



**THE SUGAR INDUSTRY LABOUR
WELFARE FUND COMMITTEE**

ANNUAL REPORT
2015

COMMITTEE'S INFORMATION

REGISTERED OFFICE: 87 Duke & Barrack Streets
Kingston, Georgetown
Guyana

AUDITOR: The Auditor General
Audit Office of Guyana
63 High Street
Kingston
Georgetown
Guyana
South America

ATTORNEYS-AT-LAW: Messrs. Cameron & Shepherd
Attorneys-at-Law
Lot 2 Avenue of the Republic
Georgetown

BANKER: Bank of Guyana
Avenue of the Republic
Georgetown
Guyana

SILWFC'S MANDATE

The Sugar Industry Labour Welfare Fund Committee was established by Act 20 of 1947 now Chapter: 69:03 to provide for the improvement of social and public health conditions of workers in the Sugar Industry, with special reference to housing, sanitation, potable water supply and recreational facilities.

PRINCIPAL ACTIVITIES

The Principal activities of the organization are focused on the improvement of housing, roads and the social and public health conditions of Sugar Workers. The organization has also been significantly involved in house lot allocation, conveying Certificates of Title, issuing interest free loans and giving water subsidies to sugar workers who have met the qualifying requirements.

In accordance **with Regulation 10** of The Sugar Industry Labour Welfare Fund Regulations made under The Sugar Industry Special Funds Act Chapter 69:03, the members of the Committee appointed by the Honourable Minister of Labour to administer the Sugar Industry Labour Welfare Fund, take the honour of submitting the report on the administration of the Fund for the year **2015**.

(1) MEMBERS OF THE COMMITTEE

According to the regulations, The Sugar Industry Labour Welfare Fund shall be controlled and administered by a Committee to be appointed by the Minister, and the members of the Committee shall be three persons nominated by the Guyana Sugar Producers' Association, three persons nominated by the trade unions concerned with the welfare of labour workers in the sugar industry and two public officers.

At the beginning of the year, the Committee comprised of the following members:-

Ms. Deolatchmee Ramotar	-	Chairperson	
Mr. Charles Ogle	-	Member	} Public Officer
Mr. Carvil Duncan	-	Member	} Trade Unions' Representatives
Mr. Kenneth Joseph	-	Member	
Mr. Rooplall Persaud	-	Member	
Ms. Tara Persaud	-	Member	} GuySuCo's Representatives
Mr. Vemen Walter	-	Member	
Mr. Paul Cheong	-	Member	Cane Farmers' Association Representative

During the year 2015 the following meetings were held:-

- **Two (2)** Main Committee Meetings
- **One (1)** Housing Sub Committee Meeting
- **One (1)** Finance Sub Committee Meeting
- **One (1)** Tender Board Committee Meeting

(2) STAFF

At the commencement of 2015 the staff of the Committee comprised of:

NO.	DESIGNATION	AMOUNT
1.	Administrative Manager (ag)	1
2.	Accountant	1
3.	Principal Assistant Secretary	1
4.	Building Inspectors	2
5.	Senior Clerks	4
6.	Typist/Clerk Grade I	1
7.	Typist/Clerk Grade II	1
8.	Driver	1
9.	Office Assistant	1
10	Cleaner	1
	TOTAL	14

(3) SILWFC'S BOARD

Following the 2015 General Elections, all meetings of the incumbent Board were suspended in May 2015 and a new Board was approved by Cabinet in December, 2015 which constitutes the following members:-

The new Board comprises of the following members:-

Mr. Allan Munroe	-	Chairman	}	Public Officers
Mr. Charles Ogle	-	Member		
Mr. Carvil Duncan	-	Member	}	Trade Unions' Representatives
Mr. Kenneth Joseph	-	Member		
Mr. Rooplall Persaud	-	Member		
Mr. Paul Bhim	-	Member	}	GuySuCo's Representative Cane Farmers' Association Representative
Mr. Paul Cheong	-	Member		

(4) FINANCIAL PERFORMANCE

As at 31 December 2015, the net surplus was **forty one million, eighty one thousand, eight hundred and forty eight dollars (\$41,081,848)**.

