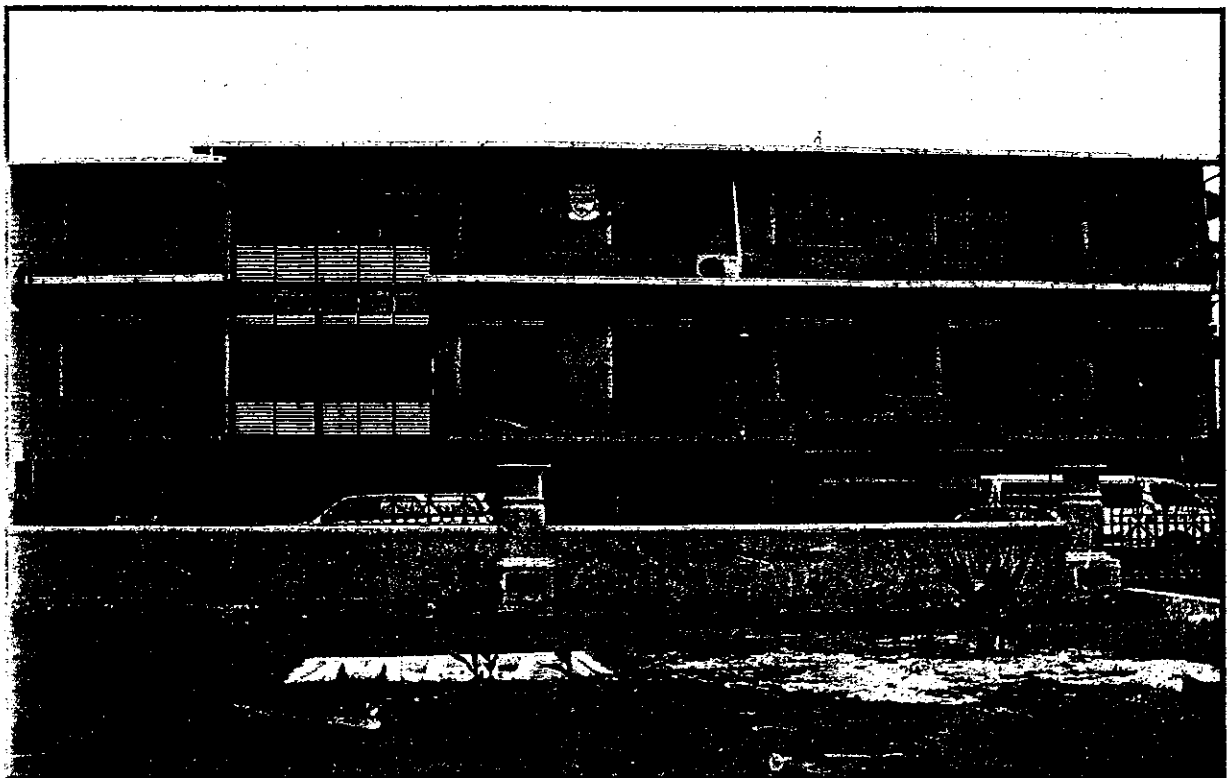


Ministry of Home Affairs

SECRETARIAT

2006

ANNUAL REPORT



MISSION STATEMENT

To formulate policies in relation to the maintenance of PUBLIC ORDER AND SAFETY and to ensure that such policies are implemented by the appropriate agencies in order to assist in protecting and maintaining the SOCIAL FABRIC of Guyana

CONTENT

Foreword.....	4
Overview- 2006.....	6
General Administration Department.....	9
Personnel Department.....	13
Finance and Audit Department.....	15
Security Department.....	25
Parole Board.....	36
Other Departments and Programmes.....	41
Summary.....	51

FOREWORD



Over the reporting period, the work of the Ministry of Home Affairs has been an important focus for the Government and people of Guyana. It is within our basic interest and one of our main tasks to retain and increase the trust imposed on the Ministry of Home Affairs as it persistently seeks to guarantee the safety of all citizens. The reconnaissance, preventive and analytical work of the Ministry and its agencies, play a very important role in permanently guaranteeing the undisturbed life of the Guyanese population.

Accordingly, it is important to recognise the commitment and vigour displayed by the staff of the Ministry in carrying out their duties with excellence, thereby meeting the expectations of both the public and Government.

As a dynamic Ministry, it is vital for its Administration to reflect on its achievements in a changing world where no organization, however great or small, can remain stagnant. It is against this backdrop that success is measured by the pace and level of the occurrence of dynamism and modernism.

It is my hope that the 2006 Annual Report provides insights into the workings, capabilities and achievements of the Ministry. It is anticipated that this should prove beneficial in creating an atmosphere of assurance that the Government is working conscientiously to address issues related to public safety and security through a multifunctional approach, which includes traditional police functions, rehabilitative programmes, community violence prevention measures, immigration monitoring, and community policing efforts.

There are many challenges ahead but we are confident that with the support of the dedicated staff of the Ministry and the citizens of Guyana we can achieve a higher level of security in our society.

Clement J. Rohee,
Minister of Home Affairs

OVERVIEW - 2006

The Ministry of Home Affairs is tasked with the preservation of public order and safety through the commitment of all available resources, both human and otherwise, to safeguard life and property and the delivery of quality, timely, and efficient service to the public. In pursuance of these obligations, the Ministry of Home Affairs Secretariat extends manpower and financial support, guidance and expertise to its affiliated agencies.

The Ministry was headed by the Hon. Gail Teixeira up to August 27, 2006. The Hon. Clement J. Rohee was appointed Minister of Home Affairs from September 9, 2006. Administrative support was provided to the serving Ministers by Ms Angela Johnson, Permanent Secretary and senior staff.

During the period under review, the Ministry was able to withstand the many challenges that confronted it. These challenges included an increase in criminal activities, particularly, the proliferation and use of illegal guns and drug trafficking. The threat posed by these crimes forced the Ministry to deliver more effective policing, correction and other security related services to the public. Notwithstanding the difficulties, the Ministry persistently sought to strengthen its own capacity to formulate and implement effective policies as well as supervise and monitor the implementation of policy objectives by its affiliated Agencies. At the same time, the Ministry's Administration sought to embed a more performance-oriented and customer-focused style of operation throughout the Ministry.

Throughout the year, the Ministry's staff demonstrated unswerving dedication and enthusiasm, which resulted in enhanced effectiveness in the fulfilment of the Ministry's mandate. This team continues to provide leadership and

support to the agencies under the purview of the Ministry to facilitate proper execution of functions and responsibilities.

The Ministry undertook a wide range of activities during the year under review, in keeping with the following 'generic' functions, viz.:

- The maintenance of Public Order and Safety
- The publication of Public Holidays
- The administration of Road Traffic
- The provision of Immigration Services
- Gambling Prevention
- Fire Protection
- Prison Services
- Issuing of Marriage Licences and Registration of Births, Deaths and Marriages
- Licensing of Motor Buses, Hire Cars and Goods Vehicles
- Parole of Prison Inmates

These activities were undertaken in accordance with the Ministry's Mission Statement through the Secretariat and the following affiliate agencies:

- ❖ The Guyana Police Force
- ❖ The Guyana Prison Service
- ❖ The Guyana Fire Service
- ❖ The Police Complaints Authority
- ❖ The General Register Office

The following Departments constitute the Ministry of Home Affairs Secretariat, which is located at Lot 6 Brickdam, Stabroek, Georgetown:

- 1) The General Administration Department
- 2) The Personnel Department
- 3) The Finance and Audit Department
- 4) The Security Department

- Public Sector Security
- Inspectorate
- Immigration and Support Services

5) The Parole Board

In 2006, the Ministry remained committed to the process of upgrading its services because of the obvious advantages including greater levels of efficiency, increased productivity, and more value for money among others. Additionally, the Ministry's Administration held steadfast to the principles of accountability and good governance.

This report presents an update of the Ministry of Home Affairs Secretariat programmes and activities for the year 2006, taking careful note of the functions of the respective Departments and their roles in the overall achievements of the Ministry.

Contributions from the Ministry's staff and various Departments under this Ministerial portfolio are hereby acknowledged. This opportunity is taken for public expression of appreciation and thankfulness to all individuals and organizations who have dedicated their efforts and expertise to facilitate those achievements presented in the 2006 Annual Report of the Ministry of Home Affairs Secretariat.

THE GENERAL ADMINISTRATION DEPARTMENT

The General Administration Department of the Secretariat supervises all clerical and logistics matters, including those related to the appointment of Marriage Officers, approval of buildings for the publication of banns, publication of national holidays, publications in the Official Gazette, preparation of Cabinet Papers and providing secretarial support to the various agencies under the purview of the Ministry. The effectiveness of this Department depended heavily on the integration and success of the various units which constitute the backbone of this section.

During the period under review, the General Administration Department carried out the following main activities:

- a) Maintained the physical environment and buildings;
- b) Received, circulated and dispatched official correspondence and documents in an efficient and timely manner;
- c) Facilitated the repair and servicing of office equipment and utilities;
- d) Scheduled maintenance of land transport (cars and motor cycles) and generator and monitoring of fuel consumption;
- e) Reported in a timely manner with respect to damage and loss of Government property;
- f) Facilitated the hosting of meetings and conferences;
- g) Published national holidays and other notices in a timely manner;
- h) Received and processed applications for the appointment of Marriage Officers and approval of buildings for the publication of banns; and
- i) Provided secretarial services to sub-committees, when required.

The staff complement of the General Administration Department for the year 2006 was as follows:

1 – Principal Assistant Secretary (G)

2 – Assistant Secretary (G) – (1 retired in Feb. 2006 and was re-employed on contract)

1- Clerk

1 – Senior Office Assistant

1 – Telephonist (appointed Feb. 21, 2006)

1 – Office Assistant

1 – Driver

3 – Cleaners

Equipment Maintenance

Repairs were done to computers, photocopiers and typewriters. The telephone system worked perfectly, except for a few telephone lines, which had to be repaired. Internet services were provided to the Minister, Permanent Secretary, Head Public Sector Security and Principal Assistant Secretary (G). The electric generator functioned efficiently and was serviced as scheduled. A shed to protect the generator was constructed. Scheduled servicing was done to all air condition units.

