

MINISTRY OF TRADE, TOURISM & INDUSTRY

Annual Report 1995



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1.0 EXECUTIVE SUMMARY

- 1.1 During The 1995 Programme Year, the Ministry remained focused on its key responsibilities and on track with major targets despite severe financial and human resource constraints which, in the prevailing circumstances, could be major distractions.
- 1.2 As indicated in its Mission Statement the Ministry's key responsibilities are in the areas of Trade, Tourism, Industrial Development and Consumer Affairs and the aims and objectives of the 1995 Programme were in keeping with the mandate to advance development in these areas. Four technical policy units, named correspondingly, are responsible for executing the specific tasks: Divisions of Foreign Trade, Tourism, Industrial Development and Consumer Affairs.
- 1.3 In its pursuit of Trade liberalization and industrial development the policy units in the Ministry operate in close collaboration with the associate agencies, viz: Guyana Export Promotion Council, Guyana National Bureau of Standards and GO-INVEST.
- 1.4 It is useful to note that during the Public Service Reform exercise in 1991 two important recommendations were made regarding the Ministry of Trade which contributed in no small measure to the Ministry's key objectives. These recommendations are reproduced below:
- (i) "The Government should establish a Ministry of Trade and Industry which should have responsibility for areas of government policy which should together contribute significantly to an improved environment for business growth"; and
 - (ii) "Responsibility for monitoring the private manufacturing sector and for developing policies in support of that sector should be given to the Ministry of Trade and Industry".
- 1.5 These two significant statements capture, in a concise manner, the major concerns of the Ministry in the country's economic development process – that is, to represent the Government as facilitator to the Private Sector, the nation's engine of growth. This is precisely what the Ministry's 1995 Work Programme sought to do and what the 1996 Programme is intended to consolidate.
- 1.6 The key objectives of the 1995 Programme are summarised as follows:
- 1.6.1 **TRADE POLICY:** To rationalise and establish same in keeping with international developments and commitments.
 - 1.6.2 **TRADE AND INVESTMENT PROMOTION:** To expand the focus on the external and domestic elements of trade and investment promotion to give specific attention to the non-traditional sectors.

1.6.3 INDUSTRIAL DEVELOPMENT:

- (i) To articulate a policy which would include specific references to industrial estates/parks and Export Processing Zones (EPZ).
- (ii) To coordinate the production of a National Investment Guide or Code.

1.6.4 TOURISM DEVELOPMENT:

- (i) To develop a National Tourism Policy.
- (ii) To develop legislation which would facilitate a structured approach to the development of the industry.
- (iii) To develop a marketing and promotional plan for "Visit Guyana Year 1996" Tourism Programme.

1.6.5 CONSUMER AFFAIRS:

- (i) To operationalise a National Consumer Protection Committee which will network all the relevant regulatory bodies.
- (ii) To develop Consumer Protection legislation.
- (iii) To develop and promote standards development for industry and household targets.

1.6.6 INSTITUTIONAL DEVELOPMENT:

To restructure the internal physical plant layout of the premises in keeping with the institutional structure of the Ministry and the express need for a more environment-friendly worksite.

1.7 STATUS OF 1995 PROGRAMMES

1.7.1 It is reasonable to say that over 80% of the Programmes targeted in 1995 was initiated during the year with a completion rate thereabouts. The "low" completion rate is largely attributable to the failure of two complementary externally-funded institutional development projects – the USAID BEEP (Building Equity and Economic Participation) and the UNDP "Support to the Trade Sub-sector" – to get underway in 1995. Not to mention the poor staffing situation. These projects were rescheduled to get started in January 1996. The UNDP Project, worth US\$283,000, was cancelled in early 1996. This Project was, in fact, approved in December. A brief presentation of the main Programmes implemented, follows:

1.7.2 TRADE POLICY

- (i) Two external (trade) developments in 1995 will largely influence the shaping of future trade policy development in Guyana. First the entry into force of the World Trade Organisation (WTO) – Guyana is a member – on January 1, 1995;

and second, the launching of a hemispheric work programme for a proposed Free Trade Area of the Americas (FTAA). Initial work commenced in the Ministry in terms of reporting and monitoring developments – Guyana is represented on several technical Working Groups on the FTAA. The BEEP Project will provide technical assistance in the form of consultancies to enable capacity building in the areas of trade and investment policy and business facilitation. This should impact positively on the need to harmonise national trade and investment policies with international commitments.

- (ii) In keeping with the trade liberalization commitments under the Structural Adjustment Programme the export licence regime was further reduced in July. This is an ongoing exercise as the licensing regime remains under constant review with the next such review scheduled for 1996.

1.7.3 TRADE PROMOTION

- (i) The Trade Promotion Programme gained strength in 1995 as a result of the relocation (in 1994) of the Guyana Export Promotion Council to the Sophia National Exhibition Park. The Ministry and the Council streamlined collaboration in this area with a view to developing the Sophia Complex in 1996 – 1997 into an Exhibition Centre of regional and international standards.
- (ii) Three major projects were executed. FIRST, a Draft trade directory developed by the Ministry should be in print in 1996. This would depend on budgetary allocations for the purpose. SECOND, GUYEXPO'95, the National Trade and Investment Exhibition, was executed in February on a larger scale than the first Expo in 1994. THIRD, a team of local businessmen representing mainly the furniture, costume jewellery, craft and alcohol manufacturing activities was able to visit, through EU funding and sponsorship, two non-European markets (US, Canada) and one European market (UK), all critical traditional destinations, to promote their (Guyanese) products and explore with North American and UK businesses and investors trade and investment possibilities in the non-traditional sectors. This is a new development in the EU – ACP Lome trade cooperation arrangements and Guyana is one of the first two beneficiaries of the Programme and the only Caribbean one, as well. The visit was coordinated by the Ministry and GEPC.
- (iii) Overseas Trade Representatives (Honorary) were appointed in several states in the USA. Others are expected to be appointed later in Canada and Latin America.

1.7.4 INDUSTRIAL DEVELOPMENT

- (i) A two-man team visited Mauritius in March to observe the establishment and operation of Export Processing Zones (EPZ's). This visit was funded by the CFTC.

- (ii) Infrastructure works have been largely completed at the Coldingen industrial site on the East Coast of Demerara. A total of 36 industrial plots have been allocated. Other sites are being identified at Eccles, Linden, Anna Regina and New Amsterdam.

