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SEVENTY-FIRST REPORT

OF THE

SALARIES REVIEW COMMISSION

OF THE

REPUBLIC OF TRINIDAD AND TOBAGO

May 18th, 2004

SEVENTY-FIRST REPORT OF THE SALARIES REVIEW COMMISSION

Review of the salary and other conditions of service applicable to officers in the Judicial and Legal Service

The President of the Republic of Trinidad and Tobago, by letter dated December 9, 2003, conveyed his approval for the Salaries Review Commission to review the salary and other conditions of service applicable to officers in the Judicial and Legal Service.

Background

2. During our general review undertaken in 1998, several office holders in the Judicial and Legal Service (JLS) made submissions for a re-examination or upgrading of their salary classifications based on the increased scope of their duties and responsibilities. At that time, we expressed the view that a realistic reassessment of the duties and responsibilities attaching to the various offices in that Service should be carried out and we considered that it might be appropriate for a Job Evaluation exercise to be undertaken at a time to be determined by the Attorney General.
3. A Consultant was engaged subsequently to review and appraise the existing classification and compensation system for all offices in the JLS.
4. In the course of the general review undertaken in 2002, we were advised that the Consultant's Report was being finalized. Consequently, in that review, not wishing to prejudice the findings of the Consultant, we utilized the existing salary classification groupings in the JLS and established revised salary levels in our Sixty-seventh Report, pending the completion of the Consultant's Report. We, therefore, stated that a supplemental report on the terms and conditions of service of holders of judicial and legal offices would be prepared after the Job Evaluation Report had been submitted and reviewed by us.
5. Following on the Sixty-seventh Report, in 2003, we were requested to undertake a review of the salary and allowances applicable to the offices of Solicitor General, Director of Public Prosecutions and Chief Parliamentary Counsel. On the basis of that review, we recommended in our Sixty-eighth Report that the total compensation package of those offices should be the same as that applicable to a Permanent Secretary, since section 12(3) of the Judicial and Legal Service Act, Chap. 6:01 provides that for purposes of section 85 of the Constitution, a Chief Legal Officer is a Permanent Secretary. The revised remuneration arrangements took effect from April 1, 2002.

6. Further, we were informed that in 2003, the Association of Legal Officers had made representations on behalf of officers in Groups II to VIII of the Legal Service for an increase in the existing rates of the Temporary Inducement Allowance which was payable to State Attorneys in the Ministry of the Attorney General.

7. Following on those representations, and before the preparation of the supplemental report referred to previously, the Commission was directed to undertake a review of the salary and other terms and conditions of service to be applicable to officers in the JLS.

8. We invited all the groups in the JLS to make oral presentations with respect to the review of salaries and other terms and conditions of service. The groups were also requested to provide the Commission with written submissions which would highlight their proposals. These presentations and submissions on behalf of the office holders provided valuable assistance to us in our deliberations.

Submissions of office holders

9. The general trend of the presentations made to us by office holders was that there was need for significant improvement in the remuneration arrangements attaching to the various offices.

10. Certain office holders proposed the re-alignment of their offices with offices in groupings higher than those in which they are placed. In this regard, the Chief Legal Officers, as they did in the general review of 2002, sought parity with the office of Justice of Appeal in the grouping "The Higher Judiciary". In support of their proposal, the office holders advised us that in certain jurisdictions in the Caribbean, namely in Jamaica and Guyana, similar offices were compensated at the level of Justice of Appeal and they suggested that the offices of the Chief Legal Officers of Trinidad and Tobago could be aligned similarly. As previously mentioned, in accordance with existing legislation, a Chief Legal Officer is a Permanent Secretary. Therefore, the compensation arrangements for the Chief Legal Officers were fixed in relation to that office.

11. The representatives of the Magistrates reiterated a proposal made in the general review of 2002 that the Magistracy should be delinked from the JLS and placed within the Higher Judiciary since the Magistracy was the first line in the judicial system of the country. We continue to hold that Judges occupy a unique position in our society and that their compensation should reflect that status. We consider that the pay arrangements of Magistrates should continue to be fixed within the structure applicable to the other offices in the JLS.

