

TWENTY-FOURTH REPORT

OF THE SALARIES REVIEW COMMISSION

OF THE REPUBLIC OF TRINIDAD AND TOBAGO

MAY 1992.

Twenty-Fourth Report of the
Salaries Review Commission

The President of the Republic has conveyed his approval for a revision by the Salaries Review Commission of the salaries and other conditions of service of the holders of the offices of Commissioner of Prisons and Chief Fire Officer. By Legal Notice No. 106 of 1991 dated September 6, 1991 these offices were added to the Schedule to the Constitution of the Republic of Trinidad and Tobago (Prescribed Offices) Act, 1980.

2. At present, both office-holders are remunerated at \$8005 per month in Salary Range 67 of the Public Service Classification and Compensation Plans. The other terms and conditions of service are as follows:-

a) Cost of Living Allowance

A Cost of Living Allowance equivalent to that paid to public officers.

b) Housing

Rent free furnished quarters of appropriate specification or a Housing Allowance of \$650 per month in lieu thereof.

c) On Call Allowance

An On Call Allowance of \$180 per month.

d) Meal Allowance

A Meal Allowance of \$130 per month.

e) Vacation Leave

Vacation leave on the following basis:

1 - 10 years service - 28 working days

Over 10 years service - 35 working days.

f) Medical Benefits

Entitlement to free medical attention for self, spouse and dependent children. Such treatment includes dental and optical services.

g) Transport Facilities

The Commissioner of Prisons has at his disposal a staff car which is assigned to the Prison Service to facilitate Senior Officers in the performance of their official duties.

Similarly, the Chief Fire Officer has a jeep and a driver at his disposal.

In addition, both office-holders are provided with the following;

- (i) a maximum loan of \$25,000 currently at a rate of interest of 4% per annum to facilitate the purchase of a motor vehicle with exemption from Motor Vehicle Tax and Value Added Tax limited to the value of the maximum loan;
- (ii) a loan to cover the cost of Motor Vehicle Insurance Premium;
- (iii) an Upkeep Allowance of \$390 per month; and
- (iv) a Kilometric Allowance of 28 cents per kilometer.

The Commissioner of Prisons and the Chief Fire Officer are required to install telecommunication units in their motor vehicles. In this regard they qualify for a Special Depreciation Allowance of 2.2% of the showroom price of the vehicle subject to the maximum sum that may be advanced towards the purchase of the said motor vehicle.

h) Uniform

The Commissioner of Prisons receives a Uniform Allowance of \$1,080 per annum.

The Chief Fire Officer is provided with uniforms the full cost of which is borne by the State.

i) Telephone

The Commissioner of Prisons only is provided with a telephone at his quarters, the cost of rental and official toll charges being met by the State.

j) Pensions/Gratuity

The Chief Fire Officer receives pension and gratuity in accordance with the Fire Service Act, Chapter 35:50. Government has agreed that with effect from July 1, 1989 all Prison Officers, including the Commissioner of Prisons would be entitled to superannuation benefits on the same basis as provided to Police Officers and Fire Officers under the Police Service Act, Chapter 15:01 and the Fire Service Act Chapter 35:50 respectively.

Duties and Responsibilities

3. In order to assist the Commission in determining the current duties and responsibilities of both office-holders and in ascertaining what changes, if any, have occurred in these duties over the years, we invited the incumbents to submit representations on their respective offices. The written submissions were supplemented by discussions with these persons.

Commissioner of Prisons

4. The Commissioner of Prisons is responsible for organising, planning and directing all activities of the Prisons Division including custodial,

disciplinary and rehabilitative programmes. His duties also include the formulation of institutional policies and procedures in keeping with modern penological concepts and correction methods. He manages the various institutions within the Prison Division including the Port of Spain Prison, Carrera Convict Prison, Golden Grove Prison, Youth Training Centre, Women's Prison, the Remand Prison, the Tobago Prison, the Chaguaramas District Prison and Detention Centres under the Emergency Powers Act. The requirements of the job are such that the Commissioner of Prisons is on call for twenty-four hours of each day.

5. Given the prominence of human rights issues in contemporary times the Commissioner of Prisons must ensure that prison conditions are maintained in conformity with the United Nations Standard Minimum Rules for the treatment of offenders to which Trinidad and Tobago is a signatory. In this regard, the holder of the office of Commissioner of Prisons is the Trinidad and Tobago National Correspondent to the United Nations on Crime Prevention and treatment of the offender. He reports directly to the Crime Prevention and Criminal Justice Branch of the Centre for Social Development and Humanitarian Affairs in Vienna.

Chief Fire Officer

6. The duties and responsibilities of the Chief Fire Officer involves planning, organizing, co-ordinating and directing the wide range of activities of the Fire Service Division. He is also responsible for the formulation and implementation of policies, rules and regulations relating to fire prevention and safety. The office-holder manages the complete range of activities of the Fire Service including, Fire Prevention, Fire Protection, Fire Suppression, Fire Extinguishment and the Ambulance Service. In addition, he is responsible for the general enforcement of relevant legislation such as the Fire Service Act, and the Agricultural Fires Act, as well as the implementation of relevant aspects of the Factories Ordinance and the Cinematograph Act. The Chief Fire Officer is required to be on call around-the-clock.

