

THIRTY-SECOND REPORT OF THE SALARIES REVIEW COMMISSION

Review of the terms and conditions of service of the
Secretary, National Security Council Secretariat

The President of the Republic of Trinidad and Tobago has conveyed his approval for the review by the Salaries Review Commission of the salary and other terms and conditions of service of the office of Secretary, National Security Council Secretariat. This office was added to the Second Schedule to the Constitution (Prescribed Matters) Act, Chapter 1:02 by Legal Notice No. 153 of 1994 dated August 19, 1994.

2. In keeping with its overall plans to institute reform in the Police Service and to achieve improvements in the sphere of national security, the Government of Trinidad and Tobago has adopted a number of measures, one of which involves the reconstitution of the National Security Council.

3. A Secretariat will service the Council in order to ensure its efficient functioning. This Secretariat, the National Security Council Secretariat, is to be responsible for the administrative functions of the National Security Council, including formulating budgetary proposals and accounting for expenditure. It will also be the key co-ordinating agency between the Council and the other agencies which carry responsibility for intelligence.

4. The office of Secretary, National Security Council Secretariat has been created as the administrative head of the Secretariat. The office holder will be in charge of the staff of the Secretariat which is expected to comprise a team of analysts

of high calibre. The Secretary will be required to perform administrative and managerial duties involving the planning and directing of the work of the Secretariat.

5. The Commission notes that the National Security Council will be involved in intelligence work of the highest level and that its Chairman is the Prime Minister of Trinidad and Tobago. The Secretary, National Security Council Secretariat will be required to sit in at all meetings of the Council.

6. Given the nature of the functions of the National Security Council as well as the duties and responsibilities of the Secretary of that Council, we are of the view that the incumbent should be a person of integrity and stature, with the ability to interact with officials at the highest levels. We have also paid regard to the degree of confidentiality which would be required of the holder of such a sensitive office.

7. Accordingly, we recommend that the following remuneration package be applicable to the office of Secretary, National Security Council Secretariat.

Salary

\$10,500 per month.

Housing

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

Telephone

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

Transport

- (i) A maximum loan of \$50,000 at a rate of interest of 6% per annum to facilitate the purchase of a locally assembled or imported motor vehicle with exemption from Motor Vehicle Tax and Value Added Tax limited to the amount associated with the value of the maximum loan.
- (ii) A loan to cover the cost of Motor Vehicle Insurance Premium.
- (iii) A Commuted Travelling Allowance of \$750 per month.
- (iv) A Service Allowance of \$1,500 per month.

Subsistence

A rate of \$40 per day when travelling beyond a radius of 10 miles (16 kilometres) from official headquarters and when in Tobago, \$50 per day.

Entertainment

Actual expenses incurred for entertainment to be met from an official Entertainment Vote under the control of the Prime Minister's Office.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

Entitlement without charge to pathological examination and physiological treatment and all incidental services at any hospital or other State institution or with approval, to be paid the cost of such treatment at any other institution in Trinidad and Tobago.

Pensions/Gratuity

Appropriate legislative arrangements to be put in place to entitle the office holder to pension benefits in accordance with the provisions of the Pensions Act, Chapter 23:52, or in the case of a contract appointment, the office holder to be paid a gratuity of 20% of salary at the end of the term of office.

Dated this *12th* day of September, 1994.

..... *Leonard Williams*
Leonard Williams
(Chairman)

..... *Edward Collier*
Edward Collier

..... *Rowell Debysingh*
Rowell Debysingh

..... *George Leonard Lewis*
George Leonard Lewis