12. The representative of the Masters of the High Court advised that section 65A of the Supreme Court of Judicature Act, Chap. 4:01 under which the office of

Master was created, had bestowed on that office the authority and jurisdiction of a Judge in Chambers. He expressed the view that notwithstanding the fact that the office holders performed the functions of a Judge in Chambers, they were not treated equally with respect to remuneration. Consequently, the Masters were seeking similar treatment since in their view they were members of the Judiciary.

13. We have considered the representations made on behalf of the Masters in the context of the relevant legislation pertaining to the offices of Judge of the High Court and Master. We have observed that while there are certain very basic similarities between these offices, there is a divergence in the powers, authority and jurisdiction of the offices. We hold the view that such divergence is too striking for the office of Master to be aligned with that of a Judge of the High Court. We are therefore satisfied that the classification of the office of Master within the JLS is appropriate.

14. In their submissions, the Registrars, Tax Appeal Board, Industrial Court and Environmental Commission expressed the view that the office of Registrar could be considered a Head of Department as defined in regulation 2 of the Public Service Commission Regulations, Chap. 1:01 and in accordance with the definition of 'Department' set out in regulation 2 of the Civil Service Regulations, Chap. 23:01. It was the contention of the office holders that notwithstanding the size of the units which they headed, the responsibilities of the Registrars were the same as those of Permanent Secretaries and as such, they should be remunerated on the same basis, that is, they should be provided with the compensation package applicable to Group 1C of the "Top Managers in the Public Service" grouping.

*Registrars
Tax Appeal
Industrial Court
Environ Comm*

15. In deliberating on the submission of the Registrars, we have concluded that while they are required to perform many administrative duties similar to those of a top manager in the Public Service, there is a significant difference in the level of responsibility, accountability and autonomy attaching to the office of Registrar vis-à-vis that of a top manager.

16. We also bore in mind our comments in the Sixty-seventh Report that top managers were responsible for the formulation and implementation of policies and projects necessary for national development and the social and economic well-being of the citizenry. In view of the difference in the scope of the responsibilities of the abovementioned offices of Registrar, we conclude that alignment of the office of Registrar with offices in Group 1C of the "Top Managers in the Public Service" grouping is not appropriate.

17. Several office holders in the Legal Service raised the issue of the difficulties being experienced in recruiting and retaining attorneys in that Service. It was suggested that inadequate compensation packages and limited opportunities for career development were key contributory factors. The office holders pointed out that there were numerous vacancies and a high turnover of

staff, particularly at the middle and upper levels, throughout the Legal Service with the result that officers at the lower levels were required to perform duties at the higher levels for which they did not possess the requisite experience. We were informed that in the current situation, serving officers were constrained to work long hours under stressful conditions without being adequately compensated or with no compensation.

18. In that context, it was suggested that a compensation package must be developed which would address the issue of attracting and retaining attorneys and in the case of the latter, minimizing the movement of attorneys to more lucrative employment in other areas of the public sector and the private sector.

19. We have noted that a number of office holders continue to highlight, as was done in past general reviews, the expanded scope of their duties and responsibilities and the increasing demands and complexity of their jobs. The point was made that given the increase in their workload over time, a significant improvement in their compensation packages was necessary.

20. In that connection, the office holders in the Legal Service proposed the introduction of a Professional Allowance/Non-practicing Allowance as compensation for being restricted from undertaking private practice. In considering such a proposal, we have taken cognisance of the issues raised by the office holders with respect to the recruitment and retention of personnel in the Legal Service.

Professional Allowance

21. We are of the view that the provision of a Professional Allowance is not unreasonable and will result in a significant improvement in the compensation packages of the office holders. Therefore, we recommend the payment of such an allowance to holders of specified offices in the JLS. In this regard, we noted that at the entry level of the Legal Service, the existing remuneration arrangements are already generous in relation to those applicable to comparable positions in the private sector. Further, we have been advised that there is no difficulty in attracting suitable candidates at that level. Consequently, we have not recommended the payment of a Professional Allowance to offices at the entry level.

22. Proposals were also submitted for improvements in other benefits provided for office holders as well as for the introduction of significant new benefits.

23. A number of office holders proposed an increase in the quanta of the Motor Vehicle Purchase Loan and the Transportation Allowance. In light of the fact that these arrangements are not peculiar to the offices in the JLS but are applicable to all offices within our purview which are provided with such arrangements, we are of the view that any revision of the existing provisions should properly be addressed in the context of a general review.

