLUHCM2019/0047

BETWEEN:

THE BANK OF NOVA SCOTIA

and

Claimant

(1) RONALD PHILIP JOAB

(2) LYNELL G. JOAB

Defendants

NOTICE

TO: - RONALD & LYNELL JOAB, whose last known address is Moule a Chique, Vieux Fort, Saint Lucia.

TAKE NOTICE that on 24th May 2019, a Claim was filed against you in the High Court of Justice (St. Lucia) Commercial Division, on the Eastern Caribbean Supreme Court Electronic Litigation Portal (the "Portal") by the Claimant herein, The Bank of Nova Scotia. In order to access the Portal, you will need to obtain an authorization code.

PURSUANT TO CPR Rule 5.13, service of the Claim Form, Statement of Claim, Authorization Code and all other proceedings in this matter will be effected on you through advertisements in two issues of the Official Gazette and in two publications in a newspaper circulating in Saint Lucia.

IF YOU DESIRE to defend this action or to be heard you must, within twenty eight (28) days of the last publication file an Acknowledgment of Service. This proceedings can only be accessed through the Electronic Litigation Portal. If you do not have an attorney-at-law and need assistance in accessing the Portal, please contact the Service Bureau at the Registry of the High Court of Justice, La Place Carenage, Jeremie Street in the City of Castries in this Island.

IN DEFAULT of filing Acknowledgment of Service within the time stipulated, the court may hear the case in your absence without further notice and Judgment may be granted against you in favour of the Claimant.

A COPY of the Claim Form, Statement of Claim and Authorization Code can be obtained at the offices of Floissac Fleming & Associates, Cnr. Brazil & Mongiraud Streets, Castries, Saint Lucia, Telephone number (758)452-2887, Fax Number (758)453-1496 or Email: info@floissaclawyers.com. The office is open between 8:30 a.m. and 4:30 p.m. on Mondays to Fridays except public holidays.

Dated the 26th day of June, 2019.

FLOISSAC FLEMING & ASSOCIATES

Per: Danielia Chambers

Legal Practitioners for the Claimant

This Notice is filed by Floissac Fleming & Associates, Solicitors for the Claimant, Cnr Brazil & Mongiraud Streets, Castries, Saint Lucia. Telephone 452-2887/452-3250, Fax 453-1496, Email: info@floissaclawyers.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number 468-7500, Fax: 468-7543, E-mail: stluhco@eccourts.org. The Court Office is open between 9:00 am and 2:00 pm on Monday to Thursday and between 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. SLUHCM2019/0052

BETWEEN:

THE BANK OF NOVA SCOTIA

and

KAREN ANTOINE

Claimant

Defendant

NOTICE

TO: - KAREN ANTOINE, whose last known address is Ciceron, Castries, Saint Lucia.

TAKE NOTICE that on 27th May 2019, a Claim was filed against you in the High Court of Justice (Saint Lucia) Commercial Division, on the Eastern Caribbean Supreme Court Electronic Litigation Portal (the "Portal") by the Claimant herein, The Bank of Nova Scotia. In order to access the Portal, you will need to obtain an authorization code.

PURSUANT TO CPR Rule 5.13, service of the Claim Form, Statement of Claim, Authorization Code and all other proceedings in this matter will be effected on you through advertisements in two issues of the Official Gazette and in two publications in a newspaper circulating in Saint Lucia.

IF YOU DESIRE to defend this action or to be heard you must, within twenty eight (28) days of the last publication file an Acknowledgment of Service. This proceedings can only be accessed through the Electronic Litigation Portal. If you do not have an attorney-at-law and need assistance in accessing the Portal, please contact the Service Bureau at the Registry of the High Court of Justice, La Place Carenage, Jeremie Street in the City of Castries in this Island.

IN DEFAULT of filing Acknowledgment of Service within the time stipulated, the court may hear the case in your absence without further notice and Judgment may be granted against you in favour of the Claimant.

A COPY of the Claim Form, Statement of Claim and Authorization Code can be obtained at the offices of Floissac Fleming & Associates, Cnr. Brazil & Mongiraud Streets, Castries, Saint Lucia, Telephone number (758)452-2887, Fax Number (758)453-1496 or Email: info@floissaclawyers.com. The office is open between 8:30 a.m. and 4:30 p.m. on Mondays to Fridays except public holidays.

Dated the 26th day of June, 2019.

FLOISSAC FLEMING & ASSOCIATES

Per: Danielia Chambers

Legal Practitioners for the Claimant

This Notice is filed by Floissac Fleming & Associates, Solicitors for the Claimant, Cnr Brazil & Mongiraud Streets, Castries, Saint Lucia. Telephone 452-2887/452-3250, Fax 453-1496, Email: info@floissaclawyers.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number 468-7500, Fax: 468-7543, E-mail: sluhco@eccourts.org. The Court Office is open between 9:00 am and 2:00 pm on Monday to Thursday and between 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. SLUHCOM2019/0056

BETWEEN:

FIRSTCARIBBEAN INTERNATIONAL BANK
(BARBADOS) LIMITED

and

LISBERTH AUGUSTIN

Claimant

Defendant

NOTICE

TO: - LISBERTH AUGUSTIN, whose last known address was Grand Riviere, Gros Islet, Saint Lucia.