GUYSUCO'S INDEBTEDNESS TO SILWFC AS AT 31st DECEMBER 2015

Levies owing to SILWFC	\$1,323,649,956
Loan Remittances	\$ 54,507,076
TOTAL	\$1,378,157,032

(5) WAGES AND SALARIES

The Guyana Agricultural and General Workers' Union (GAWU) remains the sole bargaining agent for the employees at SILWFC. In **2015**, the employees received an increase of **four percent (4%)** across the Board, as a result of negotiations between itself and the fund that took the daily minimum wage to **two thousand and eight six dollars (\$2,086)**.

(6) BURSARY AWARDS FOR EMPLOYEES' CHILDREN OF SILWFC

The Committee issued three (3) bursary awards to employees' children of The Sugar Industry Labour Welfare Fund Committee to the total value of **\$35,800**. This was paid in 2016.

REF.	NAME OF PARENT (SILWFC EMPLOYEES)	NAME OF CHILD	YEAR OF BURSARY	AMOUNT \$
1.	Amla Persaud	Vivekananda Odit	4 th year	11,000
2.	Deonarine Geer	Rebecca Geer	5 th year	13,000
3.	Raywattie Persaud	Naiomi Persaud	2 nd year	11,800
TOTAL				35,800

(7) BURSARY AWARDS FOR CHILDREN OF SUGAR WORKERS

Bursaries were awarded to children of sugar workers who have applied for first, second and third year Bursaries for the new academic year 2015 to the total value of **seventy eight thousand, four hundred dollars (\$78,400)**.

FIRST YEAR STUDENTS (2015)

NAME OF CHILDREN	AMOUNT \$	
Lotoya Woolford	10,800	
Satrohan Singh	10,800	
David Persaud	10,800	
Sub Total		\$32,400

SECOND YEAR STUDENTS (2014 AND 2015)

NAME OF CHILDREN	AMOUNT \$	
Haeman Ragbeer	11,000	
Feroze Khan	11,000	
Sub Total		\$22,000

THIRD YEAR STUDENTS (2013, 2014 AND 2015)

NAME OF CHILDREN	AMOUNT \$	
Sievpaul Tajpaul	12,000	
Subrena P. Simmons	12,000	
Sub Total		\$24,000
GRAND TOTAL		\$78,400



BURSARY AWARD - REGION 4



BURSARY AWARD - REGION 6

A total of **\$114,200** was paid towards Bursary awards for the year **2015**.

(8) SCHOLARSHIP AWARD

On July 16, 2013, it was decided that SILWFC partner with GuySuCo in granting scholarships to two (2) of GuySuCo's Cadets attending the University of Guyana annually. It is one method of binding them to serve the corporation on the completion of their studies, since the scope of employment is limited at SILWFC and their skills would be utilized to the maximum by GuySuCo which will help GuySuCo to perform better in the future and that SILWFC also will be benefitting because SILWFC's operation is dependent on the shipment of sugar. The cadets will be bonded to GuySuCo.

It was also agreed that GuySuCo pays the cadets their salaries, since they are bona-fide employees of GuySuCo and the areas of study **must** be relevant to the operation of GuySuCo and The Sugar Industry Labour Welfare Fund Committee (SILWFC) pays for the scholarship package i.e **Tuition Fee and Book allowance**.

The awards cover tuition fee and book allowance per cadet.

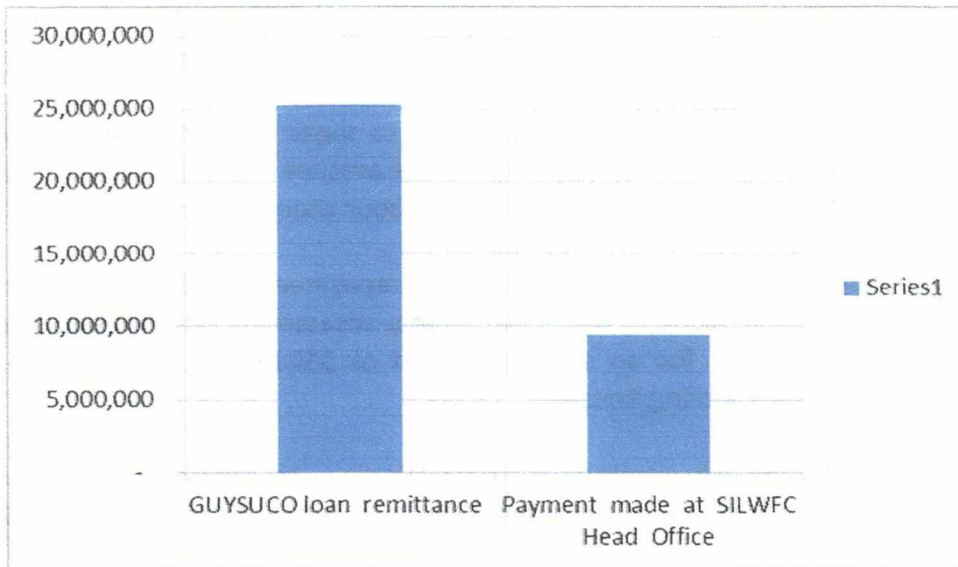
FIRST, SECOND AND THIRD YEAR CADETS (2013, 2014 AND 2015).