24. In respect of the provision of a Housing Allowance, proposals have been made for an increase in the existing quanta where such an allowance is now provided. Further, office holders such as the Registrars of the High Court and the Administrative Secretary to the Chief Justice have proposed that they be eligible for such a benefit.

25. Given that the Housing Allowance is also a term which is provided for office holders outside of the JLS, any review of the current levels of the allowance would have to be undertaken within a general review. Therefore, we have maintained the existing rates but we have recommended the introduction of the payment of a Housing Allowance to certain office holders where we consider this appropriate, for example, in the cases of the Registrar and Marshal and the Deputy Registrar and Marshal of the High Court, the Treasury Solicitor and the Deputy Chief Legal Officers.

Book
Overseas

26. Other significant proposals submitted by both judicial and legal officers include the provision of a Book Allowance and an Overseas Travel/Vacation Grant. Proposals of a similar nature had been put forward in previous general reviews but we continue to hold the view that such arrangements should not form part of the compensation packages of these office holders.

Judicial
Contact

27. In addition, Magistrates have sought the introduction of a Personal Allowance and a Judicial Contact Allowance, as well as the provision of tax-exempt allowances. These are existing provisions in the compensation packages of members of the Higher Judiciary and we are of the view that the distinctive elements of the remuneration arrangements applicable to the Higher Judiciary should continue to be restricted to that group.

Other issues raised by office holders

28. A number of the office holders raised issues which do not fall within the scope of this review but which, in our opinion, are significant enough to be mentioned. These included the following:-

- (a) the need to recruit persons to perform paralegal duties which would allow officers in the Legal Service to treat with more substantial issues;
- (b) the adverse physical conditions under which office holders such as Magistrates worked;
- (c) the dearth of library facilities and limited access to up-to-date material; and

- (d) the provision of Executive Assistants to assist the Chief Legal Officers in their administrative functions.

Classification and salary structure

29. In our deliberations on an appropriate classification and salary structure for the JLS, we took into consideration the recommendations made in the Consultant's draft Final Report on the Job Evaluation Exercise. We also interviewed the Consultant and obtained clarification on various aspects of the draft Report, where necessary.

30. We have noted that the job evaluation process adopted by the Consultant used as its foundation, four major factors, namely -

- (i) knowledge and experience required for the job;
- (ii) the problem-solving challenge presented by the job;
- (iii) the accountability for actions taken and the impact or consequence of these actions; and
- (iv) the physical demands of the job.

All jobs were scored on this basis by a Job Evaluation Committee, comprising officers of the Personnel Department, the client agency, and officers of the JLS, under the guidance of the Consultant. The Job Evaluation Exercise resulted in the upgrading of certain offices and the downgrading of one office. We have accepted the results of the job evaluation process with respect to the scores assigned to each office and the ranking of offices, and we utilized these scores in determining appropriate salary bands.

31. One of the major recommendations made by the Consultant in his draft Report was that separate grade structures should be established for judicial and legal offices since it was his view that these two groups of offices do not fall within natural peer groups. We are in agreement with this recommendation and have formulated our recommendations on that basis.

32. The Consultant has recommended that judicial offices be classified into five (5) groups and legal offices into seven (7) groups. We have examined the scores which have been assigned to the respective offices and we hold the view that there is need to rationalise the classification structure recommended by the Consultant. In the case of the judicial offices, we consider that the structure should comprise six (6) groups instead of five (5) and that one of the groups should be modified to include sub-groups. With respect to the legal offices, while we have accepted seven (7) groups, on the basis of the scores, we consider it appropriate to introduce a number of sub-groups. Further, we have created an

entry level for legal offices, with provision for movement to a higher sub-group after two (2) continuous years of service. Our recommendations with regard to the salary groups for the JLS are set out in Appendix I.

33. In developing our compensation recommendations, we were conscious of the need to maintain the integrity of the relationship between the salary structure of offices in the JLS and those of other offices within our purview while providing suitable arrangements which would address concerns raised by the office holders.

34. We noted that the salary levels recommended by the Consultant, if implemented, would have led to anomalies in the existing salary structure for other office holders within our purview. Thus, in developing revised compensation packages for offices in the JLS, we have sought to ensure that no anomalies should be created by the implementation of the new structure and arrangements. Also, we have borne in mind that:-

- (i) these officers are eligible for a Temporary Inducement Allowance;
- (ii) a number of offices have been upgraded resulting in substantial increases in salaries and allowances; and
- (iii) a general review ought to be undertaken in 2005 for all offices under the purview of the Commission.