Land Transport Maintenance

Motor vehicles and motorcycles were serviced quarterly as scheduled. Maintenance cost exceeded what was projected, due mainly to the increase in the number of vehicles from five (5) to eight (8).

Building Maintenance

Repairs were done in the waiting area in the Honourable Minister's Secretariat, which was earlier damaged by fire. Effective janitorial services, cleaning of drains and regular landscaping of the parapet provided a clean and tidy work environment.

Clerical Services

Appointment of Marriage Officers

Thirty-seven (37) persons were appointed Marriage Officers, while four (4) Marriage Officers' licences were revoked. During the period under review, forty-four (44) new applications were received and twenty-nine (29) applications were still under consideration at the end of the year. The Register of Marriage Officers was completed and it revealed that there were six hundred and twenty-six (626) Marriage Officers functioning throughout the country.

Publication of Banns

The compilation of the list of buildings used for the publication of banns was eighty five per cent (85%) completed. A number of religious organisations had not submitted the relevant information to the Ministry. The list of buildings verified so far was approved by the Minister and gazetted.

Cabinet Papers

Ninety-one (91) papers were prepared for presentation to Cabinet, these included fourteen (14) papers on policy issues and ten (10) for participation in Regional and International Conferences.

Training

Staff in this Department benefited from training in the following areas:

- Customer Relations Management
- HIV/AIDS in the workplace
- Inter-Ministry Committee on Women
- Human Resource Management; and
- Migration

One (1) Work Study Student was attached to the Division during the July-August vacation.

All in all, in spite of its wide-ranging and demanding responsibilities, the Department was able to make a substantial contribution to the Ministry's achievement for the year.

THE PERSONNEL DEPARTMENT

The Personnel Department was tasked with addressing all human resource issues within the Ministry. In the absence of a **Senior Personnel Officer**, the Personnel Department functioned under the supervision of a **Personnel Officer II** in an effort to achieve its goals. The following table reflects the staff complement of the Department in 2006.

Staff Complement for the Personnel Department in 2006

POSITION	AUTHORISED	FILLED	REMARKS
Senior Personnel Officer	1	Nil	Position vacant
Personnel Officer II	1	1	Personnel Officer II has been recommended to act as Senior Personnel Officer.
Personnel Officer I	1	Nil	Position vacant
Clerk III (G)	1	Nil	Officer resigned with effect from 2006-06-01.
Clerk II (G)	1	3	Nil
Typist Clerk I	1	Nil	Position vacant

The following tasks were executed by the Personnel Department:

- Recruitment/employment of staff in collaboration with the Public Service Commission, Public Service Ministry, Head of the Presidential Secretariat and Secretary to the Cabinet when necessary;
- Processing of all matters related to retirement on account of age/voluntary or in cases where officers are deemed medically unfit for continued services;
- Processing of all leave matters, resumptions, dismissals, duty free concessions and other matters relating thereto;

- Ensuring that policies and procedures are adhered to with regards to transfers, appointments, promotions and disciplinary matters; and
- Facilitating employer-employee relationship, training programmes and any other duties as they relate to the Department.

The following chart summarises the personnel matters dealt with by the Department during the reporting period.

Personnel Matters 2006

Departments	Recruitment	Acting Appointments	Leaves	Resignations	Dismissals	Sub. Excesses/Gratuities	Awards
Secretariat	12	7	56	3	3	2	1
Police	-	34	129	-	-	77	51
Prisons	51	17	112	8	61	8	9
Fire	36	47	56	7	29	4	7
G.R.O	12 (Temp)	1	18	1	1	Nil	Nil
P.C.A	Nil	Nil	5	Nil	Nil	Nil	Nil

The Finance and Audit Department

The Finance and Audit Department is responsible for handling all financial matters in the day-to-day operation of the Ministry's Secretariat in compliance with established financial rules and regulations. The Department is also responsible for field audit. Additionally, the Finance and Audit Department provides financial services to the five (5) Agencies under the purview of the Ministry. This Department is well placed to play an important role in ensuring optimum value for money for this sector of Government.

During the reporting year the Department carried out the following functions:

- Monitored and co-ordinated Current and Capital Expenditures for all Programmes;
- Ensured that expenditures were in keeping with Budgetary Allocations;
- Processed vouchers for goods and services (including Salaries and Allowances);
- Ensured that financial procedures were in keeping with the Integrated Financial Management System (IFMAS) Act. No. 20/2003;
- Maintained accounting records for the Ministry;
- Maintained the Integrated Financial Management System (IFMAS);
- Processed revenue received on behalf of the Government of Guyana;
- Ensured that the necessary safeguards required by the Financial Regulations of the Public Service were adhered to by the Ministry and all the Agencies under its supervision; and
- Audited all vouchers and disposals of unclaimed articles

The Department was staffed by twenty (20) persons who by their hard work and dedication were able to conquer the major challenges and eventually accomplished the Department's tasks in a timely and efficient manner.

During the year under review, this Department operated with the services of the staff listed in the following table.

Staff Complement of the Finance and Audit Department

POSITION	No. of Staff
Principal Assistant Secretary (Finance)	1
Chief Accountant	1
Accountant	1
Assistant Accountant	3
Field Auditor	1
Accounts Clerk 1/11	11
Purchasing Clerk	1
Typist Clerk	1

Maintenance of Accounting Records

Accounting records and accounts were maintained for thirty-one (31) new building and maintenance projects that were undertaken by the Ministry. Eighteen (18) of the building projects were for the Guyana Police Force, five (5) for the Guyana Fire Service, seven (7) for the Guyana Prison Service and one (1) for the Secretariat (repairs to the roof and floor).

Building Projects for the Guyana Police Force

No.	Activities	Estimated Cost \$
1.	Rehabilitation to Narcotics Building- Police Headquarters	5,844,421.00
2.	Rehabilitation to Administrative Building- Police Headquarters	4,000,000.00
3.	Rehabilitation to Matthews Ridge Station	4,000,000.00
4.	Rehabilitation to Quartermaster Stores Building	7,000,000.00
5.	Rehabilitation to Auditorium Building FAPC Georgetown	5,000,000.00
6.	Rehabilitation to Barrack Room Building- Mounted Branch	8,502,249.00
7.	Rehabilitation to Male Barracks Brickdam	7,000,000.00
8.	Rehabilitation to Female Barracks Brickdam	5,000,000.00
9.	Rehabilitation to Weldaad Police Station	5,000,000.00
10.	Rehabilitation to O/C # 1 Living Quarters New Amsterdam	5,000,000.00
11.	Rehabilitation to Sparendaam Police Station	6,500,000.00
12.	Rehabilitation to Clonbrook Police Station	4,500,000.00
13.	Rehabilitation to Arakaka Police Station	5,500,000.00
14.	Rehabilitation to Mahdia Police Station	6,000,000.00
15.	Rehabilitation to Living Quarters Suddie	6,000,000.00
16.	Construction of O/C Quarters Bartica	5,000,000.00
17.	Rehabilitation to Imbotero Police Station	6,500,000.00
18.	Rehabilitation to Kurupung Police Station	4,000,000.00
	Estimated Total Cost	100,346,670.00

Building Projects for the Guyana Fire Service

No.	Activities	Estimated Cost \$
1.	Completion of works at Linden Fire Station	15,000,000.00
2.	Completion of works at New Amsterdam Fire Station	595,000.00
3.	Renovation of Workshop Building (Phase 1)	5,905,000.00
4.	Renovation of roof at Timehri Fire Station	2,500,000.00
5.	Renovation of roof at Fire Station Headquarters	2,000,000.00
	Estimated Total Cost	26,000,000.00

Building Projects for the Guyana Prison Service

No.	Activities	Estimated Cost \$
1.	Carpentry Tools (Georgetown)	1,657,903.00
2.	Renovation of Wood Block (Georgetown)	4,000,000.00
3.	Construction of Control Area (Georgetown)	3,000,000.00
4.	Construction of Kitchen (Timehri)	1,200,000.00
5.	Cell Locks (Georgetown)	6,500,000.00
6.	Renovation of Male Block (New Amsterdam)	3,000,000.00
7.	Renovation of Sibley Hall Bachelors Quarters (Mazaruni)	6,000,000.00
	Estimated Total Cost	25,357,903.00

Ministerial Tender Board

Ministerial Tender Board Meetings were convened every first and third Wednesday of each month and a total of one hundred and ninety-one (191) requests for the procurement of goods and services were considered for awards.