CONCLUSIONS AND RECOMMENDATIONS

7. The Salaries Review Commission has noted developments in the prison environment which place greater demands, both mental and physical, on the Commissioner of Prisons. We have considered that there has been substantial growth in the prison population as well as in the number of hardened criminals who have been incarcerated. The prison service has had to handle a larger number of prisoners who have committed acts against the State and persons guilty of very serious crimes, particularly murders and involvement with psychotropic substances. Within the confined setting of the prisons, the authorities have had to cope with such problems as the prevalence of the Acquired Immune Deficiency Syndrome (AIDS), homosexuality and gang rivalry.

8. In addition, in keeping with current thinking on prison administration, greater emphasis is being placed on the rehabilitation of prisoners. This calls for specialised training of the prison officers as well as the development and maintenance of appropriate systems and programmes of rehabilitation.

9. The Salaries Review Commission observes that, at present, the minimum qualifications for the office of Commissioner of Prisons are a General Certificate of Education (Ordinary Level) with passes in five (5) subjects including English Language and Mathematics plus an approved course in Prison Administration or any equivalent combination of

experience and training. However, given the duties and responsibilities of the office and the expansions due to take place in the Prison Service it would seem that in the future it would be desirable that the minimum level of qualifications should be a University Degree in a relevant field or appropriate equivalent.

10. In the case of the Chief Fire Officer, the Commission has noted that economic development experienced in Trinidad and Tobago between the nineteen seventies and eighties has led to a high degree of complexity in the duties and responsibilities attached to this office. This period witnessed a marked increase in factories and industrial complexes housing major industries utilising, storing or manufacturing highly toxic or inflammable chemicals or materials. As such, the Fire Service is required to equip itself to combat fires which require the use of advanced and sophisticated methods and equipment and to devise systems to protect billions of dollars worth of capital stock and infrastructure.

11. The Commission considers that changes in the requirements and qualifications for the position of Chief Fire Officer should be consonant with changes in duties and responsibilities and the minimum level of qualification should be a university degree in a relevant area or advanced training in the field.

✓ 12. Comparisons among the three (3) Offices of Commissioner of Police, Commissioner of Prisons and Chief Fire Officer reveal that the degree of professional responsibility in terms of the requirement for exercising initiative and judgement in the application of professional methods and techniques in their particular sphere of activity are almost on par. They are in effect the Chief technical advisers to the Permanent Secretary, Ministry of National Security. Moreover, the administrative responsibility of the Commissioner of Police is greater than that of the other Heads in respect of the use of financial material and human resources owing to the organisational size of the Police Service, the national and international scope of the activities and the impact of decision-making on the security of the nation as a whole. The degree of administrative responsibility of the Commissioner of Prisons is also considered to be more than that of the Chief Fire Officer as the management of the penal institutions requires research in the cause of crime and criminal behaviour in order to develop policies and strategies for prison service reform and the rehabilitation of prisoners.

13. In our deliberations we also considered data received from Barbados and Jamaica with regard to the existing relativities between the heads of the three analagous services as well as the respective compensation packages.

14. Taking into account our proposals in our Twenty-Third Report, our recommendations are as follows:

Salary

Commissioner of Prisons	-	\$10,500 per month
Chief Fire Officer	-	\$10,000 per month.

Cost-of-Living Allowance

The payment of a Cost-of-Living Allowance should be discontinued. Both office holders to be provided with the following:-

Housing

Rent-free furnished quarters of Grade 1 specification or a Housing Allowance of \$1,000 per month in lieu thereof.

Telephone

The cost of telephone rental, metered charges and ticketed calls for official business to be borne by the State.

Transport Facilities

- (i) A revised maximum loan of \$50,000 at a rate of interest of 6% per annum to facilitate the purchase of a motor vehicle with exemption from Motor Vehicle Tax and Value Added Tax limited to the value of the maximum loan.
- (ii) The existing Upkeep and Kilometric Allowances should be replaced by a Commuted Travelling Allowance of \$1000 per month.
- (iii) The existing arrangements in respect of drivers should be retained.
- (iv) The Special Depreciation Allowance currently provided to the office-holders for installation of tele-communication units in their motor vehicles should be maintained in keeping with the rate provided to First Division Officers of the Protective Services.

On Call Allowance

The On Call Allowance of \$180 per month should be maintained.

Meal Allowance

The existing Meal Allowance of \$130 per month should be maintained.

Vacation Leave

Thirty (30) calendar days per annum.

Uniform

The existing arrangements for the provision of a Uniform Allowance to the Commissioner of Prisons and the issue of uniforms free of charge to the Chief Fire Officer should be maintained.

Medical Benefits

Existing arrangements should continue in effect.

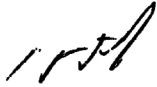
Pensions/Gratuity

Existing arrangements should continue in effect.


Effective Date of Implementation

15. It is proposed that the date of implementation of the recommendations should be May 1, 1992 or a date consistent with that accepted for revised remuneration arrangements for office-holders under the Salaries Review Commission based on the Commission's Twenty-Third Report, whichever is later.

Dated this



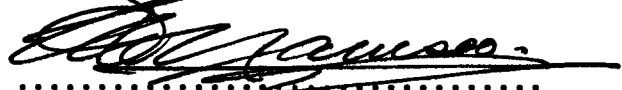
day of May, 1992


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Leonard Williams (Chairman)

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Edward Collier


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Rowell Debysingh


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Clive Forgenfe


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Michael Namsoo

* Out of the country.

Concurred