Consequently, we have recommended the consolidation of the existing Temporary Inducement Allowance with salaries. This results in the enhancement of the salary component of the compensation package and consequential increases in superannuation benefits. In addition, we have introduced the Professional Allowance referred to earlier which impacts significantly on the overall compensation package of the office holders.

Other Terms and Conditions of Service

35. In recommending appropriate allowances for office holders of the JLS, we have applied the principle that certain allowances should only be payable to specific offices if the circumstances so warrant it. Thus, it would be observed in some cases, we have not recommended an allowance for particular offices, notwithstanding the fact that the allowance has been recommended for other offices classified in the same group. In such cases, it is our view that the peculiar nature of the allowance justified a restriction of its application.

Professional Allowance

36. We have recommended an allowance ranging from \$2,150 per month to \$3,500 per month for judicial officers. In the case of legal officers, the recommended range is from \$1,500 per month to \$5,000 per month.

Housing Allowance

37. We have recommended that a Housing Allowance be payable to office holders in Groups J1 and J2, the Magistrates and the Deputy Registrar and Marshal of the High Court as well as to office holders in Groups L1 and L2A and to the deputies to the Chief Legal Officers in Group L2B.

Telephone Allowance

38. We recommend that in the case of judicial offices, a Telephone Allowance of \$350 per month should be provided for the offices of Deputy Chief Magistrate and Administrative Secretary to the Chief Justice and that an allowance of \$250 per month should be provided for the offices of Registrar, Tax Appeal Board, Industrial Court and Environmental Commission. In respect of legal offices, an allowance ranging between \$250 per month and \$350 per month has been recommended for all the offices in Group L2.

Special Duty Allowance

39. The introduction of a Special Duty Allowance has been recommended for the Registrars of the High Court in view of the peculiar demands of their jobs which require them to be available to be called out at any time. The recommended quanta range between \$1,000 per month and \$2,000 per month.

Medical Benefits

40. In the Fifty-second Report, we suggested that the introduction of a Group Health Plan for holders of offices within our purview would be ideal for meeting the concerns expressed by office holders over the years. This recommendation was accepted.

41. We have been advised that a Group Health Plan has been introduced for certain office holders under our purview including officers in the JLS.

42. Thus, with effect from May 1, 2004, officers in the JLS became eligible for membership in the UNIMED Group Health Plan and are entitled to medical benefits as provided under such Plan. This provision will replace the existing arrangements. An incumbent in an office as at April 30, 2004, will be required to opt to retain the benefits to which he/she was entitled as at that date or to become a member of the UNIMED Group Health Plan. Once the office holder

has exercised the option, the chosen benefit will continue in effect, unchanged, as long as the office holder holds an office in the JLS.

Effective Date


43. We were mindful of the undertaking we gave in the Sixty-seventh Report to prepare a supplemental report on the terms and conditions of service of holders of judicial and legal offices. This, in our view, created an expectation that recommendations contained in that supplemental report would take effect from April 1, 2002, the date from which revised terms and conditions came into effect for other office holders within our purview (excluding those of Members of Parliament, office holders in the Tobago House of Assembly and Local Government Officials).

44. While the supplemental report is no longer necessary in view of the directive which the Commission received from His Excellency, the President to undertake this review, we consider our deliberations to be the completion of a process which began with the Sixty-seventh Report. We are therefore of the view that it is equitable to recommend an effective date of April 1, 2002 for salaries and certain terms and conditions.

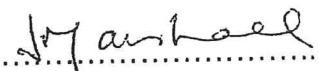
45. We recommend that the salaries, Professional, Housing and Special Duty Allowances, as set out in Appendices II and III should take effect from April 1, 2002. Consequently, the Temporary Inducement Allowance which has been consolidated with salary should be regarded as having been discontinued from that date. In respect of other allowances and fringe benefits, the following shall apply:-

<u>Allowance/Fringe Benefit</u>	<u>Effective Date</u>
<u>Motor Vehicle Loan Facilities and Tax Exemptions</u>	The date of the appropriate Circular giving effect to the recommendations of the Commission.
<u>Telephone Allowance</u>	With effect from March 10, 2003, the date from which this allowance was introduced for other eligible office holders.