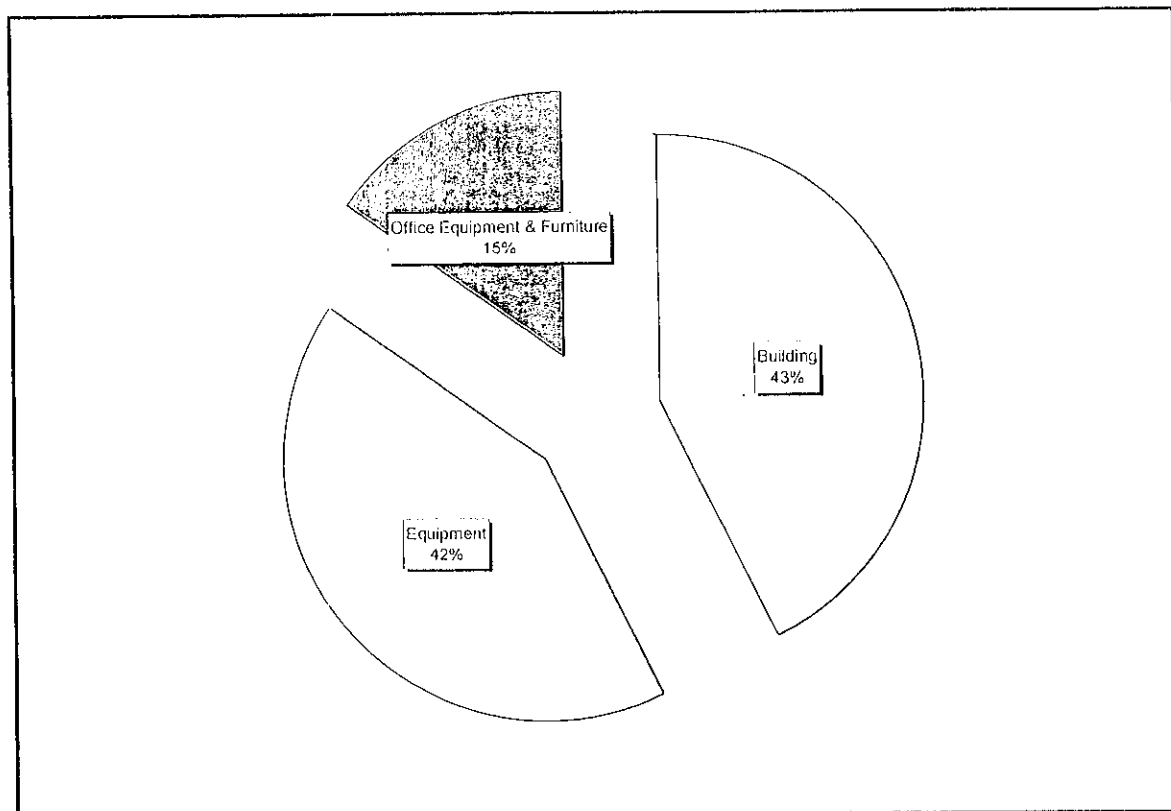
Field Audit

The Department also manned a Field Audit Unit, which was staffed by a Field Auditor only, while a vacancy existed for a Stock Verifier. Notwithstanding this, inspections were conducted, during the year by the Field Auditor at the New Amsterdam Prison and Fire Station, and the Central Fire Station.

Capital Expenditure

Actual capital expenditure for the Ministry's Secretariat in 2006 amounted to \$6.560M or 1.3 per cent of the Ministry's overall capital expenditure. Forty three (43) per cent of the Secretariat's annual capital expenditure was spent on 'building', forty two (42) per cent on 'equipment' and fifteen (15) per cent on 'office equipment and furniture'.

Distribution of Capital Expenditure: 2006 (Total: \$6.56M)



Capital projects for the Secretariat that were executed by this Department during the year under review included:

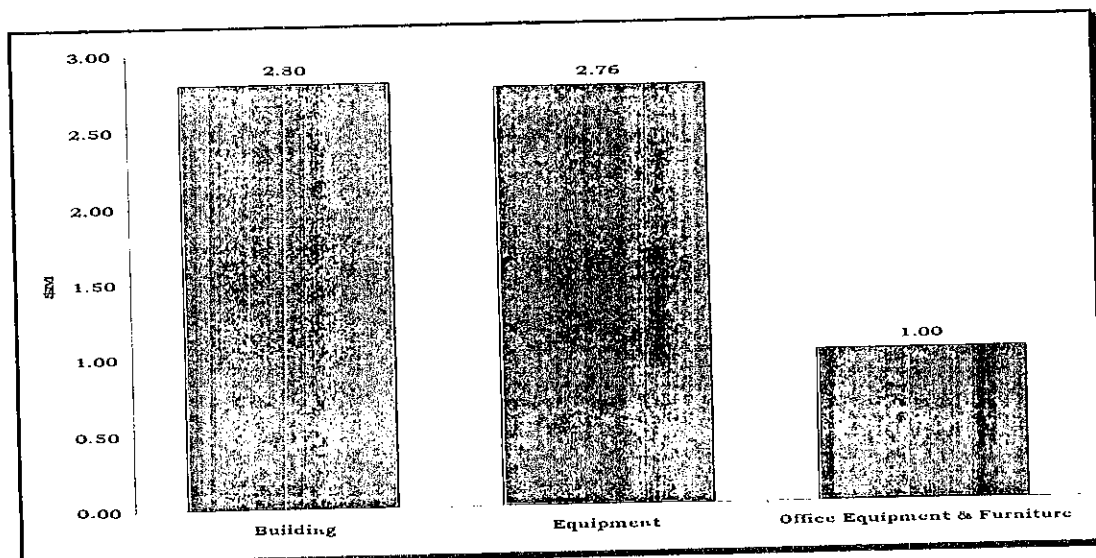
- Repairs to the northern roof;
- Enclosing and painting of the Security Office;
- Repairs to the ceiling (Ground floor);
- Rehabilitation of the Sanitary block (Middle floor); and
- Replacing of windows on the middle and top floors.

Spending on 'equipment' totalled \$2.760M. \$1.7 million of this amount was expended to acquire the following items for the National Commission on Law and Order:

- One (1) photocopier
- Two (2) Computers and Printers
- Two (2) four-drawer filing cabinets

The acquisition of a transformer and two air conditioning units were also among the notable purchases under this subhead. Spending on 'office equipment and furniture' totalled \$1M, which included the acquisition of work stations, a photocopier and office chairs.

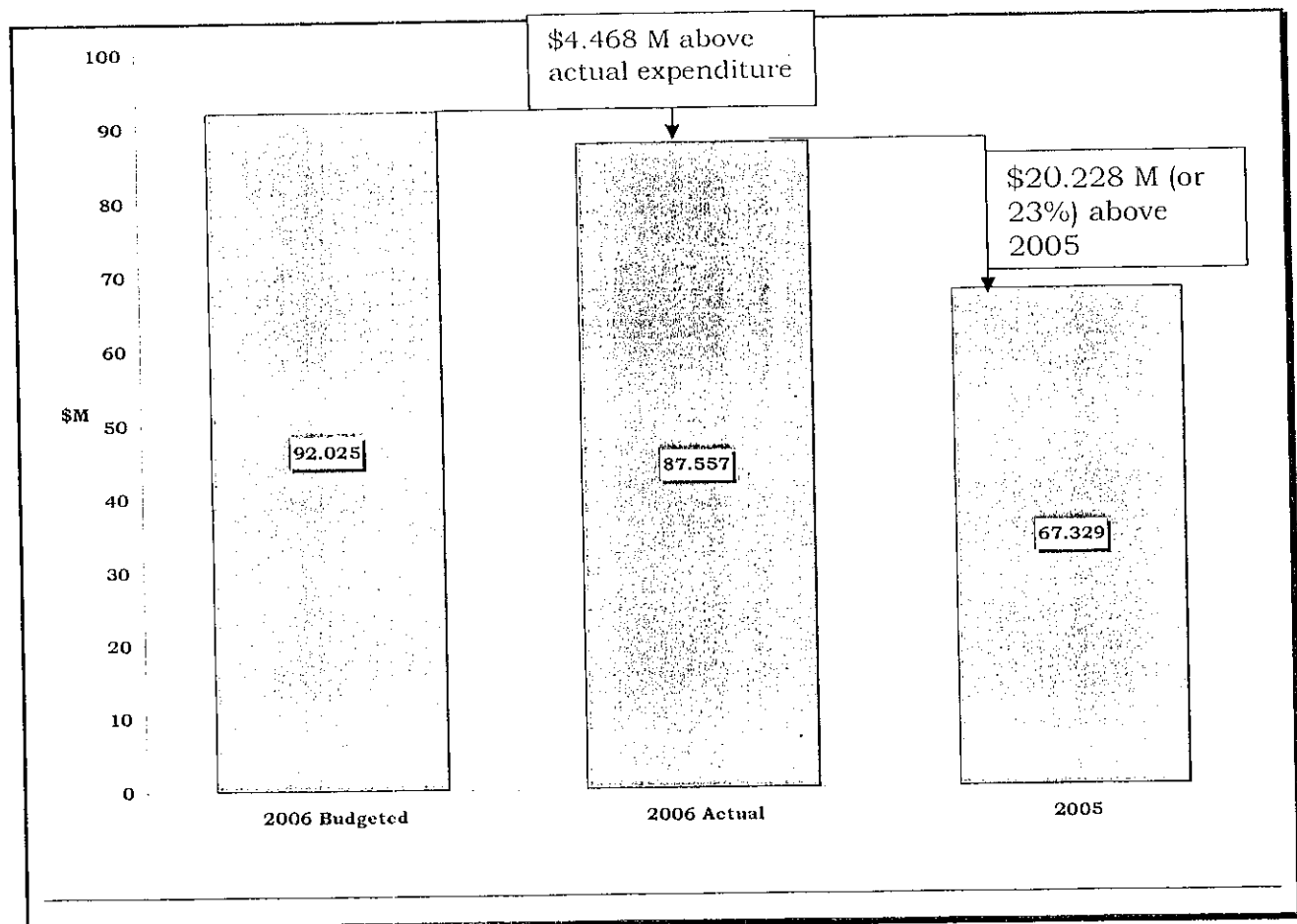
Composition of Capital Expenditure: 2006 (\$M)



