

COOPERATIVE REPUBLIC OF GUYANA

**MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT**

ANNUAL REPORT 1995

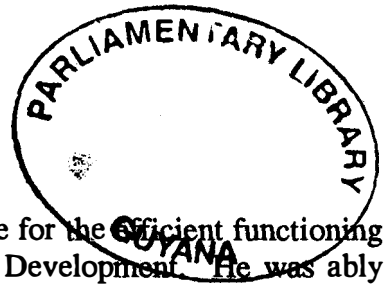
**PURSUANT TO:
PERMANENT SECRETARY, PUBLIC SERVICE MANAGEMENT
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DATED 13TH JAN, 1986

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EXECUTIVE SUMMARY

In 1995 the Honourable Prime Minister continued to be responsible for the efficient functioning of the Ministry of Public Works, Communications and Regional Development. He was ably assisted by Mr. Harripersaud Nokta, Senior Minister in the Ministry and Mr. Vibert De Souza, designated Minister for Amerindian Affairs. The work load of the Ministry comprising all the Divisions with its allied Agencies, was distributed among the political directorate and each one of them was assigned certain specific areas of responsibilities.

In addition, the Prime Minister had direct responsibility for:

- Guyana Electricity Corporation
- Guyana Post Office Corporation
- Geology and Mines Commission
- Municipalities - Georgetown and Linden
- Linden Mining Enterprise
- Berbice Mining Enterprise
- Bauxite Industry Development Company

During the year the Ministry focussed on the following activities:

- i) Promoting high technical standards in the construction industry, in electrical installations and certification.
- ii) Building and maintaining roads and bridges and supervising the construction of roads done by contractors.
- iii) Rehabilitating ferry vessels and maintaining stollings and wharves.
- iv) Maintaining Timehri International Airport and Aerodromes.
- v) Assisting the regions in maintaining and developing an efficient administrative policy; and
- vi) Promoting the self-sufficiency and social development of the Amerindian Community in the hinterland regions.

A review of the activities of the Ministry for 1995 was a reflection of a collaborative approach of the various Divisions comprising the Ministry of Public Works, Communications and Regional Development. Some of the more important areas in which the Ministry was involved were the following:

(a) **THE ROADS DIVISION**

The foreign funded road projects continued during the year with some difficulties.

i) **ROAD REHABILITATION TIMEHRI TO ROSIGNOL**

The project funded by the IDB was started and N.H. International Limited in joint venture with Emile Elias & Company Limited was awarded the construction for the Georgetown - Timehri section of the road. The supervision was won by Wilbur Smith Associates in association with David Klautky & Associates. Work done was satisfactory, however the project was behind schedule due to the asphalt plant being rejected. A replacement plant was due to be operational by early 1996.

ii) **ROAD REHABILITATION & MAINTENANCE MANAGEMENT STUDY**

The study was concluded but the final report was not received due to legal differences between the Project Team and IDB.

iii) **ROAD MAINTENANCE PROGRAMME**

The original maintenance contract which started in 1994 by Seereeram Bros. continued and was concluded during 1995. The quality of work done was fair; however some variation work was still going on at year end.

iv) **ESSEQUIBO COAST ROAD REHABILITATION**

The contractor for that road encountered problems and as a result of poor performance the contract was terminated. Donzenac Company Limited was awarded the contract to do the maintenance of the road from Charity to Supenaam. The supervision was continued by Consultant Chas H. Sells Inc.

v) **OTHER ROADS**

The Ministry repaired a number of roads throughout the country. Full details are set out in the Annual Report.

b) **TRANSPORT & HARBOURS DEPARTMENT**

During the year the Transport & Harbours Department made a loss of approximately \$40.M Notwithstanding that deficit, the Department was able to dry dock several vessels and rehabilitate its major stelling. As a result the travelling public enjoyed a better and more efficient service from its operations.

c) CIVIL AVIATION DEPARTMENT

The services offered by the Timehri International Airport improved immensely during the year. Several facilities were put in place to enhance tourist attraction.

No physical work was done on phase II of the Renovation of the International Airport. The plans were finalized and tenders invited and evaluated. The contract should be awarded in 1996.

The following concessions were granted in 1995.

- i) Two Canteen/Restaurants
- ii) Incoming Duty Free Shop

The Department inspected most Government Aerodromes and completed rehabilitation work at Paramakatoi. Work at Madhia was still in progress.

The Licensing and Airworthiness Division introduced a new component - Human Performance and Limitations - in assessing professional pilots and the Air Traffic Services Division was able to publish the second edition of the Aeronautical Information Publication after more than twenty-five years.

d) DEMERARA HARBOUR BRIDGE

Routine maintenance of the Demerara Harbour Bridge continued during the year resulting in the Bridge enjoying an almost trouble-free year of operations and providing a strategic link between East and West Bank Demerara.

Four collisions occurred when tugs/barges crashed into the Bridge causing damages to the structure which resulted in the unscheduled closure of the Bridge for a total of 48.5 hours. Compensation for three of the accidents were still out-standing.

The following revenue was collected:

Vehicular toll \$64,723,630.00

Marine toll - \$ 840,000.00

Total expenditure for the year was:

Capital - \$132,895,382.34

Current - \$ 73,052,803.04

As a follow up to the agreement between the Government of Guyana and the European Economic Community to provide funding and technical assistance to rehabilitate the Demerara Harbour Bridge, the European Union under the 7th European Development Fund had allocated a total of \$8M - ECU for the financing of the project. The Government of Guyana provided counterpart financing amounting to \$175M. for Capital Works and \$75.6M for current operations. CIDA agreed to re-imburse \$150M to the Government of Guyana.

Damen Shipyards of Holland was awarded the contract to rehabilitate the Bridge and Sociedad Limitada de. Consultores Espanoles of Spain was providing the consultancy services.

e) **MATERIALS DIVISION**

The Materials Division, in an effort to maximize its resources, was handed over to the Project Executing Unit of the Ministry.

f) **MECHANICAL DIVISION**

The activities of the former Plant Maintenance and Hire Division were severely curtailed. A Mechanical Division was established as a part of this Ministry. The main objective of the Division was to repair and maintain mobile mechanical equipment owned by the Ministry of Public Works and Communications.

g) **REGIONAL DEVELOPMENT DIVISIONS**

Late last year Cabinet transferred the Local Government, Regional Planning and Amerindian Affairs Divisions of this Ministry to the newly constituted Ministry of Local Government under the designated Senior Minister, Mr. Moses Nagamootoo.

h) **GUYANA WATER AUTHORITY**

Minister Harripersaud Nokta who was also Chairman of the Guyana Water Authority played an important role in trying to improve the supply of potable water to the Guyanese people.

i) In addition the Ministry successfully completed the following:

- Monitoring and providing technical assistance to the ten administrative regions.
- Executing and monitoring special projects in Georgetown and the regions.

- Rehabilitating Government Buildings and routine maintenance to many others.
- Investigating causes of fire.
- Conducting 1800 electrical inspections in the regions.
- Obtaining and testing building and road material specimens.

The increase in salaries granted by Government still appeared to be unattractive as a consequence the Ministry was unable to recruit trained and experienced staff to execute its functions. Notwithstanding that inadequacy, the staff in partnership with the Government worked individually and collectively and as a team motivated and led by the Honourable Prime Minister, Senior Minister and Junior Minister was able to achieve most of the Ministry's objectives.

Truly I am sincerely indebted to the political directorate within the Ministry and the staff for their selfless and unstinting support given in 1995.



GANPAT SAHAI
PERMANENT SECRETARY
APRIL 9, 1996

2.0 MISSION STATEMENT

PUBLIC WORKS

To promote high technical standards in the construction industry, in electrical installations and certification, and to co-ordinate and monitor policies and activities with respect to the public infrastructure in roads and buildings.

COMMUNICATIONS

To ensure the provision of safe and efficient transport and communication services.

REGIONAL DEVELOPMENT

To supervise and maintain the legal and regulatory framework of the systems of regional and local administration and to encourage and facilitate the economic development of the regions.

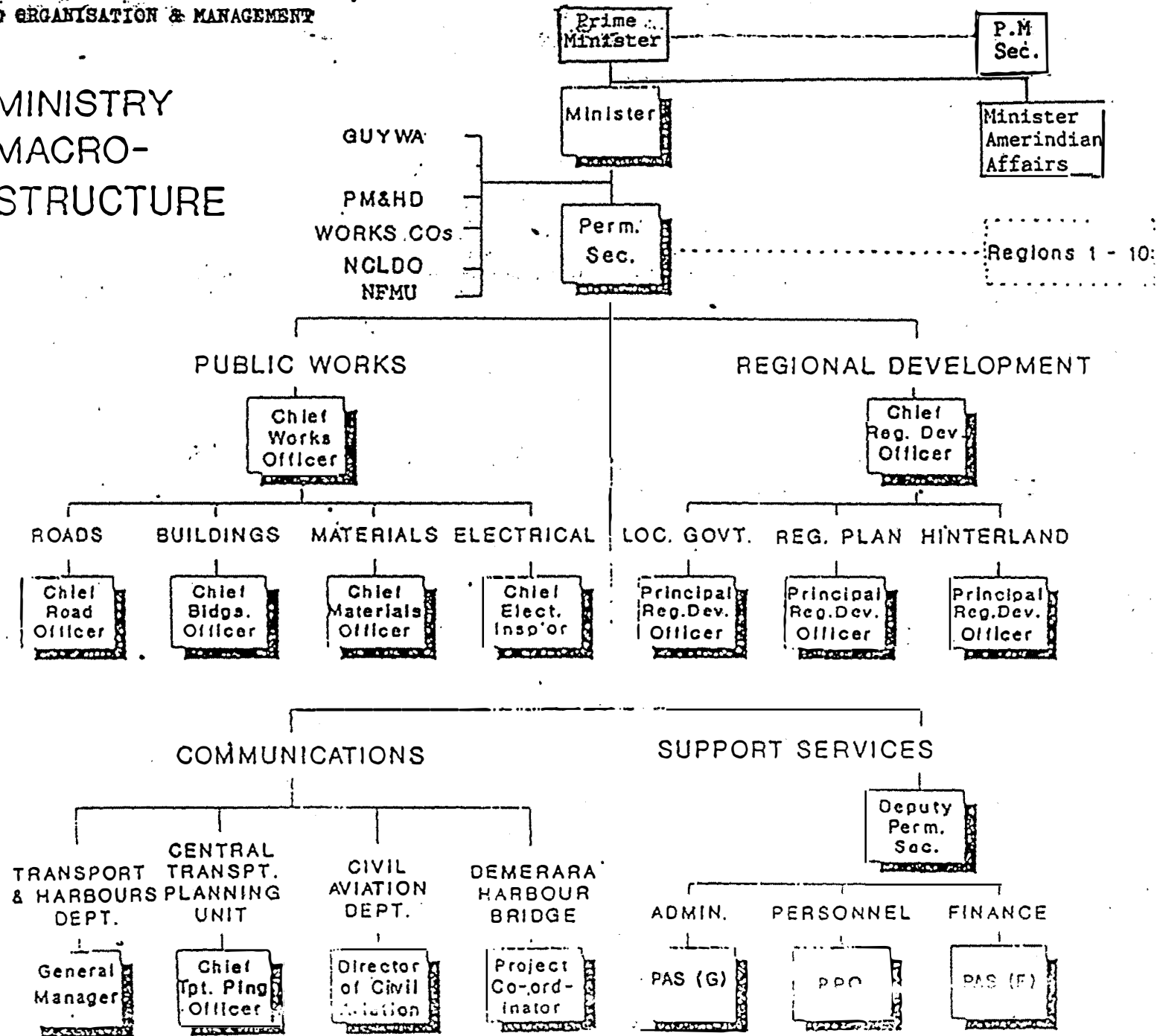
To promote the continued integration of the Amerindian Community into the Guyanese community, and to encourage self-sufficiency and social development in the hinterland regions.

ORGANIZATION AND MANAGEMENT

MINISTRY OF PUBLIC WORKS, COMMUNICATIONS & REGIONAL DEVELOPMENT

3.0 ORGANISATION & MANAGEMENT

MINISTRY
MACRO-
STRUCTURE



3.1 DESCRIPTION OF DIVISIONS AND DEPARTMENTS

3.1.1 GENERAL ADMINISTRATION

The goals and objectives of the Ministry of Public Works, Communications and Regional Development are as follows:

3.1.1.1 PUBLIC WORKS

To develop a safer and more efficient road network and to maintain standards in road construction and maintenance.

To construct and maintain government buildings to acceptable standards.

To ensure quality control in the carrying out of the Ministry's work functions.

To inspect and certify all electrical installations and to maintain electrical and certain other installations (air- conditioning and refrigeration equipment) in government buildings.

3.1.1.2 COMMUNICATIONS

To develop and maintain orderly, adequate and effective air, land and water transportation systems within Guyana.

To provide aviation services, both in the air and on the ground, so as to enable those who travel by air do so in a safe and orderly environment and in an efficient and comfortable manner.

To manage Timehri International Airport, in accordance with national and international standards and regulations, as a safe and efficient undertaking.

To operate the Demerara Harbour Bridge in an efficient and economical manner and to ensure, through maintenance and rehabilitation works, that the bridge is kept in a satisfactory state of repair.

3.1.1.3 REGIONAL DEVELOPMENT

To ensure that Regional Democratic Councils and Local Authorities operate within the law.

To ensure due regulatory and financial rectitude on the part of Regional Democratic Councils and Local Authorities.

To encourage and facilitate the economic development of the regions.

To ensure consistency between local plans and national policies.

To promote the continued integration of the Amerindian community into the Guyanese society.

To encourage the hinterland regions to become self-sufficient.

To promote economic, social and cultural development in the hinterland regions

3.1.1.4 PRIME MINISTER SECRETARIAT

To assist the Honourable Prime Minister in carrying out his responsibilities by ensuring that problems and constraints encountered are remedied with the least delay.

3.1.1.5 GENERAL

To develop policies and plans for the efficient performance of the Ministry as a whole.

To give such technical advice and guidance to the regions as may be required from time to time.

During 1995, the Secretariat comprised a Permanent Secretary, two (2) Deputy Permanent secretaries, one (1) Principal Assistant Secretary (G), one Principal Assistant Secretary (F), three (3) Accountants, one (1) Senior Registry Supervisor, one (1) Senior Personnel Officer, one (1) Principal Personnel Officer aided by a number of accounting, personnel, registry and stores staff.

The staff establishment for the Ministry was six hundred and sixteen persons of which two hundred and seventy-seven positions were vacant at the end of the year.

In addition to assisting in the co-ordination of plans, programmes and activities of the constituent divisions, the Secretariat was also responsible for co-ordinating the programmes of the:

- Roads Division
- Buildings Division
- Materials Division
- Electrical Division
- Central Transport Planning Unit

- Local Government Section
- Hinterland Affairs Section
- Regional Planning Section
- Demerara Harbour Bridge
- Transport and Harbours Department
- Civil Aviation Department
- Prime Minister's Secretariat

Further, the Secretariat through its operating units discharged the following responsibilities:

- a) Managing the funds appropriated by Parliament for the provision of goods and services, by ensuring that monies were properly disbursed; also maintaining close contact with the Ministry of Finance and the State Planning Secretariat in the exercise of controlling and monitoring expenditure;
- b) Auditing stores and revenue collection and reporting accidents, losses and other irregularities;
- c) Effecting personnel and registry services including the recruitment, placement, disciplining etc., of staff and maintaining close liaison with the Public Service Commission, Public Service Management, Office of the President and Central Recruitment and Manpower Agency;
- d) Handling matters relating to provision of houses and offices for Government Officers and Ministries and also expatriates;
- e) Responsible for matters relating to security, losses and accidents, vehicles, audit queries, electricity, rates and taxes, telephones, firearm licences and monitoring community activities and visits to places of interest.

Organizational Charts of the Administrative Division, Accounts Division and Personnel and Registry Divisions are shown at Appendices 1, 11 and 111 respectively.

3.1.2 ROADS DIVISION

The Roads Division focussed on the development of more accurate methods of design and construction of roadways in addition to developing a safer and more efficient road network throughout Guyana.

While it was structured to permit evaluation of the overall roadway network in Guyana, it also examined and analyzed all road traffic statistical information and design to ensure construction of adequate facilities based on the factors of traffic, economics, environment, durability and general safety.

The Roads Division was charged with the following responsibilities:

- (1) Maintaining all public roads, bridges and appurtenances in Guyana.
- (2) Constructing new roads and bridges as decided by the Government of Guyana.
- (3) Advising the ten (10) regions on technical matters relating to roads and bridges and in some instances hiring and supervising contractors for emergency works.

For the year 1995 the Division effected repairs, rehabilitation works and construction of new roads in the various parts of the country. Maintenance works were done mainly in Georgetown, East Bank and Linden Highway. The Project Executing Unit monitored all Road Projects funded by the Inter-American Development Bank and World Bank.

3.1.2.1 CONSTRUCTION

The construction section was managed by the Chief Road Officer. There were several construction projects executed during the year.

3.1.2.2 MAINTENANCE

The section was supervised by an acting Engineer and entailed the maintenance of :

- (1) Georgetown Declared Public Roads
- (2) Declared Public Roads in Guyana
- (3) A few City Council Projects

3.1.2.3 TRAFFIC

The national traffic census was executed during the months of July and November 1995. The acting Engineer was involved in a weight control programme launched by the Project Executing Unit. The computer programme to process traffic data was not acquired during 1995.

3.1.2.4 STAFF

The staff establishment for the Road Administration Division was seventeen of which eleven positions were vacant at the end of the year. No new staff was recruited during the year.

An Organizational Chart of that Division is shown in appendix IV

3.1.2.5 ROAD REHABILITATION TIMEHRI TO ROSIGNOL

The project funded by the IDB was started and NH International Ltd. in joint venture with Emile Elias & Company Ltd. was awarded the construction contract for the Georgetown - Timehri section of the road and the supervision was awarded to Wilbur Smith Associates in association with David Klautky & Associates. Work done was satisfactory, however, the project was behind time due to the asphalt plant being rejected. Replacement plant due to be operational by early 1996.

3.1.2.6 ROAD REHABILITATION & MAINTENANCE STUDY

The study was concluded but the final report was not received due to problems between the partners of the consulting firms.

3.1.2.7 ROAD MAINTENANCE PROGRAMME

The original maintenance contract started in 1994 by Seereeram Bros. continued and was concluded during the year. The quality of work done was fair. It should be noted that the work on the Corentyne was also completed. Variation work requested by the Project Executing Unit was still on going at year end. The defects and liability period of Dipcon's contract came to an end during 1995.

3.1.2.8 ESSEQUIBO COAST ROAD REHABILITATION

The contracts for construction and supervision of that project were signed in January 1994. The contractor Paranapanema from Brazil continued to encounter problems and subsequently the construction contract was terminated. Supervision was continued by Consultant Chas H. Sells Inc. who had started supervision of the maintenance contract started by Donzenac Company Ltd. and had re-advertised for the remaining portion of work.

3.1.2.9 UNSCHEDULED WORK

Because of the deplorable condition of certain roads in Georgetown the Division effected repairs to some streets.

3.1.2.10 CENTRAL HOUSING AND PLANNING AUTHORITY

Plans from Central Housing and Planning Authority were processed for approval, however, the rate of processing was slow due to unavailability of staff.

3.1.2.11 CAPITAL WORKS

MISCELLANEOUS ROADS 14007

BLACK BUSH POLDER ROAD 14004

BARTICA/ISSANO MADHIA ROAD 14005

ITEM	DESCRIPTION
1.	Wakenaam Road
2.	Leguan Road
3.	Buxton Company Path Road
4.	Enterprise Main & Internal Road
5.	Cane Grove Road
6.	Mon Repos Squatting Area Road (2 projects)
7.	Lusignan Road
8.	Cedar Street (Lamaha Garden)
9.	Plaisance Road
10.	Goedverwagting Road
11.	Beterverwagting Rehab. Road
12.	Black Bush Polder Road (3 contracts)
13.	Islington/Mara Road
14.	Rose Hall Canjie Road
15.	6th Street Cummings Lodge Rd.
16.	Best Old Road (Tamarind Dam)

ITEM	DESCRIPTION
17.	Parika Old Road
18.	Parika to Morashi
19.	De Hoop Road
20.	Unity Road
21.	Mon Repos Road (2 projects)
22.	Completion of Mon Repos Market Road
23.	Bartica/Issano Madhia Road

3.1.3 THE BUILDINGS DIVISION

The main objective of the Buildings Division was to construct and maintain Government Buildings to acceptable standards in keeping with the Public Health and Buildings Regulations.

It also rendered services and advice to other Ministries and Government Agencies in Georgetown and the Regions.

The Division comprised three (3) sections:

- Administrative
- Contract
- Direct Labour

3.1.3.1 ADMINISTRATION

The Administrative Section was responsible for the planning, co-ordination and control of the day to day activities and operation of the entire Division, and in particular had responsibility for the following:

- (a) Monitoring the Works of Consultants and Contractors engaged on Projects under Capital and Current Expenditures.
- (b) Attending to Government Agencies requesting information and advice on building matters.
- (c) Inspecting Cinemas and Public Buildings of Entertainment and prepared reports on structural soundness, so that proprietors could obtain licences.
- (d) Undertaking inspections upon request from the Regional Administrations.

3.1.3.2 CONTRACT

The Contract Section prepared departmental estimates, minor drawings, schedule of works, tender/contract documents, valuations and practical completion certificates based on inspection and precise assessment of completed contract works.

3.1.3.3 DIRECT LABOUR

The Direct Labour Section was responsible for the rendering of minor maintenance works to Government Buildings, Compounds and Paths especially in emergencies.

3.1.3.4 STAFF

The staff establishment for the Buildings Division was forty-one persons of which twenty-eight positions were vacant at the end of the year.

An Organisational Chart of the Division is shown at Appendix V

3.1.4 THE MATERIALS DIVISION

The objectives of the Materials Division were to provide the following services to various Government Ministries, Departments, and other public and private agencies.

- The testing of soil to establish the soil properties and performing the geotechnical analysis required to make the design recommendations.
- The testing of bituminous materials, aggregates, establishing mixtures of aggregate materials and design of asphalt concrete mixed for pavements, conducting pavement and materials investigation.
- Quality control in constructing road projects to ensure adherence to road construction and specification practices.
- Research to investigate the possibility of using local indigenous materials for roads, airfields and building construction.

3.1.4.1 During April of 1995 the Laboratory of the Materials Division was handed over to the Project Executing Unit of the Ministry. The three staff of the Materials Division were also transferred to the Project Executing Unit as well.