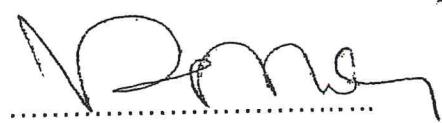
Dated this^{18th}..... day of May, 2004.


.....
Edward Collier
(Chairman)


.....
Keith Ortiz


.....
Joyce Marshall


.....
Ashton Brereton


.....
Varun Maharaj

APPENDIX I

**Recommended Salary Groups for the
Judicial and Legal Service**

Judicial Offices

GROUP J1

Master of the High Court
Chief Magistrate

GROUP J2

Deputy Chief Magistrate
Registrar and Marshal

GROUP J3

Group J3A

Senior Magistrate

Group J3B

Administrative Secretary to the Chief Justice

GROUP J4

Magistrate
Deputy Registrar and Marshal
Registrar, Tax Appeal Board
Registrar, Industrial Court

GROUP J5

Registrar, Environmental Commission
Assistant Registrar and Deputy Marshal

GROUP J6

Assistant Registrar, Industrial Court

Legal Offices

GROUP L1

Solicitor General
Director of Public Prosecutions
Chief Parliamentary Counsel
Chief State Solicitor
Controller, Intellectual Property Office

GROUP L2

Group L2A

Treasury Solicitor

Group L2B

Deputy Solicitor General
Deputy Director of Public Prosecutions
Deputy Chief Parliamentary Counsel
Deputy Chief State Solicitor
Chief State Counsel, Inland Revenue Division
Registrar General
Director, Law Revision
Commission Secretary, Law Reform Commission

GROUP L3

Legal Adviser, Service Commissions
Assistant Chief State Counsel, Inland Revenue Division
Assistant Solicitor General
Assistant Director of Public Prosecutions
Assistant Chief Parliamentary Counsel
Deputy Controller, Intellectual Property Office
Assistant Chief State Solicitor

GROUP L4

Group L4A

Senior State Counsel (Customs and Excise)

Group L4B

Deputy Registrar General
Law Reform Officer
Senior Parliamentary Counsel (Chief Parliamentary Counsel)
Senior State Counsel (Director of Public Prosecutions; Treasury Solicitor;
Service Commissions; Energy; Inland Revenue)
Senior Legal Research Officer
Senior State Solicitor (Chief State Solicitor)
Senior Assistant Registrar General

GROUP L5

Group L5A

Assistant Registrar General (Tobago)

Group L5B

Senior Parliamentary Counsel (Law Reform Commission)
Senior State Counsel (Solicitor General)
Head, Legal Division, Office of the Ombudsman
State Counsel III (C&E)

Group L5C

Parliamentary Counsel II (CPC)
State Counsel III (DPP; SG; IR)
Assistant Registrar General (Trinidad)

GROUP L6

Group L6A

Legal Research Officer II (LRC)
Parliamentary Counsel I (CPC)
State Counsel II (DPP; SG; TS; SC; Energy; IR)
State Solicitor II (CSS)

Group L6B

Parliamentary Counsel II (LRC)

GROUP L7

Group L7A

2 years service and over

Legal Research Officer I (LRC)
Parliamentary Counsel I (LRC)
State Counsel I (DPP; SG; TS; IR)
State Solicitor I (CSS)
Examiner of Title

Group L7B

Less than 2 years service

Legal Research Officer I (LRC)
Parliamentary Counsel I (LRC)
State Counsel I (DPP; SG; TS; IR)
State Solicitor I (CSS)
Examiner of Title

APPENDIX II

**Recommended Terms and Conditions of Service
for Judicial Offices**

GROUP J1

Master of the High Court
Chief Magistrate

Salary

\$20,000 per month.

Professional Allowance

\$3,500 per month.

Duty Allowance

\$1,500 per month.

Transport Facilities

- (i) A maximum loan of \$160,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 2200cc and exemption from Value Added Tax to a maximum of \$30,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$30,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,500 per month.

Service Allowance

\$2,500 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.
- (ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

- (c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two (2) years, in addition to the Housing Allowance.

- (iv) For travel abroad on official business, US\$50 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

\$5,000 per month.