NAMES	TUITION FEES \$	BOOK ALLOWANCE \$	TOTAL \$	REMARKS
Levina Henry	160,000	40,000	200,000	First year student - 2015
Shazir Rangasammy	141,714	40,000	181,714	First Year student - 2015
Renold Allen	132,912	40,000	172,912	Second year student - 2014
Adrien Singh	149,935	40,000	189,935	Second year student - 2014
Joel Patterson	156,728	40,000	196,728	Third year student - 2013
Mohamed Razack	140,735	40,000	180,735	Third year student - 2013
TOTAL	882,024	240,000	1,122,024	

SILWFC reimbursed the Guyana Sugar Corporation the sum of **\$1,122,024** for tuition fees and book allowances for the year 2015

(9) LOAN REPAYMENTS FOR 2015

LOAN REPAYMENTS FOR 2015	
Description	PAYMENTS RECEIVED AND DEPOSITED TO THE FUND
GUYSUCO loan remittance	\$25,284,750
Payment made at SILWFC 's Head Office	\$9,438,835
TOTAL	\$34,723,585



(10) CONVEYANCING OF TITLES AND SECOND TRANSFERS

- (i) The Committee continued to convey Certificates of Title to sugar workers who were leased lands in the Extra Nuclear Housing Areas and to those who were allocated house lots in new housing areas developed by the Committee.

Conveyancing of Lots

No. of Applications received for the conveyancing of Lots	No. of Lots conveyed	No. of Transfers filed at Land Registry for the issuance of C.O.T	No. of C.O.T received
50	48	33	62

- (ii) Proceeds from the Conveyancing of lots for the year **2015** totaled **\$636,276** were deposited into the Fund.

Second Transfers

No. of Applications received for the Second Transfers	Amount received \$
13	130,000

(11) LOANS

The Committee provides interest free Loans to sugar workers to assist them to construct their own homes. Over the years the amount had to be increased due to the rise in the cost of building materials and labour charges.

Housing Loans remain at **\$1,000,000** and the repayment rate is **\$4,000** per week, however, the Sugar Workers who had already accessed a new housing loan can apply after **five years** for an additional loan of **\$500,000** for renovations and extensions of their dwelling houses.

Loans of **\$500,000** are granted to Sugar Workers to repair and extend their dwelling houses. The rate of repayment for loans to repair and extend is **\$2,500 per week**.

The Building Inspectors employed by the Committee have the responsibility to ensure that the loans disbursed are used for the intended purposes and that building materials purchased is of good quality.

Details of the number of applications received, approved and disbursed during 2015 are shown in the table below.

CATEGORIES OF LOAN	APPLICATIONS RECEIVED	APPLICATIONS APPROVED	NO: OF LOANS DISBURSED	LOAN CEILING	AMOUNT DISBURSED
NEW HOUSING LOANS	30	21	28	\$1,000,000	\$28,000,000
REPAIR & EXTENSION	38	37	34 2	\$ 500,000 \$ 200,000	\$17,000,000 \$ 400,000
TOTAL	68	58	64	-	\$45,400,000

The number of Loans disbursed included approval of applications from previous year. However, the Repair and Extension loans disbursed included two disbursements of \$200,000 each which was the ceiling prior to the increase of \$500,000.

(12) WATER SUBSIDY

Qualified Sugar Workers are entitled to Water Subsidy of **four thousand dollars (\$4,000)** annually. This amount was increase from **\$3,000** in the year 2014.