1.7.5 TOURISM DEVELOPMENT

- (i) A Tourism Investment Incentive Package was developed by the Ministry and approved by the Cabinet.
- (ii) Development of legislation for the tourism industry commenced in July with technical assistance from the Caribbean Tourism Organisation (CTO) within the framework of the EU-funded Caribbean Tourism Development Programme (CTDP). The final Report was received by the Ministry and has been circulated to various agencies for study. The Report will be discussed at a Public Symposium in 1996.
- (iii) The Ministry is intensely involved in developing a strategic promotion plan for Guyana as a tourist destination. Assistance is available from both the Caribbean Tourism Organisation (CTO) and the Organisation of American States (OAS). Promotional materials in print and video have been developed.
- (iv) In order to intensify the international focus on the local tourism industry the Ministry and the Guyana Export Promotion Council, in collaboration with the Environmental Unit in the Office of the President, organised a Regional Exposition on "Tourism and the Environment". This Exposition was executed in February 1996 at the Sophia National Exhibition Park.
- (v) Work commenced on the development of an integrated Tourism Development Plan. An important component of this Plan is the development of a Management Plan for an expanded Kaieteur National Park. The OAS is providing funding and the technical expertise for this Project.

1.7.6 CONSUMER AFFAIRS

- (i) Consumer Affairs as a policy orientation in the present economic environment in Guyana focuses on the activities and interests of both industrial and household consumers. In this regard a National Advisory Consumer Protection Committee comprising all the relevant regulatory agencies as well as certain non-governmental agencies (such as the Guyana Consumer Association and Georgetown Chamber of Commerce and Industry) was established in late 1994 and operationalised early in 1995. This Committee meets bi-monthly under the Chairmanship of the Ministry of Trade. The Committee convened a National Consumer Affairs Seminar on November 20, 1995 entitled "Towards the 21st Century: Legislation Development and Consumerism in a

Liberalised Economy – The case for Guyana". The Seminar was well attended and outcomes from this seminar will inform follow-up actions in 1996 regarding appropriate Consumer Protection legislation as well as standards development.

- (ii) In terms of legislation development the Ministry in 1995 examined the Trinidad and Tobago legislation. This is the only CARICOM territory with Consumer Protection legislation in place. The Ministry hopes to benefit from technical assistance in this area under the USAID–BEEP Project in 1996.
- (iii) With respect to standards development the Guyana National Bureau of Standards (GNBS) recently completed a Training Programme which was mounted for Private Sector as well as Government Officials (regulatory) on the International Standards Organisation (ISO) regime of Standards. This project was fully funded by the UNDP. By the end of the year one local company (Demerara Distillers Ltd) qualified for and obtained ISO Certification with twelve (12) other companies undergoing preparation for certification. Following the Training Programme a National ISO Committee was established under the Chairmanship of the Director of the GNBS. The ISO regime of Standards and Certification is of importance to the development of industry (particularly export-oriented ones) and consumer awareness and protection in Guyana.
- (iv) In developing a National Consumer Awareness Programme the Ministry undertook field trips to the various regions. The first trip was undertaken in February to region two (2) and others to regions four (4) (East Bank, Demerara), six (6) and ten (10). A major part of the programme is intended for the schools and as such closer collaboration will be pursued with the Ministry of Education in 1996.

1.7.7 INSTITUTIONAL DEVELOPMENT

The relocation of the Ministry in September 1993 to its current premises was an important development which was expected to produce a highly positive impact on the staff and the work-environment. As the Ministry settled down in the new building it became clear that extensive internal restructuring to the physical plant was necessary and critical to ensuring a functional work environment. Such restructuring has had to be avoided mainly because of lack of funds or budgetary resources. Patchwork repairs (maintenance in the present form) are relied on to suffice. It is

hoped that the resources will be made available for the Ministry to undertake and complete the exercise in 1997.

1.7.8 US PL480 WHEAT ARRANGEMENTS

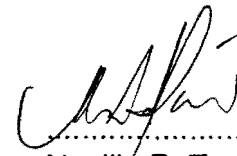
In August, in under a week, the Ministry was able to put operational arrangements in place which allowed Guyana to benefit from additional US financing of US\$3.0Mn for the supply of wheat. Because of the last minute decision and notification from the US side, given the need by the US to meet a tight deadline, the operational arrangements could not await the formal signature of the Agreement which was being handled by the Ministry of Finance. The Ministry repeated this action in November with respect to the 1996 Agreement which amounted to US\$9.0Mn.

1.8 STAFFING

- (i) At the end of December 1995 the staffing situation in the Ministry remained extremely critical and debilitating at both graduate (technical) and support services levels. (Annexes II and III refer).
- (ii) At the graduate level out of thirty two (32) authorised positions only 16 or 50% remained filled. At the support services level only 28 or 45% was filled. Overall the staffing situation in the Ministry remained under 50% over the past two years.
- (iii) In the case of graduate positions, the Ministry has been unable to attract new graduates since a first batch in 1991 when the restructured Ministry became operational. In fact, the Ministry continued to lose its graduate staff with the acting Director of Foreign Trade (substantive SFTO), for example, departing in December.
- (iv) In July 1991, at the time of the Public Service restructuring, all graduate positions in the Ministry were set at the maximum point of the respective scales. This was done, taking into account the "economic" and strategic role of the Ministry in the context of the ERP and the market-orientation of the economy as well as the need to attract qualified staff to the restructured Ministry. With the revision of the Public Service salary bands from July 1993 all graduate positions in the Ministry were put at the minimum points of the respective scales. In many cases positions were placed in a lower comparable scale in the new structure – even though this was supposed to be based on some sort of overall streamlining across the service. This has largely reduced if not removed altogether any strong incentive for a graduate to be attracted to the job.

- 1.9 The rapid turnover of staff in the Administrative and Support Services Division, naturally, continued to pose a serious problem, however, considerable effort was made with reasonable success to upgrade facilities at the Ministry and make the office environment more functional and work-friendly.

- 1.10 The Ministry of TRADE, (Tourism) and INDUSTRY remains critical and pivotal to the national process and in particular to Government's role as facilitator in the new economic environment. This fact needs to be clearly understood and articulated at all levels with requisite actions taken speedily to restore the institutional integrity of the organisation (the staffing situation, for example). The expectation is that 1996 will provide real opportunities to strengthen and sustain the Ministry as in the case of the USAID–BEEP Project.
- 1.11 As noted before, the Ministry has been able to maintain its course despite the serious constraints. To coin a phrase from the Tourism Division, "Tourism is Teamwork", one could say that "Teamwork is the essence or lifeblood of any successful organisation". Teamwork remains the essence of the Ministry's approach to its tasks and was certainly the essence of the Ministry's operations in 1995.



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Neville B. Totaram
Permanent Secretary (ag)

2.0 Mission Statement
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2.1 To formulate and provide an effective mechanism for the implementation, evaluation and improvement of policies, the aim of which will be to facilitate economic and social improvements through coordinated action in the areas of Trade Liberalization, Industrial Development and Consumer Affairs.