3.1.4.2 The Staff establishment for the Materials Division was nineteen of which sixteen positions were vacant at the end of April when the changes were made.

An Organizational Chart of the Division is shown at Appendix VI

3.1.5 ELECTRICAL DIVISION

The main objective of the Electrical Division was to inspect and certify all electrical installations in the country, to maintain electrical installations and equipment in Government Buildings, including the public address system in Parliament, to supply standby power to key Government Institutions, to service radios at schools, refrigerators and air conditioning units and to ensure that planning and estimating of new installations in Ministries, Regions and other Public Service entities were done in accordance with established practices.

The Electrical Division was serviced by the following five (5) Units:

- Electrical Inspection
- Electrical Maintenance
- Lighting Plant
- Radio
- Refrigeration and Air Conditioning

3.1.5.1 STAFF

The staff establishment for the Electrical Division was twenty-nine of which fourteen positions were vacant at the end of the year.

An Organizational Chart of the Division is shown at Appendix VII.

3.1.6 THE MECHANICAL DIVISION

The Mechanical Division was established on March 1, 1995 when the former Plant Maintenance and Hire Division was closed down.

The objective of the Mechanical Division was to repair and maintain mobile mechanical equipment owned by the Ministry of Public Works and Communications. Those equipment include:

- Motor vehicles; and
- Road construction equipment

The Division also advised the Ministry of Public Works and Communications with the procurement of vehicles and equipment.

Originally the Plant Maintenance and Hire Division was established to repair, maintain and rehabilitate mobile mechanical equipment for national Development. With the closure of that Division several pieces of unserviceable equipment were disposed off in accordance with Tender Board procedures.

The Division still has some heavy duty equipment and those that are serviceable would be used to assist the Roads Division and the Hydraulics Division which joined the Ministry from January 1, 1996 to achieve their objectives.

3.1.6.1 STAFF

A number of staff from the former Plant Maintenance and Hire Division was either transferred, retired while others had their services terminated.

The staff establishment of the Division was twenty-two. There was no vacant post at the end of the year.

An Organizational Chart of the Division is shown at Appendix VIII.

3.1.7 CENTRAL TRANSPORT AND PLANNING UNIT

In a variety of ways, the Unit was able to advise Government on transport matters in order to develop adequate, efficient and economical transport. Transport matters on which guidance was given included proposals on Caricom/Cuba Joint Commission, Draft Declaration of Principles for ACS Economic and Social Development and Plan of Action on Transport, White Paper: Summit of the Americas and Miami Conference on the Caribbean and Latin America, Summit of the Americas - Hemispheric Trade and Commerce Forum.

3.1.7.1 ROAD

The Unit monitored the progress of road rehabilitation/maintenance projects, the main ones being, the foreign funded Essequibo Coast Road from Supenaam to Charity and Georgetown to Timehri Road.

3.1.7.2 WATER

Monitoring the EEC funded Guyana/Suriname Ferry Project continued in 1995. Work on Phase II C - completion of ferry terminals, construction of the ferry vessel commenced during the year. The contract for the construction of the ferry terminals on both sides of the Project was awarded to Ballast Nedam International b.v. in joint venture with Brou v bedrijf van Kesse n.s (Works Contractors). Supervision was awarded to Port consult in association with Sunecon & David Klautky and Associates (Consultant). Work on the Suriname side included site clearing, installations namely labour barracks, police post and radio communications system. The work programme was one month behind schedule due to security problems in Suriname.

The Unit participated in the III Ordinary Meeting of the Special Commission of Transport Infrastructure and Communications in the City of Lima. The objective of the meeting was to consider the activities carried out by the Pro Tempore Secretariat since its assumption by the Government of Peru in February 1994 and to propose an Operating Plan for the Special Commission on Transport Infrastructure and Communications.

Counterpart staff to the consultants engaged in the study for the creation of a National Port Authority and the design of a Port Container Terminal was provided.

3.1.7.3 AIR

The Unit provided support services to the Air Transport Advisory Board. Regular attendance at Board Meetings was maintained.

3.1.7.4 GENERAL

The Unit played an integral part in the formulation of the National Development Strategy for the Transport Sector, an exercise launched mid 1995 by the Senior Minister of Finance. In a bid to streamline the economy, the Government initiated broadly based efforts to formulate consistent and comprehensive National Development Strategy. The Unit coordinated the activities of the Transport Sector Technical Working Group which met on a weekly basis. Logistical and substantive assistance was provided to the Technical Coordinating Committee, Ministry of Finance. The requisite documents:

- (a) Summary documents (issues, constraints, objectives and policy recommendations)
- (b) The full document inclusive of a five year investment programme was submitted to the Technical Coordinating Committee in accordance with the Terms of Reference.

The Unit also prepared a paper in response to a request from the Ministry of Home Affairs for a Drug Master Plan for Guyana. Bids for the Remedial Maintenance Programme for Georgetown Sewerage and Water Supply System were also evaluated by the Unit.

Counterpart staff to the Consultants engaged in the Environmental Impact Assessment of the Linden/Lethem road was provided. The final report from the Consultants was submitted in April.

3.1.7.5 STAFF

Staff establishment of the Central Transport Planning Unit was twelve of which ten positions were vacant at the end of the year.

An Organisational Chart of the Division is shown at Appendix IX.

3.1.8 LOCAL GOVERNMENT DIVISION

The Local Government Division's main function during 1995 was to oversee the functioning of the Local Government Organs to ensure that their operations were in conformity with National and Ministerial policy directions, as well as, the laws regulating their functions.

The key tasks of the Division were:

- (a) Monitoring the operations of Local Government Organs (Neighbourhood Democratic Councils and Municipalities to ensure compliance with the legal and administrative requirements.
- (b) Examining audit reports, minutes of meetings and other paper work submitted by those Neighbourhood Democratic Councils and Municipalities.
- (c) Advising Neighbourhood Democratic Councils and Municipalities on their statutory functions.
- (d) Advising on Local Government reform and amendments to relevant legislation and By-laws with assistance from the office of the Attorney General.
- (e) Planning and coordinating the training of Councillors and Local Government Officers.
- (f) Dealing with correspondence from the various Neighbourhood Democratic Councils and Municipalities.
- (g) Dealing with queries and correspondence from members of the Public on matters which pertain to Neighbourhood Democratic Councils and Municipalities.
- (h) Collecting and analyzing data on rates and arrears rates including drainage and irrigation rates by Neighbourhood Democratic Councils.
- (i) Visiting Neighbourhood Democratic Councils and Municipalities and having discussion with Councillors and Officers.

In several ways the Division advised and co-operated with the other Divisions of the Ministry, such as, Civil Aviation, Electrical, Hinterland Affairs, Roads. That co-operation, collaboration and communication played an important part in achieving the objectives of the Ministry as a whole.

3.1.8.1 STAFF

The Staff establishment of the Division was eight of which five positions were vacant at the end of the year.

An Organizational Chart of the Division is shown at Appendix X.

3.1.8.2 NUMBER OF NEIGHBOURHOOD DEMOCRATIC COUNCILS

At December 31, 1995 there were seventy-one (71) Local Government Organs, which comprised, sixty-five (65) Neighbourhood Democratic Councils and six (6) Municipalities.

Region 1 had 2 Neighbourhood Democratic Councils

Region 2 had 5 Neighbourhood Democratic Councils

Region 3 had 14 Neighbourhood Democratic Councils

Region 4 had 15 Neighbourhood Democratic Councils

Region 5 had 10 Neighbourhood Democratic Councils

Region 6 had 16 Neighbourhood Democratic Councils

Region 7 had 1 Neighbourhood Democratic Council

Region 8 Nil

Region 9 had 1 Neighbourhood Democratic Council

Region 10 had 1 Neighbourhood Democratic Council

3.1.8.3 ORGANISATION

Guyana was divided into ten Administrative Regions as follows:

Region No. 1 or the Barima/Waini Region

Region No. 2 or the Pomeroon/Supenaam Region

Region No. 3 or the Essequibo Islands/West Demerara Region

Region No. 4 or the Demerara/Mahaica Region

Region No. 5 or the Mahaica/Berbice Region

Region No. 6 or the East Berbice/Corentyne Region

Region No. 7 or the Cuyuni/Mazaruni Region

Region No. 8 or the Potaro/Siparuni Region

Region No. 9 or the Upper Takutu/Upper Essequibo Region

Region No. 10 or the Upper Demerara/Berbice Region

3.1.8.4 ELECTIONS

Elections for Chairmen and Deputy Chairmen of Neighbourhood Democratic Councils, in the sixty-five Neighbourhood Democratic Councils were held. At the municipality elections all the Mayors were returned, with the exception of the Mayor of the City of Georgetown, Mr. Hamilton Green. There was a change of Deputy Mayor for the New Amsterdam Town Council, where Mr. Johnson replaced Mr. Dabydeen.

3.1.8.5 TRAINING

Mrs. Joan Elvis received overseas Training in Japan in Local Government. That Officer had since been putting her training to use. The Training and Planning Section of the Division organized Training Seminars for Chairmen, Vice Chairmen, Councillors and Officers of Neighbourhood Democratic Councils and Mayors, Deputy Mayors, Councillors and Officers of Municipalities in eight Regions.

3.1.8.6 GENERAL

Collection of rates remained unsatisfactory. It was hoped that the newly elected Mayors, Chairmen and Councillors would put systems in place so as to improve rates collection.

3.1.8.7 FINANCIAL ASSISTANCE TO LOCAL GOVERNMENT BODIES

The following sums were made available to the sixty five Neighbourhood Democratic Councils and six Municipalities.

- (a) Neighbourhood Democratic Councils: \$65,000,000.00 special grant was disbursed for projects in each Neighbourhood Democratic Council with each Neighbourhood Democratic Council receiving \$1M.
- (b) \$41,000,000.00 as subvention to the sixty-five Neighbourhood Democratic Councils.

The six Municipalities were in receipt of some thirty five million dollars (\$35,000,000.00).

3.1.9 HINTERLAND AFFAIRS DIVISION

The Hinterland Affairs Division was primarily responsible for Amerindian Local Government, Welfare and Development, with the long term objective of integrating the Amerindian into the wider Guyanese Society and at the same time preserving some aspects of Amerindian Culture. It also monitored the regulatory activities relating to the functioning of the system of Local Democracy in the Hinterland Regions. In addition, the work of the Division embraced the wider concept of Hinterland Communities and Settlements and in that respect monitored and co-ordinated the services and movement of personnel to and from the Hinterland, in an effort to meet the development needs of those Communities.

The Division was comprised of three (3) units, namely:

- The Amerindian Local Government, Welfare and Development.
- The Amerindian Residence and
- The Amerindian Handicraft and Display room.

The Amerindian Handicraft and Display room was re-established with the aim of preserving Amerindian Handicraft and at the same time providing a Marketing Outlet, thus affording a source of income to the producers.

The Amerindian Residence located on Princess Street, Georgetown, provided meals and accommodation for itinerant Amerindians, also for those who were stranded and/or destitute, or patients who had been discharged from institutions to which they had been referred for emergency or specialist treatment and who were awaiting transportation to their respective Communities.

The Amerindian Local Government, Welfare and Development Unit monitored the activities of the Amerindian Councils and was responsible for Amerindian Welfare and Development in terms of the Amerindian Act, Chapter 29:01.

That Unit also administered the Hinterland Scholarship Programme and monitored the movement of personnel and other persons into Hinterland areas.

The Hinterland Affairs Division was headed by a Principal Regional Development Officer who served on several Boards/Committees.

The monitoring of the activities of the Amerindian Councils of the ten (10) Administrative regions was not as effective as would be desired. Minutes of the Meetings of the Councils, their Committees of Management as well as the results of the elections of Amerindian Captains were seldom received by the Division. The Principal Regional Development Officer (H) was unable to visit the Regions to observe practices and to give on the spot advice. The Section was however able to provide such advice and guidance to Councils on request and where the need for such was identified from the Centre. However the Principal Regional Development Officer accompanied the Minister of Amerindian Affairs on visits to interior locations.

The Principal Regional Development Officer continued to assist Corporations, Ministries, Departments and Residents of the Hinterland to resolve day to day emergencies relevant to the movement of personnel to and from the Hinterland. The allocation of Government emergency seats on the scheduled Domestic Flights of the Guyana Airways Corporation continued to be a major aspect of the work of that Department.

That section continued to administer the Hinterland Scholarship Programme through the Co-ordinator (Welfare).

3.1.9.1 STAFF

The staff establishment of the Hinterland Affairs Division was seventeen of which six positions were vacant at the end of the year.

On July 31st Sis. Theresa La Rose retired from the position of Principal Regional Development Officer (H) and no one has filled the vacancy as yet.

An Organizational Chart of the Division is shown at Appendix XI.

3.1.10 THE REGIONAL PLANNING SECTION

When the Ministry of Regional Development was created, it was envisaged that a planning unit would be established to provide guidance to Regional Administrations. The Unit did not exist until 1994 when the Ministry was able to attract a Principal Regional Development Officer.

During 1995 the Division did not attract additional staff but was given the additional responsibility for training local government elected officials and their staff.

The functions of the Division were:

- To prepare and distribute clear guidance to sectoral Ministries and Regional Administrations on their roles in planning, implementing and monitoring regional programmes. That role would be undertaken in consultation with the Ministry of Finance, sectoral Ministries and Regional Administrations.
- To monitor the implementation of the guidance and seek to secure compliance by both sectoral Ministries and Regional Administrations.
- To issue guidance on planning systems to Regional Administrations, with a view to ensuring that regional plans were properly co-ordinated and contributed to regional (and hence national) development.
- To formulate and conduct training programmes to improve the abilities of councillors and administrative staff to plan, implement, monitor development programmes in all Local Government Units.

3.1.10.1 TRAINING

During the year Mr. Basil Benn received training in Japan in Local Government.

3.1.10.2 STAFF

The staff establishment of the Division was eight of which six positions were vacant at the end of the year.

3.1.11 DEMERARA HARBOUR BRIDGE

During the closing stages of 1995, the Demerara Harbour Bridge Rehabilitation Project was set up with arrangements for the financing and scope of works agreed upon.

The project's aim was to rehabilitate the bridge to the extent that its life would be increased by 15 years, during which time the Government of Guyana would proceed with plans for a more permanent structure.

It was also intended that by the end of the project (end of 1996) an autonomous Bridge Authority would be established, to operate and maintain the Bridge on a cost recovery basis with financing from the Toll Revenue collections.

3.1.11.1 SCOPE OF THE PROJECT

- (i) The replacement of all 119 pontoons (piers) below the bridge.
- (ii) Replacement of the anchorage systems.
- (iii) Rehabilitation of electro/mechanical systems.
- (iv) Repair all facilities and installations including generator houses, toll station, sheds etc.
- (v) Update and improve toll collection system including recommending appropriate toll tariffs for cost recovery.
- (vi) Calibrate and establish improved Bridge Management system for future implementation.

3.1.11.2 FINANCING

Under the 7th European Development Fund, the European Union had allocated a total of 8M-ECU for the financing of the Project. The Government of Guyana was expected to provide counterpart funding and during 1995, a total of G\$175M was allocated for Capital works and G\$75.6M for current operations.

Of the Government's capital allocation, CIDA agreed to reimburse G\$150M.

3.1.11.3 MAJOR CONTRACTS

Main Contract - Replacement of pier

The Open Tendering system was employed on an international basis and the contract for supply and replacement of 103 piers was awarded to Damen Shipyards of Holland at a cost of G\$967,535,321. The works also included the supply and installation of new anchorage systems. The contract was commenced officially on 23rd March 1995.

Damen Shipyards also employed local sub-contractors including:

Linmine	-	for fabrication of pontoons
E.C. Vieira Industries Ltd.		Installation of pontoons and anchorage components.
Industrial Engineering Ltd.		Manufacture and supply of winches.

After an extensive mobilization period, during which the contractor experienced delays in starting up, the first pontoon was finally installed on 28th December, 1995.

Requests for delays, due to legal and shipping problems were not approved but an extension of 6 weeks was granted for additional works requested by the Contracting Authority.

The contractor additionally installed 14 new anchors and completed fabrication of 50 buoys. Preparation of winches and wire ropes for anchorage was also in progress.

The contract duration was for 19 1/2 months.

3.1.11.4 TECHNICAL ASSISTANCE

A contract for Technical Assistance for the Project was awarded on a selective tendering basis to Sociedad Limintada de Consultores Espanoles (SLCE) of Spain to the amount of G\$78,220,246M.

Under that contract, the Project would be supervised by personnel provided by SLCE as follows:

- 21 months (1) Project Manager/Team Leader - Mr. Juan Domingo
- 3 months Electro/Mechanical Specialist - Mr. Lloyd Rose
- 8 months Quality Control Specialist - Dr. C. Garrett
- 6 months Bridge Management Specialist - To be identified in 1996

Mr. F. Zamarbide was originally sent as Project Manager from April - September 1996 but was replaced by Mr. Domingo in November 1995.

All Specialists were in place and working by the end of the year, except for the BMS Expert who was expected to start working in February 1996.

3.1.11.5 CURRENT MAINTENANCE AND OPERATIONS

The main contractor for maintenance and operations was General Construction Co. Ltd., a Government owned company which was established since 1978 for that purpose. GCCL executed the following contracts:

1. Traffic Management - Supervision of operations
 - Toll Collection
 - Operating the Retractor Spans
2. Electrical Maintenance - Ensuring all electrical equipment and systems were functional
3. Mechanical Maintenance - To all Bridge equipment and systems
4. Structural Maintenance - Repairs and replacement of damaged components
5. Rehabilitation and Support Service - Removal and installation of piers etc.
6. Water pumping - Removal of water from corroded piers on a 24hrs. basis.

3.1.11.6 SECURITY

Security was provided by two companies

- (i) Special Constabulary - For traffic and security of Toll Revenue
- (ii) Guyana Security Service For security of the bridge and offices

An attempt was made to have the Special Constabulary responsible for all aspects of security and an offer was made to the Assistant Commissioner for the new arrangement. That however did not materialize as the Special Constabulary was unable to complete recruitment of the required personnel by the end of the year.

3.1.11.7 OTHER WORKS

- (a) 12 Piers were rehabilitated and installed on an emergency basis in an effort to keep the bridge afloat whilst the Rehabilitation Project was being mobilized. The works were executed by E. C. Vieira Investment Ltd and Courtney Benn Contracting Services Ltd.
- (b) Construction of offices for General Construction Company Ltd. and the Monitoring Management Unit was completed, including landscaping, fences, construction of access roads and drains etc.
- (c) The Eastern Approach was overlaid by asphalt concrete under supervision and by arrangement of the Roads Division, Ministry of Public Works, Communications and Regional Development

3.1.11.8 PROJECT ORGANIZATION FOR SUPERVISION

Under the financing agreement between the European Union and the Government of Guyana, an organization named the Management and Monitoring Unit was established for the supervision of the Project. The MMU was headed by the SLCE experts and the Government of Guyana had provided a counterpart engineer for each of the experts provided by SLCE. Additionally, the Government of Guyana had recruited technical and support staff to complement the unit.

3.1.11.9 ACCIDENTS

Four collisions occurred when tugs/barges crashed into the Bridge causing damages to the structure. Barama Co. Ltd paid the amount of \$1.6M for one of two collisions by their vessels. The following payments were still outstanding.

Barama Co. Ltd	-	\$2,330,437.10
Toolsie Persaud Ltd.	-	\$ 963,875.60
Albert De Jesus	-	\$2,613,053.98

Efforts were being made to recover the amount and new regulations were enforced to avoid further damages.

The bridge was closed for a total of 48.5 hrs due to the accidents.

3.1.11.10 EXPENDITURE

Total expenditure for the year was:

Capital \$132,895,382.34

Current \$ 73,052,803.04

3.1.11.11 REVENUE COLLECTED

Vehicular Toll	-	\$64,723,630.00
Marine Toll	-	\$ 840,000.00

3.1.11.12 STAFF

The staff establishment of the Demerara Harbour Bridge was twenty-one of which three positions were vacant at the end of the year.

An Organisational Chart of the Demerara Harbour Bridge is shown at Appendix XIII.

3.1.12 TRANSPORT AND HARBOURS DEPARTMENT

The objective of the Transport and Harbours Department was to provide a reliable and efficient service to the Community in the following areas:

Cargo Transport
Pilotage
Harbour Facilities

The Transport and Harbours Department was headed by a General Manager who had overall responsibilities for the smooth execution of the Department's affairs. He was assisted by a Deputy General Manager, who had the responsibility for the co-ordination of the activities of the Harbours and Personnel Sections and who acted as Head of the Department in his absence. There were also the Operations and Administrative Sections of the Department. The Operations Section was headed by an Operations Manager, who had responsibility for the efficient running of the Engineering, Marine and Traffic Sections, while the Administrative Manager had the responsibility for the Accounts, Stores and Security Branches.

The many problems during 1995, saw the Department incurring a deficit of approximately \$40.0M. Passenger Traffic for the year was 1,867,115 and cargo conveyed totalled 111,540 tons.

Ferry service along with the Harbours continued to be the main sources of revenue. Other sources included coastal and riverain shipping, craft and special services.

During the year, the Department did some fabrication and extensive rehabilitation in order to keep its vessels and other equipment operable. Severe problems in the acquisition of materials were experienced and those adversely affected its repairs and maintenance programme.

3.1.12.1 STAFF

During 1995, staff turnover was very high owing to low salaries and wages paid to workers. Twenty (20) persons retired, five (5) resigned, two (2) came off medically unfit, six (6) died and sixteen (16) persons were dismissed. Sixty-three (63) persons were also recruited to maintain the efficiency of the Department.

Of a staff establishment of nine hundred and eighteen (918) positions nine (9) positions were vacant at the end of the year.

An Organizational Chart of the Department is shown at Appendix IVX.

3.1.13 CIVIL AVIATION DEPARTMENT

The Civil Aviation Department was sub-divided into four (4) Divisions - The Air Traffic Services Division, the Airport Management Division, the Licensing Division and the Aerodrome Division.

The overall mission statement of the department was to provide aviation services both in the air and on the ground so as to enable those who travel by air to do so in a satisfactory and orderly environment and in an efficient and comfortable manner.

3.1.13.1 AIR TRAFFIC SERVICES DIVISION

The Air Traffic Services was tasked with providing Air Traffic Control Services, Flight Information and Alerting Services, Aeronautical Information Services and with the provision and maintenance of Electronic Communication and Navigation Equipment for the safety, efficiency and regularity of domestic and international air navigation.