Entertainment

Actual expenses incurred for official entertainment to be met from an official Entertainment Vote under the control of the Court Executive Administrator.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

\$500 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP J2

Deputy Chief Magistrate
Registrar and Marshal

Salary

\$18,500 per month.

Professional Allowance

\$3,000 per month.

Special Duty Allowance

Registrar and Marshal

\$2,000 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$25,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.

- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Service Allowance

Deputy Chief Magistrate

\$2,500 per month.

Special Allowance

\$1,200 per month to be paid subject to prescribed conditions. (For Magistrates who are assigned for duty in the Magisterial districts of **Mayaro, Rio Claro, Princes Town, Siparia and Point Fortin only.**)

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

- (a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

- (b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.
- (ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.
- (c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two (2) years, in addition to the Housing Allowance.
- (iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

Deputy Chief Magistrate

\$5,000 per month.

Registrar and Marshal

\$3,000 per month.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

\$350 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP J3		<u>\$ per month</u>
<u>Salary</u>	Group J3A	
Senior Magistrate		17,500
	Group J3B	
Administrative Secretary to the Chief Justice		17,250

Professional Allowance

\$2,550 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$25,000.

- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Service Allowance

\$2,500 per month.

Special Allowance

\$1,200 per month to be paid subject to prescribed conditions. (For Magistrates who are assigned for duty in the Magisterial districts of **Mayaro, Rio Claro, Princes Town, Siparia and Point Fortin only.**)

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

- (a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

- (b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its

option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals.

(i) Where the office holder is eligible for a Housing Allowance, to be paid, in addition to such allowance, a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two (2) years.

(ii) Where the office holder is not eligible for a Housing Allowance, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

Senior Magistrate

\$5,000 per month.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

Administrative Secretary to the Chief Justice

\$350 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP J4

Salary

\$ per month

Magistrate
Deputy Registrar and Marshal
Registrar, Tax Appeal Board
Registrar, Industrial Court



15,500 - 15,650 - 15,800 -
16,000

Professional Allowance

\$2,400 per month.

Special Duty Allowance

Deputy Registrar and Marshal

\$1,000 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$25,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Service Allowance

Magistrate

\$2,500 per month.

Special Allowance

\$1,200 per month to be paid subject to prescribed conditions. (For Magistrates who are assigned for duty in the Magisterial districts of **Mayaro, Rio Claro, Princes Town, Siparia and Point Fortin only.**)

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).

(iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals.

(i) Where the office holder is eligible for a Housing Allowance, to be paid, in addition to such allowance, a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two (2) years.

(ii) Where the office holder is not eligible for a Housing Allowance, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

- (iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

Magistrate

\$5,000 per month.

Deputy Registrar and Marshal

\$3,000 per month.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

Deputy Registrar and Marshal

\$350 per month.

Registrar, Tax Appeal Board and Registrar, Industrial Court

\$250 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP J5

Salary

\$ per month

Registrar, Environmental Commission
Assistant Registrar and Deputy Marshal

14,500 - 14,750 - 15,000

Professional Allowance

\$2,300 per month.

Special Duty Allowance

Assistant Registrar and Deputy Marshal

\$1,000 per month.

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000; or;
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$1,900 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

- (iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

\$250 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP J6

<u>Salary</u>	<u>\$ per month</u>
Assistant Registrar, Industrial Court	12,650 - 12,850 - 13,100 - 13,300 - 13,500

Professional Allowance

\$2,150 per month.

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-

- (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000;
or
- (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$1,900 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-
 - (a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

Magistrate (appointed on contract)

Salary

\$14,100 per month.

Professional Allowance

\$2,400 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to a maximum of \$25,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Service Allowance

\$2,500 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) For official duty in Tobago, hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day.

Vacation Leave

Twenty (20) working days per annum.

Twenty-five (25) working days per annum after six (6) consecutive years of service.

Pension/Gratuity

Entitlement to a gratuity equivalent to 20% of gross salary earned over the period of the contract.

APPENDIX III

**Recommended Terms and Conditions of Service
for Legal Offices**

GROUP L1

Solicitor General
Director of Public Prosecutions
Chief Parliamentary Counsel
Chief State Solicitor
Controller, Intellectual Property Office

Salary

\$20,000 per month.

Professional Allowance

Solicitor General, Director of Public Prosecutions and Chief Parliamentary Counsel

\$5,000 per month.