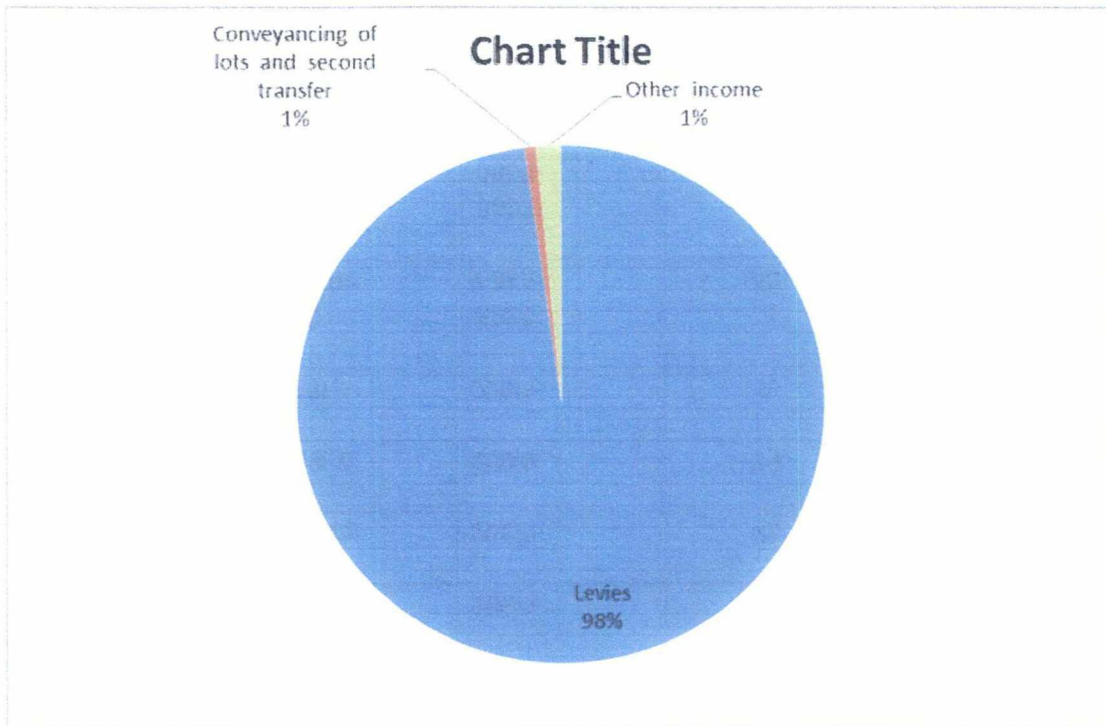
During the year under review, **480** Sugar workers have benefitted from the subsidy which amounting to **(\$1,906,300)**.

ESTATE	NO: OF PERSONS	AMOUNT RECEIVED \$	SUB-TOTAL \$
SKELDON	10	4,000	40,000
	1	1,600	1,600
	1	600	600
ALBION	24	4,000	96,000
	1	3,000	3,000
ROSE HALL	100	4,000	400,000
	1	2,200	2,200
BLAIRMONT	4	4,000	16,000
ENMORE	52	4,000	208,000
L.B.I	28	4,000	112,000
D.S.T	4	4,000	16,000
WALES	111	4,000	444,000
	1	\$3,100	3,100
	1	\$3,000	3,000
	1	\$2,300	2,300
UITVLUGT	139		556,000
	1	\$4,000 \$2,500	2,500
GRAND TOTAL	480		1,906,300

(13) SOURCES OF INCOME

The information presented below summarizes the Committee’s sources of income. Levies together with other sources of receipts for **2015** were as follows:

SOURCES OF INCOME	TOTAL
Levies	106,586,670
Conveyancing of lots and second transfers	766,276
Other income	1,625,190
TOTAL	108,978,136