Management of Air Traffic Services was effected by a Deputy Director, one Aviation Inspector and two Senior Air Traffic Control Officers, along with a Manager for the Telecommunications and Navigational Aids Section.

During 1995, the Air Traffic Services achieved its highest level of trained Air Traffic Control Officers (13) since 1988. The Division also published the second edition of the Aeronautical Information Publication after more than twenty five (25) years.

3.1.13.2 AIRPORT MANAGEMENT DIVISION

The Airport Management continued to be responsible for the administration and maintenance of Timehri International Airport and environs. That was achieved under an Airport Manager and three (3) Assistant Airport Managers, one of whom resigned during the year. General maintenance of the Airport including buildings, installations, manoeuvring areas, grounds, gardens and lawns, was effected by the Maintenance Section. They had to be assisted by the Guyana Prison Service, owing to staff shortage in the Section.

During the year, no physical work was done on Phase II of the Renovation of Timehri International Airport. The plans were finalized and tenders invited and evaluated. The contract should be awarded in 1996.

The following VIP flights took place during 1995:

- (i) President Jagan (Departures/Arrivals)
- (ii) President Chiluba of Zambia
- (iii) President Dr. R. Venetian of Suriname
- (iv) President Sam Nujoma of Namibia
- (v) Caricom Heads of States and Minister for Caricom Meetings.
- (vi) Head of the Ethiopian Orthodox Church

3.1.13.3 AERODROME DIVISION

The mandate of the Aerodromes Division in 1995 was to develop and maintain strategic aerodromes, to provide for continued safe and reliable air transportation, to facilitate service and development of hinterland areas and to ensure that all aerodromes opened for use are generally safe. That was carried out by an Aviation Inspector and a foreman. During the year inspections were done at most Government Aerodromes. The Division also completed work at Paramakatoi, while work at Madhia was still in progress.

3.1.13.4 LICENSING AND AIRWORTHINESS DIVISION

The Licensing and Airworthiness Division continued to be responsible for the licensing of all aviation personnel who required Licences, the registration of all local aircraft, ensuring airworthiness of all locally registered aircraft through the issue of certificates of airworthiness, ensuring that all applicants for operators permits met the requirements and that all operators maintained a safe operation and the investigation of all aircraft accidents and serious incidents.

Those functions were carried out by an Aviation Inspector and an Assistant Aviation Inspector, along with contracted Surveyors and Inspectors from the United Kingdom Civil Aviation Authority and also local personnel.

During 1995, a new examination (Human Performance and Limitations) was introduced for all professional pilots. That examination followed a requirement by the International Civil Aviation Organization.

The Airworthiness Unit saw its first full year of operation, and, apart from some testing problems, the operations were successful. The Airworthiness Surveyor completed advanced training in preparation for further development of the Unit.

A contract was awarded for the computerization of the entire Division. Work on that was expected to be completed in the new year.

3.1.13.5 STAFF

The staff establishment of the Department was two hundred and thirty-one persons of which eighty-seven positions were vacant at the end of the year.

An Organizational Chart of the Department is shown at Appendix XV.

3.1.14 THE PRIME MINISTER'S SECRETARIAT

The main objective of the Office of the Prime Minister was to facilitate the execution of the constitutional and political functions of the Prime Minister.

The Secretariat was headed by a Principal Assistant Secretary (Administration) and consisted of the following sections:

1. Confidential Secretariat
2. General Administration Section
3. Political Division
4. Utilities and Mines Section

3.1.14.1 CONFIDENTIAL SECRETARIAT

That unit was supervised by the Confidential Secretary to the Prime Minister and consisted of the following staff:

1. One Confidential Secretary
2. One Typist Clerk II/I
3. One Telephonist
4. One Office Assistant

During the period under review the unit functioned under the general direction of the Prime Minister.

The staff of that section in its quest to provide an efficient and effective service in the areas of scheduling Prime Minister's time, typing, record keeping and other secretarial services, was required to work beyond normal working hours to ensure that all relevant records, reports and other document needed, were available when requested. Throughout the year the performance of that unit was generally satisfactory considering the heavy workload of the Prime Minister who had in addition oversight responsibilities for Public Works, Communications and Regional Development, Amerindian Affairs and dealt with the Guyana Electricity Corporation, Guyana Post Office Corporation and the Mining Sector directly. Additional demands were also made on that unit during the reporting period as a result of the Omai Cyanide Spill with an increase in the number of meetings hosted by the Prime Minister.

3.1.14.2 GENERAL ADMINISTRATION SECTION

In addition to being responsible for the day to day functions of the Office of the Prime Minister, the Principal Assistant Secretary (G) directly supervised that unit. The staff complement of the section consisted of:

1. One Supply Expeditor
2. Two Vehicle Drivers
3. One Office Assistant

During the reporting period, overall performance by the unit was good. Among its many achievements were the successful management of both the Current and Capital budgetary provisions and the general maintenance of the physical plant, infrastructure and essential services at both the Secretarial and the Official Residence of the Prime Minister. The Oath of office was administered to the Chairmen and members of the Constitutional Service Commissions and Local Government Officials by the Prime Minister with assistance from that unit during the period under review. The unit was also required to process an increased number of requests from organizations and individuals for donations and prizes during the period.

3.1.14.3 POLITICAL DIVISION

That section consisted of five (5) Assistants namely:

One Personal Assistant

Three Special Assistants; and

One Political Assistant

During the reporting period, one Special Assistant was assigned special duties with the Race Relations Secretariat. The others worked under the direct supervision of the Prime Minister and their general responsibilities were as follows:

1. To foster the attainment of the political and other objectives of the Government by rendering technical and other assistance to the Prime Minister in areas for which he had responsibility.
2. To meet and interview members of the public with a view to:

- Screening persons who may be desirous of having an audience with the Prime Minister on matters which may not necessitate his direct intervention.
 - Assisting persons who may have difficulty in negotiating the systems in other governmental non-governmental agencies, and ensuring that problems they encountered be dealt with expeditiously.
 - Investigate situations and take appropriate follow-up action when necessary.
 - Facilitate community development efforts through establishing links between community groups and agencies such as Embassies, High Commissions, funding agencies, etc.
3. To take the appropriate action on matters referred to them by the Prime Minister.
 4. To render logistical and other support to the Prime Minister in matters of protocol on his official visits, meetings and other functions to which he was in attendance or which he hosted.
 5. To gather and document information for use by the Prime Minister and other personnel in the Secretariat as the need arose.
 6. To initiate and coordinate activities peculiar to the Office of the Prime Minister.

The year was a productive one generally for the Division. Positive relations had been established and maintained with other Government and non-governmental agencies including the Private Sector. Individuals and agencies sought financial and other forms of material assistance from the Prime Minister's Secretariat while the level of donations to schools, religious, social and cultural organizations increased greatly. Members of the public utilized to the fullest the services offered through the open-door policy of that section.

During the year, the Prime Minister visited various communities throughout the ten (10) Administrative Regions of Guyana. During those visits, he held community meetings where issues of concern were raised and addressed expeditiously.

3.1.14.4 UTILITIES AND MINES SECTION

As the Minister with responsibilities for Mines and several Public Utilities, the Prime Minister was required to convene numerous meetings and liaise frequently with Management, the Directorate and interested groups associated with the various agencies under that umbrella during the period under review.

3.1.14.5 MINING

The transformation of the bauxite industry and communities engaged much personal attention by the Prime Minister during the year. The environmental situation surfaced as an issue of national concern in the light of:

- (a) The impending release of tailing pond effluent by Omai Gold Mines Limited (OGML) into the Essequibo River.
- (b) The massive cyanide waste spill from Omai Gold Mines into the Essequibo River.
- (c) Rising concern about the increased turbidity of streams and rivers, and threat of mercury contamination resulting from the operation of local miners dredging rivers and on land.

In an attempt to address those concerns, the Prime Minister convened:

1. The Walcott Commission, mandating it to report on the Technical and Environmental aspects of the impending release of water from the tailings pond at Omai.
2. A technical team accompanied the Prime Minister to visit the Bartica Community to have a first hand look at the situation following the Cyanide Spill; and
3. The Prime Minister convened the Kenneth George Commission among others to:
 - (a) Inquire into the circumstances relating to the discharge, adequacy, design and management of facilities, safety measures and other relating matters; and
 - (b) To submit a report of findings and recommendations.

3.1.14.6 BAUXITE

The Bauxite Industry and related communities in Guyana had been in steady decline since the mid 1970's as lower cost Bauxite deposits in other countries were brought into production. The office of the Prime Minister spearheaded by the Prime Minister himself had during the reporting period, been in the forefront of initiatives exploring alternative development strategies. The Prime Minister headed a ministerial delegation to the mining town and he attended a two day session of the Linden Forum (a gathering of concerned citizens of the Community) in an effort to identify the major problems as they related to Education, Housing, Agriculture and Health etc. with a view to deriving solutions to those problems.

3.1.14.7 UTILITIES

The Guyana Electricity Corporation (GEC) continued to be plagued by administrative, technical and industrial problems during the period under review. In the capacity of Minister responsible for Utilities, the Prime Minister attended many meetings to review the situation and develop strategies for the future.

The Prime Minister also attended and participated in the annual retreat of the senior and middle management of the Guyana Post Office Corporation (GPOC) during the reporting year.

During the year the National Frequency Management Unit (NFMU) with the assistance of the Office of the Prime Minister (OPM) continued to process Radio Communication Service Licences.

3.1.14.8 GEORGETOWN MUNICIPALITY

With the view to addressing the problem of street vending, mini-bus parking and traffic congestion in general around Central Georgetown, the Prime Minister solicited the assistance of the IDB to fund a study. The report was completed and submitted to the Georgetown Municipality for perusal and follow-up action. Several meetings were also convened with officials of the M&CC regarding funding of its activities during the reporting period.

3.1.14.9 AMERINDIAN AFFAIRS

With the emergence of the Amerindian issue as a primary topic in the national discourse recently, the Prime Minister working along with the Minister of Amerindian Affairs, was engaged in numerous discussions on various aspects of improving the Amerindian Communities. During the last half of the reporting period, the responsibility for Amerindian Affairs was shifted to the Office of the President by Cabinet.

Overall performance by the Secretariat was outstanding during the year as most targets were achieved.

3.1.14.10 STAFF

The staff establishment of the Prime Minister's Secretariat was thirty-six of which eighteen positions were vacant at the end of the year.

An Organizational Chart of the Secretariat is shown at Appendix XVI.

SUMMARY REVIEW OF CURRENT YEAR'S PROGRAMME

4.0 SUMMARY REVIEW OF CURRENT YEAR'S PROGRAMME

The various Divisions/Units comprising the Ministry of Public Works, Communications and Regional Development had to scale down their programmes of work originally prepared because of the cut back in budgetary allocation.

The review herein reflected their performance during 1995.

- Shortage of qualified and trained staff.
- Thin resources including staff and money to travel.
- Inability to attract and retain staff at all levels because of poor remuneration.

4.1
4.1.1

ADMINISTRATION
SECRETARIAT

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	To prepare annual report for 1994.	100%	Accepted and laid before the National Assembly.
2.	To attend to general correspondence	90%	Some matters were pending due to inadequate information.
3.	To prepare Cabinet papers	100%	Cabinet papers were prepared and appropriate action taken.
4.	To rent Government Buildings.	100%	Special emphasis placed on activity.
5.	To keep accurate record of Recurrent and Capital Expenditure for the period January to December, 1995.	100%	Regular checks on Vote Ledgers by Supervisors.
6.	To prepare estimates for 1996 Current and Capital expenditure and Revenue on time.	100%	Staff worked diligently to complete exercise.
7.	To keep records of all deductions, balance them and pay them monthly to the relevant agencies.	100%	Staff worked diligently to complete exercise.
8.	To pay salary, overtime and allowance to all employees up to 1995-12-29.	100%	Staff worked diligently to complete exercise.
9.	To keep records of warrants issued to other departments and to monitor expenditure for the period January to December 1995.	100%	Checks made by Supervisors on a regular basis.
10.	To keep accurate record of warrants received from other departments and to submit monthly Financial Returns.	100%	Proper monitoring by Supervisors.
11.	To maintain register of Contractors' earnings and submit information to the Commissioner of Inland Revenue.	100%	Overtime work was done to meet deadline.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
12.	To submit earnings of all employees for 1994 to the Commissioner of Inland Revenue by 1995-02-28.	100%	Overtime work was done to meet the deadline.
13.	To maintain Cheque Order Register and clear all cheque orders.	85%	Delays in procurement and processing of bills.
14.	To pay over all NIS contributions to NIS for the period January - December, 1995.	100%	Staff worked diligently to complete exercise.
15.	To reconcile Accountant General for Permanent Secretary, Ministry of Public Works, Communications & Regional Development Main Bank Account No. 929.	10%	Shortage of staff to carry out exercise. Completed July 1991 December 1992.
16.	To reconcile Accountant General for Permanent Secretary Ministry of PWC&RD Impress Account No. 930.	97%	Inadequate staff. Officers commenced working overtime on that exercise. Completed August 1991- July 1993.
17.	To reconcile Accountant General for Permanent Secretary Ministry of PWC&RD Salaries Account No. 931.	12%	Inadequate staff. Completed July 1991 - June, 1993.
18.	To effect payment of electricity as per bills submitted from the Guyana Electricity Corporation.	100%	Special emphasis was placed on that exercise.
19.	To effect payment of Rates and Taxes to the Mayor and City Council (Georgetown).	100%	Special emphasis placed on activity since early payment was requested by Mayor and City Council.
20.	To effect payment of rent for 16 Government Offices.	100%	Funds were available.
21.	To receive payment of rent for 36 Government Quarters.	80%	Some tenants were not paying readily as per contract.
22.	To effect payments of telephone accounts.	100%	Payment were made in time in accordance with Ministry's Budgetary Allocation.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
23.	Processing 50 matters on current and outstanding losses and accidents.	30%	Information required from Commissioner of Police for finalizing matters was not forthcoming despite repeated requests.
24.	To collect all Revenue and bank same and to submit Collectors Cash Book Statements to the Accountant General.	100%	Daily routine work.
25.	To submit Certificates of Due Compliance to the Secretary to the Treasury for period January - December 1995.	100%	Special emphasis was placed on that matter.
26.	To process 500 contracts for payment.	100%	Submitted promptly for payment.
27.	To process Audit Queries.	80%	Delays in procurement and processing of bills.
28.	Ledger Reconciliation with statement from Data Processing Unit. Revenue Deposit payment Deposit receipts Vote Ledger Remittances Imprest	0%	No data processing unit statements received from the Accountant General's Department for the entire year.
29.	Filling of vacant positions through recruitment and promotion	40%	Lack of suitably qualified candidates to fill vacancies.
30.	Processing duty, responsibility, acting and other allowances.	100%	Priority given to those tasks to maintain motivation.
31.	Processing of retirements/superannuation benefits for employees.	100%	Cooperation from staff.
32.	Updating staff lists and records of service.	90%	On-going exercise.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
33.	Processing disciplinary matters relative to staff.	100%	Co-operation from staff.
34.	Dealing with miscellaneous matters eg. secondments and transfers.	100%	All matters handled as they occurred.
35.	Processing resignations from members of staff.	100%	All matters handled as they occurred.
36.	Maximum use of training courses offered both locally and overseas.	90%	Every effort was made to take advantage of available courses which were being run both locally and overseas in order to develop officers on the job effectiveness and efficiency.
37.	Classify, filing, indexing and routing of files to action officers.	100%	Special emphasis placed on activity.
38.	Receiving, recording and circulating incoming mails and dispatching outgoing mails.	100%	Done on a daily basis.
39.	Typing memoranda, letters, reports etc. and cutting stencils for forms, circulars etc.	100%	Adequate planning and coordination among staff.
40.	Maintaining remittance book in the prescribed manner.	100%	Remittance book maintained and examined regularly by supervisors.

4.2 ROADS ADMINISTRATION DIVISION

ITEM ON	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	To do repair works on:	1%	Job awarded late December 1995.
	Mon Repos Squatting area Road.		
2.	Lusignan Road.	100%	Funds and materials were readily available.
3.	Cedar Street (Lamaha Garden).	100%	-do-
4.	Plaisance Road.	100%	-do-
5.	Goedverwagting Road.	100%	-do-
6.	Beterverwagting Road	100%	-do-
7.	Black Bush Polder Road - 3 Contracts.	95% 75% 2%	Problem with late start by contractor.
8.	Islington/Mara Road.	2%	Project awarded late December, 1995.
9.	Rose Hall Canjie Road	90%	Scope of job altered.
10.	6th Street Cummings Lodge Road.	90%	Started late in December, 1995.
11.	Best Old Road (Tamarind Dam)	30%	Contractor had too much work.
12.	Parika Old Road.	100%	Funds and Materials were readily available.
13.	De Hoop Road.	100%	Funds and materials were readily available.
14.	Unity Road	100%	-do-
15.	Mon Repos (2 projects).	90%	Started late.
16.	Mon Repos Market Road.	100%	Funds and materials were readily available.
17.	Enmore Road rehabilitation.	100%	-do-
18.	Parika to Morashi Road.	70%	Shortage of materials.
19.	Leguan Road.	85%	Project started 1994, 1995 portion partly completed.
20.	Wakenaam Road.	85%	-do-
21.	Kamarang to Waramadong.	100%	Materials were readily available.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
22.	Canal No. 1 and Sir David Rose Street.	100%	Funds and materials were readily available.
23.	Cane Grove Road Phase III.	80%	Project started slowly.
24.	Cane Grove Road Phase I.	100%	Funds and materials were readily available.
25.	Cane Grove Road Phase II.	100%	-do-
26.	Buxton Company Dam.	60%	Base completed, surfacing deferred to 1996.
27.	Mon Repos Market Road, Mon Repos Market Drain.	100% 100%	Funds and materials were readily available.
28.	Ogle Airstrip Road.	100%	-do-
29.	Bartica/Issano Madhia Road.	50%	Started late and scope of project altered.
30.	Enmore (5 projects)	100%	Funds and materials were readily available.
31.	Helina Road	100%	-do-
32.	Better Hope Market Road.	100%	-do-
33.	To do repair works on: Craig Bridge Beterverwagting Success Nootenzuil 6th Street Sheriff Street 5th Street Sheriff Street	100%	Funds and materials were readily available.
	Kara Kara	100%	Special emphasis placed on activity.

4.3 BUILDINGS DIVISION

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Maintenance & carpentry works to Oranapai Tower and De Winkle Building	100%	Funds and materials were readily available.
2.	Carpentry works to Building at Swimming pool - Prime Minister's Residence 52/53 Main Street.	100%	-do-
3.	General repairs and painting to trestle - Eastern Flats, Main & New Market Streets.	100%	-do-
4.	Carpentry works to examination section, Accounts, Building, Ministry of Public Works, Communications & Regional Development, Fort Street, Kingston.	100%	-do-
5.	Repairs to roof- Accounts Building Ministry of Public Works, Communications & Regional Development, Fort Street, Kingston.	100%	-do-
6.	Maintenance work to Flat #7 Echilibar Villas, Campbellville.	100%	-do-
7.	Repairs to Flat #2 Echilibar Villas, Campbellville.	100%	-do-
8.	Repairs to Flat #5 Echilibar Villas Campbellville.	100%	-do-
9.	Maintenance work to Buildings Division Ministry of PWC&RD.	100%	Funds and materials were readily available.
10.	Modification works to Chief Works Officer's Office, Ministry of PWC&RD.	100%	-do-
11.	Carpentry, tiling and painting works to De Winkle Building, Fort Street, Kingston.	100%	-do-

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
12.	Rehabilitation works to Flat #1 Echilibar Villas, Campbellville.	100%	-do-
13.	Replacing Security-Grill work to Flat #4 Echilibar Villas, Campbellville.	100%	-do-
14.	Maintenance works to walls and ceiling in Accounts building, Ministry of Public Works and Communications.	100%	-do-
15.	Rehabilitation works to roof, Flat #2 Echilibar Villas Campbellville.	100%	-do-

4.4. MATERIALS DIVISION

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Three subsurface investigations.	30%	The Project Executing Unit of this Ministry has been building a number of roads within the country and as a result the Laboratory facilities and its staff were assigned to that Unit in April of 1995.
2.	Testing of fifty soil samples	25%	-do-
3.	Three pavements investigations with design and two materials investigations complete with reports.	20%	-do-
4.	Two hundred and fifty buildings and road material specimens obtained and tested.	30%	-do-
5.	Fifty field tests.	25%	-do-
6.	Benkleman beam tests.	20%	-do-

4.5 ELECTRICAL DIVISION

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	1800- Inspections targeted for the year.	100%	Staff worked overtime.
2.	1800 - Maintenance of Electricity installations in Government Buildings.	26%	Inadequate supplies, shortage of experienced staff.
3.	1800 - Maintenance of Air Conditioning Units targeted for the year.	6%	Shortage of technical staff and materials.
4.	Maintenance & Repairs to Emergency Lighting Plants at key Government Buildings.	50%	Lack of spares.
5.	Maintenance and repairs to Parliament Building Public Address System.	100%	Special emphasis placed on that activity.
6.	To collect \$194,000.00 revenue, accrued from inspection forms, sale of inspection forms and issue and renewal of contractor's licences.	100%	Staff worked diligently to achieve success.

4.6 MECHANICAL DIVISION

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Maintenance of workshop plant and equipment.	75%	Shortage of funds and replacement parts.
2.	Maintenance of mobile mechanical equipment.	71%	Unavailability of skilled staff and funds.
3.	Sale of unserviceable equipment.	90%	Prices offered were too low.
4.	Repairs to workshop building	60%	Shortage of funds.

4.7 CENTRAL TRANSPORT PLANNING UNIT

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Policy guidance on transportation.	100%	Data readily available
2.	1994 Annual Report.	100%	Data readily available
3.	Toll review of Demerara Harbour Bridge.	0%	Was not required
4.	Monitor Guyana/Suriname Ferry Project.	100%	The project was monitored on a regular basis.
5.	Update Working Paper on freight and passenger miles.	0%	Officer otherwise engaged.
6.	Review penalties for road offences	10%	Officer otherwise engaged.
7.	Support service to: i) ATAB ii) National Food & Nutrition Council	100%	Regular attendance at meetings.
8.	Update National Transport Plan	0%	Consultants were not recruited.
9.	Technical Assistance to CTPU	0%	Consultants were not recruited.
10.	Counterpart staff- Re: Study for the Creation of a National Port Authority and Design Off Port Container Terminal.	100%	Special interest was placed on activity.