3.0 Organization and Management
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3.1 The Ministry is comprised of the following six (6) Divisions (See Organisational Chart at Annex I):

- i. Administration and Support Services
- ii. Foreign Trade
- iii. Tourism
- iv. Industrial Development
- v. Consumer Affairs
- vi. Data Unit

3.2 DESCRIPTION OF DIVISIONS AND DEPARTMENTS
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3.2.1 ADMINISTRATION AND SUPPORT SERVICES

3.2.2 The Administration and Support Services Division comprises four Sections, namely:

- (i) Personnel
- (ii) Accounts
- (iii) Registry, and
- (iv) General Administration

- 3.2.3 The AUTHORISED staff complement of the PERSONNEL UNIT is a Senior Personnel Officer, a Personnel Officer II and two Personnel Officers I. The ACTUAL staff strength at December 31, 1995 was a Senior Personnel Officer (25%).
- 3.2.4 The AUTHORISED staff complement of the ACCOUNTS DEPARTMENT is a Principal Assistant Secretary (Finance), an Accountant, an Accounts Clerk III and two Accounts Clerk II. The ACTUAL staff strength at December 31, 1995 was a Principal Assistant Secretary (F), an Accountant, an Accounts Clerk III and one Accounts Clerk II (80%). It should be noted that the PAS(F) did not function in the Accounts Department.
- 3.2.5 The AUTHORISED staff complement of the REGISTRY is a Senior Registry supervisor, Registry Supervisor and eight (8) Typist Clerk II/I. The ACTUAL staff strength at December 31, 1995 was six (6) Typist Clerk II/I (60%).
- 3.2.6 The AUTHORISED staff complement of the General Administration is a Principal Assistant Secretary (General), an Assistant Secretary (General), a Clerk II (General), seven (7) Confidential Secretaries, two (2) Driver/Mechanics, one (1) Telephonist/ Receptionist, one (1) Senior Office Assistant, four (4) Office Assistants and three (3) Cleaners. The ACTUAL staff strength at December 31, 1995 was the Principal Assistant Secretary (G), a Clerk II (G), two (2) Confidential Secretaries, three (3) Office Assistants and three (3) Cleaners (47.5%).

3.2.7 FOREIGN TRADE DIVISION

3.2.8 The AUTHORISED staff complement of the Foreign Trade Division is the Director of Foreign Trade, three Senior Foreign Trade Officers, five Foreign Trade Officers, a Licensing Officer, nine Licensing Clerks and a Confidential Secretary.

3.2.9 The ACTUAL staff strength as at December 31, 1995 was the Director, one Senior Foreign Trade Officer, two Foreign Trade Officers, one Licensing Officer and three Licensing Clerks (40%).

3.2.10 Key Responsibilities

- (i) To support the regional integration movement by securing more trade arrangements and increasing trade with CARICOM in accordance with the Treaty of Chaguaramas;
- (ii) To secure more bi-lateral and multi-lateral agreements on trade and aid in each of four geographical areas of activity;

(iii) To improve the balance of payments situation through increasing net exports;

(iv) To increase the level of non-traditional exports.

3.2.11 TOURISM DIVISION

3.2.12 The AUTHORISED staff complement of the Tourism Division is the Director of Tourism, a Director of Tourism (Designate), an Assistant Director of Tourism, three Tourism Development Officers, a Research Analyst, a Research Assistant and a Confidential Secretary.

3.2.13 The ACTUAL staff strength as at December 31, 1995 was the Director of Tourism (Designate), three Tourism Development Officers, a Research Analyst and a Confidential Secretary (67%).

3.2.14 Key Responsibilities

- (i) Analyse the market for the tourism industry and establish linkages for multiple destinations within CARICOM and selected Latin American Countries;
- (ii) Identify sustainable products and encourage the involvement of entrepreneurs in their development and marketing;
- (iii) Develop eco-tourism in Guyana within the wider context of tourism development in the Caribbean.

3.2.15 INDUSTRIAL DEVELOPMENT

3.2.16 The AUTHORISED staff complement of the Industrial Development Division is a Director of Industrial Development, a Senior Industrial Development Analyst, three Industrial Development Analysts, a Research Assistant and a Confidential Secretary.

3.2.17 The ACTUAL staff strength as at December 31, 1995 was the Director and one Industrial Analyst (28%).

3.2.18 Key Responsibilities

- (i) Formulate, implement, evaluate and improve industrial development policies and programmes (synchronized with the requirements of industry) aimed at the development of industries in Guyana;

- (ii) Develop and implement internationally attractive industrial investment incentives;
- (iii) Identify and exploit more industrial investment opportunities, with both joint venture and private capital and source them both internally and abroad;
- (iv) Create linkages within and amongst the sectors/industries.

3.2.19 CONSUMER AFFAIRS

3.2.20 The AUTHORISED staff complement of the Consumer affairs Division is a Director of Consumer Affairs, a Senior Consumer Affairs Officer, two Consumer Affairs Officers, a Legal Affairs Officer, a Research Analyst, four Research Assistants and a Confidential Secretary.

3.2.21 The ACTUAL staff strength as at December 31, 1995 was the Director, a Senior Consumer Affairs Officer, a Legal Affairs Officer, a Research Analyst and one Research Assistant (54%).

3.2.22 Key Responsibilities

- (i) To develop consumer protection policies and develop draft legislation;
- (ii) To develop and implement a public education awareness programme.

3.2.23 DATA UNIT

3.2.24 The AUTHORISED staff complement of the Data Unit is a Manager (Head), two (2) Analyst Researchers and two (2) Data Clerks.

3.2.25 The ACTUAL staff complement as at December 31, 1995 was the Data Unit Manager and a Data Clerk (40%). (The Data Clerk was recruited in December).

3.2.26 Key Responsibilities

To service the data and information collection and processing needs of the Ministry of Trade, Tourism and Industry.