Current Expenditure

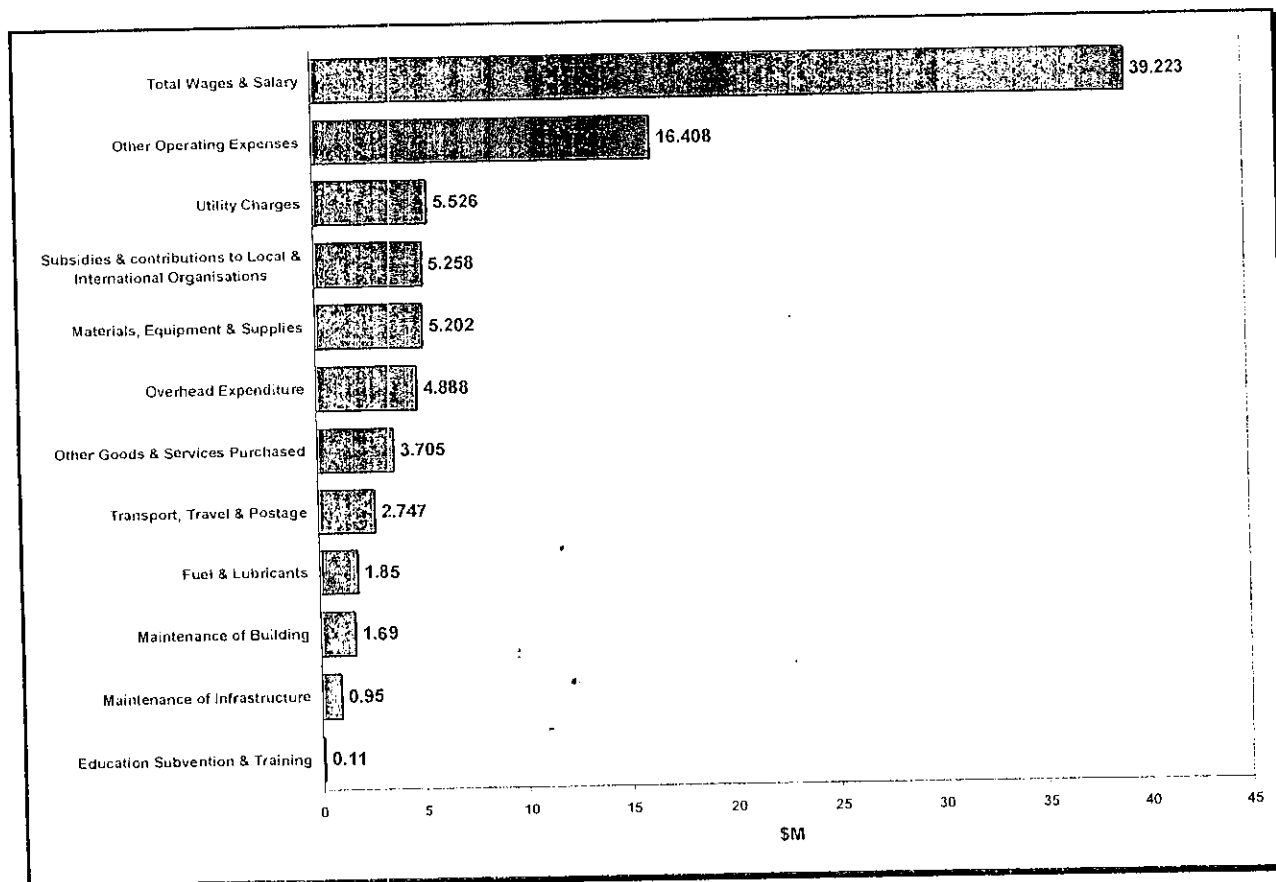
Total current expenditure for the Ministry's Secretariat during the year 2006 amounted to \$87.557M or 1.7 per cent of the Ministry's overall current expenditure. This amount was \$4.468M less than the \$92,025M budgeted for that year. Current expenditure for 2006 was \$20.228M more than the amount expended in 2005 and this represented a 23 per cent increase in current expenditure in 2006 when compared to 2005.

Current Expenditure: 2005 & 2006 (\$M)



Wages and salary and other operating expenses accounted for 44.8 per cent and 18.7 per cent of the total current expenditure, respectively. With respect to magnitude, these two areas were the major current expenditure categories.

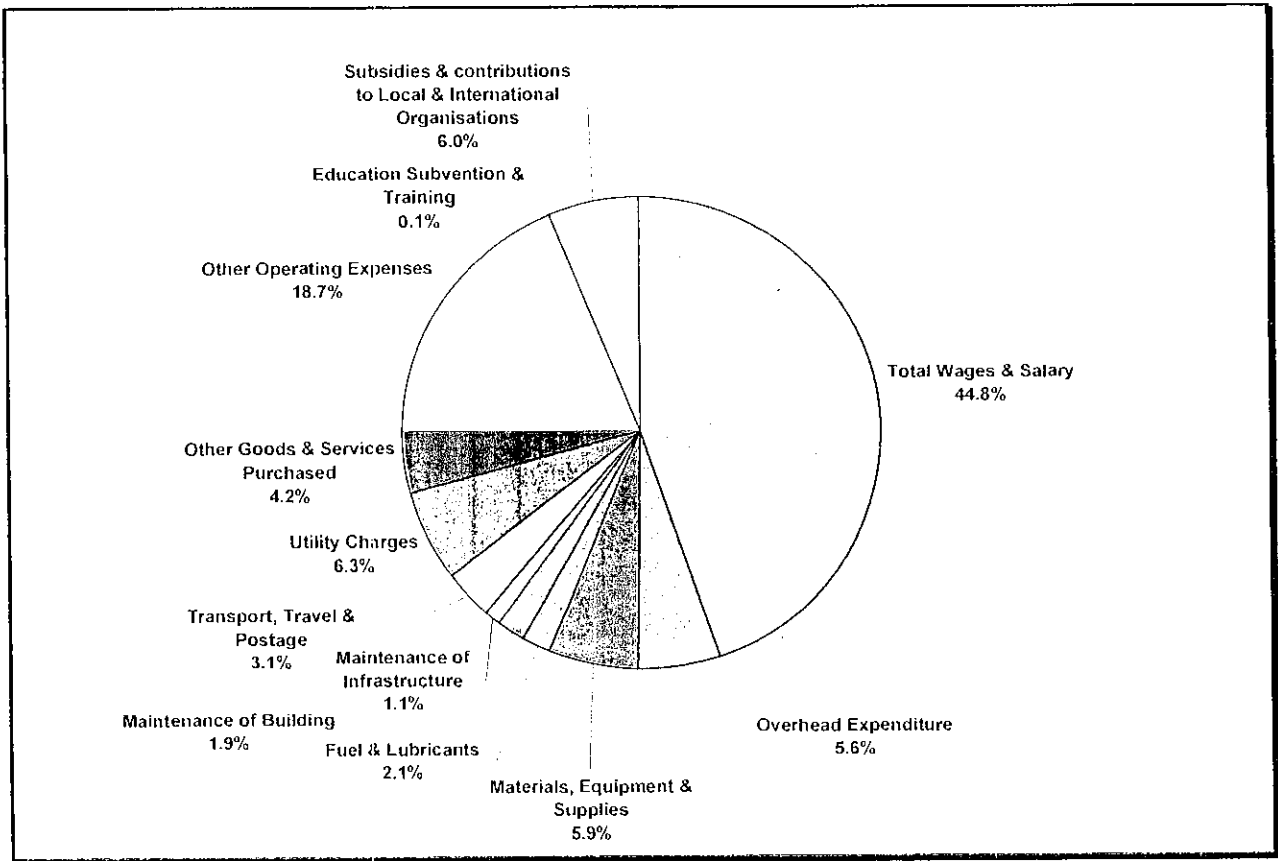
Composition of Current Expenditure: 2006 (\$M)



The following Current Expenditure Projects for the Secretariat were executed by this Department in 2006:

- Extension of the Computer room in the Accounts Section;
- Repairs to the Voucher and Store Rooms;
- Repairs to the Generator Room; and
- Raising the ground- level of the drive way and parking lot.

Distribution of Current Expenditure: 2006



In sum, from the foregoing it is apparent that the Finance and Audit Department was able to provide valuable financial management and support to the Secretariat and affiliate Agencies. As a result of the collective efforts of staff members the Department was able to establish and maintain accounting systems and practices and internal control processes designed to provide reasonable assurance that transactions are properly executed and recorded and that our policies and procedures are carried out appropriately. Albeit these achievements, the Department experienced two major challenges during the period under review. Firstly, the IFMAS was not operable at the Ministry for the greater part of the year; consequently, staff members were required to travel to the Ministry of Finance to access the system. This situation seriously affected production and efficiency. Secondly, approvals from the National Tender Board were not issued in a timely manner. Constant verbal reminders

had to be made and in many instances copies of requests had to be re-submitted since they were misplaced by the Board's Secretariat. Delays in reviewing awards impeded the work of the Department and resulted in significant challenges in meeting crucial deadlines.

THE SECURITY DEPARTMENT

The Security Department comprised three units, namely:

- Public Sector Security
- Inspectorate
- Immigration Support Services

Public Sector Security

Functions

- Guarantees that a high standard of physical, personnel and document security is maintained within the Ministry
- Responsible for the security processing of applications for wireless transmitting licences and the holding of bingo for charitable purposes
- Monitors matters related to bilateral and multilateral agreements to which Guyana is party and provide timely advise to the Minister and Permanent Secretary on the same
- Responsible for fulfilling all multilateral and bilateral reporting requirements

Work in the Public Sector Security Division progressed as was scheduled. However there was a shortage of ranks required to maintain the level of security that must be sustained in the Ministry of Home Affairs. To maintain a high level of security consciousness among ranks, frequent meetings were held which focused on physical and personnel security, among other topics.

Internal security of the Ministry was enhanced by the installation of a surveillance system with cameras located at strategic points within the building. Additionally, the fire extinguishers and smoke alarms were serviced.

The following items were among the routine functions carried out:

- Processing of applications for wireless transmitting licences

- Granting of permission to hold charitable lotteries
- Preparation of orders for the suspension of divers' licences
- Preparation and submission of quarterly and annual statistical reports to the Inter-American Drug Abuse Control Commission (CICAD)

The following are summaries of the functions mentioned above:

Applications for Wireless Transmitting Licences

Applications received	-	213
Letters of no objection	-	171
Letters of objection	-	11
In Process at 2006-12-31-		31

Applications for Permission to Hold Raffles – 2006

Applications Received	-	22
Applications Approved	-	21
Applications Abandoned-		1

Suspension of Drivers' Licences - 2006

Requests received	-	7
Suspension Orders issued	-	6
Suspension orders withdrawn	-	1

Drug Seizures: Quantity and Number of Seizures -2006

<u>Name of drug</u>	<u>Quantity Kgs</u>	<u>Number of seizures</u>
Cocaine salts	60.783	35
Cannabis plants	17,600	36
Leaf cannabis	500	588
Cannabis seeds	5.1	3
Crack	4.7	109

There were no seizures of laboratories, precursors, chemicals and other raw materials.