4.8 LOCAL GOVERNMENT DIVISION

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OF FAILURE
1.	Supporting legislation for system of Local Democracy (a) Orders relevant to increase in salaries for Chairmen, Vice Chairmen of RDCs and NCLDO.	100%	Publication in Official Gazette.
2.	Training Seminars	80%	Inadequate staff.
3.	Reports	85%	Failure of some Regions to supply information.
4.	Data collection	60%	Non-submission by some NDCs.
5.	Monitor Audit replies.	75%	Non-submission of copies of replies forwarded to the Auditor General by NDCOs.
6.	Monitor and evaluate performance of Local Democratic Organs	80%	Shortage of staff.
	Estimates	90	Non submission by some NDCs.
	Minutes/Reports	55%	-do-
	Conduct of Meetings of RDCs/NDCs etc.	20%	-do-
	Conduct of Meetings of RDCs/NDCs etc.	20%	Transportation problems.
7.	Processing recommendations of appointments/dismissals/ Discipline of staff (Georgetown and New Amsterdam) Municipalities.	100%	All matters were processed.
8.	Inspection visits to RDCs/LDOs	30%	Transportation problems.
9.	Follow up of decisions taken at meetings RDCs/LDOs/Ministry.	100	Special emphasis was placed on that activity.
10.	Attendance at statutory meetings.	90%	Late notifications of meetings.

4.9 HINTERLAND AFFAIRS

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OF FAILURE
1.	To monitor and advise Amerindian Village Councils.	20%	Lack of funds for transportation. Lack of staff. Minutes of meetings and results of Amerindian Captains elections were seldom received by the Division. PDRO retired at the end of July.
2.	Procurement of Birth and Marriage Certificates for Amerindians.	50%	Unavailability of transportation. Lack of staff.
3.	Visiting of Amerindian patients sent to Public Hospital Georgetown for treatment from the Hinterland (Welfare).	75%	Lack of transportation.
4.	Administration of Hinterland Scholarship Programme through Co-ordinator (Welfare).	90%	Inadequate transportation. There was an increase in the guardian and students' allowances, consequently there was an improvement in service offered.
5.	Administration of the Amerindian Residence.	60%	Difficulties in obtaining supplies. Shortage of staff. Lack of funds to return discharged patients to Regions.
6.	Preservation of Amerindian Culture.	20%	Shortage of funds to make visits to interior locations.
7.	To process (228) applications to visit Amerindian villages.	100%	Applications dealt with expeditiously.

4.10 REGIONAL PLANNING

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Setting up data base on Regions & National Democratic Councils.	0%	Absence of a computer for the section. Limited staff.
2.	Conduct Training Programme in all Regions.	80%	Funds were provided by U.S Aid Late start of programme, Region 2 & 8 were not done.
3.	Link with other sectorial agencies to set in motion co-ordinating mechanism.	10%	Ministry of Health and Ministry of Education were approached but little interest was displayed. Incompletion of CARICAD Report.

4.11 DEMERARA HARBOUR BRIDGE

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	To upgrade Electrical Power Supply System.	0%	Delay in tender procedures.
2.	Rehabilitation of Bridge Super Structure.	20%	Deferred to 1996 in favour of repairing pontoons.
3.	Technical Assistance provided by Consultants	100%	Co-operation from Consultants.
4.	Acquisition of computers	50%	Some funds were used to repair pontoons.
5.	Erection of Sign Boards.	0%	Proposals not finalized by Consultants.
6.	Building Access Roads.	10%	Funds were used to repair pontoons.
7.	Improvement of Toll Station.	0%	Delayed by Tender procedures.
8.	Improvement of Compound.	50%	Delayed by Tender procedures.
9.	Improvement of Landscaping.	100%	Co-operation from contractor.
10.	Purchase of vehicles.	0%	Contractor donated vehicle.
11.	Repairs to piers.	100%	Funds were readily available.
12.	Improvement of Anchorage System.	100%	-do-
13.	To construct new building for accommodating Consultants.	100%	-do-

4.12 TRANSPORT AND HARBOURS DEPARTMENT

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	To obtain \$633,250,368.00 in revenue and expend \$604,970,316.00	Revenue obtained was \$519,278,844 .00 as against expenditure of \$561,978,522 .00	Expenditure fell below the estimated figure owing to prudent spending and revenue failed to reach its target owing to the non increase in fares and freight in 1995.
2.	To dry dock:		Funds and materials were readily available.
	Tug Aruka	100%	
	M.V Torani	100%	
	M.V. Malali	100%	
3.	To overhaul engines of:		Funds and materials were readily available.
	M.V. Torani	100%	
	M.V. Makouria	100%	
	M.V. Malali	100%	
	M.V. Kimbia	100%	
4.	To carry out major rehabilitation works to	90%	Work commenced in 1995 and would be continued in 1996.
	Parika Stelling		
	Stanleytown Stelling		
5.	To execute maintenance and repair works to	100%	Funds and materials were readily available.
	Blairmont Stelling		
	N/A Stelling		

4.13 CIVIL AVIATION DEPARTMENT

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Approach/Aerodrome Control Services at Timehri.	100%	5 Officers were checked out for solo duties.
2.	Aerodrome Services at Ogle.	98%	Service affected by late arrival of officers.
3.	Flight Information and Alerting Services	100%	Co-operation from staff.
4.	Aeronautical Information and Communication Services.	100%	Communication services affected by unreliable AFTN.
5.	Operation and maintenance of Hinterland NDBs.	65%	Equipment old and difficulties experienced with acquiring spares.
6.	Operation and maintenance of UIT Beacon	95%	Operation affected by slow response by maintenance personnel.
7.	General maintenance of Timehri Tower.	50%	Inadequate funds.
8.	General maintenance of Ogle Tower.	25%	Inadequate funds.
9.	Operations and maintenance of standby generator at Ogle.	100%	Special emphasis placed on maintenance of generator.
10.	Flight Inspections of navigational aids at Timehri	100%	All navigational aids available for use.
11.	Complete evaluation of ATCA for duties as ATCOs	100%	5 Officers were successful, one failed.
12.	Complete printing and distribution of Guyana AIP	100%	Document distributed.
13.	Rehabilitation of ATC consoles.	0%	No work planned in view of Cariforum Project.
14.	Operational Training of ATCOS.	0%	Curtailed by prolonged OJT.
15.	Replace central air conditioning unit at Timehri Control Tower.	100%	Funds were readily available.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
16.	Re-organization of Guyana's airspace.	10%	Draft working paper prepared.
17.	Development of ATC Manops.	0%	Inadequate staff to conduct research and prepare draft.
18.	Carry out scheduled preventative maintenance on all Telecommunications & Navigational Aids Equipment at all Civil Aviation Department locations.	40%	Due to rush fix to the Glide Path, localiser/HF landlines, VASIS, and the extensive damage to the localiser, all scheduled preventative maintenance could not be completed. However, minimum performance checks were done on all equipment when P. Ms were not conducted.
19.	Repairs to localiser #2 Transmitter & #1 Monitor.	60%	Parts acquired and repairs to damaged modules were in progress. Repairs to be continued in 1996.
20.	Purchase and install remote control cable for IIF & 128.6	30%	Funds not available to undertake the replacement of the complete length of cable. The badly damaged section was repaired.
21.	Purchase and install Hi-Gain VHF Antenna and Multicoupler.	0%	Those components would be supplied under the Public Administration Project.
22.	Relocate VHF Airband Transmitters to eliminate inter-frequency	0%	Since items 20 and 21 were not undertaken, that project had to be rescheduled because there was not enough landlines to accommodate the transmitters.
23.	Purchase Test Oscilloscope,	100%	Same operating satisfactory.
	RF Power Amplifier,	0%	Funds not available.
	RF Generator	100%	Funds were available.
	Effect repairs to HP DME	40%	Due to late arrival of parts.
24.	Prepare Navigational aids and ILS for FAA Flight Inspection.	100%	Equipment met all flight check requirements.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
25.	Monitor, co-ordinate and manage the provision of services and operations at the Airport in accordance with International Civil Aviation Organisation and other International Standards.	75%	Shortage of staff.
26.	Establish and maintain the Airport Security Awareness, Airport Security, Emergency procedures Programme and Manual.	75%	Staff shortage. Airport Security, Emergency Programme under review.
27.	Administer and manage the Accounts, Clerical and Office Support Staff.	100%	Done on a daily basis.
28.	Administer and manage the Janitorial/Cleaning Staff.	100%	Done on a daily basis.
29.	Administer and manage the Airport Security Section in accordance with the Airport Act and Security Programme.	80%	Inadequate staff.
30.	Provide general training for staff.	40%	Trainer shortage.
31.	Prepare and check salary, overtime, subsistence allowance and travelling.	100%	Done on a daily basis.
32.	Effect billing and revenue collection and prepare the appropriate registers and summaries.	90%	Late provision of statistical information.
33.	Prepare employees Record of Service and process all leave application forms.	100%	Done as necessary.
34.	Prepare and maintain inventory.	80%	Staff shortage.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
35.	Effect all typing records for the entire section.	100%	Co-operation from staff.
36.	Maintain adequate staff to clean and mop the Airport Terminal building and Control Tower on a 24 hr. basis.	100%	Daily inspection done.
37.	Ensure that all furniture, fixtures and fittings in the Airport Terminal Buildings and Control Tower are kept clean.	100%	Done on a daily basis.
38.	General cleaning, cobwebbing of Airport Terminal Building and Control Tower.	80%	Done on a daily basis.
39.	Maintain adequate stocks of cleaning equipment and materials.	100%	Purchased when required.
40.	Effect all maintenance work ie. emergency repairs, installation of electrical and other components, painting and carpentry works.	100%	Done on a daily basis.
41.	To enforce laws of Guyana and Airport Security Programme.	70%	Unauthorised access to restricted areas including apron - inadequate staffing. Animals on Manoeuvring Areas. Vehicles in No Parking Areas.
42.	Keep proper stores inventory of all fuels, lubricants, spares, equipment and other supplies in Civil Aviation Stores.	100%	Done on a daily basis.
43.	Prevent Acts of Unlawful Interference.	80%	Shortage of staff.
44.	Effect appropriate Security Training.	40%	Ongoing exercise.
45.	General Security.	80%	Shortage of staff.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE	
46.	Maintain records and submit reports to the appropriate authorities on all security related incidents and occurrences at Timehri Airport.	100%	Done on a daily basis.	
47.	Collect Aerodrome charges.	Amount earned Jan - Nov, 1995. G\$94,662.20 5.36	Amount collected G\$75,917,111.76. Arrears collected G\$38,236,317.16.	
48.	Collect rental.	A m o u n t e a r n e d G\$6,427,140 .26	Amount collected G\$5,824,670.26 Arrears collected G\$1,905,367.20.	
49.	Collect Fees:	100%		
	Car Park		G\$6,407,340.00	
	Taxi Concessions		G\$ 508,800.00	
	Executive Lounge		G\$ 70,000.00	
50.	Maintain statistics on passengers, cargo and mail.	100%	Incoming	Outgoing
			Passengers 152,523	Passengers 164,975
			Cargo 119,431 pcs	89,478 pcs.
			Mail 4,276 pcs	7,244 pcs
			171,421 kg	50,162 kg
51.	Rehabilitation of Timehri Airport Terminal Building.	10%	Drawings completed and tenders invited. Contract to be awarded in 1996.	
52.	Rehabilitation of Executive/Staff Vehicle Park.	100%	Funds were readily available.	

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
53.	Installation of Taxiway Lighting System.	100%	Funds were readily available.
54.	Seal cracks and correct defective slabs on runway 10/28.	75%	On going, work to be completed early January, 1996.
55.	Inspection of Government Aerodromes in Region 1	100%	Funds and transportation were readily available.
56.	Inspection of Government Aerodromes in Region 7	86%	Insufficient funding hampered the inspection process.
57.	Inspection of Government Aerodromes in Region 8	62%	-do-
58.	Inspection of Government Aerodromes in Region 9	80%	-do-
59.	Inspection of Government Aerodromes in Region 10	40%	Aerodromes in that area not generally in use.
60.	Inspection of Private Aerodromes	100%	Inspections done as required.
61.	Maintenance of Aerodromes in Region 1.	100%	Funds and materials were readily available.
62.	Maintenance of Aerodromes in Region 7.	75%	Programme mildly affected by shortage of funds.
63.	Maintenance of Aerodromes in Region 8.	62%	Programme mildly affected by shortage of funds.
64.	Maintenance of Aerodromes in Region 9.	76%	Some aerodromes not in use. Other affected by shortage of funds.
65.	Maintenance of Aerodromes in Region 10.	40%	Aerodromes in use maintained by military. Others not in use.
66.	Fabrication of Runway Markers.	100%	Supplied on time.
67.	Fabrication of Windsock Poles and Swivels	80%	Hampered by shortage of funds.
68.	Fabrication of Windsocks.	100%	Availability of materials and labour.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
69.	Painting of runway visual marks on paved interior airstrips.	100%	-do-
70.	Investigations of reports made about interior airstrips.	100%	Airport reports were checked and action taken as required.
71.	Processing of applications to construct new airstrips.	100%	Full co-operation of staff.
72.	Processing of applications for issue of Aerodrome Licences.	100%	Licences issued as required.
73.	Renewal of Aerodromes Licences.	100%	Licences renewed as necessary.
74.	Updating of list of usable Aerodromes.	100%	Full cooperation of staff.
75.	Construction of new Aerodrome at Kurupung.	0%	No funding available.
76.	Upgrading of Paramakatoi Airstrip.	100%	Work done as projected and in keeping with available funding.
77.	Upgrading of Aishalton Airstrip.	50%	Delayed due to dispute between Contractor and Consultant and insufficient funds.
78.	Upgrading of Mahdia Airstrip.	80%	Project on going.
79.	Rehabilitation of Kopinang Airstrip.	0%	No funding available.
80.	Upgrading of Ogle Aerodrome.	100%	In keeping with available funds.
81.	Purchase of vehicle and vehicle attachments.	0%	No funding available.
82.	Processing of 9 applications for issue of student Pilots' Licences.	45%	Less applications received.
83.	Issue of 9 Student Pilots' Licences.	45%	Less applications processed due to less being received.
84.	Processing of 10 applications for Private Pilots' Licences.	70%	Less applications received.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
85.	Invigilation and marking of 6 examinations for issue of Private Pilots' Licences.	33%	Less applications received.
86.	Issue of 10 Private Pilots' Licences.	70%	Less applications received.
87.	Processing of applications for renewal of 11 Private Pilots' Licences	55%	Less applications received than last year.
88.	Renewal of 11 Private Pilots' Licences.	55%	Less applications received.
89.	Processing of 11 applications for issue of Commercial Pilots' Licences.	81%	Less applications received than last year.
90.	Invigilation of examination for issue and extension of 20 Commercial Pilots' Licences.	90%	Less exams applied for or needed.
91.	Issue of 6 Commercial Pilots' Licences.	100%	Documents were in order.
92.	Processing of 70 applications for renewal of Commercial Pilots' Licences.	81%	Less applications needed due to holders upgrading to AFT status.
93.	Renewal of 70 Commercial Pilots' Licences	81%	-do-
94.	Processing of 30 applications for renewal of Airline Transport Pilots' Licences.	100%	More applications including new up grades from CPL status.
95.	Renewal of 30 Airline Transport Pilots' Licences.	100%	-do-
96.	Issue of 4 Airline Transport Pilots' Licences.	100%	Applications processed promptly.
97.	Processing of 40 applications for endorsements/extension to Professional Pilots' Licences.	80%	Less applications needed due to upgrading ATP.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
98.	Invigilation and marking of 8 examinations for issue of Flight Radio Telephony Operators' Licences	100%	More applications received as part of pre-qualifications for issue of Licences.
99.	Issue of 8 Flight Radio Telephony Operators' Licences.	100%	Applications processed promptly.
100.	Renewal of 18 Flight Radio Telephony Operators' Licences	100%	-do-
101.	Processing of 3 applications for validation of Pilots' Licences.	0%	No application received. That was dependant on uncontrollable variables.
102.	Validation of 3 Professional Pilots' Licences.	0%	No application received.
103.	Processing of 10 applications for issue of Aircraft Maintenance Engineers' Licences.	100%	Applications processed promptly.
104.	Invigilation of 10 examinations for issue of Aircraft Maintenance Engineers' Licences	100%	-do-
105.	Issue of 10 Aircraft Maintenance Engineers' Licences.	20%	Less successful applicants.
106.	Processing of 42 applications for renewal of Aircraft Maintenance Engineers' Licences.	95%	Applications processed promptly, less due to slight variations in industry.
107.	Renewal of 42 Aircraft Maintenance Engineers' Licences.	95%	-do-
108.	Processing of 22 applications for extension/endorsements of Engineers' Licences.	80%	Less applications needed.
109.	Invigilation of examination for extension/endorsements of Aircraft Maintenance Engineers' Licences.	100%	Done on a current basis.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
110.	Extension/endorsements of 18 Aircraft Maintenance Engineers' Licences.	89%	Done on a current basis.
111.	Processing of applications for validation of Aircraft Maintenance Engineers' Licences.	0%	No application received.
112.	Validation of Aircraft Maintenance Engineers' Licences.	0%	-do-
113.	Establishment of an Airworthiness Unit within the Licencing and Airworthiness Section.	30%	One trainee recruited - surveyor designate - work in progress reattracting other prospects.
114.	Processing of 2 applications for Certificate of Registration of Aircraft.	100%	Applications processed promptly.
115.	Issue of 2 Certificates of Registration for Aircraft.	100%	-do-
116.	Preparation and updating of the Guyana Register of Aircraft quarterly.	75%	Prepared promptly but last quarter done in first quarter of year 1996.
117.	Processing of 2 applications for issue of certificates of Airworthiness for Aircraft.	100%	Documents were in order.
118.	Inspection of 2 Aircraft for issue of Certificates of Airworthiness for Aircraft.	90%	Application pending completion of documentation.
119.	Processing of 36 applications for renewal of Certificates of Airworthiness for Aircraft.	97%	Applications processed promptly.
120.	Renewal of 30 Certificates of Airworthiness for Aircraft.	90%	Due maintenance defects that would have to be corrected prior to renewal.
121.	Processing of 100 requests for extension of Certificates of Airworthiness.	97%	Reduced need for extension.
122.	Extension of 100 Certificates of Airworthiness for aircraft.	97%	Reduced need for extension.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
123.	Investigation of complaints against/by Air Traffic Control Officers.	100%	Dealt with on a current basis.
124.	Investigation of Aircraft incidents	100%	-do-
125.	Compiling reports of aircraft accidents.	100%	-do-
126.	Co-ordination and liaison of 4 visits by the United Kingdom Civil Aviation Authority.	100%	-do-
127.	Inspection visits to overseas maintenance facilities used by local operators.	100%	Done as needed.
128.	Inspection visits to overseas Flight operation bases used by local operators.	100%	Approval given to do inspection visits.

4.14 PRIME MINISTER SECRETARIAT

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Scheduling meetings, appointments and press briefings with Prime Minister.	100%	Co-operation from staff.
2.	Recording incoming mails and dispatching other mails.	100%	-do-
3.	Photocopying documents, reports, lettering and other correspondence required by the Prime Minister.	100%	-do-
4.	Coding and filing correspondence.	100%	-do-
5.	Dealing with complaints and problems raised by members of the public.	100%	-do-
6.	Undertaking research and documentation as required by the Prime Minister.	100%	-do-
7.	Responding to requests made by organizations and individuals for donation of prizes and financial assistance.	90%	Not all requests merited support.
8.	Administering the oath of office to Public Officials.	100%	Done as the need arose.
9.	Planning, organizing and co-ordinating Cocktail Reception hosted by the Prime Minister to mark the 27th Anniversary of Independence.	100%	Co-operation from staff. Funds were readily available.
10.	Putting in place protocol arrangements for the Prime Minister's public appearances.	100%	Special emphasis placed on activity.
11.	Entertainment of Guests by the Prime Minister.	100%	Co-operation from staff.
12.	Preparing daily schedule and weekly calendar of events.	100%	Co-operation from staff.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
13.	Maintenance of Office equipment and furniture.	100%	-do-
14.	Ensure that all expenditure incurred was properly recorded and accounted for.	100%	Special emphasis placed on activity.
15.	Ensure the internal surroundings of the office was kept clean and tidy.	100%	Funds and materials were readily available.

4. 15 UNPLANNED BUT IMPORTANT ACTIVITIES

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
1.	Repairing selected Streets in Georgetown.	100%	Funds and materials were readily available.
2.	Carpentry and plumbing works to Flat #19 Bel Air Gardens, Georgetown.	100%	-do-
3.	Carpentry, tiling and painting works to cupboards to Flat #2 West Block, Main & New Market Streets.	100%	-do-
4.	Carpentry and painting works to Chief Justice Secretary's Office, High Street, Kingston.	100%	-do-
5.	Carpentry and painting works to store-room at back of Co-ops, Ground floor Ministry of Public Works, Communications & Regional Development.	100%	-do-
6.	Rehabilitation #3 & 4 of Guard Huts Ministry of PWC&RD.	100%	-do-
7.	Carpentry and painting works Flat #4, Echilibar Villas, Campbellville.	100%	-do-
8.	Construction of Security Boot at Echilibar Villas, Main Entrance Campbellville.	100%	-do-
9.	Extension of car shed, safety post and Education store-room, Ministry of PWC&RD, Fort Street, Kingston	100%	-do-
10.	Carpentry and painting to Mr. Bashir's Residence, Better Hope, East Coast Demerara.	100%	-do-

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
11.	Evaluate bids for Georgetown Sewerage & water Commissioners Remedial Maintenance Programme.	100%	Worked overtime.
12.	III Ordinary Meeting of the Special Commission of Transport Infrastructure & Communications in the City of Lima.	100%	Participated in the Meeting.
13.	Prepare paper for Drug Master Plan.	100%	Special interest was placed on activity.
14.	Repairs to 13 piers.	100%	Funds identified for other purposes were used for that exercise.
15.	Improving anchorage system for 13 piers.	100%	-do-
16.	Rehabilitation of incoming and out going Executive Lounges.	75%	On going work to be completed early January, 1996.
17.	Rehabilitation of furniture for outgoing Executive Lounges.	100%	Special emphasis placed on activity.
18.	Rehabilitation of Port Health and Incoming Immigration Areas, painting walls and paneling walls.	100%	-do-
19.	Rehabilitation of Immigration and Customs Desks/Counters.	80%	Ongoing work to be completed in 1996.
20.	Rehabilitation of Sewerage System inclusive of constructing an inspection chamber.	100%	Special emphasis placed on activity.
21.	Install new signs at the Terminal Building.	60%	Ongoing work.