TAKE NOTICE that on 26th June 2019, a Claim was filed against you in the High Court of Justice (Saint Lucia) Commercial Division, on the Eastern Caribbean Supreme Court Electronic Litigation Portal (the "Portal") by the Claimant, FirstCaribbean International Bank (Barbados) Limited. In order to access the Portal, you will need an authorization code which is 9SobaL.

AND SERVICE pursuant to CPR Rule 5.13, of the Claim Form, Statement of Claim, Authorization Code and all other proceedings in this matter will be effected on you through advertisements in two issues of the Official Gazette and in two publications in a newspaper circulating in Saint Lucia.

IF YOU DESIRE to defend this action or to be heard you must, within twenty eight (28) days of the last publication file an Acknowledgment of Service. This proceedings can only be accessed through the Electronic Litigation Portal. If you do not have an attorney-at-law and need assistance in accessing the Portal, please contact the Service Bureau at the Registry of the High Court of Justice, La Place Carenage, Jeremie Street in the City of Castries in this Island.

IN DEFAULT of filing Acknowledgment of Service within the time stipulated, the court may hear the case in your absence without further notice and Judgment may be granted against you in favour of the Claimant.

A COPY of the Claim Form, Statement of Claim and Authorization Code can be obtained at the offices of Floissac Fleming & Associates, Cnr. Brazil & Mongiraud Streets, Castries, Saint Lucia, Telephone number (758)452-2887, Fax Number (758)453-1496 or Email: info@floissaclawyers.com. The office is open between 8:30 a.m. and 4:30 p.m. on Mondays to Fridays except public holidays.

Dated the 18th day of July, 2019.

FLOISSAC FLEMING & ASSOCIATES

Per: André McKenzie

Legal Practitioners for the Claimant

This Notice is filed by Floissac Fleming & Associates, Solicitors for the Claimant, Cnr Brazil & Mongiraud Streets, Castries, Saint Lucia. Telephone 452-2887/452-3250, Fax 453-1496, Email: info@floissaclawyers.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number 468-7500, Fax: 468-7543, E-mail: stluhco@eccourts.org. The Court Office is open between 9:00 am and 2:00 pm on Monday to Thursday and between 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. SLUHCV2012/0043

BETWEEN:

FIRSTCARIBBEAN INTERNATIONAL FINANCE CORPORATION
(LEEWARD AND WINDWARD) LIMITED formerly BARCLAYS FINANCE
CORPORATION OF THE LEEWARD AND WINDWARD ISLANDS LTD.

Claimant/Applicant

and

(1) CUTHBERT JAMES
(2) MARIE C. BARTHELMY

Defendants/Respondents

TO: - MARIE C. BARTHELMY

(Whose last known address was Rock Hall in the registration quarter of Castries in Saint Lucia)

NOTICE

TAKE NOTICE that pursuant to CPR 11.14, CPR46.2 (C), CPR 46.3 (1) and CPR46.3(2) a Without Hearing Notice of Application for Permission to Execute against Block 1049B Parcel 367, was filed in the High Court of Justice (Saint Lucia) on 6th June 2019, by the Claimant, Firstcaribbean International Finance Corporation (Leeward and Windward) Limited formerly Barclays Finance Corporation of the Leeward and Windward Islands Ltd.

AND BY Order dated 24th June 2019, the Claimant was granted permission to issue a writ of execution against Block 1049B Parcel 367 notwithstanding that six years have elapsed since the date of entry of judgment.

AND PURSUANT to Rule 5.13 CPR 2000, service of the Without Hearing Notice of Application for Permission to Execute against Block 1049B Parcel 367 filed on 6th June 2019 and the Order filed on 05th July 2019 is being effected on you through advertisements in two issues of the Official Gazette and in two publications in a newspaper circulating in Saint Lucia.

IF YOU DESIRE to respond to these proceedings you may file the necessary applications at the Registry of the High Court of Justice, La Place Carenage, Jeremie Street in the city of Castries, Saint Lucia, and serve same on the Claimant.

A COPY of the Without Hearing Notice of Application for Permission to Execute against Block 1049B Parcel 367 dated 3rd June 2019 and filed on 6th June 2019 and the Order dated 24th June 2019 and filed on 5th July 2019 can be obtained at the Chambers of Floissac Fleming & Associates, Legal Practitioners for the Claimant, Cnr. Brazil and Mongiraud Streets, Castries, Saint Lucia, Tel: (758) 452-2887/(758) 452-3250, Fax (758) 453-1496, Email: info@floissaclawyers.com and/or the High Court Office at La Place Carenage, Jeremie Street, Castries, Saint Lucia telephone number (758) 468-7500, Fax (758) 468-7543. The office is open between 9:00 a.m. and 2:00 p.m. on Mondays to Thursdays and between 9:00 a.m. to 3:00 p.m. on Fridays except public holidays.

Dated the 9th day of July, 2019.

FLOISSAC FLEMING & ASSOCIATES

Per: Andre McKenzie

Legal Practitioner for the Claimant

This Notice is presented for filing by Floissac Fleming & Associates, Legal Practitioners for the Claimant, Chambers, Cnr. Brazil and Mongiraud Streets, Castries, Saint Lucia. Telephone (758)452-2887/(758)452-3250, Fax (758)453-1496, Email: info@floissaclawyers.com. The Court Office is at La Place Carenage, Jeremie Street, Castries, Saint Lucia, telephone number (758)468-7500, Fax (758)468-7543 or 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]