Seizures of Equipment, Money And Real Estate

<u>Type</u>	<u>Quantity</u>	<u>Number of seizures</u>
Firearms	6	5
Other weapons	7	2
Cartridges	1,635	6
Grenades	4	1
Communication Equipment	6	1
Motors	1	1
Power saws	1	1
Boats	1	1

Age Group, Occupation and Nationality of Persons Arrested with Cannabis

Age Group	Trafficking		Possession	
	Male	Female	Male	Female
Under 10 years of age	Nil	Nil	Nil	Nil
10-14	2	Nil	1	Nil
15-19	29	3	36	2
20-24	35	4	67	7
25-29	53	5	93	11
30-34	45	3	62	6
35 and over	67	11	100	7
Occupation				
Not gainfully employed	112	12	163	13
Unskilled workers	49	7	108	8
Skilled workers 1/	39	3	54	5
Medical and paramedical professionals	Nil	Nil	Nil	Nil
Other professionals	Nil	Nil	Nil	Nil
Students	31	4	34	7
Other occupations	Nil	Nil	Nil	Nil
Nationality				
Country of Nationality				
Guyanese	231	26	359	33

1/ includes clerical workers

Age Group, Occupation and Nationality of Persons Arrested with Cocaine

Age Group	Trafficking		Possession	
	Male	Female	Male	Female
Under 10 years of age	Nil	Nil	Nil	Nil
10-14	Nil	Nil	Nil	Nil
15-19	6	3	Nil	Nil
20-24	11	10	1	Nil
25-29	16	5	2	1
30-34	14	4	9	Nil
35 and over	37	14	11	2
Occupation				
Not gainfully employed	47	17	14	3
Unskilled workers	18	9	5	Nil
Skilled workers 1/	11	6	4	Nil
Medical and paramedical professionals	Nil	Nil	Nil	Nil
Other professionals	Nil	Nil	Nil	Nil
Students	8	4	Nil	Nil
Other occupations (specify)	Nil	Nil	Nil	Nil
Nationality				
Country of Nationality				
Guyanese	84	36	23	3

1/ includes clerical workers

During the period of review, the Division organized several inter-agency committee meetings for the implementation of the Guyana/Brazil International Road Transport Agreement (IRTA) and monitored progress made in implementing decisions taken at the meetings of the IRTA Joint Commission.

Annual and Quarterly Reports were prepared and submitted to the United Nations Office on Drugs and Crime (UNODC) and to the International Narcotics Control Board (INCB).

The Division coordinated the completion and submission of the questionnaire from the Multilateral Evaluation Mechanism (MEM) of the Inter-American Commission on Drug Abuse Control (CICAD) for the Third Round of assessment. It also monitored and reported on the implementation of the MEM recommendations aimed at improving narcotic drugs control in Guyana.

The Division prepared draft responses to correspondences received by the Ministry on bilateral and multilateral issues that have security implications and represented the Ministry of Home Affairs at meetings of security importance.

Inspectorate

Functions

- Conduct annual and periodic inspection of the agencies under the purview of the Ministry of Home Affairs into their "fitness for role"
- Conduct studies in particular areas of concern within the Ministry
- Assess the performance against the objectives of the agencies under the purview of the Ministry
- Recommend areas for improvement and development within the Ministry

For the period under review, the Inspectorate Unit comprised the following staff:

- 1) Head, Inspectorate Division
- 2) Research Officer

During the year, the Division attended to the following matters:

- Conducted research on legal issues upon request by the Minister of Home Affairs and the Permanent Secretary.
- The Research Officer was appointed the Ministry's Liaison to the Social Statistics Unit and was required to attend meetings at the Office of the President to facilitate the formation and establishment of the Unit within the Ministry.
- The Division edited the Annual Reports of the Guyana Police Force (2001), the Guyana Prison Service (2003), the Guyana Fire Service (2003) and the Police Complaints Authority.

Preparation of Draft Legislation

During the latter part of 2006, the Division assisted in the preparation of draft (Amendment) legislation for the Ministry of Home Affairs. These legislations included:

1. Section 150 of the Summary Jurisdiction (Offences) Act Chapter 8:02 Harboursing of Criminals/Thieves in dwelling houses.
2. Draft Bill – Private Security Services. This Bill seeks to regulate and control operations and functions of Private Security Services.
3. The proposal to enact legislation to deny bail to any person found in possession of an unlicensed firearm.
4. Proposal to amend the Motor Vehicle and Road Traffic Act, Chapter 51:02
5. Proposal to amend the Firearms Act, Chapter 16:05. The purpose of the amendment is to increase penalties for persons found in possession of unlicensed firearms.

6. Amendment of the Juvenile Offenders Act, Chapter 10:02. The purpose of the amendment is to facilitate the establishment of a Holding Centre for Juveniles.

Immigration Support Services

Functions

- Processing applications for citizenship, naturalisation, registration, and renunciation
- Processing applications for work permit, extension of stay and visa on arrival

In 2006, the Immigration Support Services received nineteen (19) applications for **naturalization**. The majority of the applicants were from China.

Applications for Naturalisation by Country of Birth and Age

Country of Birth	Total	Age Group		
		11 - 30	31 - 50	50 +
Total	19	9	7	3
China	17	9	6	2
Suriname	1	-	1	-
Brazil	1	-	-	1

Source: Ministry of Home Affairs, Immigration Support Services

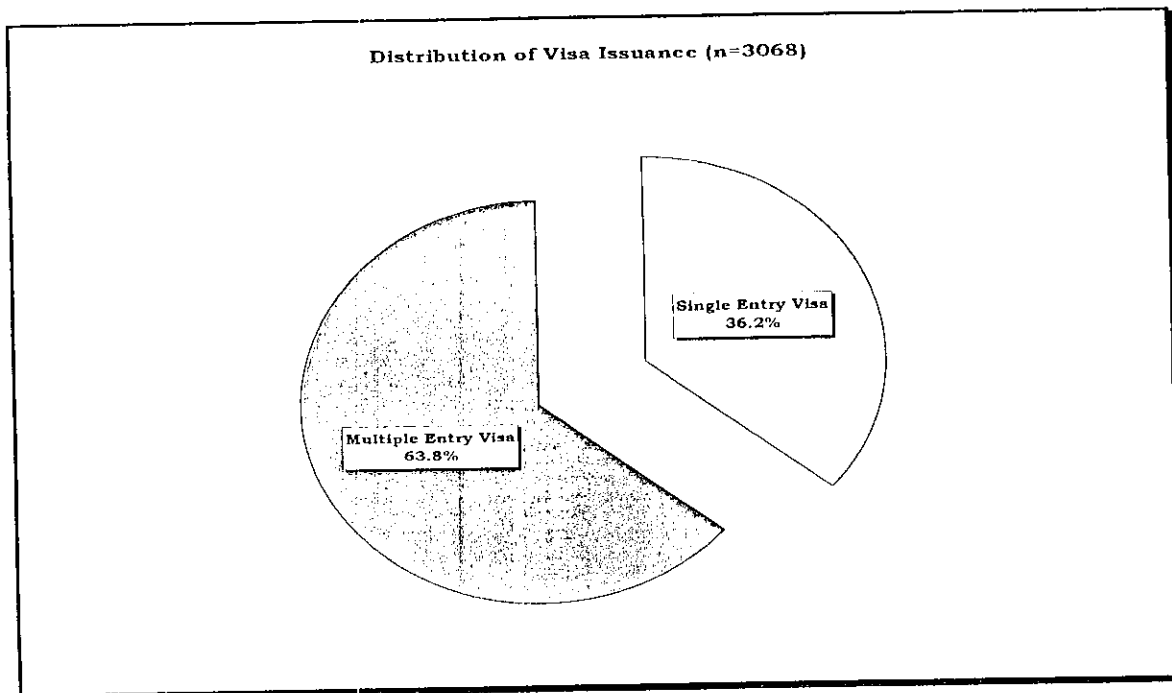
For the period under review, the Division issued three thousand and sixty eight (3,068) **visas**. These were issued mainly to persons from China (23.27 per cent), India (19.56 per cent) and Malaysia (13.17 per cent).

Visa Issuance by Country of Birth by type of visa

Country of Birth	Type of Visa					
	Total		Single		Multiple	
	No.	%	No.	%	No.	%
Total	3,068	100.00	1,111	100.00	1,957	100.00
Brazil	83	2.71	5	0.45	78	3.99
China	714	23.27	55	4.95	659	33.67
Colombia	100	3.26	73	6.57	27	1.38
Cuba	59	1.92	3	0.27	56	2.86
India	600	19.56	239	21.51	361	18.45
Indonesia	136	4.43	19	1.71	117	5.98
Malaysia	404	13.17	132	11.88	272	13.90
Nigeria	49	1.60	26	2.34	23	1.18
Philippines	93	3.03	9	0.81	84	4.29
Russian Federation	224	7.30	153	13.77	71	3.63
Others	606	19.75	397	35.73	209	10.68