ITEM NO	TARGETS SET FOR YEAR	TARGETS ACHIEVED	ANALYSIS OF SUCCESS OR FAILURE
22.	Construct concrete drains around the Executive Car Park.	100%	Funds were readily available.
23.	Repair/replace damaged (burnt) runway lighting cables.	100%	Special emphasis placed on activity.
24.	Purchase/install storage tanks to supplement water supply at Airport.	10%	On going work.
25.	Purchase/install triple pole circuit breaker to correct electrical overloading of Northern side of building.	100%	Installation completed.
26.	Repaint incoming and VIP Areas.	100%	Funds were readily available.
27.	Rehabilitation of washroom sinks/cupboard, Timehri Airport.	50%	Installation to be done early January, 1996.
28.	Inspection of overseas training institution/facilities used by local operators.	100%	Activity not previously envisaged done in order to provide operational oversight for GAC B757 operators.
29.	Repairs to VOR/GP U.P.S.	100%	Equipment met all flight check requirements.
30.	Repairs to VASIS.	100%	Funds and spares were readily available.

REVIEW OF SPECIAL INITIATIVES

5.0 REVIEW OF SPECIAL INITIATIVES
5.1 INDUSTRIAL RELATION

The industrial relation climate throughout the year continued to be favourable. Management Meetings were held as well as meetings with the various Divisions comprising the Ministry. In addition:

- (a) Regular games' activities were held and that helped to create a more friendly relationship among staff members which helped to foster a more competitive spirit among staff members.
- (b) The canteen continued to provide meals to staff at subsidized prices.
- (c) The Ministry assisted in bringing employees to work in the morning and taking them back in the evening in the Georgetown area and also on the East Coast Demerara. That helped tremendously in retaining a certain number of staff in the Ministry.

5.2 ENVIRONMENT

Every effort was made to ensure that staff worked in a pleasant and congenial atmosphere and so enhanced production and productivity. In that regard, office accommodation was improved, furniture repaired and greater security given to staff dealing with cash.

5.3. TRANSPORT & HARBOURS DEPARTMENT

The Department held its Annual Presentation of Awards Ceremony and held its Inter-Athletic Sports and Family Fun Day during the year. The Department also continued to take home pensions to the homes of old and incapacitated persons during the year.

5.4 TRAINING

The Ministry placed heavy emphasis on training and took advantage of courses offered both locally and overseas. It was necessary, especially in light of the very high attrition rate and the rapid promotion of junior staff into senior positions to give persons the relevant training so as to enable them to carry out their functions in an efficient and effective manner.

In 1995 the following staff benefitted from training courses:

NAME	COURSES	DURATION	REMARKS
Alisa Gomes	(Professional Secretariat Practice)	12th - 16th June 1995.	Successfully completed
Vivian Fredericks	Advanced Report Writing for Supervisors.	24th to 26th July	-do-
Dionne Sam Karen Stoby	Basic Certificate in Accounting	9 September 1995 to August, 1996.	In progress
Basil Benn Joan Elvis	Regional Development Planning	24th March to 9th June, 1995.	Successfully completed.

Below is a statistical description of staff at the end of 1995.

DIVISION SECTION	STAFF COMPLEMENT	ACTUAL	RECRUITED	DISMISSED	RETIRED	RESIGNED
Administration and Support	39	15				
Accounts	55	31	O. Coats - Accounts Clerk II C. Ramdass - Accounts Clerk II E. Jarvis - Accounts II K. Scott - Accounts II G. Thompson - Accounts II V. Bhudram - Stores Clerk I	G. Thompson - Account Clerk II O. Hetemeyer - Account Clerk II		
Personnel	82	54	D. Licorish - Clerk II (g) B. Williams - Typist Clerk I G. Henry - Office Assistant K. Sandiford - Office Assistant C. Allen - Cleaner	E. Craig - Cleaner	J. Currica - Cleaner	A. Quamina-Smith (Clerk II (G)) L. George - Typist Clerk I
Roads	17	6				

DIVISION SECTION	STAFF COMPLEMENT	ACTUAL	RECRUITED	DISMISSED	RETIRED	RESIGNED
Buildings	41	13	Leon Patoir - Technician		U. Charles - O'seer H.Cummings - Carpenter	
Materials	19	3				
Electrical	29	15				
Mechanical	22	22				
CTPU	12	2				
Local Government	8	3				
Hinterland	17	11	T. Timothy - Handyman C. Emmanuel - Store Clerk I Y. Marie - Assistant Cook/maid	C. Belgrave - Cook		G. Baird - Store Clerk II
Regional Planning	8	2				

DIVISION SECTION	STAFF COMPLEMENT	ACTUAL	RECRUITED	DISMISSED	RETIRED	RESIGNED
Civil Aviation Department	231	144	R. Williams - Electrician K. Paul - Mechanic I D. Dublin - Typist Clerk I K. Fraser - Mason S. Peter - Accounts Clerk II S. Singh N. Checks - Office Assistant R. Pratt - Labourer P. Cumberbatch - Labourer N. Neischor - Labourer K. Nector - Laborer M. Hopkinson K. Kendall D. M. Ramlall M. Kelly - Vehicle Driver	S. Baldeo - Accounts Clerk II		R. Angus - Accounts Clerk II J. Phoenix - Airport Attendant C. George C. David N. Sawh - Assistant Airport Manager R. Persaud - ATCA II

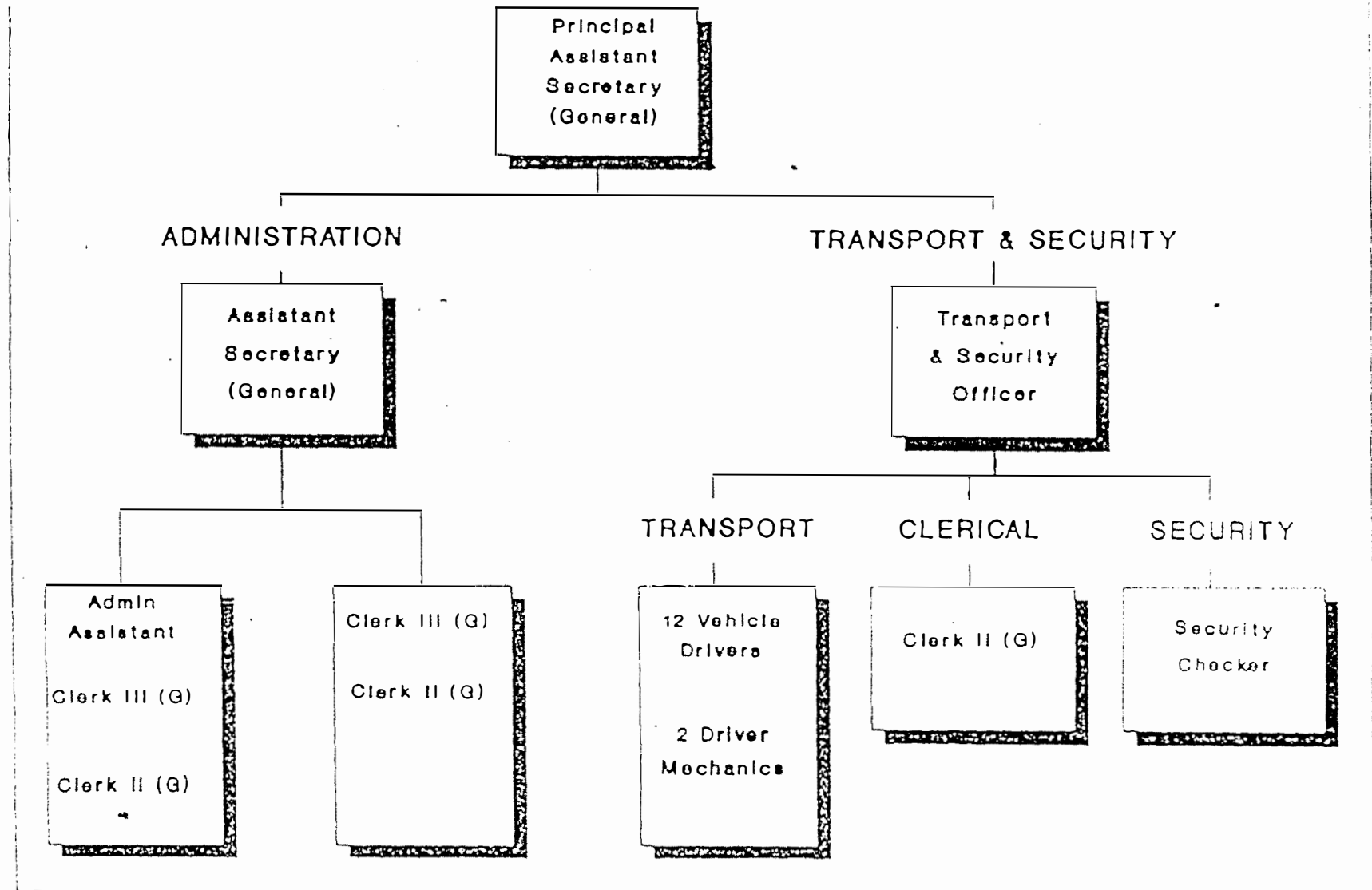
DIVISION SECTION	STAFF COMPLEMENT	ACTUAL	RECRUITED	DISMISSED	RETIRED	RESIGNED
Civil Aviation Department			S. Persaud - Airport Attendant V. Nickram - Airport Attendant A. Craig - Airport Attendant L. Shury - ATCA I K. Angus - ATCA K. Latchmenarine - ATCA I N. Singh - ATCA I C. Martindale - ATCA I			
Office of the Prime Minister	36	18	M. Jack - Personal Attendant S. Venture - Cook			

APPENDICES - ORGANIZATIONAL CHARTS

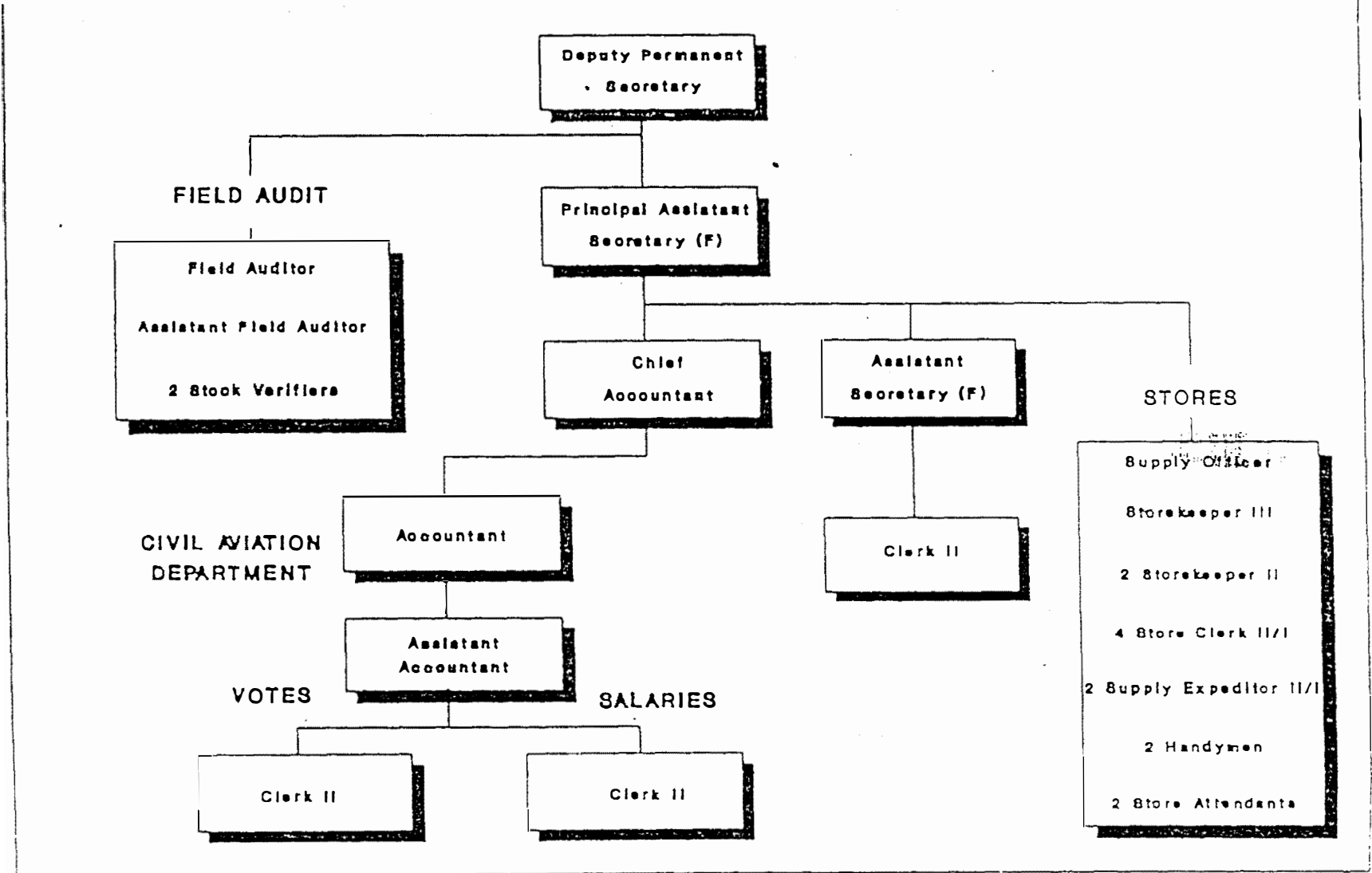
6.0 Appendices - Organizational Charts

6.1

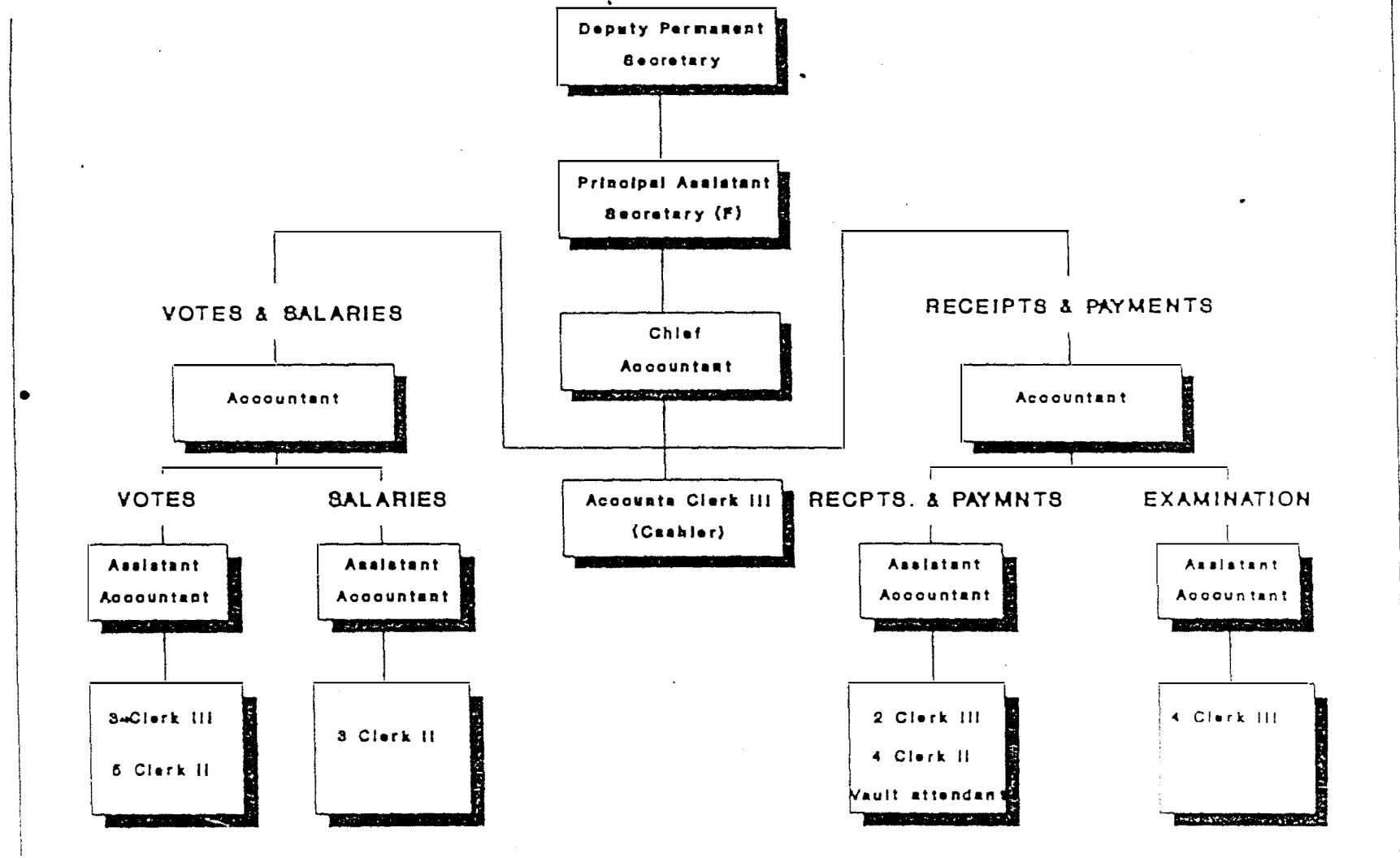
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT - ADMINISTRATIVE DIVISION



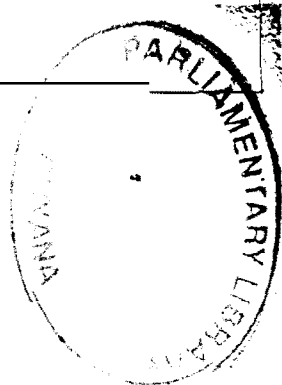
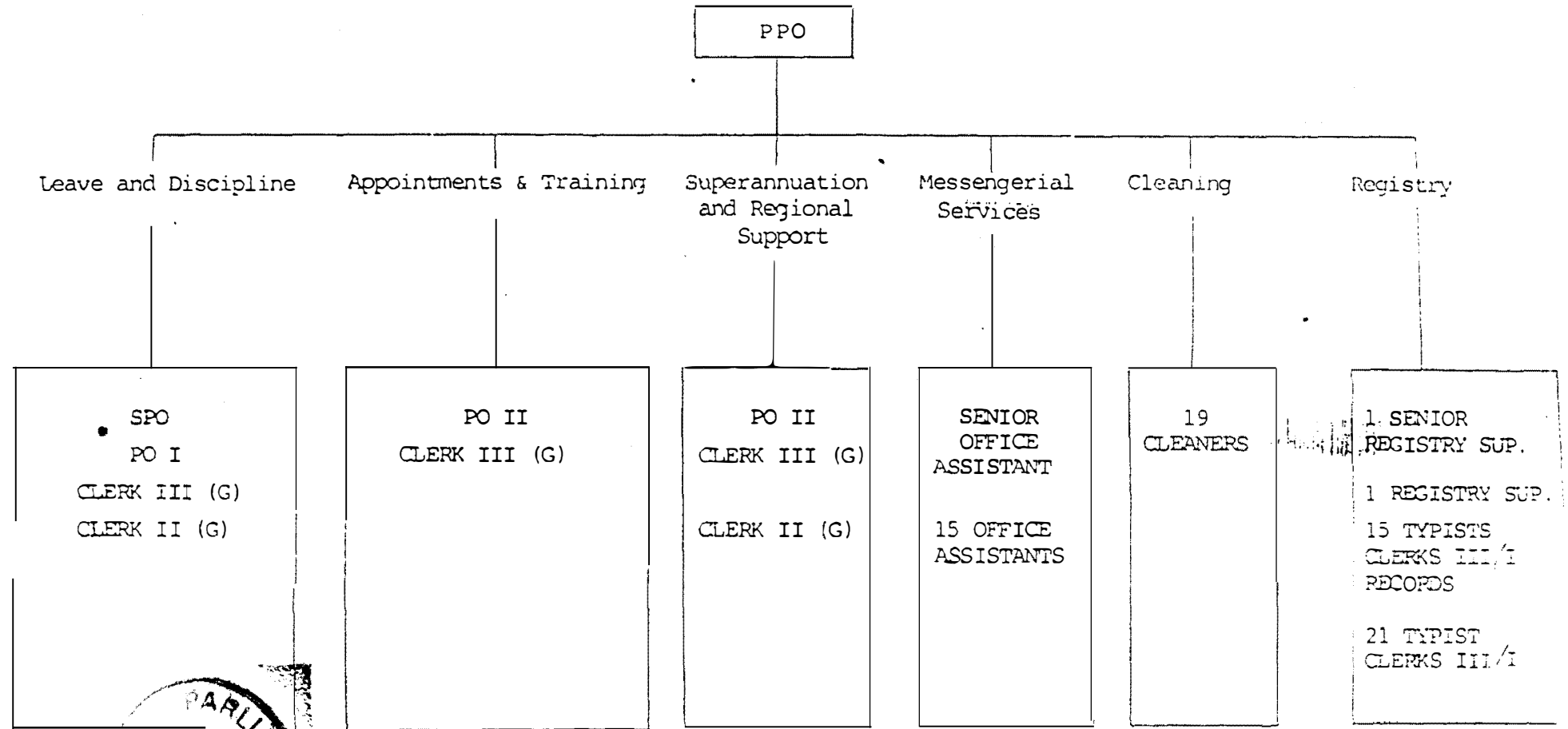
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT - ACCOUNTS DIVISION