Chief State Solicitor and Controller, Intellectual Property Office

\$3,500 per month.

Duty Allowance

Solicitor General, Director of Public Prosecutions and Chief Parliamentary Counsel

\$2,000 per month.

Chief State Solicitor and Controller, Intellectual Property Office

\$1,500 per month.

Transport Facilities

- (i) A maximum loan of \$160,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 2200cc and exemption from Value Added Tax to a maximum of \$30,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$30,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,500 per month.

Service Allowance

Solicitor General, Director of Public Prosecutions and Chief Parliamentary Counsel

\$2,500 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, as its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two (2) years, in addition to the Housing Allowance.

(iv) For travel abroad on official business, US\$50 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

\$5,000 per month.

Entertainment

Actual expenses incurred for official entertainment to be met from an official Entertainment Vote under the control of the Ministry of the Attorney General, in respect of the Solicitor General, Director of Public Prosecutions, Chief Parliamentary Counsel and Chief State Solicitor and in the case of the Controller, Intellectual Property Office, the official Entertainment Vote under the control of the Ministry of Legal Affairs.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

\$500 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

<u>Salary</u>	GROUP L2	<u>\$ per month</u>
	Group L2A	
Treasury Solicitor		18,000
	Group L2B	
Deputy Solicitor General	}	17,000
Deputy Director of Public Prosecutions		
Deputy Chief Parliamentary Counsel		
Deputy Chief State Solicitor		
Chief State Counsel, Inland Revenue Division		
Registrar General		
Director, Law Revision Commission Secretary, Law Reform Commission		

Professional Allowance

Group L2A

\$3,000 per month.

Group L2B

\$2,550 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$25,000.

- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

- (a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

- (b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.
- (ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals.

- (i) where the office holder is eligible for a Housing Allowance, to be paid, in addition to such allowance, a Tobago/Trinidad Duty Allowance of \$1,200 per month for a period not exceeding two(2) years.
 - (ii) where the office holder is not eligible for a Housing Allowance, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.
- (iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Housing Allowance

Treasury Solicitor, Deputy Solicitor General, Deputy Director of Public Prosecutions, Deputy Chief Parliamentary Counsel and Deputy Chief State Solicitor.

\$3,000 per month.

Vacation Leave

Thirty (30) calendar days per annum.

Telephone Facilities

Treasury Solicitor, Deputy Solicitor General, Deputy Director of Public Prosecutions, Deputy Chief Parliamentary Counsel and Deputy Chief State Solicitor.

\$350 per month.

**Chief State Counsel, Inland Revenue Division, Registrar General, Director,
Law Revision and Commission Secretary, Law Reform Commission**

\$250 per month.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP L3

Salary

\$ per month

Legal Adviser, Service Commissions
Assistant Chief State Counsel, Inland Revenue
Division
Assistant Solicitor General
Assistant Director of Public Prosecutions
Assistant Chief Parliamentary Counsel
Deputy Controller, Intellectual Property Office
Assistant Chief State Solicitor

15,750

Professional Allowance

\$2,400 per month.

Transport Facilities

- (i) A maximum loan of \$140,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1999cc and exemption from Value Added Tax to a maximum of \$25,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax to a maximum of \$25,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$2,300 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-
 - (a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid

\$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP L4

Salary

\$ per month

Group L4A

Senior State Counsel (Customs & Excise)

14,800 - 15,150 -
15,500

Group L4B

Deputy Registrar General
Law Reform Officer
Senior Parliamentary Counsel (Chief Parliamentary Counsel)
Senior State Counsel (Director of Public Prosecutions; Treasury Solicitor, Service Commissions; Energy; Inland Revenue)
Senior Legal Research Officer
Senior State Solicitor (Chief State Solicitor)
Senior Assistant Registrar General

14,600 - 14,800 -
15,000 - 15,200

Professional Allowance

\$2,300 per month.

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000;
or

- (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$1,900 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP L5

Salary

\$ per month

Group L5A

Assistant Registrar General (Tobago)

14,200 - 14,400 - 14,600
- 14,800

Group L5B

Senior Parliamentary Counsel (Law Reform
Commission)
Senior State Counsel (Solicitor General)
Head, Legal Division, Office of the Ombudsman
State Counsel III (C&E)

} 14,100 - 14,250 - 14,400

Group L5C

Parliamentary Counsel II (CPC)
State Counsel III (DPP; SG; IR)
Assistant Registrar General (Trinidad)

} 12,650 - 12,850 - 13,100
- 13,300 - 13,500

Professional Allowance

\$2,150 per month.