4.0 SUMMARY AND REVIEW OF CURRENT YEAR'S PROGRAMME

4.1 ADMINISTRATION AND SUPPORT SERVICES DIVISION

- 4.1.1 The staffing situation in the Ministry, indeed, highlights a crisis situation. This was further aggravated during the last quarter of 1995 with the departure of the Assistant Secretary (General) by retirement and the acting Director of Foreign Trade (resignation).
- 4.1.2 The Ministry has been operating with a vacancy rate of fifty percent (50%) and more over the past two years. In the case of graduate positions the Ministry has not attracted any new graduates (primarily in light of low salaries) since a first batch in 1991 when the restructured Ministry became operational. In fact, the Ministry has been losing its graduate staff that were recruited in 1991. A similar situation exists with respect to the non-graduate staff. (See Annex II).
- 4.1.3 The rapid turnover of staff in the Administration and Support Services Division, naturally, continues to pose a serious problem, however, considerable effort was made with reasonable success to upgrade facilities at the Ministry and make the office environment more functional and work-friendly.
- 4.1.4 The following works were undertaken and completed during the year: Serviced and repaired photocopiers; serviced and repaired defective washroom facilities on all floors; serviced and repaired all malfunctioning air condition units and serviced all functioning ones; serviced and repaired all defective refrigerators; sand, polished and installed locks (where needed) on office desks on all floors; rug/carpet corridors of top and middle floors, including the Conference Room; painted floor of lobby and corridor of ground floor (as an interim measure); and comprehensive repairs to and rationalisation of electrical installations in the Ministry.
- 4.1.5 The ACCOUNTS SECTION remains key to the smooth functioning of the organisation. In fact, many of the infrastructural works could not have been undertaken without the timely and persistent intervention of that Section, in so many instances, to get funds released by the Ministry of Finance speedily to initiate and complete tasks.
- 4.1.6 It is useful to note, also, that in spite of the existing constraints this Ministry was well ahead of most government agencies in submitting 1996 Budget proposals to the Ministry of Finance. Unlike the 1995 proposals, our 1996 proposals included a capital budget which would have allowed us to restructure and refurbish the ground floor offices including the lobby area and (all) washrooms in early 1996. This remains extremely important if we are to make the office environment more functional and give it a more professional 'feel'. What a difference this would have made, also, to the image of the 'tourism' Ministry.

4.1.7 The PERSONNEL SECTION, like the other Sections and Divisions of the Ministry, continued to function without its full complement of staff. Nevertheless, the Section provided service for approximately forty seven staff members and, working in collaboration with the other Departments, ensured that staff members were able to utilise as much of their vacation leave as possible during the year, without necessarily jeopardising the staffing situation in the Ministry. Reasonable success in this respect was noted. In July, for example, total outstanding vacation leave approximated 1345 days. At the end of December over 60% was utilised with the remainder scheduled to be utilised in early 1996.

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1	Updating personnel records	Achieved	Up-to-date leave records and staff list were prepared. List of addresses of staff was prepared.
2	Superannuation benefits	Achieved	Claims were processed promptly.
3	Attendance at training programmes sponsored by the Ministries, Office of the President and Public Service Management and other agencies	Achieved	Staff fully made use of the training offers which were received.
4	Preparing monthly reports of absence and punctuality	Achieved	
5	Acting appointments	Achieved	Prompt approval was received from Public Service Commission.
6	Appointment	Partly achieved	Due to curtailment of employment

4.1.8 On September 12, the Assistant Secretary (G), Ms Hazel Branker proceeded on pre-retirement leave. Ms Branker retired from the Guyana Public Service on December 1, 1995 after completing thirty (30) years of unbroken service. Ms Branker was a very experienced and competent officer whose departure left the Service and certainly the Ministry poorer. The position of Assistant Secretary (G) remains vacant and the Accountant, an experienced officer as well, performs the AS(G) functions in the interim.

4.1.9 In December, also, the Ministry lost another Senior Officer, Mr Winston Harlequin. Mr Harlequin was a Senior Foreign Trade Officer who was ACTING Director of Foreign Trade since January 1994. Mr Harlequin resigned his position to take up employment with the Private Sector.

4.2 FOREIGN TRADE DIVISION

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1. Trade Policy	USAID – Building Equity and Economic Participation Project (BEEP)	Ongoing	This project is aimed at the institutional strengthening of the Ministry. The Division continued to work closely with the BEEP Consultant who is attached to the Ministry. The project is ongoing and is expected to extend through 1997.
	UNDP – Trade Development Project	Partially Achieved	<p>This Project, worth US\$283,000, was signed on December 20, 1995 for implementation over two years commencing January 1996.</p> <p>In early 1996, the Ministry was informed by the Ministry of Foreign Affairs that the project was being scrapped in light of the USAID – BEEP Project.</p> <p>The Project was intended to provide specific assistance in the areas of Trade and Investment Policy formulation and implementation. Initial work/activities related to the start up had already commenced.</p>
2. CARICOM Relations	– 42 nd Meeting of the Common Market Council (Georgetown)	Achieved	A preparatory Meeting of Trade Officials which was convened on January 31st to February 2nd preceded the Meeting of Trade Ministers. The Meeting focused on the promotion of freer intra-regional trade and the promotion of CARICOM's external trade and economic relations. Representation was made by Guyana with regards to the importation of South-East Asian rice by CARICOM States and the possible introduction of exotic pests which have serious implications for the regional rice industry and agricultural sector. <u>The assurance was given by all Member States that all rice imports will be monitored closely.</u>
	– 15th Special Meeting of the Common Market Council, June 8, 1995 Georgetown	Achieved	Special emphasis at this Meeting was placed on the removal of barriers to intra-regional trade and specific access problems reported by Member States. Council addressed market access problems reported by Guyana with respect to Barbados, Trinidad and Tobago and Dominica. Representation was also made on behalf of the Guyana Pharmaceutical Corporation (GPC) in relation to marketing problems (tendering process) being encountered in the region. Discussions on the pharmaceutical issues have been extended to include the Ministry of Health.
	– 16th Special Meeting of the Conference of Heads, July 3 – 7, Georgetown	Achieved	This Meeting was hosted by Guyana and convened at the CARICOM Secretariat. Position papers/briefs were prepared and submitted to the Ministry of Foreign Affairs on specific trade and economic issues.
	– Meeting of Trade Officials, October 16 – 20, Georgetown	Achieved	Specifically, Trade Officials met to deal with outstanding access problems reported by Member States and to review trade control measures in Member States that continue to

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
3. Hemispheric Trade Relations	CARICOM/Cuba Joint Commission, Havana, Cuba, January 17 - 18, 1995	Achieved	<p>affect intra-regional trade. Consultations with and representation from the Ministry of Finance, the Customs and Excise Department and the Private Sector were undertaken. The imposition of Customs duties by Guyana on CARICOM originated products was highlighted. This matter remained unresolved at the end of the year even though same was raised with the Ministry of Finance.</p> <p>The Meeting reviewed cooperation undertaken in Trade, tourism and training, cultures etc. New mechanisms for the conduct and management of the cooperation were discussed and new areas for projects and activities were identified. A Technical Working Group to examine the proposal for the development of Trade and Investment was agreed. Consultations and coordination with the CARICOM Secretariat and the Ministry of Foreign Affairs continue.</p>
	CARICOM/Colombia Trade Relations: - Awareness Seminar on the CARICOM/Colombia Trade, Economic and Technical Cooperation Agreement	Achieved	<p>A Colombian Technical Team conducted an Awareness Seminar at the Ministry of Foreign Affairs in Georgetown. The Private Sector and Public Sector agencies attended. The Division assisted in the Seminar Programme in collaboration with the Ministry of Foreign Affairs. The Guyana side submitted a list of Customs authorities along with signatures and official stamps to the Colombians. These authorities are those authorised to sign Customs Certificates of Origin.</p>
	CARICOM/Canada JTEC Meeting October 12 - 13, 1995, Georgetown	Achieved	<p>Trade relations between the two sides were reviewed. The Protocol on Rum was initialled. It aimed at affording/allowing national treatment of Caribbean rum, including Guyana's, in the Canadian Market.</p>
	- Meeting of Officials Preparatory to the 3rd CARICOM/Japan Encounter, December 7 - 8, 1995, Georgetown	Achieved	<p>At this Meeting, an Agenda for the 3rd Encounter with Japan was developed. The status, prospects, obstacles and recommendations to trade between the two sides were dealt with.</p>
	Free Trade Area of the Americas (FTAA): - First Hemispheric Trade Ministerial Meeting, USA, June 30	Ongoing Achieved	<p>At the Miami Summit in December 1994, thirty four (34) Heads of Government and State signed the Declaration of Principles and Plan of Action for Hemispheric Cooperation in various areas. The Heads agreed as well to pursue the establishment of a Free Trade Area of the Americas (FTAA) by the year 2005. Guyana was party to this Agreement.</p> <p>In respect of the FTAA Programme, the First Hemispheric Trade Ministerial Meeting was held in Denver, Colorado in the USA to articulate a work programme. Seven technical Working Groups were established. Guyana attended this meeting.</p>