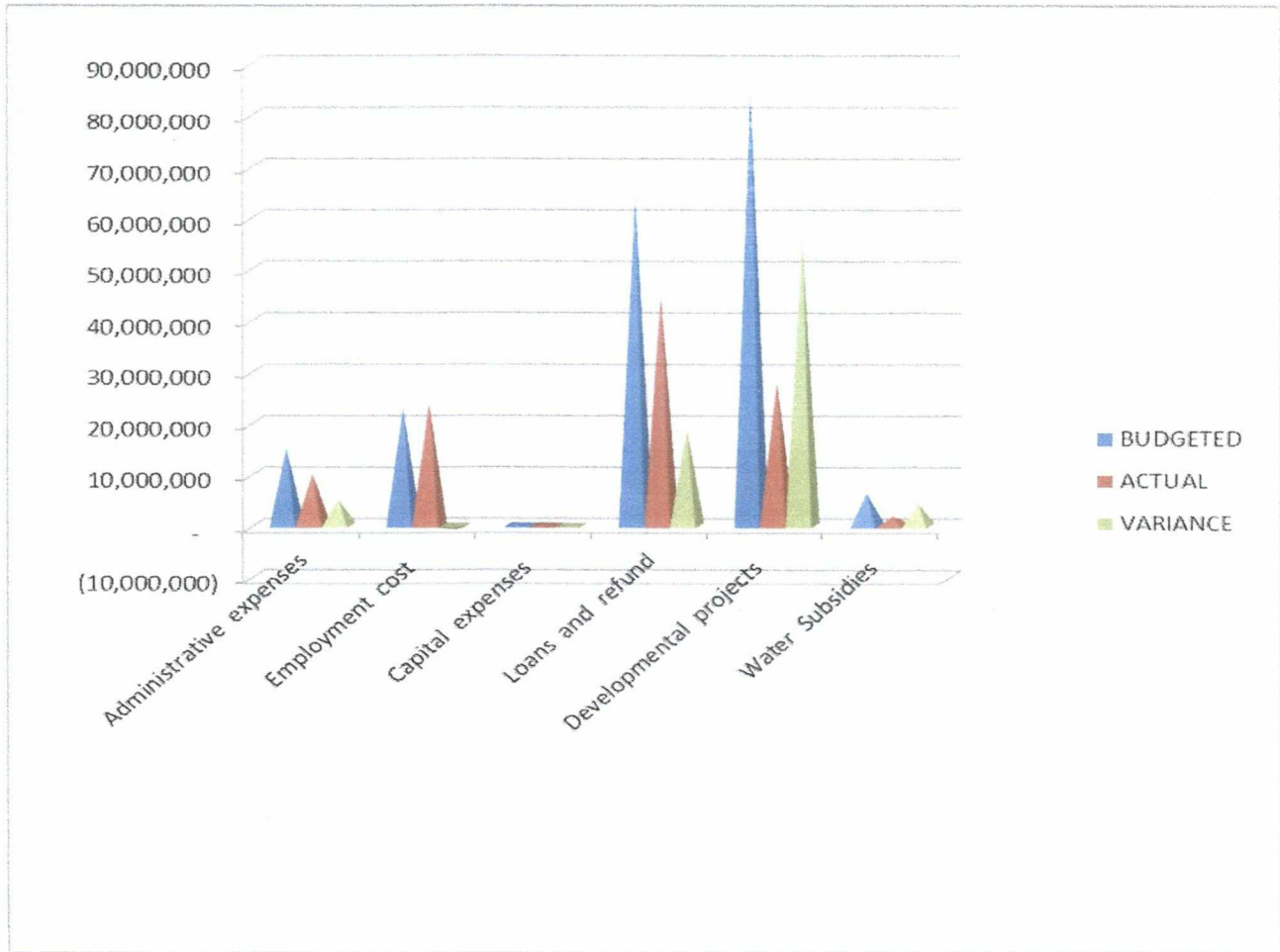


The pie chart represents the sources of income as percentage of the total income

(14) EXPENSES

The Committee budgeted expenditure was **\$197,638,685** for the year. The table provides a variance analysis of the expenses while the chart captures budgeted against the actual expenses for year 2015. (see appendix 1 & 2)

2015 OPERATING AND CAPITAL EXPENSES				
CAPITAL EXPENSES	2015 OPERATING AND	BUDGETED	ACTUAL	VARIANCE
		\$	\$	\$
Administrative expenses		15,354,849	10,231,628	5,123,221
Employment costs		23,413,331	24,244,220	(830,889)
Capital expenses		472,000	253,960	218,040
Loans and refund		65,400,000	45,853,196	19,546,804
Developmental projects		86,598,505	28,595,597	58,002,908
Water Subsidies		6,400,000	1,906,300	4,493,700
TOTAL		197,638,685	111,084,901	86,553,784



Regrettably, the Committee did not executed any of the projects that were budgeted for the year 2015, as a result of the suspension of the board due to the General and regional elections that were held in May 2015, thus preventing the approval of the board.