MINISTRY OF PUBLIC WORKS, COMMUNICATIONS
AND REGIONAL DEVELOPMENT

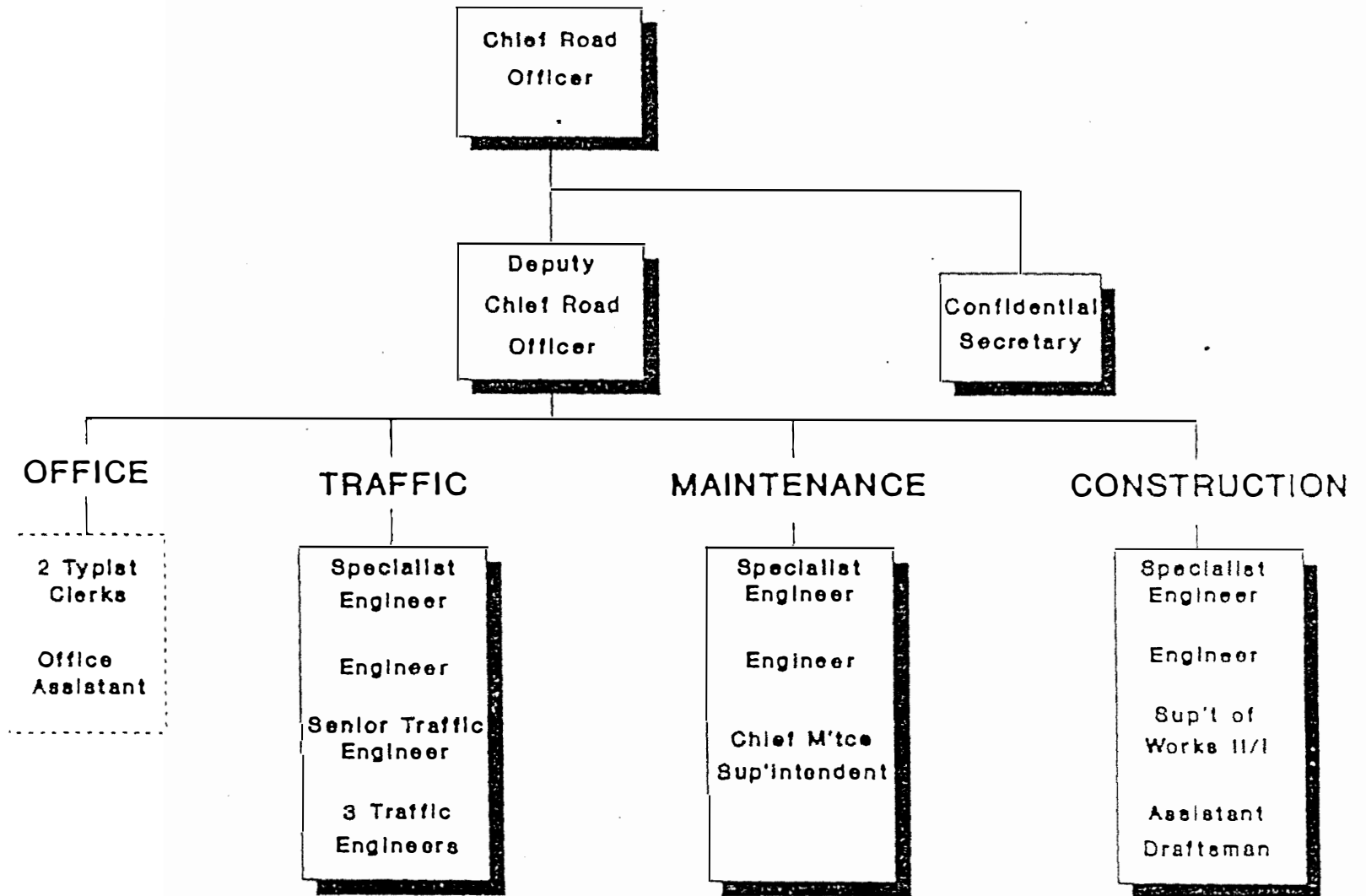


PERSONNEL DIVISION AND REGISTRY
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS
AND REGIONAL DEVELOPMENT

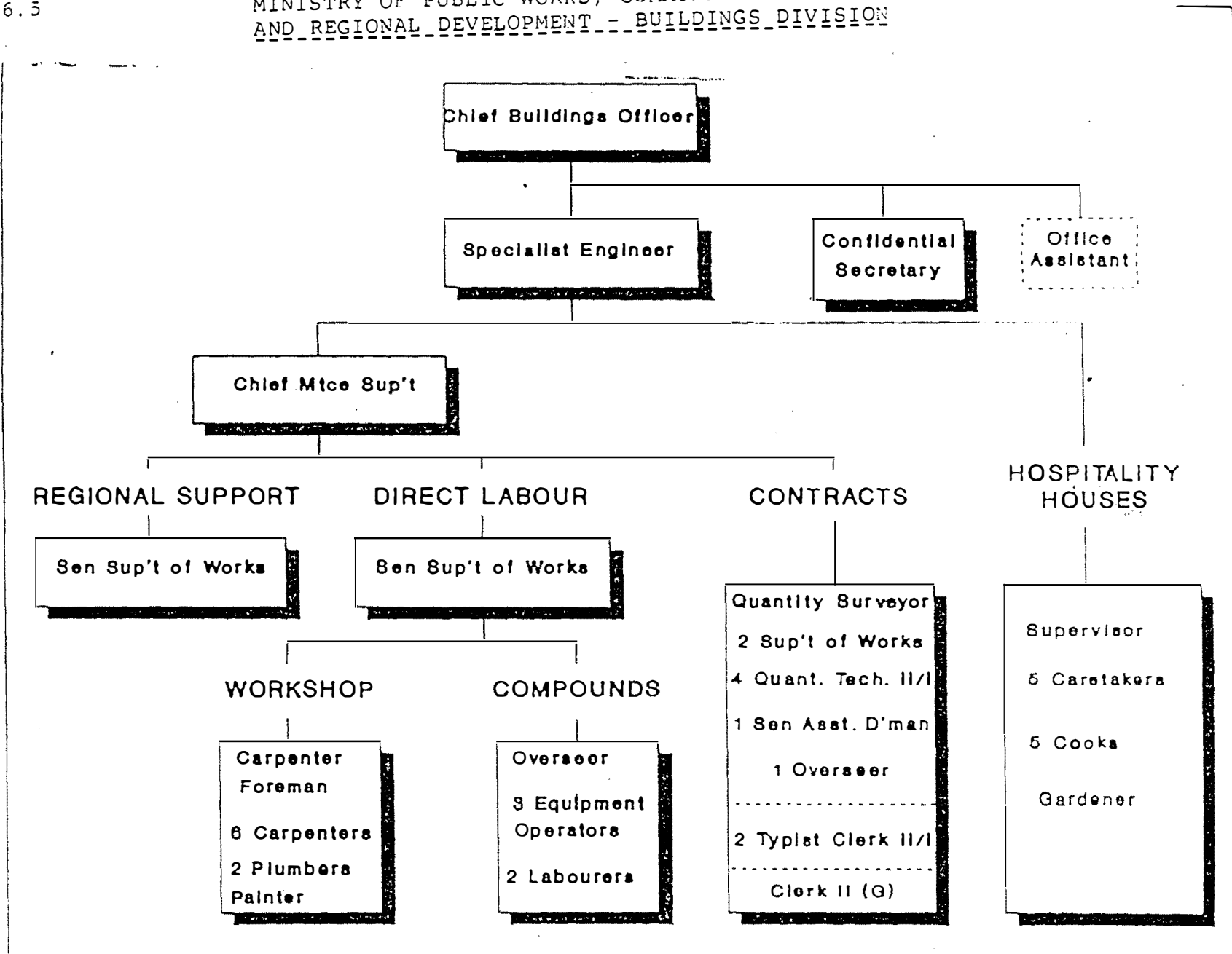


6.4

MINISTRY OF PUBLIC WORKS, COMMUNICATIONS
AND REGIONAL DEVELOPMENT - ROADS DIVISION



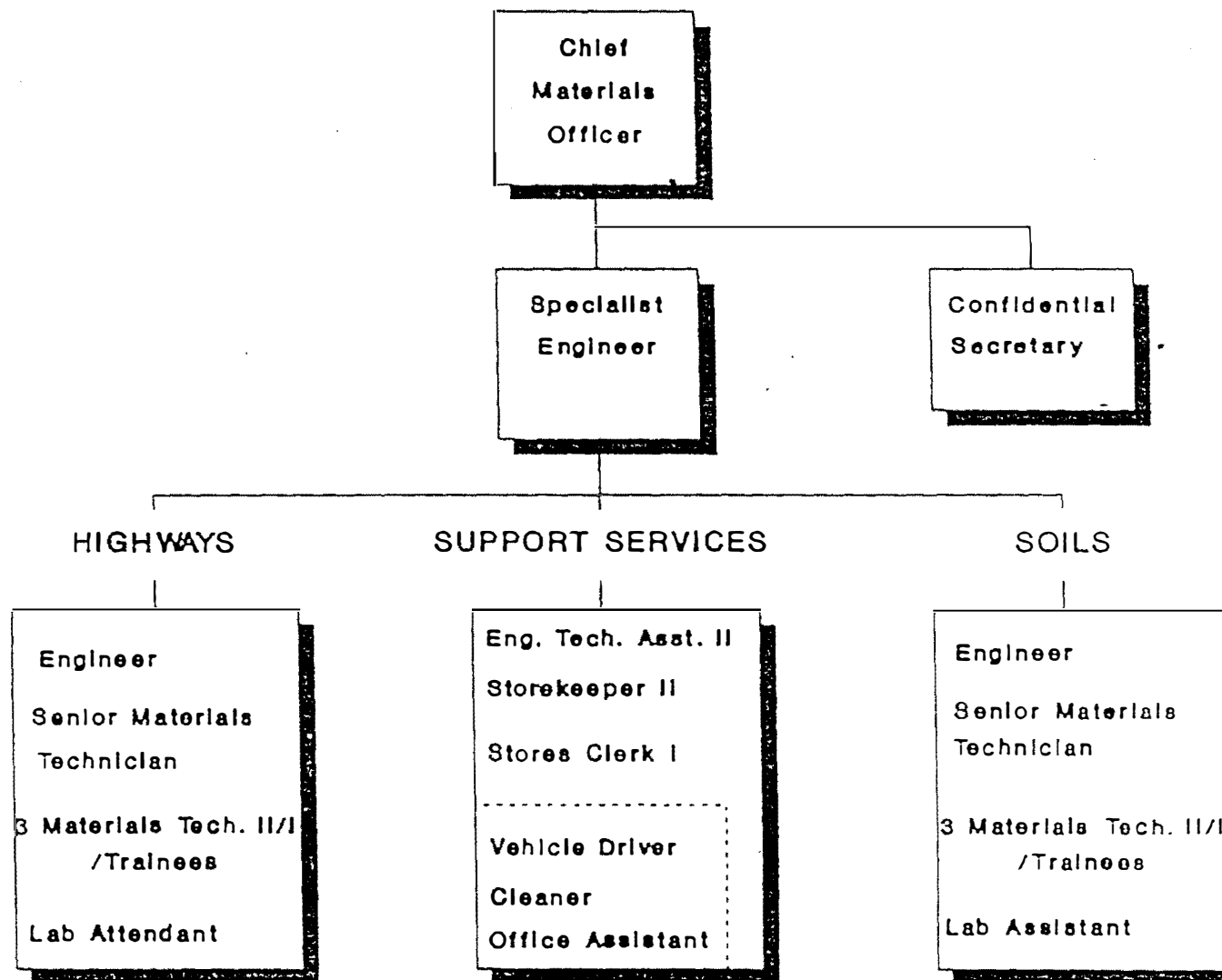
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS
AND REGIONAL DEVELOPMENT - BUILDINGS DIVISION



6.6.

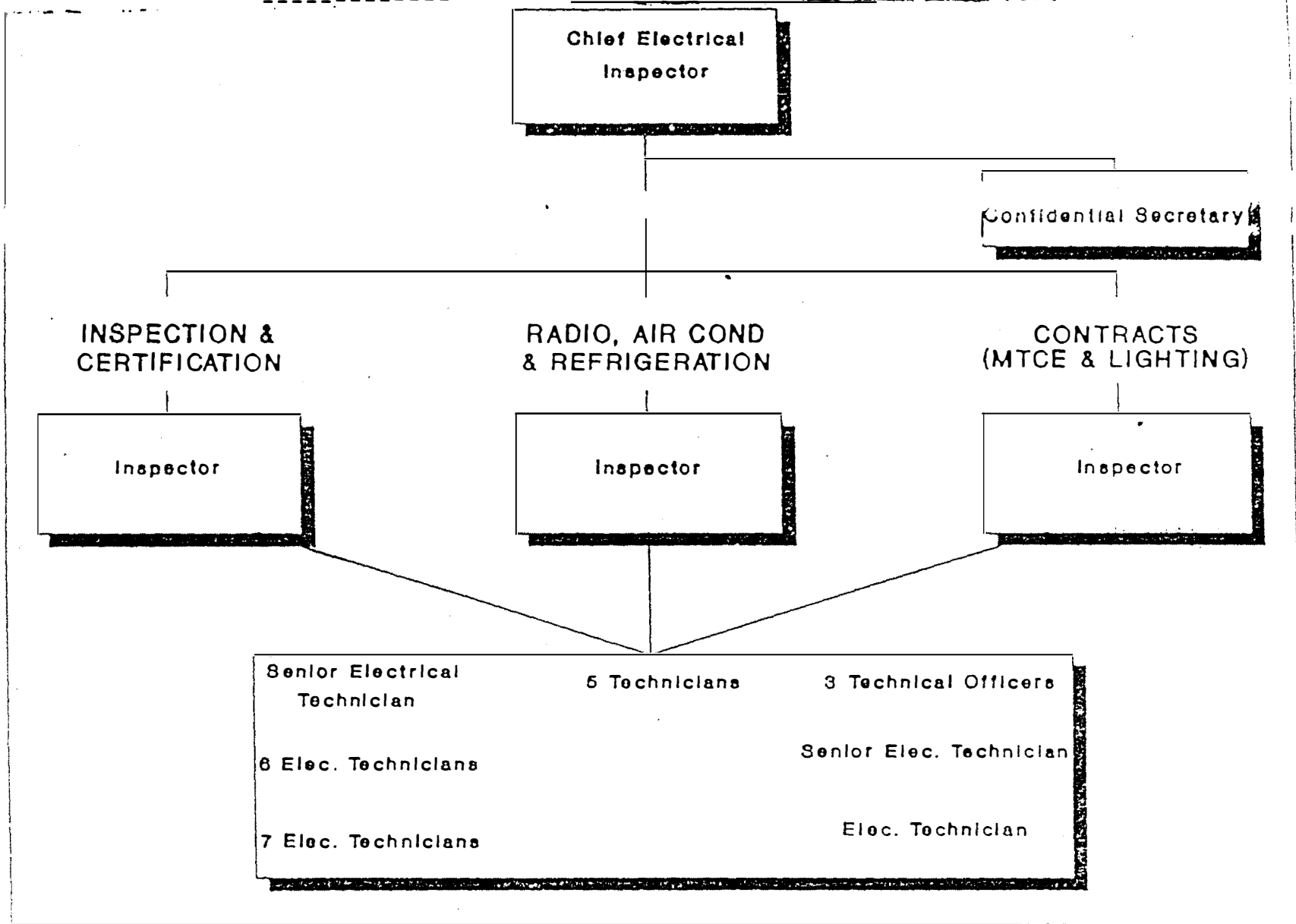
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT - MATERIALS DIVISION

Appendix VI



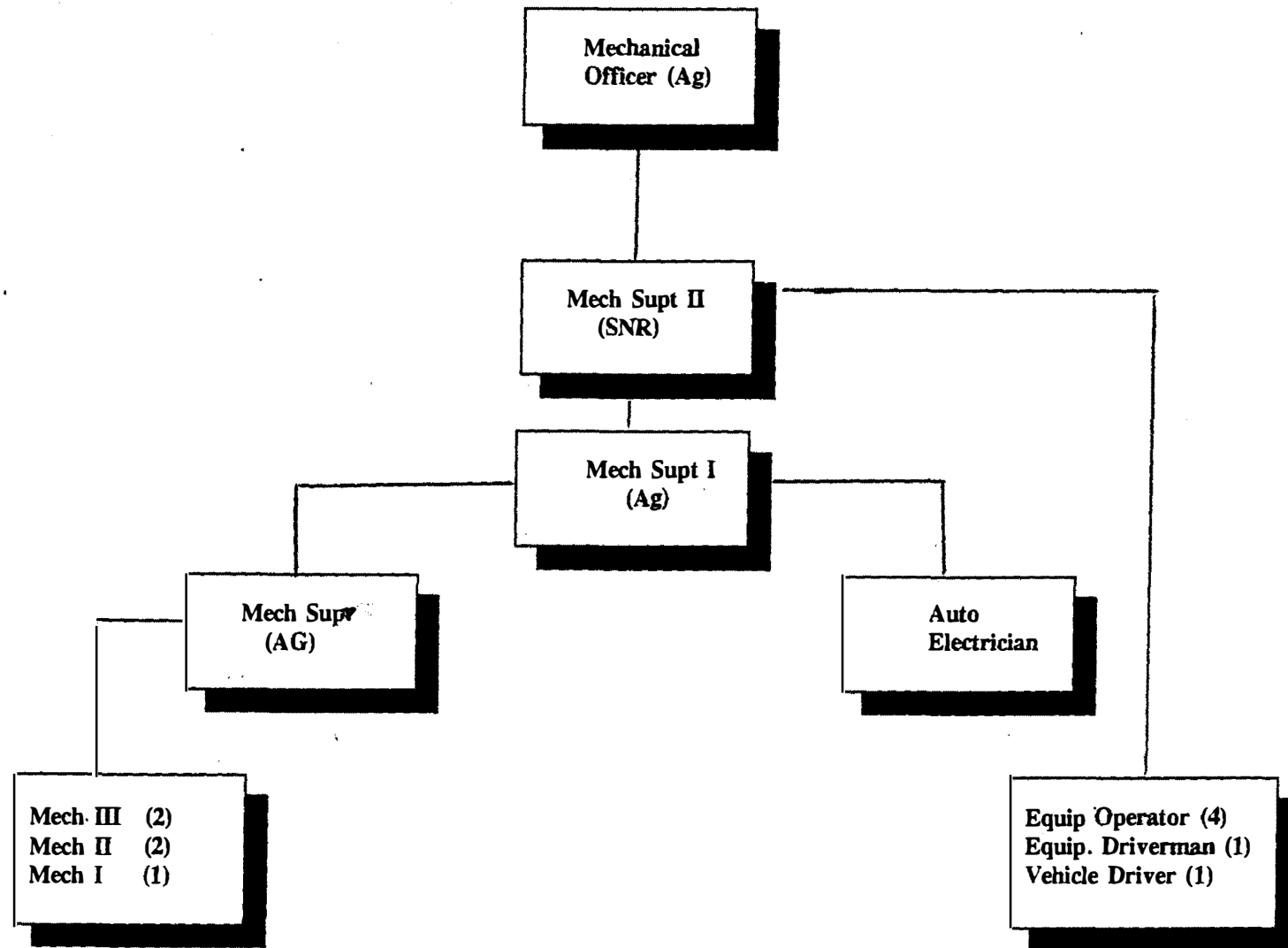
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MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT - ELECTRICAL DIVISION