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
4. US PL 480 Program	- First Meeting of the Working Group on Market Access, El Salvador Sept 7 - 8	Achieved	Guyana attended this inaugural Market Access Meeting.
	- PL 480 Title III Agreement - FY'95	Achieved	Guyana benefitted from a US\$3.0M PL 480 Title III Program for FY'95. Approximately 14,924 mt was procured from two shipments. The last shipment arrived in April 1995. Timely procurement and shipment arrivals are as a result of close collaboration and coordination with the US Embassy, NAMILCO and the Ministry of Finance. Proceeds from the sale of wheat were deposited promptly in the Counterpart Fund.
	PL 480 Title I Program - FY'95	Achieved	Negotiations for wheat supplies under Title I arrangements were concluded with USDA in a short period of time to ensure a continuous supply of wheat flour on the domestic market. The Title I Program compensated somewhat for Title III (Grant) reduction in wheat supplies. Two (2) shipments of approximately 14,690 mt to the value of approximately US\$3.0m were procured. The last shipment arrived in November 1995. Timely monitoring of shipment schedules and other logistical arrangements required close collaboration with Guyana's Embassy in Washington, the shipping agent and the USAID in Georgetown.
5. International Organisations and Institutions	- Seminar on GATT/URUGUAY Round Negotiations, May 1995 - Jamaica	Achieved	This Seminar was organised and sponsored by the CARICOM Secretariat and the World Trade Organisation (WTO). Guyana sent two representatives - one from the Ministry (Public Sector) and one from the Private Sector. The Public Sector participant was fully funded and the Private Sector's partially funded by the CARICOM Secretariat.
6. Trade Information	Preparation of Trade Directory	Achieved	A draft Trade Directory was completed. It is intended for distribution to Missions/Embassies abroad and the general public. Printing and distribution are expected to be done in 1996.
	- Dissemination of information: i) Private Sector Organisations ii) Missions/Embassies abroad iii) Overseas business contacts iv) General public	Ongoing	The Division responded to trade enquiries received from foreign Missions/Embassies and Companies/Firms on rules and regulations governing trade and the production and supply of products of specific interest. Also, an officer in the Division participated in Awareness Seminars/lectures organised by the Ministry to sensitise the public of trading arrangements and regulations etc.
7. Training	Officers in the Division participated in Training Programmes, both local and overseas: - Sub-regional Seminar on International Trade for the Caribbean area January 1995, Barbados	Achieved	This seminar was organised by the OAS - International Statistical Training Centre (CIENES) (OAS funded).

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
8. Trade Promotion	- Trade Planning and Strategic Management, July 1995, Washington DC	Achieved	This Program was organised and funded by the OAS
	- Investment and Exports in the Caribbean Basin, July 1995, Miami	Achieved	Organisation and funding was done by the OAS in collaboration with the North South Center University, Miami
	- Two day Seminar on Intellectual Property Rights, Georgetown	Achieved	Sponsorship and organisation was jointly done by WIPO and the Ministry of Foreign Affairs.
	<u>Licensing arrangements</u>		Import/export licences are required currently only for reasons of health, environment and security.
	- Issuance of import and export licences	Achieved	A total of 1527 licences was issued for 1995. The Ministry continues to be able to expedite licence applications within two working days of submission of the application. Generally processing is prompt.
	- Review of Licensing Regime	Achieved	Review of the licensing regime is ongoing. A number of items were successfully removed from export licensing requirements. The relevant Order was gazetted on September 30, 1995. Another review is expected in 1996.
- Amendment of Trade Act/Order	Partially achieved	A draft order to amend the Trade Act and seeking the reimposition of extra-regional Oils and Fats imports under licensing was submitted to the Attorney General Chambers for clearance. This re-imposition is in keeping with Guyana's obligations under the Treaty of Chaguaramas.	
Statistical Data Base		Continuous	Efforts to build a reliable trade data base are continuing/ongoing in collaboration with the Statistical Bureau.

4.3 TOURISM DIVISION

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1	Inventorise Guyana's Eco-tourism assets	Partially Achieved	<p>a) During the year under review field visits were planned for the following regions: 1,8,9,10. However, because of financial and logistical constraints, only one component of Region 10 was visited. Additionally, an unscheduled visit was made to parts of region 6 for the purpose of inventorising the assets in that area.</p> <p>b) Tourism profiles for regions 4,6,9 and 10 were in the process of being computerised by the end of 1995.</p>
2	Development of a Tourism Information and Data Base	Partially Achieved	<p>a) There was a slight improvement in the acquisition of tourism arrival statistics from the Statistical Bureau. Arrivals for 1995 were approximately 105,000, a reduction of 6.6% when compared to 1994.</p> <p>b) The research on employment generation in the industry and the documentation of information on the accommodation sector were constrained by the limited number of field visits that were conducted.</p> <p>c) The Caribbean Tourism Organisation was approached for technical assistance related to the introduction of an occupancy survey system for hotels.</p> <p>d) The report on a visitor exit survey conducted by the Caribbean Tourism Organisation for the years 1993 and 1994 was submitted.</p>
3	The Preparation and Development of Marketing Tools to facilitate the Promotion of Guyana's ecotourism product	Achieved	<p>a) Approximately 115 copies of a promotional video were recorded and distributed. This video was produced with OAS assistance.</p> <p>b) 2,500 sixteen-page colour brochures were produced. These brochures were initially scheduled for production in 1994.</p> <p>c) 2,000 information folders for the Visit Guyana Year promotion were produced.</p> <p>d) Due to a lack of finance tourist and street maps were not produced.</p> <p>e) The redesigning of the accommodation directory was completed and the document is in the process of being computerised.</p> <p>f) Through the assistance of the European Union a brochure and two sets of posters were produced.</p> <p>g) Due to the lack of finance, the eight panel brochure and vacation guide was not produced.</p>