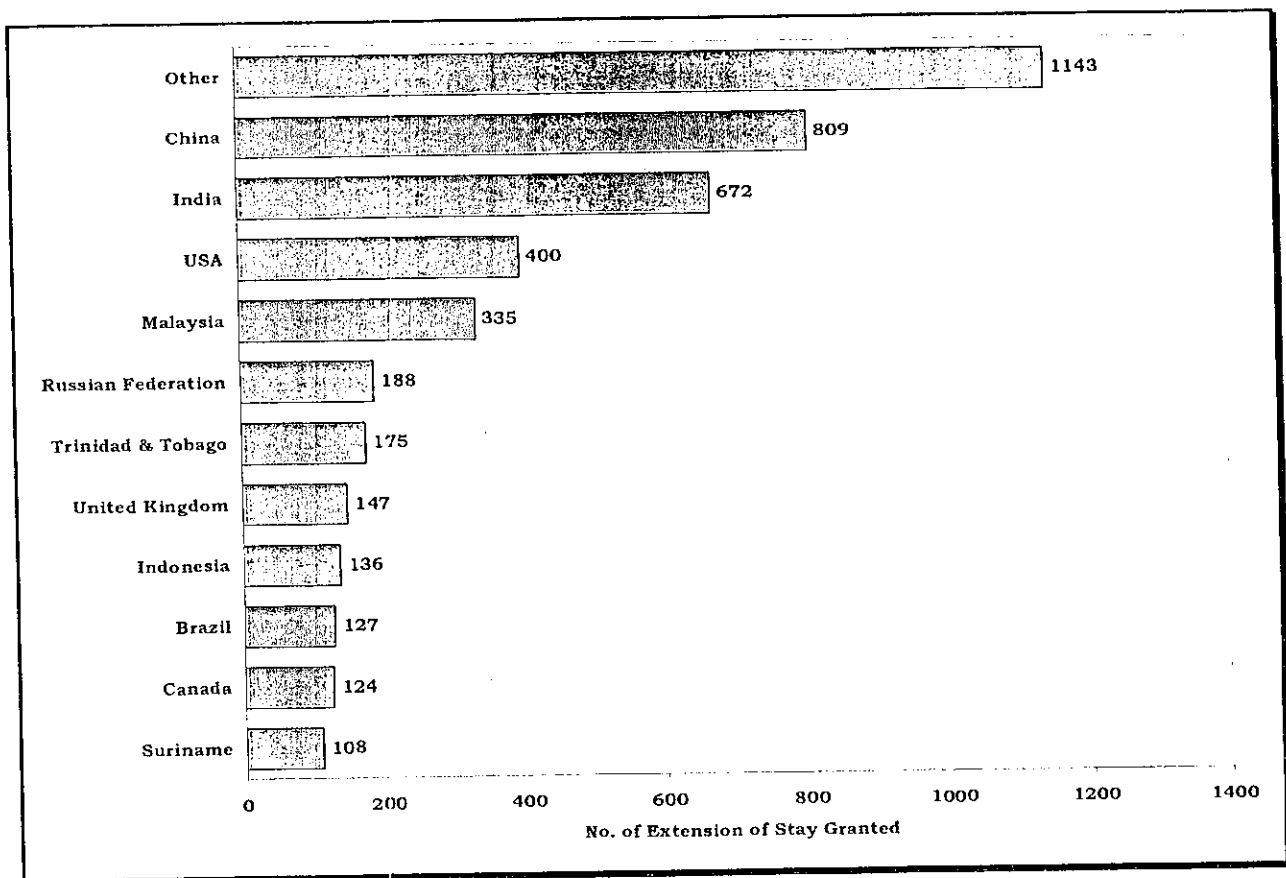
Source: Ministry of Home Affairs, Immigration Support Services

One thousand one hundred and eleven (1,111) or 36.2 per cent of the visas issued were single entry visas, while one thousand nine hundred and fifty seven (1,957) or 63.8 per cent issued were multiple entry visas.



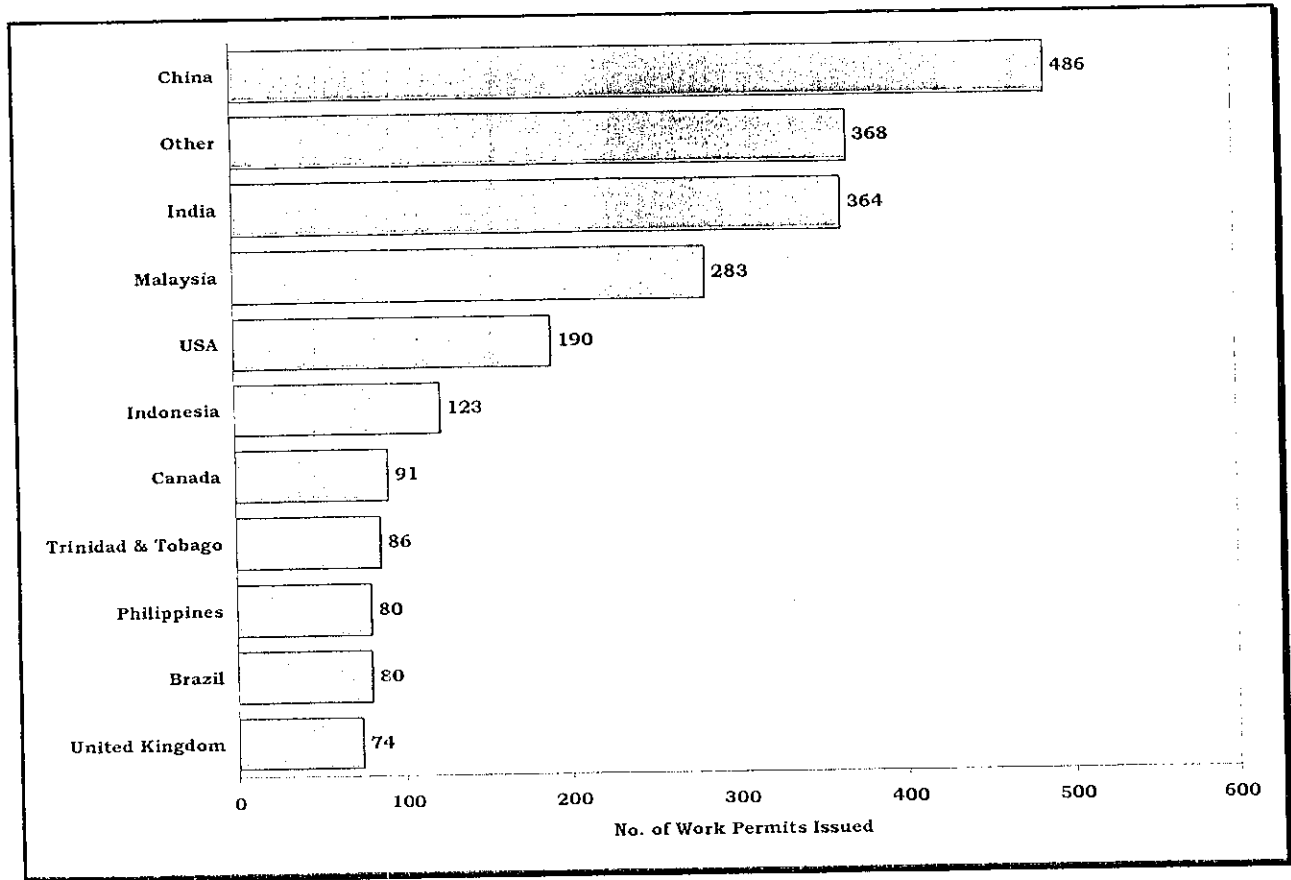
For the period under review, four thousand three hundred and sixty four (4,364) individuals received **extension of stay**. Eight hundred and nine (809) were from China, six hundred and seventy two (672) were from India, four hundred (400) were from the USA and three hundred and thirty five (335) were from Malaysia.

Extension of Stay by Country of Birth, 2006 (Total 4,364)



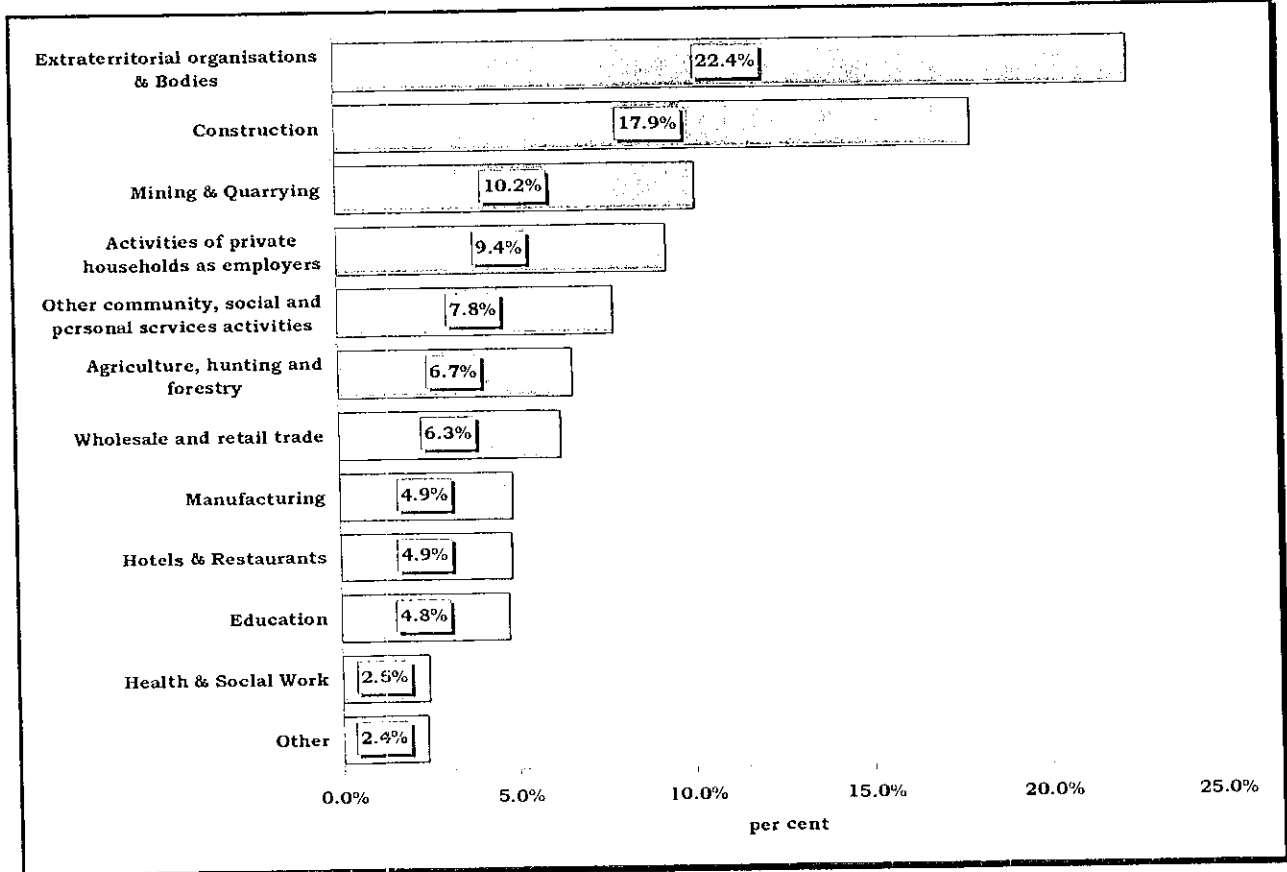
By the end of 2006, two thousand two hundred and twenty five (2,225) **work permits** were issued by the Immigration Support Services Division. Four hundred and eighty six (486) were issued to persons from China, three hundred and sixty four (364) were issued to persons from India, two hundred and eighty three (283) were issued to persons from Malaysia and one hundred and ninety (190) were issued to persons from the USA.