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
- (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000;
or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and

exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.

- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$1,900 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

GROUP L6

Salary

\$ per month

Group L6A

Legal Research Officer II (LRC)
Parliamentary Counsel I (CPC)
State Counsel II (DPP; SG; TS; SC; Energy; IR)
State Solicitor II (CSS)

11,850 - 12,000 - 12,150 -
12,300 - 12,450

Group L6B

Parliamentary Counsel II (LRC)

11,300 - 11,450 - 11,600 -
11,750 - 11,900

Professional Allowance

\$1,500 per month.

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000;
or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.

- (iv) A Transportation Allowance of \$1,900 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

- (i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

- (ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a

Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

- (iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

		<u>\$ per month</u>
	GROUP L7	
<u>Salary</u>		
	Group L7A	
	<u>2 years service and over</u>	
Legal Research Officer I (LRC)	}	9,300 - 9,450 - 9,600 - 9,750
Parliamentary Counsel I (LRC)		
State Counsel I (DPP; SG; TS; IR)		
State Solicitor I (CSS)		
Examiner of Title		

Group L7B

Less than 2 years service

Legal Research Officer I (LRC)
Parliamentary Counsel I (LRC)
State Counsel I (DPP; SG; TS; IR)
State Solicitor I (CSS)
Examiner of Title

} 7,200 - 7,500

Transport Facilities

- (i) A maximum loan of \$100,000 at a rate of interest of 6% per annum repayable over a period of six (6) years to facilitate the purchase of either:-
 - (a) a new motor vehicle with exemption from Motor Vehicle Tax limited to the amount payable on a vehicle with an engine capacity of 1799cc and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000; or
 - (b) a used motor vehicle with exemption from Special Motor Vehicles Tax limited to the maximum amount payable in respect of Motor Vehicle Tax on a vehicle at (a) above and exemption from Value Added Tax limited to the amount payable on a vehicle costing \$100,000.
- (ii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iii) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (iv) A Transportation Allowance of \$1,700 per month.

Subsistence Allowance

- (i) \$75 per day when travelling on official business beyond a radius of sixteen (16) kilometres from official headquarters, and where it is necessary to purchase a meal(s).
- (ii) In the case of an office holder serving in Tobago, \$75 per day when travelling on official business beyond a radius of ten (10) kilometres from official headquarters, and where it is necessary to purchase a meal(s).

(iii) When assigned/transferred to Tobago (or to Trinidad where the office holder is stationed in Tobago), the following to be applicable:-

(a) **Official duty or assignment of one (1) month or less**

The office holder to be eligible for hotel accommodation and meals, as necessary. In the absence of the provision of any meal(s), to be paid \$75 per day. (The provisions at (i) and (ii) above shall not apply.)

(b) **Temporary assignments in excess of one (1) month and not exceeding six (6) months**

The office holder to be responsible for his/her accommodation and meals. The State may, at its option, provide accommodation only for the office holder.

(i) Where accommodation only is provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$1,200 per month.

(ii) Where accommodation is not provided by the State, to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month.

(c) **Permanent transfer to Tobago/Trinidad (periods in excess of six (6) months)**

The office holder to be responsible for his/her accommodation and meals and to be paid a Tobago/Trinidad Duty Allowance of \$3,000 per month for a period not exceeding two (2) years.

(iv) For travel abroad on official business, US\$35 per day, once not in receipt of other allowances for overseas travel, such as those payable under Minister of Finance Circular No. 3 dated March 15, 1999.

Vacation Leave

Thirty (30) calendar days per annum.

Medical Benefits

With effect from May 1, 2004, membership in and entitlement to medical benefits as provided under the UNIMED Group Health Plan.

(This replaces the existing provision. An incumbent has to opt to retain the benefits to which he/she was entitled as at April 30, 2004 or to become a member of the UNIMED Group Health Plan. Once the option is exercised, the chosen benefit shall continue in effect as long as the office holder holds an office in the Judicial and Legal Service.)

Pension/Gratuity

Entitlement to superannuation benefits in accordance with the provisions of the Pensions Act, Chap. 23:52.