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
4	Training and Human Resource Development	Achieved	<p>h) The action plan for the promotion of domestic tourism, which should have been developed in conjunction with the private sector, was not achieved due to circumstances beyond the control of the Ministry.</p> <p>i) The promotion of intra-Caribbean tourism to Guyana was attempted through the visit of a St Lucian delegation of public and private sector operatives, and a visit by a Guyana delegation of public and private sector operatives to Barbados and Trinidad.</p> <p>a) A five day Workshop for Teachers, Customs and Immigration Officers was conducted in Berbice in January 1996, through the assistance of the Caribbean Tourism Organisation (CTO).</p> <p>b) A training programme for tour guides was conducted through the assistance of CTO in June 1995. Twenty one persons were trained on that programme.</p> <p>c) A training programme for tour operators was conducted through the assistance of CTO, in July 1995. Twenty five persons were trained on that programme.</p> <p>d) A training programme and facility enhancement project funded by the Organisation of American States was conducted over three months for the small accommodation sector.</p> <p>e) Training for taxi drivers and boat operators in customer relations was not conducted.</p>
5	Develop a legislative framework to regulate and monitor the tourism sector	Achieved	<p>Research funded by the European Union through the Caribbean Tourism Organisation, was conducted.</p> <p>A final report was produced by the consultants and submitted to the Ministry of Trade, Tourism and Industry.</p>
6	Implement a Tourism Education, Information and Awareness Programme which will enhance the positive economic and socio-cultural impacts of tourism in the Guyanese society	Partially Achieved	<p>a) Thematic tourism spots on radio were produced and aired.</p> <p>b) There were weekly five minutes radio programmes on Talking about Education which focused on tourism.</p> <p>c) There were no television programmes because of lack of finance.</p>

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
			<p>d) Tourism Awareness Month was observed for the second time. The main focus was on lectures to schools and communities. There was no Street Festival neither was there a public forum on television programmes as planned. Personnel from the Tourism Department participated in several radio programmes.</p>

4.4 INDUSTRIAL DEVELOPMENT DIVISION

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1.0 Promotion and Establishment of Industrial Estates			
1.1 Coldingen	<p>Monitor progress made by contractor(s) in the establishment of the following infra-structural facilities:</p> <ul style="list-style-type: none"> - roads - Electricity - Water - Telephone <p>Preparation of lease agreement between Gaibank and Department of Lands and Surveys</p> <p>Preparation of sub leases for persons allocated plots at this location</p> <p>Processing of applications for allocating plots and keeping track of the deposits as these were made</p> <p>Finalising arrangements with CHPA for issuing land use certificates to occupants</p>	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p>	<p>The works contracted were not completed as per schedule due mainly to delays in obtaining supplies/equipment.</p> <p>These leases had to be cancelled since Gaibank as a financial entity is no longer in existence. NICIL has been given this mandate and will be the authority to deal with such matters in future.</p>
1.2 Eccles	<p>Negotiating with Guysuco to obtain the title for the land allocated to the Government for industrial purposes. Conduct a block survey of the area. Initiate tender procedures for awarding of contract to undertake designs and layout of facilities. Awarding of contract and preparing terms of reference</p>	Achieved	This activity was severely delayed due to institutional problems.
1.3 Linden	<p>Participate in discussion with Ministry of Finance on identifying a special package of incentives for Region 10</p>	Achieved	
2.0 Revise the fiscal incentive package available for manufacturers	<p>Identifying the areas of contention with the help of local manufacturers. Conduct a review of the current scheme and identifying equipment and machinery to be included on list. Consult with agencies:</p> <ul style="list-style-type: none"> - Ministry of Finance - GOINVEST - Customs and Excise 	Achieved	a more attractive package has since been approved by the Ministry of Finance.
3.0 Proposals to enhance the investment climate in Guyana	<p>Initiate discussion with Private Sector on "disincentives"</p> <p>Identify strategies to be adopted in terms of encouraging investments</p> <p>Seek to improve relationship with these agencies:</p> <ul style="list-style-type: none"> - GOINVEST - Department of Lands and Surveys - Private Sector Commission - Guyana Manufacturers Association - Ministry of Finance - Customs and Excise 	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p>	<p>In order to improve the level of investment there is a need for an investment policy guide line and to improve the relationship among the agencies identified.</p>

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
4.0 Industrial Policy Paper	Follow up on arrangements being made to have a document prepared under Project GUY/94/003		
5.0 Export Processing Zone	Conduct a study tour to Mauritius to get a first hand experience of conditions of its operations	Achieved	A report of visit was compiled and presented to the Minister.
6.0 Investment Treaties	Outline draft proposals for enacting investment treaties with at least two countries	Achieved	
7.0 Joint Commission Meetings	Preparing briefs on investment possibilities at these fora: <ul style="list-style-type: none"> - Guyana/China - Guyana/Cuba - Guyana/India - Guyana/Colombia - Guyana/Brazil 		Proposal being developed for the establishment of: <ul style="list-style-type: none"> - Bicycle assembly plant - Resuscitation of Bel Lu Clay Brick Factory
8.0 Proposal to utilise Glassworks	Negotiations are ongoing with investors and officials from Privatisation Unit on examination of options for economic utilisation of the facilities at Glassworks		
9.0 Investment Promotion	Over one hundred responses had to be prepared for information for both local and foreign investors who requested advice on investment opportunities in Guyana	Achieved	

4.5 CONSUMER AFFAIRS DIVISION

4.5.1 LEGISLATIVE AND REGULATORY

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1	Review of existing Consumer Protection Legislation	Achieved	This document is still with the policy makers.
2	Proposal for Consumer Protection Legislation (Retreat)	Partially Achieved	Discussions were held with the Legal Affairs Officer who highlighted and advised on areas to be considered.
3	Drafting of Consumer Protection Legislation	Partially Achieved	A draft proposal prepared earlier will be revised by the Division and then submitted to the Legal Affairs Officer for final drafting.

4.5.2 PRICING, PROCUREMENT AND DISTRIBUTION

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
4	Monitoring, on a monthly basis, availability and distribution of consumer goods	Partially Achieved	There was limited success in this area. E.g., prices were collected in Regions two and six – lack of funds and inadequate staffing were major constraints.
5	Visits to Regions	Achieved	Regions two, three, four, six and ten were visited.
6	Operation of Consumer Complaints Desk	Achieved	Regularity of complaints has decreased because consumers have been routed to the Guyana National Bureau of Standards and other regulatory bodies.