Work Permits by Country of Birth, 2006 (Total 2,225)



With respect to the distribution of work permits by sector, 22.4 per cent of the individuals who received work permits worked with 'Extraterritorial Organisations and Bodies', 17.9 per cent were in 'Construction' and 10.2 per cent were in 'Mining and Quarrying'.

Distribution of work permit by Sector (N=2,225)



PAROLE BOARD

The purpose of the Parole Board is to reintroduce prisoners who show signs of reformation into the community, to serve part of their sentence under supervised release, with conditions which protect society and simultaneously assist the prisoner to become a law abiding citizen.

The following persons were appointed to serve on the Board for the period June 1, 2006 to May 31, 2008.

NAME	POSITION
Justice Oslen Small (Rtd.)	Chairman
Dr. Bhiro Harry, MD	Member
Mrs. Barbara Deodat	Member
Deputy Commissioner of Police	Member
Mr. Anand Chand- Chairman, Georgetown Prison Visiting Committee	Member
Mr. Ruel Ferdinand- Chairman, New Amsterdam Prison Visiting Committee	Member
Mr. Samuel Dasraj - Chairman, Mazaruni Prison Visiting Committee	Member
Mr. Deoram Timram - Chairman, Timehri Prison Visiting Committee	Member
Reverend Keith Haley - Chairman, Lusignan Prison Visiting Committee	Member
Director of Prisons	Ex-officio member

For the period under review, routine activities such as prison visits, home visits and liaising with the Probation and Family Welfare Department and the Police Criminal Records Department were carried out.

During the prison visits, interviews were conducted with prisoners who applied for parole. Other inmates were informed of the procedure when applying for parole and the requirements for making an application of this nature.

In 2006, the Board received four (4) new applications for parole and seven (7) parolees successfully completed their period of parole. At the end of the year, none of the parolees had re-offended.

The following individuals successfully completed their parole:

- 1) Peter Rodney
- 2) David Marques
- 3) Kallicharran Dass
- 4) Shaka Haywood
- 5) Keith Thomas
- 6) David Baptiste
- 7) Winston Hayles

The Board met on seven (7) occasions and the following petitions for parole were examined.

Ser	Names	Charges	Duration Sentences	Status of Sentences
1	Andre Weatherspoon	Rape	18 years	Yes. Served out time
2	Troy Barclay	Rape and Wounding with Intent	18 years & 2 years consecutive	No. Released on Parole
3	Kallicharran Dass	Manslaughter	10 years	No. Released on Parole
4	Carl Shawn Andrews	Manslaughter	10 years	No. Released on Parole
5	Lisa Sagon	Trafficking in Narcotics	3 years	Yes. Served out time

Ser	Names	Charges	Sentences	Status of Sentences
6	Angela Portsmouth	Trafficking in Narcotics	3 years	Yes. Served out time
7	Joy Dodson	Trafficking in Narcotics	3 years	Yes. Served out time
8	Melissa Bevney	Manslaughter	15 years	No. Released on Parole
9	Navindra Singh	Murder	20 years	No. Still pending
10	Geoffrey Moore	Carnal Knowledge	15 years	No. Released on Parole
11	Mahendra Shivnauth	Manslaughter	10 years	No. Released on Parole
12	Moses Ramdehol	Manslaughter	21 years	No. Released on Parole
13	Jaiantie Lall	Manslaughter	21 years	No. Still pending
14	Randolph Barret	Rape	24 years	No. Still pending
15	Satyanand Bhawan	Robbery with Violence	5 years	No. Still pending
16	Colin Clarke	Manslaughter	15 years	No. Still pending
17	Sewchand Samad	Buggery	9 years	No. Still pending
18	Anand Lall	Manslaughter	10 years	No. Released on Parole
19	Ray Simon	Manslaughter	8 years	No. Still pending
20	Stephen Edwards	Rape	15 years	No. Still pending
21	John Lawrence	Manslaughter	15 years	No. Still pending

It is important for the Parole Board to determine whether the offender is likely to commit a new offence between the time of release and the end of the prison sentence. Even those who might be at risk could be recommended for parole if

sufficient conditions are imposed to reduce the risk to a “manageable” level. A parole hearing is thus an exercise in behavioural prediction and short term risk management.

After intensive discussions and investigations, eight (8) petitions for parole were recommended, all of which were approved by the Minister and the inmates released. These eight (8) parolees would be monitored by the Parole Board in conjunction with the Probation and Family Welfare Department.

The names of inmates released on parole during 2006 are listed below:

SER	NAMES	DATE RELEASED	EXPIRY DATE
1	Carl Shawn Andrews	2006-02-19	2007-02-19
2	Kallicharran Dass	2006-08-31	2006-12-18
3	Melissa Bevey	2006-09-28	
4	Mahendra Shivnauth	2006-11-16	2007-01-02
5	Geoffrey Moore	2006-11-16	2007-07-10
6	Ray Simon	2006-11-20	2008-01-04
7	Troy Barclay	2006-11-20	2008-01-01
8	Moses Ramdeholl	2006-11-20	2008-01-04

The staff complement that so effectively completed these tasks, included:

POSITION	AUTHORISED	ACTUAL
Secretary, Parole Board	1	1
Senior Parole Officer	1	Nil
Parole Officer (II)	1	Nil
Parole Officer (I)	1	Nil
Typist/Clerk	1	Nil

One (1) staff member retired during the later part of 2006 and was not replaced. The Board functioned throughout the year with two (2) part-time Parole Supervisors, who were responsible for the Essequibo Coast, Bartica and nearby riverine areas.

There is need for at least three (3) additional part-time Parole Supervisors for the Georgetown/Lower East Coast Area and the West Demerara Area.

Apart from the supervision aspect, these supervisors were also responsible for investigating the home and family circumstances of the prospective parolees as well as conducting community reports. The aforementioned shortages were mitigated to a large extent by the Secretary who ensured, as far as possible, that the work of the Board did not suffer.

The Board maintained its membership with the American Probation and Parole Association.

CENTER DEPARTMENTS AND PROGRAMMES

Community Policing Secretariat

The aim of Community Policing is to support the Guyana Police Force in the maintenance of law and order in the communities. To this end, the Community Policing Secretariat sought to assist communities in discharging their constitutional duty to combat and prevent crime and other violations of the law and to take care of and protect the public as stated in Article 32 of the Constitution of Guyana.

Community Policing in Guyana has three principal objectives:

- (i) crime prevention
- (ii) resolving community problems and
- (iii) promoting security and good order within communities

The Community Policing Secretariat was able to carry out its task during the year 2006 with guidance from the administration of the Ministry of Home Affairs. As a result the Community Policing Secretariat was able to:

- a) conduct training for members of Community Policing Groups countrywide
- b) co-ordinate Community Policing Groups needs/activities and create a better working relationship between law enforcement agencies and Community Policing Groups at the Community/Division level
- c) assist groups in accessing resources necessary to support the maintenance of law and order

- d) examine models of Community Policing Groups overseas and provide the National Community Policing Executive with a draft legislation and manual for Community Policing

Resources Supplied to Community Policing Groups

Item	Quantity
Motor Vehicles	9
Outboard Engine	1
Boats	3
All Terrain Vehicle	1
Black Berets	200
Navy Blue Caps	300
Jerseys	1000
Batons (long)	1000
Handcuffs (plastic)	50
Torch Lights	50
Batteries	150
Cell Phones	12

The Ministry of Home Affairs Secretariat appointed eleven (11) Community Policing Field Co-ordinators. Nine (9) were appointed on a part-time basis and two (2) on a full-time basis to assist the Divisional Community Policing Executives in monitoring Community Policing activities. The deployments were as follows:

- A Division - two on a part time basis
- B Division - three on a part time basis
- C Division - one on a part time basis
- D Division - two on a full time basis
- E Division (Linden) - one on part time basis
- F Division (Bartica) - one on a part time basis
- F Division (Lethem) - one on a part time basis

The Community Policing Secretariat was able to organize and co-ordinate training for Community Policing Groups in the following areas:

- Leadership
- Disaster management
- Domestic Violence
- Non violent communication
- HIV/AIDS Prevention

The Community Policing Secretariat records indicated that there were two hundred and fifty four (254) Community Policing Groups countrywide. One hundred and seventy five (175) or 69 per cent of the groups were considered active.

Community Policing Groups, 2006

Divisions	# of Groups	# of Active Groups	# of Inactive Groups
A Division	18	18	
B Division	71	41	30
C Division	31	31	
D Division	45	14	31
E & F Divisions	58	40	18
G Division	31	31	
Total	254	175	79

HIV/AIDS PREVENTION & CONTROL PROJECT

The reduction of HIV/AIDS' prevalence rate is a national priority issue as reported in the Poverty Reduction Strategy Paper. The Government has committed itself to an accelerated, comprehensive, multi-sector and multi-level response, since it has recognized that HIV/AIDS is a barrier to development. The Government was able to mobilize significant financial resources to support the national response to mitigate the impact of this pandemic. The Ministry of Home Affairs is one of seven (7) Ministries participating in a Government-led response. Activities executed by this Ministry falls under the theme "My Health, My Life".

The Government of Guyana and the World Bank's HIV/AIDS Prevention and Control Project "My Health, My Life", a five year project, was officially launched on March 04, 2005 at the Le Meridien Pegasus. This project was aimed at mainstreaming HIV/AIDS awareness through training to realize behaviour change, reduce infection rates, facilitate treatment/care for people living with HIV/AIDS and create an environment free of stigma and discrimination. In order to achieve this goal, the Ministry of Home Affairs was among the first to establish an HIV/AIDS Committee in the year 2003. The Committee comprised one representative from each of the agencies under its purview.

