

**SEVENTY- FIFTH REPORT**

**OF THE**

**SALARIES REVIEW COMMISSION**

**OF THE**

**REPUBLIC OF TRINIDAD AND TOBAGO**

March 18 , 2005

## **SEVENTY-FIFTH REPORT OF THE SALARIES REVIEW COMMISSION**

### **Determination of the salary and other conditions of service of the office of Director, Special Anti-Crime Unit (SAUTT), Ministry of National Security**

By letter dated July 1, 2004, His Excellency the President of the Republic of Trinidad and Tobago conveyed his approval for the Salaries Review Commission (SRC) to determine the salary and other conditions of service of the office of Director, Special Anti-Crime Unit (SAUTT). This office was placed within the purview of the SRC by virtue of Legal Notice No. 33 dated February 20, 2004.

2. In our deliberations on this matter, we held discussions with the Permanent Secretary, Ministry of National Security who provided clarification on the duties and responsibilities of the Director, SAUTT as well as on the status of the Unit and its relationship with the Ministry of National Security and other agencies involved in combating crime. In this regard, we were advised that SAUTT, which is an independent Unit, was established in 2003 to treat with various crimes that have been impacting significantly upon the security of the nation in recent times, namely those of kidnapping, extortion, gang warfare, drug trafficking and organized crime as well as threats of terrorism. The Unit shares a responsibility with other State departments and agencies in combating crime in Trinidad and Tobago. In this connection, we understand that the Unit's association with other law enforcement agencies and anti-crime agencies is based on co-operation, collaboration and co-ordination of strategic, operational and tactical activities.

3. We note that the Director, SAUTT, who heads the Unit, reports to the Minister of National Security. He/she is required to manage, plan and direct the work of the Unit to fulfil Government's strategic anti-crime mandate and is also responsible for the administrative functions of the Unit, viz: -

- (i) establishing goals and objectives in accordance with the Unit's mission and developing and approving schedules, priorities and standards for their achievement;
- (ii) developing, implementing and reviewing the Unit's regulations, policies and procedures;
- (iii) directing the development of operating and capital budgets, monitoring financial statements of the Unit and taking corrective action as required;
- (iv) overseeing internal financial control measures, reviewing costs relative to goals and taking corrective action as required; and
- (v) attending meetings to provide law enforcement advice to the NSC and the Minister of National Security.

4. We are advised that the command structure of SAUTT comprises two functional areas, namely, the Operations Division, which is co-ordinated by members of the Trinidad and Tobago Defence Force (TTDF) and the Investigations Division which involves direct policing and which is manned by members of the Trinidad and Tobago Police Service (TTPS). SAUTT is led currently by an officer of the TTDF of the rank of Brigadier while the Operations and Investigations Divisions are headed by an officer of the rank of Lieutenant Colonel/Commander in the TTDF and an officer of the rank of Assistant Commissioner of Police, respectively.

5. We note that the Director, SAUTT is required to possess a Masters degree from a recognized University, in addition to training in accordance with international standards in the field of law enforcement and in the military. Additionally, the incumbent should also possess considerable experience in the TTDF or the TTPS at the level of Unit Commander or Senior Executive, respectively.

6. With respect to the terms and conditions of service, we have been informed that Cabinet decided that, pending approval of the salary and other terms and conditions of service, the incumbent should be accorded terms and conditions of service "equivalent to the rank of Brigadier in the capacity of Director, SAUTT". In this regard, we note that while the rank of Brigadier is the highest rank in the TTDF, terms and conditions of service no longer exist for that rank. As a consequence, the incumbent Director, SAUTT, who also holds a rank of Brigadier in the TTDF, is currently in receipt of the same remuneration package as that applicable to the office of Chief of Defence Staff (CDS). The relevant package is as follows:-

#### **Salary**

\$19,000 per month.

#### **Transport Facilities**

- (i) An official car fully maintained by the State and provision of a military driver.
- (ii) 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.



- (iii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iv) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (v) 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) When on official duty in Tobago, 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.
- (iii) 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**

An allowance of \$5,000 per month, where accommodation is not provided.

#### **Entertainment**

Actual expenses incurred for official entertainment to be met from an official Entertainment Vote under the control of the Ministry of National Security.

#### **Vacation Leave**

Thirty (30) calendar days per annum.

#### **Telephone Facilities**

An allowance of \$500 per month.

#### **Duty Allowance**

\$2,000 per month.

#### **Uniform Upkeep Allowance**

\$250 per month. (The allowance to be discontinued should uniforms be provided for senior officers of the Defence Force.)

## **Medical Benefits**

Entitlement to medical attention/treatment, dental and optical treatment and prescribed drugs for self at any health care facility under the Regional Health Authorities, including the Eric Williams Medical Sciences Complex. Where such attention/treatment is not available at such health care facility, the office holder is required to seek approval from the Permanent Secretary in the Ministry responsible for National Security to have the costs met at any other hospital, institution or nursing home in Trinidad and Tobago.