4.5.3 EDUCATION AND PUBLIC RELATIONS

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
7	Consumer Protection Seminar	Achieved	This seminar achieved its "Seminar" objectives. Follow-up work will be done in 1996.
8	Public Awareness and Education Programme in regions	Achieved	This has been incorporated into regional trips. Lectures were done in schools and discussions were held at the market place in regions.
9	Dissemination of information	Achieved	Flyers on consumer issues were disseminated to schools and consumers at large. Supplies of booklets and stickers are awaited from the printers.
10	Retreat of C.A.D.	Achieved	The retreat was successful. (It was held at the Sophia Complex). Recommendations were submitted to the Administration.
11	"Standards Corner" Talk and Article	Achieved	Both activities were done by the Director of Consumer Affairs and the Research Analyst via the Guyana National Bureau of Standards.

4.5.4 RESEARCH

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
12	Meetings with GNBS, GAHEF, CAB and GCA	Achieved	Active participation in the work programmes of these bodies was achieved.
13	Establishment of data base in the areas of in the areas of Foreign Trade, Tourism, Industrial Development and Consumer Affairs	Achieved	Continuous work done.
14	Co-ordinated approach to solving consumer issues with related agencies.	Achieved	Bi-monthly meetings and ongoing discussions with regulatory agencies within the framework of the national Advisory Consumer Protection Committee.

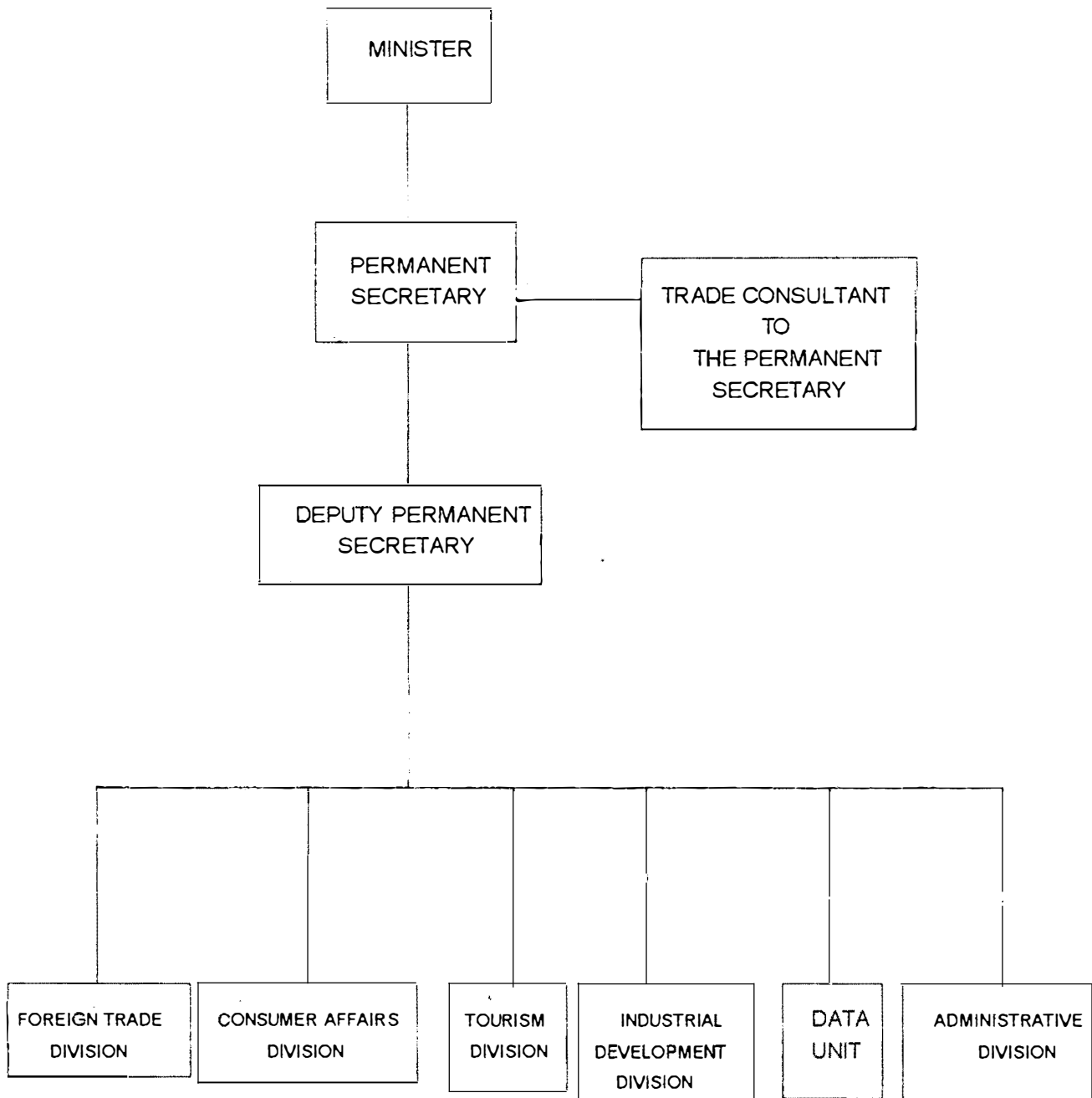
4.6 DATA UNIT

ITEM	TARGET SET FOR 1995	ACHIEVED/ NOT ACHIEVED	ANALYSIS OF SUCCESS/FAILURE
1. Re-examine existing formats used to collect, compile and store data related to Foreign Trade, Tourism, Industrial Development and Consumer Affairs	To ensure that data is collected, compiled and stored most efficiently	Partially Achieved	This was done for the Tourism Division only. Request was made to the Foreign Trade Division for a list of data requirements. As soon as this is received, formats will be prepared and data stored.
2. Input data on the computer to be stored on disk and diskettes	To ensure quick and easy retrieval of information and to store data for future analysis	Achieved	This was done for all the Divisions.
3. Perform relevant analyses on data pertaining to Foreign Trade, Tourism, Industrial Development and Consumer Affairs	To enable Division heads and other officers in the Ministry to formulate relevant policies	Partially Achieved	This was done for the Tourism Division only.
4. Conduct training courses in word processing and spreadsheet	To equip staff with knowledge in the use of computer software packages used to perform word processing and data processing tasks	Not achieved	This was not done because there was only one working computer available to the Data Unit for the year.