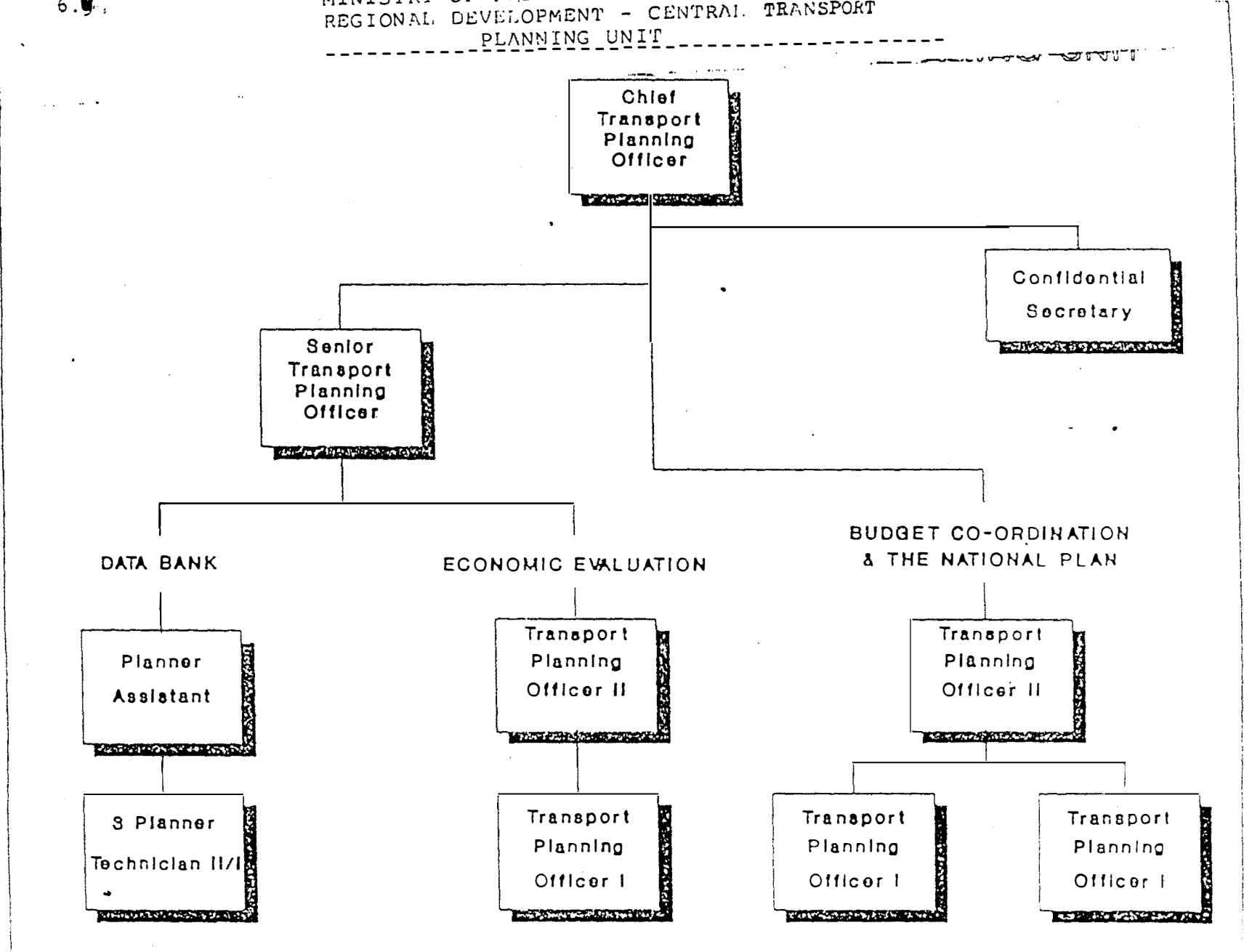


MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT
ORGANISATIONAL CHART - MECHANICAL DIVISION

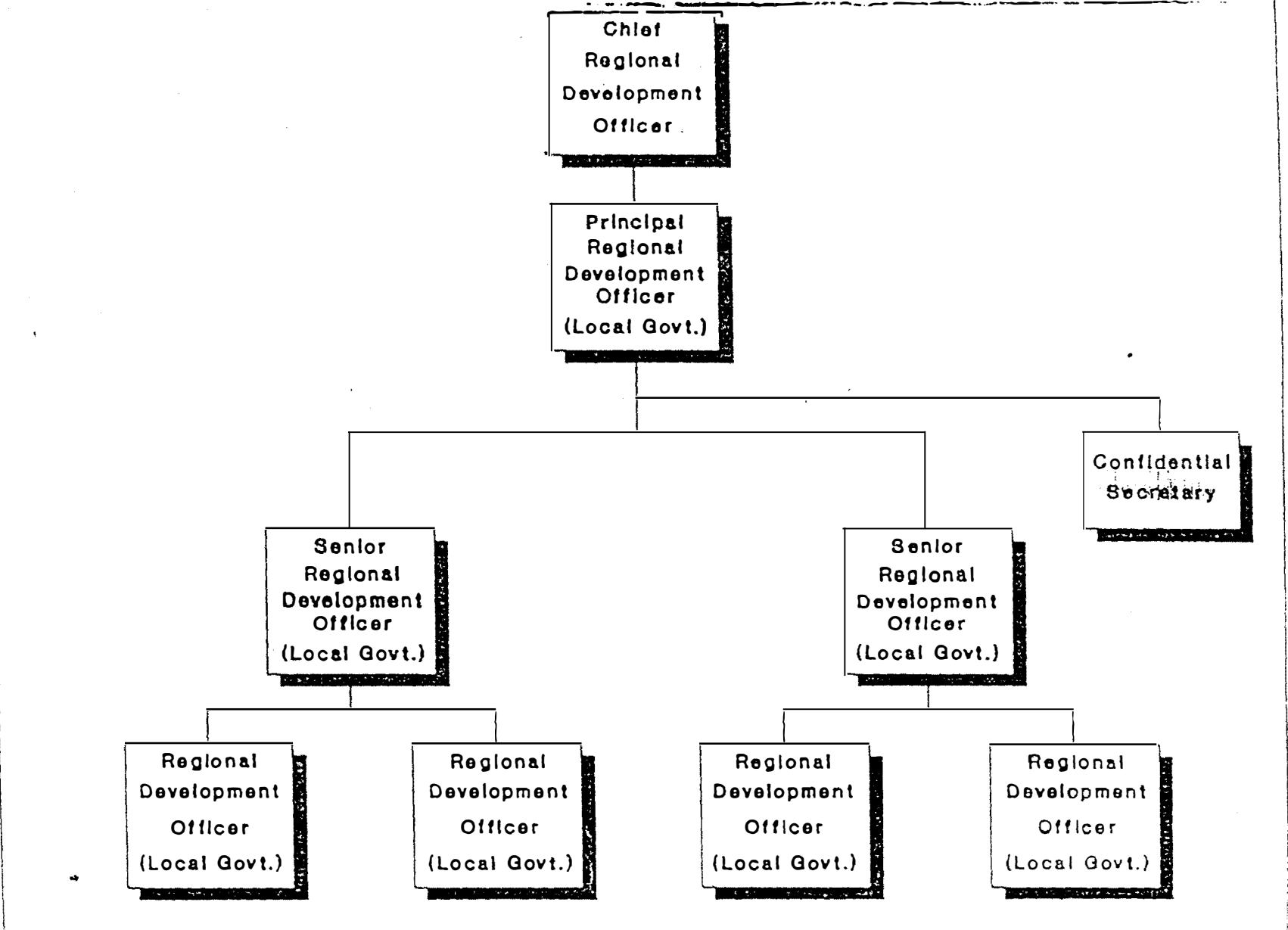
Appendix VIII



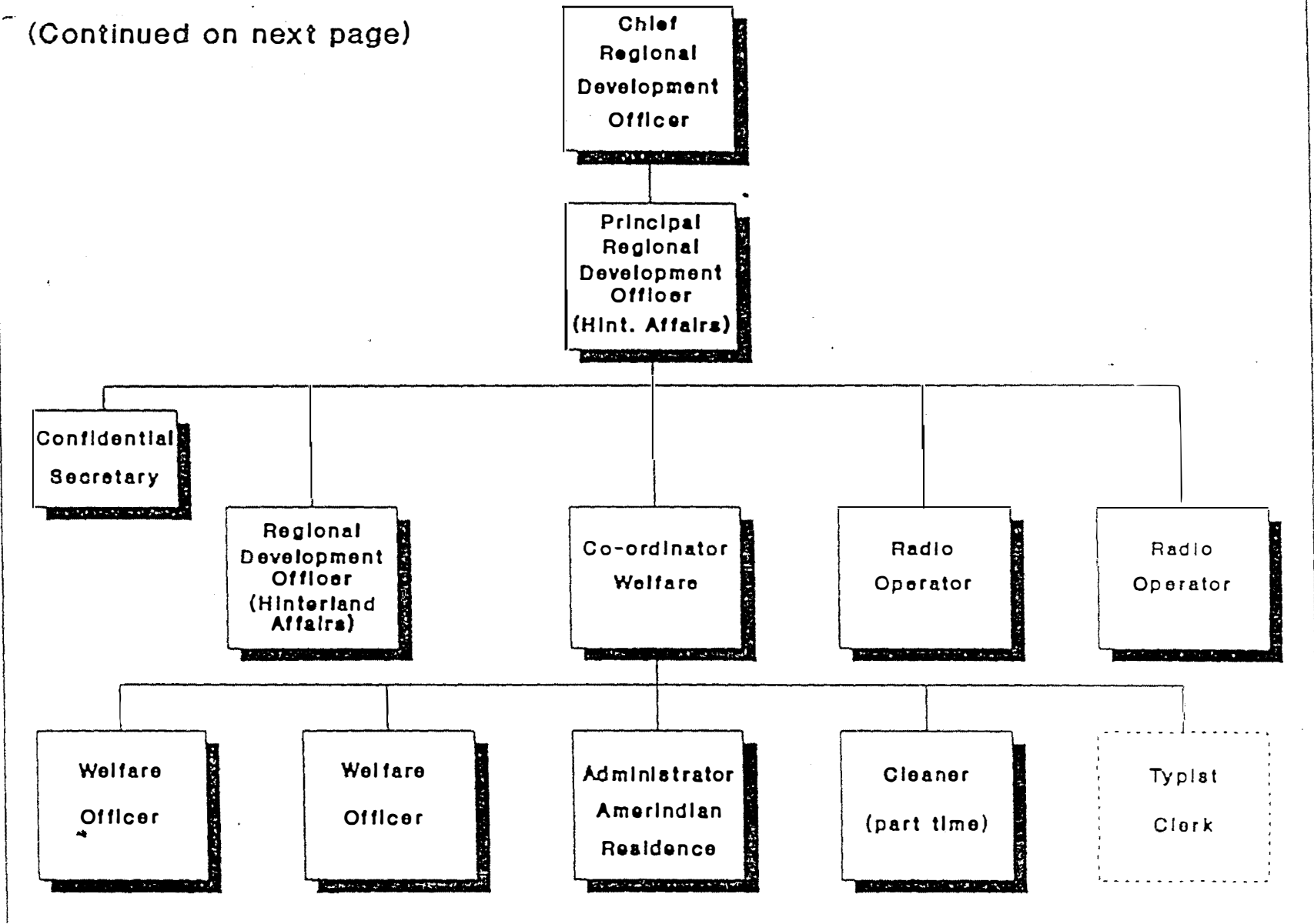
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT - CENTRAL TRANSPORT
PLANNING UNIT



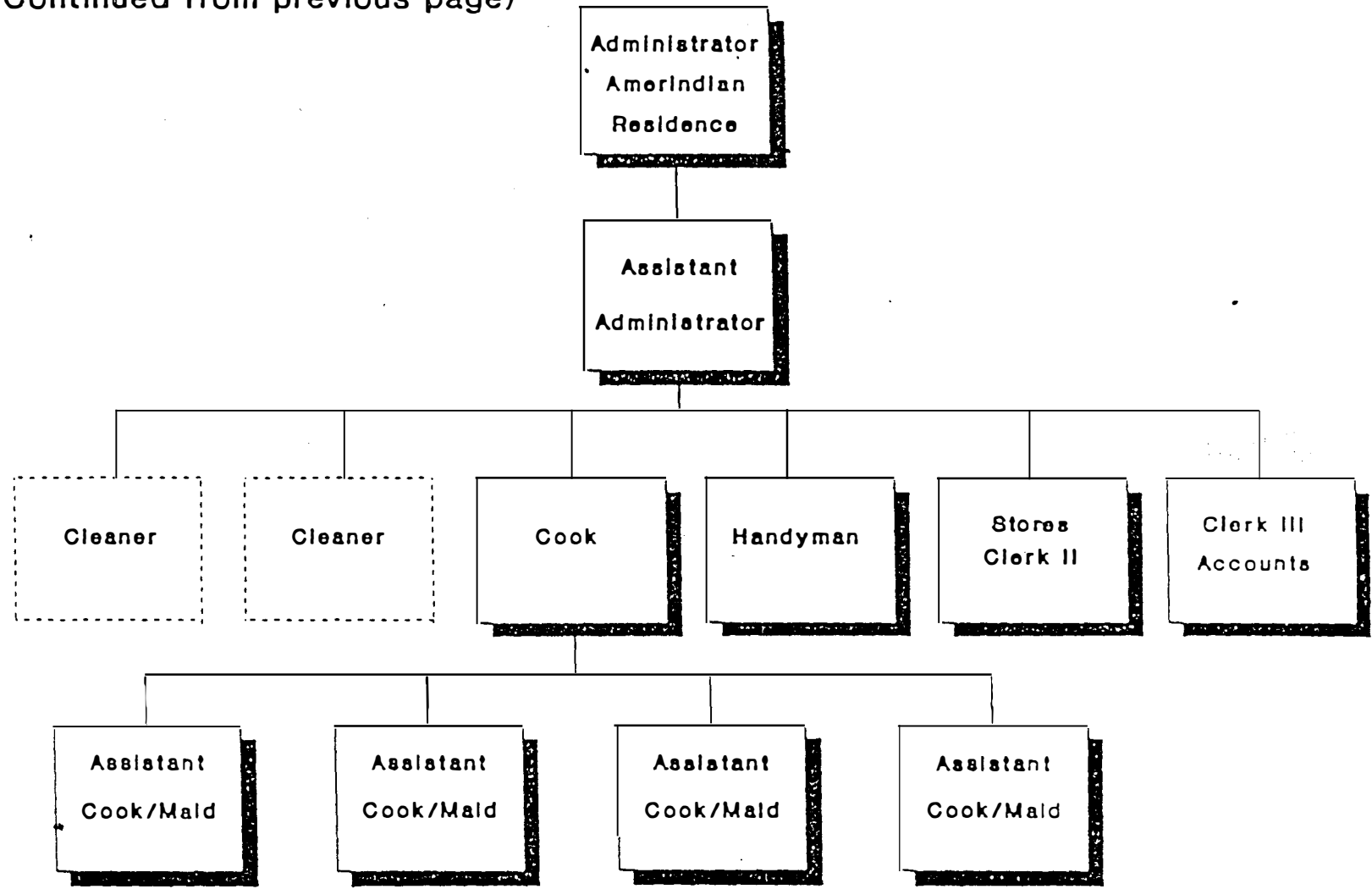
MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT - LOCAL GOVERNMENT



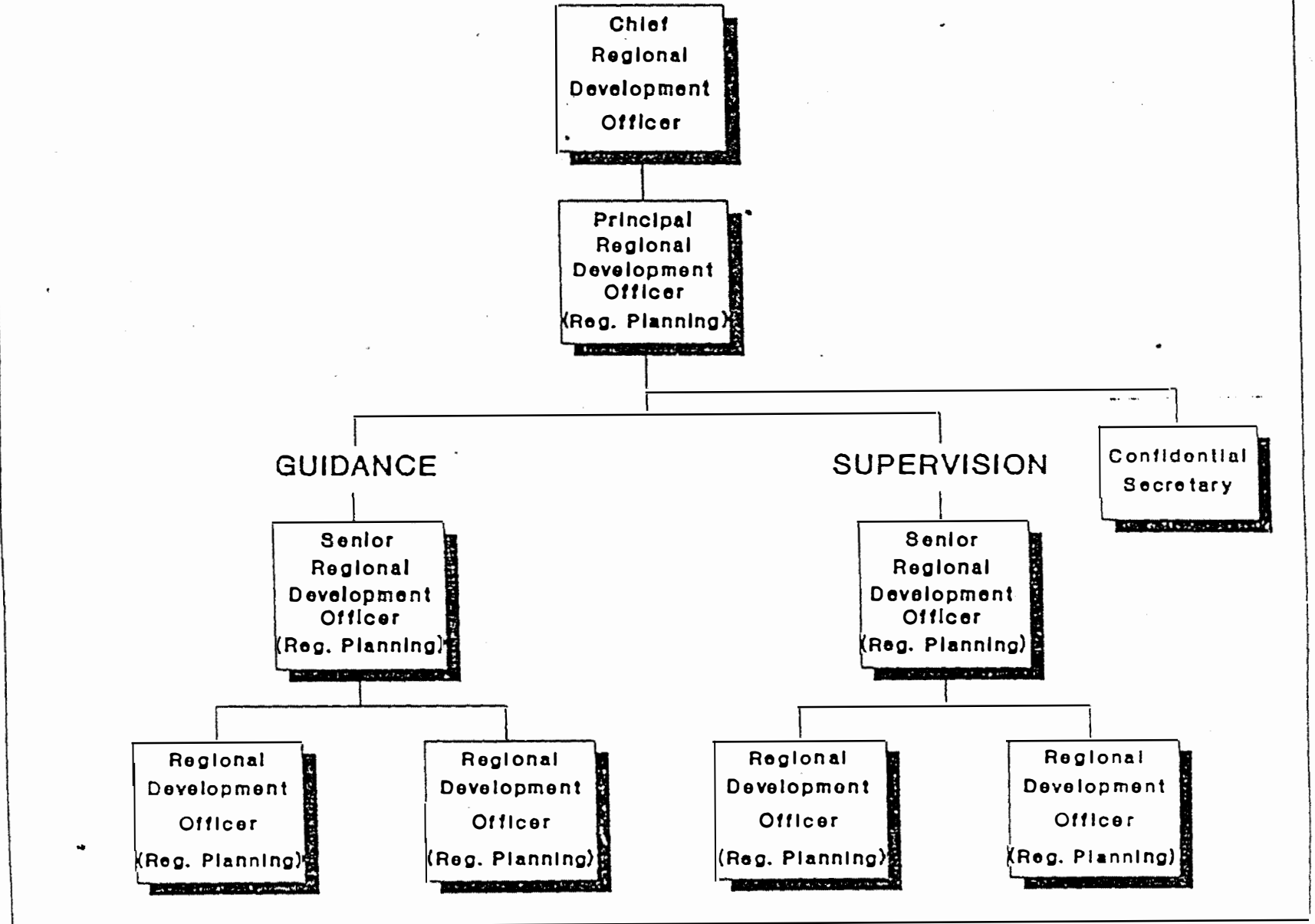
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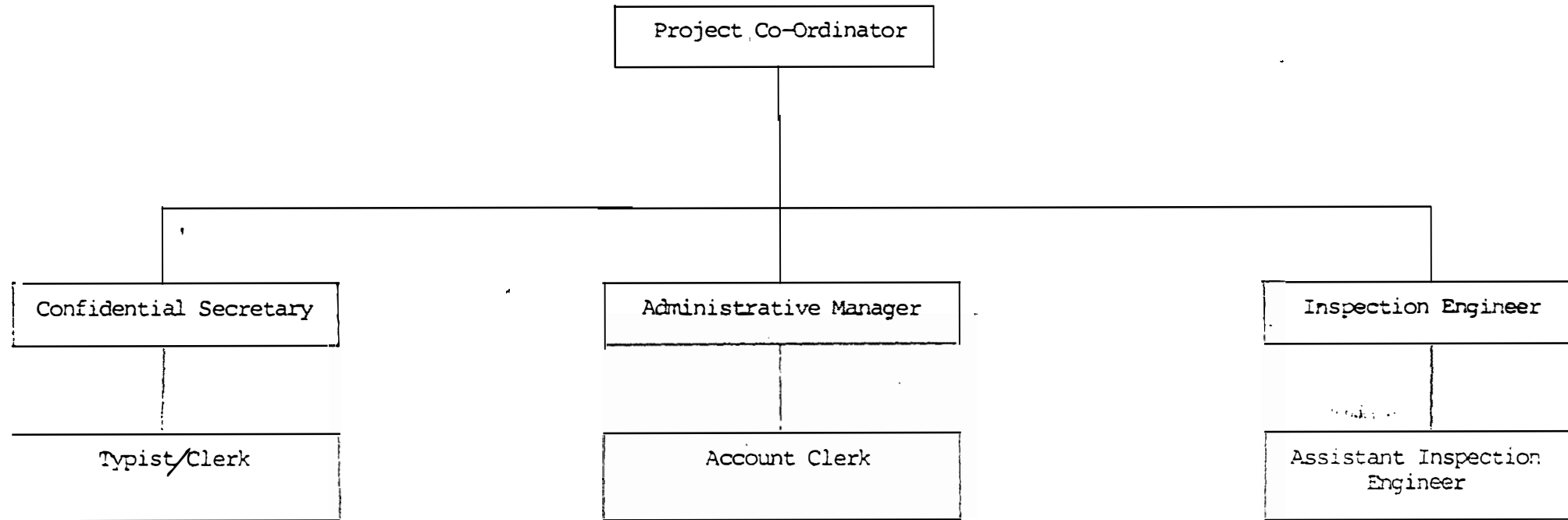


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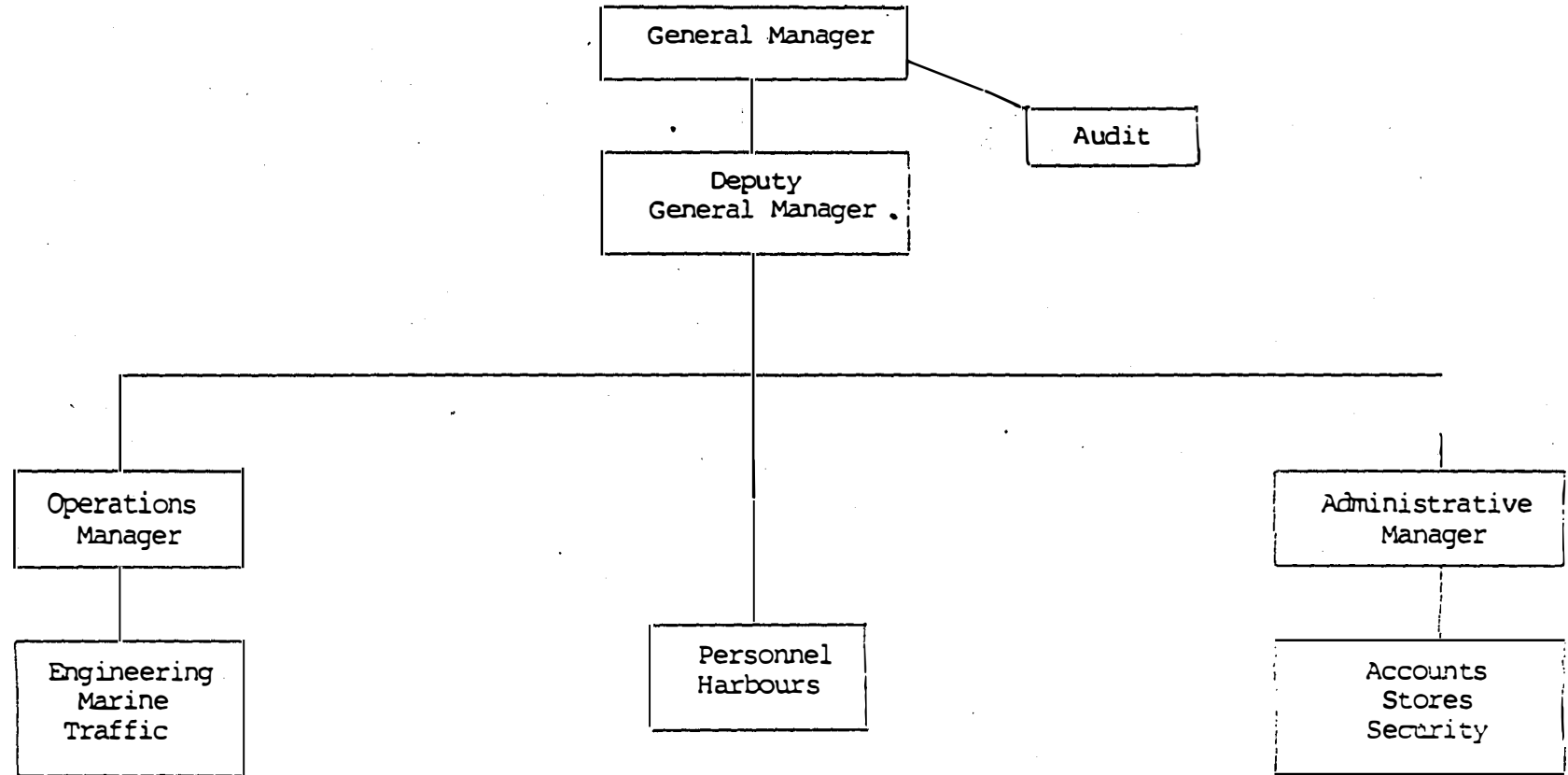


MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPEMNT - REGIONAL PLANNING





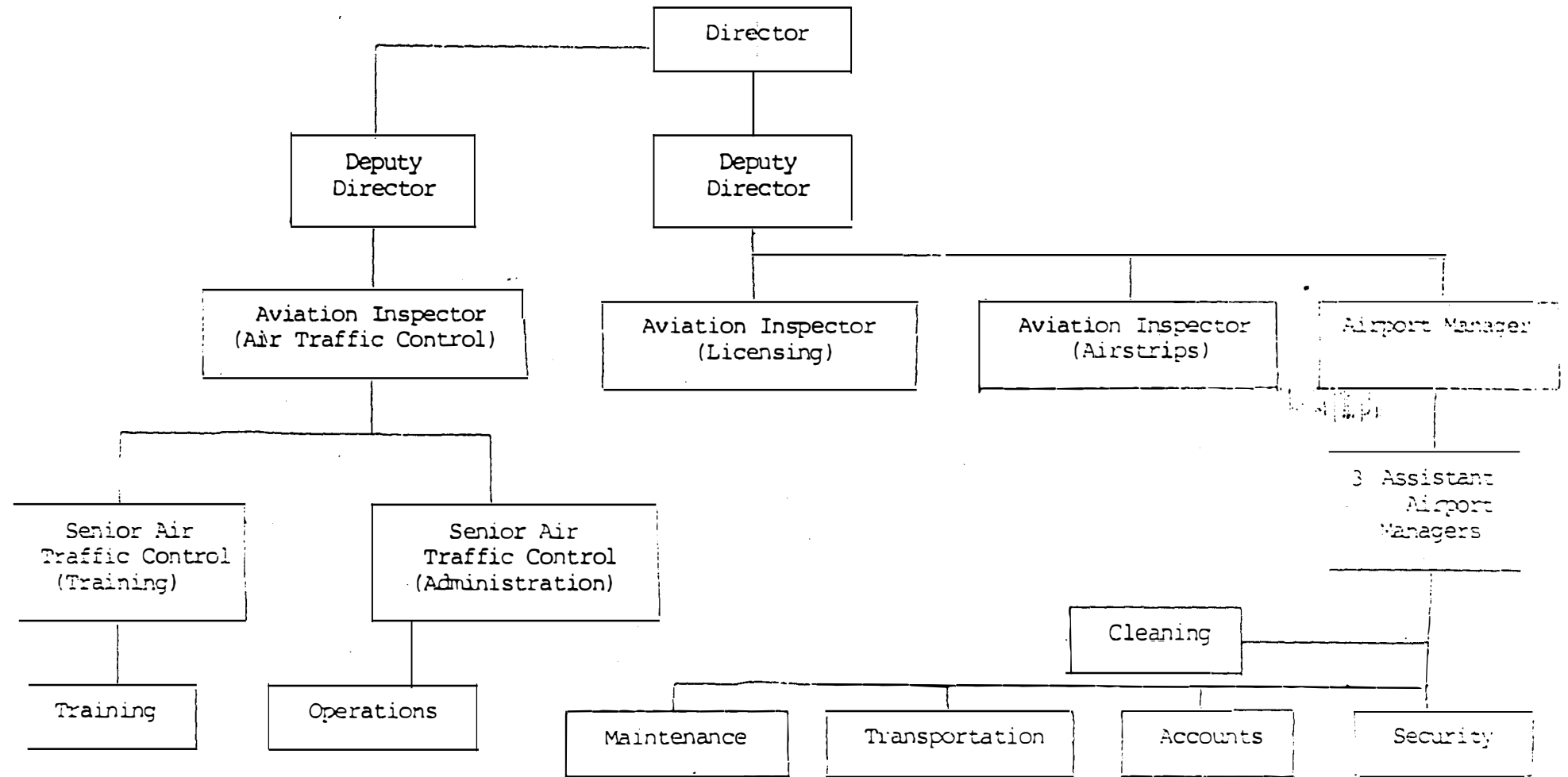
TRANSPORT AND HARBOURS DEPARTMENT



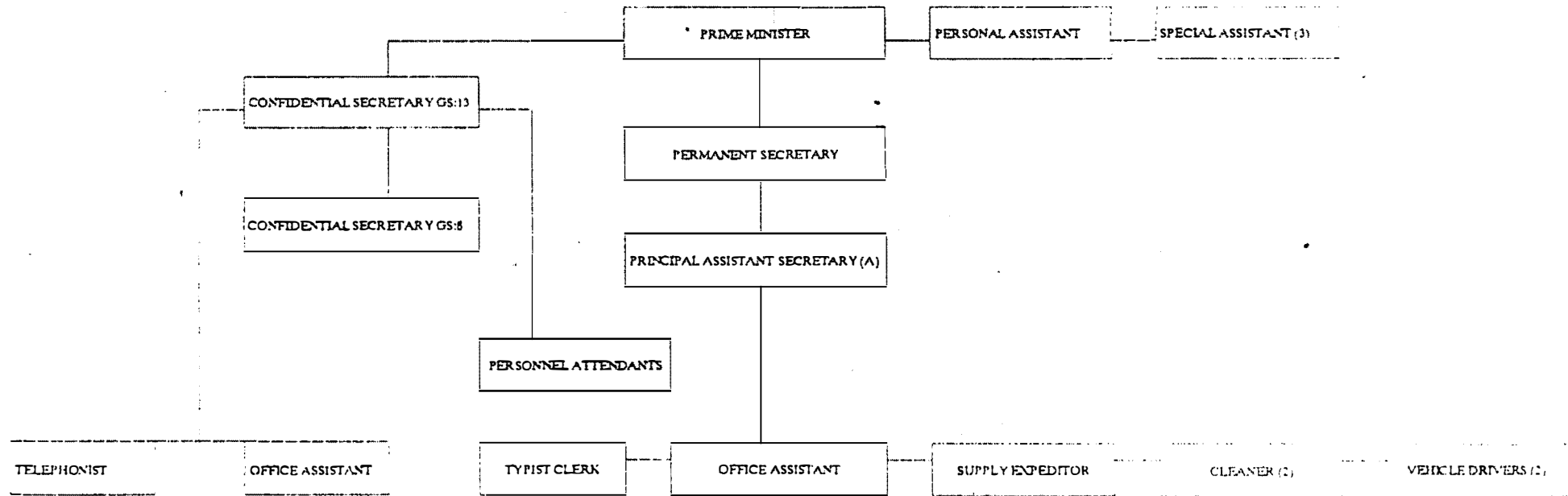
Summary of Staff

Administrative and Planning	14	Harbours	112
Traffic	247	Accounts	30
Engineering	175	Stores	30
Marine	218	Security	70
Personnel	15	Audit	7
		Total	<u>918</u>

MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND
REGIONAL DEVELOPMENT - CIVIL AVIATION DEPARTMENT



PRIME MINISTER'S SECRETARIAT



7.0

**HEAD 52 MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATES 1995	TOTAL EXPNEDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REIVSED ESTIMATES
		Total Appropriation Expenses	409,522	Nil	cf 7510	417,032	415,077	1,955	Nil
		Total Employment Cost	22,788	+350	Nil	23,138	22,879	259	Nil
		Total Wages and Salaries	16,944	Nil	Nil	16,944	16,688	256	Nil
101	000	Administrative	5,517	Nil	Nil	5,517	5,347	170	Nil
102	000	Senior Technical	1,633	Nil	Nil	1,633	1,633	Nil	Nil
103	000	Other Technical & Craft Skill	3,104	Nil	Nil	3,104	3,088	16	Nil
104	000	Clerical & Office Support	4,044	Nil	Nil	4,044	3,997	47	Nil
105	000	Semi-Skilled Operatives & Non-Skilled	2,646	Nil	Nil	2,646	2,623	23	Nil
		Total Over-Head Expenses	5,844	+350	Nil	6,194	6,191	003	Nil
201	000	Other Direct Labour cost	3,500	Nil	Nil	3,500	3,500	Nil	Nil
203	000	Benefits & Allowances	844	+350	Nil	1,194	1,193	001	Nil
204	000	National Insurance Scheme	1,500	Nil	Nil	1,500	1,498	002	Nil
		Other Charges							
		Total Other Charges	386,734	-350	cf 7,510	393,894	392,198	1,696	Nil

7.0

**HEAD 52 MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATE 1995	TOTAL EXPENDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REVISED ESTIMATES
301	000	Expense Specific to the Agency	14,301	Nil	cf 7,510	21,811	21,799	012	Nil
302	000	Materials, Equipment & Supplies	7,253	Nil	Nil	7,253	7,163	090	Nil
	001	Drugs and Medical Supplies	127	Nil	Nil	127	121	006	Nil
	002	Field Materials and Supplies	1,684	Nil	Nil	1,684	1,624	060	Nil
	003	Office Materials and Supplies	5,025	Nil	Nil	5,025	5,002	023	Nil
	004	Print & Non Print Materials	417	Nil	Nil	417	416	001	Nil
303	000	Fuels and Lubricants	5,900	Nil	Nil	5,500	5,500	Nil	Nil
304	000	Rental and Maintenance of Buildings	46,573	Nil	Nil	46,573	46,505	068	Nil
	001	Rental of Buildings	25,722	Nil	Nil	25,722	25,722	Nil	Nil
	002	Maintenance of Buildings	20,000	Nil	Nil	20,000	20,000	Nil	Nil
	003	Janitorial and Cleaning Services	851	Nil	Nil	851	783	068	Nil
305	000	Maintenance of Infrastructure	111,400	-550	Nil	110,850	110,647	203	Nil
	001	Maintenance of Roads	29,800	Nil	Nil	29,800	29,737	063	Nil
	002	Maintenance of Bridges	75,600	Nil	Nil	75,600	75,600	Nil	Nil
	005	Maintenance of other Infrastructure	6,000	-550	Nil	5,450	5,310	140	Nil
306	000	Electricity Charges	12,000	Nil	Nil	12,000	12,000	Nil	Nil

7.0

**HEAD 52 MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT +(-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATE 1995	TOTAL EXPENDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REVISED ESTIMATES
307	000	Transport Travel and Postage	9,577	+550	Nil	10,127	9,971	156	Nil
	001	Local Travelling and subsistence	7,000	Nil	Nil	7,000	7,000	Nil	Nil
	002	Postage Telex and Cables	120	Nil	Nil	120	031	089	Nil
	.004	Vehicles Spares and Services	2,407	+550	Nil	2,957	2,935	022	Nil
	005	Other	50	Nil	Nil	50	005	045	Nil
308	000	Telephone Charges	785	Nil	Nil	785	595	190	Nil
309	000	Other Services Purchased	1,500	Nil	Nil	1,500	1,500	Nil	Nil
310	000	Education Subventions Grants and Scholarship	15,966	-350	Nil	15,616	15,591	025	Nil
	001	Education Subvention	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	002	Grants and Scholarships	15,966	-350	Nil	15,616	15,591	025	Nil
311	000	Rates and Taxes and Subventions to Local Authorities	133,000	Nil	Nil	133,000	133,000	Nil	Nil
	001	Rates and Taxes	54,000	Nil	Nil	54,000	54,000	Nil	Nil
	002	Subvention to Local Authorities	79,000	Nil	Nil	79,000	79,000	Nil	Nil
312	000	Subsidies and contribution to Local and International Organization	14,379	Nil	Nil	14,379	13,427	952	Nil
	001	Subsidies and Contribution to Local Organization	811	Nil	Nil	Nil	811	Nil	Nil
	002	Subsidies and Contribution to International Organization	13,568	Nil	Nil	13,568	12,616	952	Nil

7.0

**HEAD 52 MINISTRY OF PUBLIC WORKS, COMMUNICATIONS AND REGIONAL DEVELOPMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATES 1995	TOTAL EXPNEDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REIVSED ESTIMATES
314	000	Other	1,000	Nil	Nil	1,000	1,000	Nil	Nil
		Under the Estimates	1,955						
		Over the Estimates	Nil						
		Net over the Estimates	Nil						
		Issues from the Consolidated Fund	416,435						
		Expenditure for 1995	415,077						
Due to Consolidated Fund	1,358								

HEAD 4: OFFICE OF THE PRIME MINISTER
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95

Sub-Head	Account Code	Description	Approved Estimates 1995	Virement + (-)	Supplementary Provision	Revised Estimates	Total Expenditure 1995	Under the Revised Estimates	Over the Revised Estimates
		Total Appropriation Expenses	17,916	+ 1,200	Nil	19,116	18,925	191	Nil
		Total Employment Cost	2,156	Nil	Nil	2,156	2,029	127	Nil
		Total Wages & Salaries	1,387	Nil	Nil	1,387	1,314	073	Nil
101	000	Administrative	317	Nil	Nil	317	317	Nil	Nil
103	000	Other Technical & Craft Skill	78	Nil	Nil	78	78	Nil	Nil
104	000	Clerical & Office Support	423	Nil	Nil	423	423	Nil	Nil
105	000	Semi-skilled Operatives & unskilled	569	Nil	Nil	569	496	073	Nil
		TOTAL OVERHEAD EXPENSES	769	Nil	Nil	769	715	054	Nil
201	000	Other Direct Labour Cost	550	- 95	Nil	455	415	040	Nil
203	000	Benefits & Allowances	119	Nil	Nil	119	118	001	Nil
204	000	National Insurance Scheme	100	+ 95	Nil	195	182	013	Nil
		OTHER CHARGES							
		TOTAL OTHER CHARGES	15,760	+ 1,200	Nil	16,960	16,896	064	Nil
302	000	Materials, Equipment & Supplies	910	- 060	Nil	850	833	017	Nil
	001	Drugs & Medical Supplies	034	Nil	Nil	034	034	Nil	Nil
	003	Office Materials & Supplies	578	- 060	Nil	518	503	015	Nil
	004	Print and Non Print	298	Nil	Nil	298	296	002	Nil
303	000	FUEL AND LUBRICANTS	1,500	Nil	Nil	1,500	1,494	006	Nil
304	000	RENTAL & MAINTENANCE OF BUILDINGS	145	- 016	Nil	129	116	013	Nil
	003	Janitorial & Cleansing Services	145	- 016	Nil	129	116	013	Nil
306	000	Electricity Charges	576	Nil	Nil	576	576	Nil	Nil
307	000	Transport Travel & Postage	4,056	- 270	Nil	3,786	3,775	011	Nil
	001	Local Travelling & Subsistence	1,300	- 300	Nil	1,000	1,000	Nil	Nil
	003	Postage Telex & Cables	040	- 020	Nil	020	009	001	Nil
	004	Vehicles Spares & Services	2,716	+ 050	Nil	2,766	2,766	Nil	Nil
308	000	Telephone Charges	1,078	- 577	Nil	501	499	002	Nil
309	000	Other Services Purchased	345	Nil	Nil	345	344	001	Nil
314	000	OTHER	7,150	+ 2123	Nil	9,273	9,259	014	Nil
		Under the estimates	191						
		Deduct over the estimates	Nil						
		Net over the estimates	Nil						
								ISSUES FROM THE CONSOLIDATED FUND	19,022
								EXPENDITURE FOR 1995	18,925
								DUE TO CONSOLIDATED FUND	97

HEAD 53 CIVIL AVIATION DEPARTMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATES 1995	TOTAL EXPNEDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REIVSED ESTIMATES
		Total Appropriation Expenses	199,954	Nil	Nil	199,954	193,244	6,710	Nil
		Total Employment Cost	40,324	+340	Nil	40,664	38,024	2,640	Nil
		Total Wages and Salaries	30,451	-545	Nil	27,906	29,969	1,937	Nil
101	000	Administrative	7,077	-567	Nil	6,510	5,784	726	Nil
102	000	Senior Technical	9,227	-1,000	Nil	8,227	7,680	547	Nil
103	000	Other Technical & Craft Skill	9,400	Nil	Nil	9,400	9,130	270	Nil
104	000	Clerical & Office Support	1,300	Nil	Nil	1,300	1,279	021	Nil
105	000	Semi-Skilled Operatives & Non-Skilled	3,447	+1,022	Nil	4,469	4,096	373	Nil
		Total Over-Head Expenses	9,873	+885	Nil	10,758	10,055	703	Nil
201	000	Other Direct Labour cost	5,661	Nil	Nil	5,661	5,316	345	Nil
203	000	Benefits & Allowances	3,000	+340	Nil	3,340	3,277	63	Nil
204	000	National Insurance Scheme	1,212	+545	Nil	1,757	1,462	295	Nil
		Other Charges							
		Total Other Charges	159,630	-340	Nil	159,290	155,220	4,070	Nil
302	000	Materials Equipments and Supplies	14,875	Nil	Nil	14,875	14,275	600	Nil
	001	Drugs and Medical Supplies	155	Nil	Nil	155	151	004	Nil
	002	Field Materials and Supplies	10,500	Nil	Nil	10,500	9,919	581	Nil

**HEAD 53 CIVIL AVIATION DEPARTMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATES 1995	TOTAL EXPENDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REVISED ESTIMATES
	003	Office Materials and Supplies	2,850	Nil	Nil	2,850	2,843	007	Nil
	004	Print and Non-Print Materials	1,370	Nil	Nil	1,370	1,362	008	Nil
303	000	Fuel and Lubricants	6,500	Nil	Nil	6,500	6,339	161	Nil
304	000	Rental and Maintenance of Buildings	8,360	Nil	Nil	8,360	8,190	170	Nil
	001	Rental of Buildings	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	002	Maintenance of Buildings	8,000	Nil	Nil	8,000	7,842	158	Nil
	003	Janitorial and Cleaning Services	360	Nil	Nil	360	348	12	Nil
305	000	Maintenance of Infrastructure	20,000	+1,200	Nil	21,200	20,308	802	Nil
	001	Maintenance of Roads	2,000	+260	Nil	2,260	2,240	020	Nil
	002	Maintenance of Bridges	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	005	Maintenance of other Infrastructure	18,000	+940	Nil	18,940	18,068	872	Nil
306	000	Electricity Charges	10,000	Nil	Nil	10,000	10,000	Nil	Nil
307	000	Transport Travel and Postage	14,150	Nil	Nil	14,150	13,426	724	Nil
	001	Local Travelling and subsistence	885	Nil	Nil	885	735	150	Nil
	002	Postage Telex and Cables	265	Nil	Nil	265	103	162	Nil
	004	Vehicles Spares and Services	5,000	Nil	Nil	5,000	4,706	294	Nil
	005	Other	8,000	Nil	Nil	8,000	7,882	118	Nil
308	000	Telephone Charges	1,500	Nil	Nil	1,500	1,211	289	Nil
309	000	Other Services Purchased	73,500	-1,540	Nil	71,960	70,874	1,086	Nil

7.2

**HEAD 53 CIVIL AVIATION DEPARTMENT
CURRENT APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95.**

SUB HEAD	ACCOUNT CODE	DESCRIPTION	APPROVED ESTIMATES 1995	VIREMENT + (-)	SUPPLEMENTARY PROVISION	REVISED ESTIMATES 1995	TOTAL EXPNEDITURE 1995	UNDER THE REVISED ESTIMATES	OVER THE REIVSED ESTIMATES
312	000	Subsidies and contribution to Local and International Organization	10,000	Nil	Nil	10,000	9,989	011	Nil
	001	Subsidies and Contribution to Local Organization	5,000	Nil	Nil	5,000	4,989	011	Nil
	002	Subsidies and Contribution to International Organization	5,000	Nil	Nil	5,000	5,000	Nil	Nil
314	000	Other	745	Nil	Nil	745	608	137	Nil
		Under the Estimates	6,710						
		Over the Estimates	Nil						
		Net over the Estimates	Nil						
		Issues from the Consolidated Fund	194,919						
		Expenditure for 1995	193,244						
		Due to Consolidated Fund	1,675						

7.3

DIVISION 520: MINISTRY OF PUBLIC WORKS, COMMUNICATIONS & REGIONAL DEVELOPMENT
CAPITAL APPROPRIATION ACCOUNT FOR THE FISCAL YEAR ENDED 31/12/95

Head Code	Sub-Head Code	Description	Approved Estimates 1995		Virement + (-)	Supplementary Provision	Revised Provision	Total Expenditure 1995	Under the Revised Estimates	Over the Revised Estimates
			Local	Specific						
Div 520	11001	Demerara Harbour Bridge	150,000,000	600,000,000	Nil	18,000,000	768,000,000	474,000,000	294,000,000	Nil
	12001	Government Buildings Building Health	46,000,000	Nil	Nil	5,000,000	51,000,000	50,942,049	57,951	Nil
			34,000,000	Nil	Nil	Nil	34,000,000	17,200,038	16,799,962	Nil
	12007	Timahri Airport	50,000,000	Nil	Nil	3,000,000	53,000,000	28,385,295	24,614,715	Nil
	14001	Mabura Lethem Road	40,000,000	Nil	Nil	Nil	40,000,000	37,433,977	2,566,023	Nil
	14004	Black Bush Polder Road	150,000,000	Nil	Nil	Nil	150,000,000	74,020,798	75,579,202	Nil
	14005	Bartica Issano Mahadia Road	20,000,000	Nil	Nil	Nil	20,000,000	7,305,908	12,694,092	Nil
	14006	Bridges	20,000,000	Nil	Nil	Nil	20,000,000	19,989,344	30,656	Nil
	14007	Miscellaneous Road	410,000,000	Nil	Nil	Nil	410,000,000	407,454,225	2,545,775	Nil
	14008	Urban Roads & Drainages	60,000,000	Nil	Nil	Nil	60,000,000	60,000,000	Nil	Nil
	14009	Hinterland Airstrip	30,000,000	Nil	Nil	Nil	30,000,000	29,584,698	415,302	Nil
	14015	Amerindian Development	20,000,000	Nil	Nil	Nil	20,000,000	20,000,000	Nil	Nil
	16003	Stellings	40,000,000	Nil	Nil	Nil	40,000,000	40,000,000	Nil	Nil
	17001	Minor Works	5,000,000	Nil	Nil	Nil	5,000,000	4,997,504	2,496	Nil
	19001	Infrastructure Dev. Bid.	120,000,000	Nil	Nil	Nil	120,000,000	120,000,000	Nil	Nil
	19002	Urban Rehab Programme	5,000,000	20,000,000	Nil	8,626,650	33,626,650	28,616,850	5,010,000	Nil
	24001	Land Transport	5,000,000	Nil	Nil	1,625,000	6,625,000	6,608,747	16,253	Nil
	25001	Office Equipment	1,000,000	Nil	Nil	Nil	1,000,000	996,400	3,600	Nil
	26001	Navigational Aids	6,000,000	Nil	Nil	Nil	6,000,000	6,000,000	Nil	Nil
	27001	Reconditioning of Ships	60,000,000	Nil	Nil	54,000,000	114,000,000	114,000,000	Nil	Nil
	27003	Reconditioning of Ferry Vessels	12,000,000	Nil	Nil	32,000,000	44,000,000	44,000,000	Nil	Nil
	27004	Ferry Service	500,000	Nil	Nil	Nil	500,000	Nil	500,000	Nil
	27005	Guyana Suriname Ferry Prog.	1,000,000	Nil	Nil	Nil	1,000,000	Nil	1,000,000	Nil
		Under the Estimates	436,236,027							
		Over the Estimates								
		Net Under Estimates	436,236,027							
		Issues from the Consolidated Fund	1,705,941,650							
		Expenditure 1995	1,591,515,623							
		Due to Consols	114,425,027							