(‘Prescribed drugs’ exclude drugs which are obtainable without a prescription.)

## **Pension/Gratuity**

Entitlement to superannuation benefits in accordance with the provisions of the Defence (Pensions, Terminal and Other Grants) Regulations, 1968.

7. In determining the remuneration package to be applicable to the position of Director, SAUTT, we examined the role and responsibilities of the post vis-à-vis those of the offices of CDS and Commissioner of Police (COP).

8. In this regard, while we noted that the offices of CDS and COP both manage larger numbers of personnel than the Director, SAUTT, we took account of the fact that all three are members of the Heads of Security forum convened by the Minister of National Security to deliberate on security issues.

9. The Director, SAUTT, while not a member of the National Security Council (NSC), is required, along with the CDS and the COP to attend meetings of the NSC. In addition, we considered the following factors:-

- (a) the critical role of the position of Director, SAUTT in Government’s overall strategy to reduce criminal activity in the country;
- (b) the overall responsibilities of the office;
- (c) the sensitive and intense nature of the work of the Unit;
- (d) the high degree of personal risk involved; and
- (e) the fact that the Director is required to function with a great degree of independence and to exercise a high level of initiative and diplomacy.

10. In this regard, we are of the view that the responsibilities of the position of Director, SAUTT compare favourably with those of the offices of CDS and COP. Consequently, we recommend that the position of Director, SAUTT be remunerated at the same level as that of the offices of CDS and COP.

11. In developing the details of our recommendations, we also took account of the fact that the position of Director, SAUTT is not an office in the Public Service or the Defence Force. Consequently, provision has been made for the payment

of a gratuity rather than pension arrangements. This would be the case where an office holder does not hold a substantive office in the Public Service or the Defence Force. In similar vein, the office of Director, SAUTT should be provided with an official driver rather than a military driver, as is specified for the office of CDS. Details of the recommended remuneration package for the position of Director, SAUTT are as follows:-

### **Salary**

\$19,000 per month.

### **Transport Facilities**

- (i) An official car fully maintained by the State and provision of an official driver.
- (ii) 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.
- (iii) A loan to cover the cost of Motor Vehicle Insurance premium at a rate of interest of 6% per annum.
- (iv) A maximum loan of \$15,000 at a rate of interest of 6% per annum to effect repairs to a motor vehicle.
- (v) 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) When on official duty in Tobago, 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.
- (iii) 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**

An allowance of \$5,000 per month. (In the event that the incumbent is currently provided with accommodation, he/she shall not be eligible for the allowance.)

### **Entertainment**

Actual expenses incurred for official entertainment to be met from an official Entertainment Vote under the control of the Ministry of National Security.

### **Vacation Leave**

Thirty (30) calendar days per annum.

### **Telephone Facilities**

An allowance of \$500 per month.

### **Duty Allowance**

\$2,000 per month.

### **Medical Benefits**

Entitlement to medical attention/treatment, dental and optical treatment and prescribed drugs for self at any health care facility under the Regional Health Authorities, including the Eric Williams Medical Sciences Complex. Where such attention/treatment is not available at such health care facility, the office holder is required to seek approval from the Permanent Secretary in the Ministry responsible for National Security to have the costs met at any other hospital, institution or nursing home in Trinidad and Tobago.

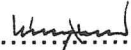
(‘Prescribed drugs’ exclude drugs which are obtainable without a prescription.)

### **Pension/Gratuity**

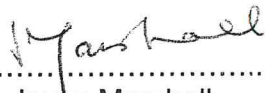
Entitlement to a gratuity equivalent to 20% of gross salary earned over the period of employment. (To apply to an office holder who does not hold a substantive appointment in the Public Service or the Defence Force.)

12. Except in the case of Motor Vehicle Loan Facilities, we recommend that the effective date of implementation of the above terms and conditions of service should be the date on which the office was placed under the purview of the SRC. Further, in light of the fact that the incumbent of the office of Director, SAUTT is currently eligible for the provision of a Uniform Upkeep Allowance, he should retain this benefit as personal to him. Likewise, we recommend that any perquisites which he currently enjoys as a consequence of his rank of Brigadier, should continue to be provided as personal to him.

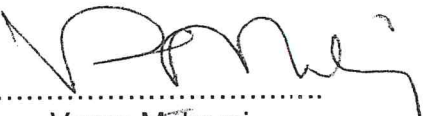
Dated this 18<sup>th</sup> day of March, 2005.

  
.....  
Edward Collier  
(Chairman)

  
.....  
Keith Ortiz

  
.....  
Joyce Marshall

  
.....  
Ashton Brereton

  
.....  
Varun Maharaj