ANNEX I

MINISTRY OF TRADE, TOURISM AND INDUSTRY

ORGANISATIONAL CHART



ANNEX II

DIVISIONS	AUTHORISED POSITIONS		FILLED POSITIONS		VACANCY RATE (%)	
	GRAD	NON-GRAD	GRAD	NON-GRAD	GRAD	NON-GRAD
Foreign Trade (including Licensing - 9)	10	10	4	4	60%	60%
Industrial Development	5	2	2	0	60%	100%
Consumer Affairs	5	5	4	2	20%	60%
Tourism	7	1	5	1	29%	0%
Data Unit	3	2	1	0	67%	100%
Support Services	0	42	-	23	-	49%
PS/DPS	2	0	0	-	100%	-
Total	32	62	16	30		
% of total	34% (of 94)	66% (of 94)	50% (of 32)	48% (of 62)	49% (of 94)	

ANNEX III

ACTING APPOINTMENTS

VACANT POSITIONS	SUBSTANTIVE POSITION OF PERSONS ACTING	DATE OF ACTING APPOINTMENTS	REMARKS
PERMANENT SECRETARY	Deputy Permanent Secretary	May 15, 1993 – July 9, 1995; November 7 – December 11, 1995	Resignation tendered by Deputy Permanent Secretary
PERMANENT SECRETARY	Director of Foreign Trade	July 10 – November 6, 1995; December 12, 1995 – present	Director of Foreign Trade acted as Deputy Permanent Secretary from May 15, 1993 – July 9, 1995
DEPUTY PERMANENT SECRETARY	Director of Industrial Development	July 10 – November 6, 1995; January 17, 1996 – present	
MANAGER DATA UNIT	Analyst Researcher	May 1, 1994 to present	
TRADE CONSULTANT	Senior Foreign Trade Officer	03-01-94 to present	
SENIOR FOREIGN TRADE OFFICER	Foreign Trade Officer	01-03-95 to present	
SENIOR FOREIGN TRADE OFFICER	Foreign Trade Officer	01-03-95 to present	
SENIOR FOREIGN TRADE OFFICER	Consumer Affairs Officer	14-08-95 to present	
SENIOR INDUSTRIAL DEVELOPMENT ANALYST	Industrial Development Analyst	01-07-95 to present	

VACANT POSITIONS	SUBSTANTIVE POSITION OF PERSONS ACTING	DATE OF ACTING APPOINTMENTS	REMARKS
FOREIGN TRADE OFFICER	Licensing Officer	01-03-95 to present	
ASSISTANT SECRETARY (G)	Accountant	12-09-95 to 03-10-95	Recommended to continue ACTING from 04-10-95
PERSONNEL OFFICER I	Clerk II (G)	01-10-91 to present	Clerk II acted as SPO wef 02-05-95 02-06-95
SENIOR REGISTRY SUPERVISOR	Registry Supervisor	01-04-96 to present	
SENIOR REGISTRY SUPERVISOR	Typist Clerk II	06-04-94 to 31-03-96	
REGISTRY SUPERVISOR	Typist Clerk I	06-04-94 to 31-03-96	
REGISTRY SUPERVISOR	Typist Clerk II	01-04-96 to present	
CONFIDENTIAL SECRETARY TO THE P.S.	Typist Clerk I	19-01-95 to present	
CONFIDENTIAL SECRETARY TO THE DIRECTOR OF INDUSTRIAL DEVELOPMENT	Typist Clerk I	19-01-95 to present	
LICENSING OFFICER	Licensing Clerk II	01-03-95 to present	

1995 BUDGET

DETAILS OF CURRENT EXPENDITURE

Sub-Head	Code No.	HEAD - 51 (HeadCode:0051) Ministry of Trade, Tourism and Industry	EXPENDITURE (G\$ '000)	
			REVISED 1995	BUDGET 1995
			\$	\$
		TOTAL APPROPRIATION EXPENDITURE		
		<u>VOTED</u>		
		TOTAL EMPLOYMENT COSTS	86,542	89,036
		WAGES AND SALARIES	9,497	9,915
101	000	Administrative	3,522	3,337
102	000	Senior Technical	3,251	3,482
103	000	Other Technical and Craft Skilled	1,143	1,280
104	000	Clerical and Office Support	1,372	1,446
105	000	Semi-Skilled Operatives and Unskilled	209	370
111	000	Revision of Wages and Salaries	0	0
		OVERHEAD EXPENDITURE	2,075	1,639
201	000	Other Direct Labour Costs	920	691
202	000	Incentives	0	0
203	000	Benefits and Allowances	505	428
204	000	National Insurance	650	520
205	000	Pensions and Gratuities	0	0
		OTHER CHARGES	74,970	77,482
301	000	Expenses Specific to the Agency	0	0
302	000	Materials, Equipment and Supplies	1,914	1,933
	001	Drugs and Medical Supplies	0	0
	002	Field Materials and Supplies	0	0
	003	Office Materials and Supplies	1,081	1,074
	004	Print and Non-Print Materials	853	859
303	000	Fuels and Lubricants	308	720
304	000	Rental and Maintenance of Buildings	1,099	300
	001	Rental of Buildings	0	0
	002	Maintenance of Buildings	1,099	300
	003	Janitorial Services and Cleaning Supplies	0	0

ANNEX IV CONT'D

DETAILS OF CURRENT EXPENDITURE					
Sub-Head	Code No.	Ministry of Trade, Tourism and Industry	REVISED 1995	BUDGET 1995	
305	000	Maintenance of Infrastructure	0	0	
	001	Maintenance of Roads	0	0	
	002	Maintenance of Bridges	0	0	
	003	Maintenance of Drainage & Irrigation Works	0	0	
	004	Maintenance of Sea & River Defences	0	0	
	005	Maintenance of Other Infrastructure	0	0	
306	000	Electricity Charges	420	420	
307	000	Transport, Travel and Postage	1,616	1,750	
	001	Local Travel and Subsistence	993	1,000	
	002	Overseas Conferences & Official Visits	0	0	
	003	Postage, Telex and Cablegrams	45	150	
	004	Vehicle Spares and Services	578	600	
	005	Other	0	0	
308	000	Telephone Charges	868	1,301	
309	000	Other Services Purchased	3,371	4,075	
310	000	Education Subventions, Grants and Scholarships	0	0	
	001	Education Subventions	0	0	
	002	Grants and Scholarships	0	0	
311	000	Rates & Taxes and Subventions to Local Authorities	275	473	
	001	Rates and Taxes	275	473	
	002	Subventions to Local Authorities	0	0	
312	000	Subsidies & Contributions to Local and International Organisations	63,524	64,910	
	001	Subsidies & Contributions to Local Organisations	53,450	53,450	
	002	Subsidies & Contributions to International Organisations	10,074	11,460	
313	000	Refunds of Revenue	0	0	
314	000	Other	1,575	1,600	
		GRAND TOTAL (Appropriation & Statutory)	86,542	89,036	

ANNEX IV CONT'D

CAPITAL BUDGET AND EXPENDITURE

DIVISION: 528 – Ministry of Trade, Tourism and Industry

SUBHEAD		\$000.
25001	Office Equipment	1000.

* GUYANA NATIONAL BUREAU OF STANDARDS