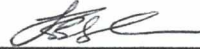
The sum of 28,595,597 which was expended for development works represents part payments for projects approved in the year 2014. **(see item 14).**

CONCLUSION

Generally, for Sugar Industry Labour Welfare Fund (SILWFC) to continue with its mandate to effectively serve the sugar workers with the basic social amenities it would be essential for the sugar industry to sustain its progress, since, our operations are mainly dependent on Levies earned from the sale of sugar.



Allan Munroe
Chairman- SILWFC
2017/04/05



Kavita Bishun
Administrative Manager

BUDGETED AND ACTUAL EXPENDITURE FOR THE YEAR 2015**Appendix 1**

EMPLOYMENT COST AND BENEFITS	BUDGETED EXPENDITURE \$	ACTUAL EXPENDITURE \$
Salaries	16,905,300	19,168,733
Pensioners	202,680	117,537
National Insurance Scheme(er)	1,328,260	1,431,657
Pension (er)	845,265	763,006
Medical Contributions(er)	40,224	36,216
Commuted Allowance	493,440	440,640
Mileage & Tolls	538,200	413,862
Telephone Allowance	12,000	7,000
Vacation Allowance	1,408,775	1,337,268
Bicycle Allowance	48,000	39,912
Staff Bursary Award	50,800	35,800
Treasury Officer Fees	42,000	66,500
Uniform Allowance	250,000	13,206
Shoe Allowance	99,400	
Bonus / Incentive	800,000	
Gratuity	348,987	372,883
TOTAL EMPLOYMENT COST	23,413,331	24,244,220

SALARIES SCHEDULE FOR THE YEAR 2015

Total Salaries	19,168,733
Administrative	
Administrative Manager	3,534,184
Principal Assistant Secretary	2,370,000
Accountant	2,287,692
Other Technical	
Building Inspector(Demerara)	1,728,214
Building Inspector(Berbice)	1,574,748
Clerical and Office Support	
Senior clerk -Conveyancing	1,056,240
Senior clerk -Conveyancing	1,038,636
Senior clerk -Accounts	1,038,636
Senior clerk -Accounts	1,038,636
Grade 1 Clerk	811,356
Grade 2 Clerk	609,588
Semi- Skilled Operative and Unskilled	
Office Assistant	663,576
Driver	692,952
Charwoman	694,872
Temporary Employee - Charwoman	29,403

Appendix 2

ADMINISTRATIVE EXPENSES	BUDGETED EXPENDITURE	ACTUAL EXPENDITURE
H.I.H # 01F072432 (fire, flood, risk etc)	204,027	204,027
H.I.H # 01M053388 (full third party)	9,720	9,060
Security Service	3,800,000	3,862,938
Internet (Broadband)	119,760	109,780
Electricity charges	600,000	530,708
Telephone charges	331,596	199,206
Water rates & sewerage charges	100,000	59,874
Rates & Taxes	179,432	153,090
P.O Box Rental	8,400	8,400
Postage & Revenue Stamps	120,000	100,872
Subscription - Newspapers	58,863	
Printing & Photocopying	336,000	140,360
Advertising & Publication	254,678	50,112
Training	150,000	
Legal Fees	250,000	322,497
Conveyance expenses	210,000	4,258
Miscellaneous expenses	525,000	498,956
Meal expenses(meetings etc)	120,000	20,051
Maintenance of Vehicle	120,000	
Fuel - Vehicle	180,000	169,731
Diaries	5,880	
Contributions / Donations	120,000	
Staff Activities & Social Events	630,000	590,171
R&M - Office Furniture & Equipment	151,809	46,000
Generator maintenance cost and fuel	350,000	
R&M - Office Compound & Building	350,000	86,308
R&M - Girl's Club	70,000	14,000
Scholarship 6 GUYSUCO Workers(UG)	1,050,000	1,122,024
Bursary GUYSUCO Worker	60,000	78,400
Refund of Developmental Works	450,000	
Community Outreach Programmes	2,000,000	
Entertainment Allowance for Committee Members	1,452,000	1,068,000
Stationery and office supplies	987,685	782,805
TOTAL ADMINISTRATIVE EXPENSES	15,354,849	10,231,628