For the year 2006, the sum of ten million, six hundred and fourteen thousand three hundred dollars (\$10,614,300) was approved for the execution of the 2006 work plan. The period under review could be regarded as a rewarding one for the HIV/AIDS Prevention and Control Project "My Health, My Life, in spite of the numerous challenges which included: delayed disbursement of funds and irregular attendance of the monthly meetings by members of the Ministerial Committee. However, the programme had several successful accomplishments for 2006 as cited in the table below.

Name of Activity	Programme Area
<p>A total of forty four (44) HIV/AIDS sensitization sessions were held, which benefited nine hundred and eighty three (983) employees of the Ministry in Regions 1, 3,4,5,6 & 10. Twenty two point five (22.5%) of the total staff strength of the Ministry were educated on the following topics:</p> <ul style="list-style-type: none"> ▪ Basic Facts of HIV/AIDS Infection and Prevention ▪ Abstinence and Faithfulness ▪ The importance of consistent and correct condom use and dangers of risky behaviours when under the influence of alcohol or narcotic drugs ▪ The importance of voluntary counselling and testing ▪ Stigma and discrimination and ▪ Assessment of their Personal Risk of contracting the disease 	Prevention
Information Handouts with HIV/AIDS messages were attached to	Prevention

salary slips of employees of the Ministry. Ninety percent (90%) of the employees benefited from this exercise.	
4000 Vehicle Stickers were made carrying HIV/AIDS messages for placement in vehicles owned by the Ministry and its employees.	Prevention
A network was established to distribute condoms for employees under the purview of the Ministry.	Prevention
Procured three (3) condom vending machines which were strategically placed at the Brickdam Police Station Canteen, Police All Ranks Club and Police Training School, Eve Leary, Georgetown for use by members of the Guyana Police Force and members of the public.	Prevention
Mounted an 8' x 10' HIV/AIDS Bill Board outside of the Secretariat of the Ministry depicting two (2) HIV/AIDS messages.	Prevention
Purchased safety equipment (female condoms, disposable gloves and masks). A total of two hundred and thirty-four (234) disposable gloves and forty eight (48) disposable masks were distributed. Also, approval was granted for the purchase of two thousand (2000) female condoms.	Prevention
Twenty-one (21) employees were trained as Peer Educators in order to sustain the ongoing sensitization programmes.	Prevention
Procured one thousand (1000) HIV Lapel Pins for distribution to employees.	Prevention
Renovation of dormitory at Lusignan Prison to house twenty five (25) prisoners living with HIV/AIDS. Seventy-five percent (75%) of this dormitory has been completed.	Care & Support
Purchased tokens for members of the Ministerial Committee on HIV/AIDS	Care & Support
Sponsorship of Ten (10) employees to pursue training at the American University of Peace Studies on the following topics: <ul style="list-style-type: none"> • Diploma in HIV/AIDS Life Cycle Management • Home Based Care • Healthy Eating Vegan Cooking 	Training and Capacity Building
Project Coordinator attended workshops on Monitoring and Evaluation and Preparation of 2007 Work Plan and Budget	Training and Capacity Building
The Ministry participated in the National celebration of Mashramani 2006 under the theme "Safeguarding the Security of the Nation" with a parade through the streets of Georgetown. Condoms were distributed during this activity.	Outreach
The Ministry conducted an Inter-Agency Debating Competition on HIV/AIDS related issues.	Outreach
The Ministry participated in the World AIDS Day March led by the Police Steel band.	Outreach

Seminars and Workshops Attended by the HIV/AIDS Project Coordinator

- Three (3) days Training of Trainers Workshop on HIV/AIDS in Jamaica from February 16 to 18, 2006
- HIV/AIDS Workplace Project Final Consultation on Revised Draft Workplace Regulations on March 22, 2006 at Tower Hotel, Georgetown.
- Monitoring and Evaluation Workshop from April 5 to 6, 2006 at the Woodbine Hotel, Georgetown organized by the Health Sector Development Unit, Ministry of Health and Guyana HIV/AIDS Reduction and Prevention Project (GHARP)
- Mini Exhibition to launch the Global Campaign on Children and AIDS on May 4, 2006 at the Ministry of Culture, Youth and Sports Complex, Carifesta Avenue.
- Orphans & Other Vulnerable Children & HIV/AIDS at Regency Hotel, Georgetown on November 25, 2006.
- Three (3) day workshop from November 27 to 29, 2006 at Guyana HIV/AIDS Reduction and Prevention Project (GHARP) Headquarters, High Street, Georgetown to Review HIV/AIDS Advertisements and Posters produced by the Project.

The Social Statistics Unit

Mission statement

To provide accurate data in order to assist with the formulating of vital policies aimed at protecting and maintaining the social fabric of Guyana.

Functions

- Collecting relevant data from the Constituent Agencies and Departments for analysis and policy making
- Conducting statistical and spatial analysis on communities affected by crime and violence, against intervention efforts to see short and long term results
- Research and produce detailed publications containing quantitative and qualitative data, and analysis of key trends over time
- Build relationships with the agencies under the purview of the Ministry of Home Affairs to improve datasets and access

This year was one that witnessed an opening of great opportunities for the Statistical Unit within the Ministry of Home Affairs. The staff count in the Department at December 2006 was six (6), which comprised three statisticians and three statistical officers.

Despite the many challenges the staff experienced, many accomplishments were evident. During the period under review the Department was able to formalize a data collecting system, collect data from the various agencies under the purview of the Ministry of Home Affairs, store and validate data sets and conduct preliminary analysis of the data.

Citizen Security Programme

The Citizen Security Programme is a project funded by the Government of Guyana through a loan from the Inter-American Development Bank, which is

aimed at addressing the issue of crime and security in Guyana. It comprises three components:

- (i) Reform of the Guyana Police Force,
- (ii) Strengthening the capacity of the Ministry of Home Affairs in the creation of evidence based policies, and
- (iii) Community-based interventions to reduce crime and violence

In the period under review, the Ministry of Home Affairs was able to expand its capacity to manage the Project Preparation and Execution Facility (PROPEF) by recruiting a number of critical personnel for the Project Implementation Unit (PIU). As a result, the following was accomplished:

- An interim Project Office was equipped and set up in the Ministry of Home Affairs
- Financial Management Systems were put in place, including production of Cash Books, Income and Expenditure Statements, Direct Disbursement Statements, Statements of the revolving fund, and establishment of a Cheque Register, an Advance Register, Inventory of Assets, and Mail Dispatch System.
- Terms of References were prepared and reviewed leading to the hiring of several consultants, including: Millennium Consultancy Unit, Edgar Munoz, Centrex Scottish Police College, David Neira, Roger Pipe and Joan Hoffman.
- A review of the management system for the Community Action Component and the Crime Observatory was conducted
- The acquisition of two enterprise level data base servers

Crime Stoppers Programme

The Crime Stoppers programme was created to facilitate the passage of information regarding criminal activity from citizens to the police, based on anonymity.

Coordinator of the Saskatchewan Crime Stoppers Inc. and member of the Royal Canadian Mounted Police (RCMP), Sergeant Doug Dersch met with media representatives and members of the National Commission on Law and Order on April 20th 2006 at the Ministry of Home Affairs Conference Room to describe the merits of the programme,

In December 2006 Honourable Minister of Home Affairs Mr. Clement Rohee proposed setting up a steering committee for the Crime Stoppers programme. The Guyana Telephone and Telegraph Co. Ltd. (GT&T) was approached to submit a proposal for the provision of a 1-800 number for the programme.

National Commission on Law and Order

The National Commission on Law and Order, established in November 2005, served as an advisory body to the President on crime and security. The decision to establish such a Commission arose out of a deep concern for the growing rate and sophistication of crime in the Caribbean and its debilitating effects at the economic and social levels.

The National Commission on Law and Order is a broad-based National Body made up of representatives of parliamentary parties, businesses, trade unions and religious organisations. The Commission is mandated to examine existing and proposed policies and make recommendations to the President. The Commission was sub-divided into seven (7) topical sub-groups, namely:

- a. Crime and Violence
- b. National Drug Strategy Master Plan
- c. National Consultation on Crime Report and the Disciplined Forces Report
- d. Public Confidence and Support
- e. Legislative and Justice Issues
- f. Outreach Programmes

g. Order, Decency and Culture

The Commission held statutory meetings on the second Wednesday of every month and provided regular recommendations regarding law and order to the Government. The recommendations from the sub-groups were compiled into a Report.

NATIONAL ROAD SAFETY COUNCIL

The National Road Safety Council is the Body mandated to assist in the protection and enhancement of the safety of the public while using the roadways. The Council was launched on May 13, 2006 at the Umana Yana, Kingston, Georgetown, under the theme 'We all have a part to play, let us make our roads safe each day'. The Council sought to involve all stakeholders and Non-Governmental Organizations (NGOs) in the thrust to improve safety on the roadways, through the employ of heightened public awareness and passage of new legislation, among other factors.

The National Road Safety Council conducted public awareness on road safety in Guyana at **the International Day of Natural Disaster** on the 11th October 2006 at the Guyana Red Cross Society Building and at **GUYEXPO** from October 26th – 31st 2006 at the National Exhibition Centre.

The National Road Safety Week of Activities was held from 26th of November to the 2nd of December, 2006. Activities held during the week included:

- Road Safety talks on the radio.
- The school quiz with Dr Rovin Deodat
- School rallies
- Owner /Driver Seminar for Transportation Operators

Conclusion

The year under review has been both challenging and successful for the Ministry of Home Affairs. Challenging, because those who were bent on breaking the law were more violent and sophisticated in their commission of crimes. This resulted in a disproportionate increase in citizens' perception of risk and consequently greater demand for more security services. Successful, because the Ministry was able to demonstrate that it is a robust Agency with the wherewithal to deal effectively with the challenges while simultaneously increasing the quality of service it offered to the public. The Ministry unceasingly sought to strengthen its own capacity to formulate and implement effective policies as well as supervise and monitor the implementation of policy objectives by its affiliate Agencies, while being resolute to the principles of accountability and transparency. Amid increasing pressures to raise the level of service, almost all the Ministry's Departments and Agencies were able to embed a more performance-oriented and customer-focused style of operation and posted results that were creditable.