

**ANNUAL  
PERFORMANCE REPORT  
2016/17**

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## GLOSSARY OF TERMS

### CARICOM SINGLE MARKET AND ECONOMY (CSME)

CARICOM Single Market & Economy:	This refers to the creation of a single market economic space among 12 Caribbean nations as opposed to 12 separate and distinct markets and economies; each governed by its own rules and separated by difficult barriers. It allows for free movement of CARICOM goods, services, people and capital in the participating Member States through the removal of monetary, legal, physical, technical and administrative barriers which have historically prevented such activities from taking place. It is a structure that ought to facilitate harmonisation of economic, monetary and fiscal policies and measures in the participating States.
Free Movement:	This means that provisions have been or are being put in place to allow for the movement of goods, services, capital and people across Participating States of the Caribbean Community, without restrictions. This is to facilitate a more efficient and competitive production of goods and services for both regional and international markets.
Free movement of skilled persons/	The free movement of skill/labour entails the right of a CARICOM National labour: to seek work or engage in gainful employment in participating CARICOM Member States as either a wage-earner or non-wage earner, without the need to obtain a work permit in the Member State in which he/she desires to work. At this time the “free movement of skilled persons” allows for the removal of work permits for University graduates, media workers, sports persons, musicians, artists, managers, supervisors, and other service providers. Workers in these categories can now move freely to another Member State and enjoy the same benefits, rights and conditions of work and employment as those given to nationals of the host country.

### CONCILIATION

Petered out	This term refers to a dispute that is no longer being pursued.
Local level	This is the first step in the dispute process and should take place at the Plant or Organisational level.
Essential Services:	The Essential Services Regulations were established under the first schedule to the Labour Relations and Industrial Disputes Act (LRIDA). Under the Essential Services Regulations certain services are debarred from taking strike actions. These include hospitals, fire fighting services and correctional services as well as services connected with the loading and unloading of ships.
Industrial Disputes:	An industrial dispute is a dispute between one or more employer or organisations representing employers and one or more worker or organisations representing workers, where such dispute relates wholly or partly to:- <ol style="list-style-type: none"><li>terms and conditions of employment, or the physical conditions in which workers are required to work; or</li><li>engagement or non-engagement, or termination or suspension of employment, of one or more worker; or</li><li>allocation of work as between workers or groups of workers; or</li></ol>



	d) any matter affecting the privileges, rights and duties of any employer or organisation representing employers or of any worker or organisation representing workers.
Work Stoppage:	A work stoppage means a concerted stoppage of work by a group of workers in contemplation or furtherance of an industrial dispute, whether those workers are parties to the dispute or not and whether it is carried out during or on the termination of their employment.
Industrial Disputes Tribunal:	The Industrial Disputes Tribunal (IDT) was established under Section 7 (1) of the Labour Relations and Industrial Disputes Act (LRIDA) of 1975. It is the final arbiter of disputes.
Man-Days Lost:	Man-Days Lost are work days during which workers take industrial action and are therefore not performing normal duties as required under their contract of employment.
Representational Rights Poll:	A Representational Rights Poll is a ballot, which is taken by Ministry personnel in order to determine if a union has a majority of the eligible votes in respect of the category or categories of workers claimed for. If this is obtained the union is then recognised by the company as the Representative of these workers.

## **GOVERNMENT LOCAL EMPLOYMENT SERVICE**

Electronic Labour Exchange:	This section operates both a manual and an electronic system which seeks to facilitate the efficient matching of jobseekers and employers.
Notified Vacancies:	A notified vacancy refers to an employer informing the Ministry of job vacancies.
Placements:	This refers to the number of persons placed in jobs.
Registration:	Registration refers to persons applying for jobs through the Ministry.

## **WORK PERMIT**

Work Permit:	A work permit is a document which gives foreigners Permission to work in Jamaica.
Work Permit Exemption:	This applies to certain categories of persons who are not required to obtain work permits. These categories include: <ul style="list-style-type: none"> <li>- Ministers of Religion</li> <li>- Foreign spouses of Jamaicans</li> <li>- Persons employed by Statutory Organisations</li> <li>- Persons covered by (14) or (30) days clause</li> <li>- Registered full-time students at U. W. I.</li> <li>- Wives of registered full-time students at U.W.I.</li> <li>- Employees at U. W. I.</li> <li>- Employees at U. H. W. I.</li> <li>- CARICOM nationals who are graduates of selected</li> <li>- CARICOM universities with degrees, diplomas and/or certificates;</li> <li>- CARICOM nationals who are musicians, media personnel, artists and sports persons.</li> </ul>

## **OCCUPATIONAL SAFETY AND HEALTH**

**Inspection:** An Inspection is the examination of a work place or establishment to determine if its safety, health and welfare conditions are of the required standards.

**Investigations:** This is a visit by labour inspectors to investigate accidents or other occurrences and to make recommendations or give advice on preventative measures.

## **NATIONAL INSURANCE SCHEME**

**Employment Injury Benefit:** Employment Injury Benefits become payable to all employed persons 18-70 years old (men) and 18-65 (women) if they sustain injury in insurable employment.

Employment injury benefits include:

- Medical Treatment
- Benefit for Temporary Incapacity
- Disablement Pension
- Death Benefit

**Funeral Grant:** A Funeral Grant is payable on the death of:

- an insured person
- an insured person's spouse
- a National Insurance Pensioner (except Special Anniversary Pensioners).

**Invalidity Benefit:** An Invalidity Benefit pension or grant is payable to:

- a man who is under 65 years; or a woman who is under 60 years but who can no longer work because of mental or physical illness.

**NIGold:** A health care programme for pensioners under the National Insurance Scheme (NIS). It came into effect December 2003.

Benefits include:

- Doctors visits
- Diagnostic services
- Dental/ Optical services
- Surgeons' fees
- Hospital room and board.

**Maternity Benefit:** A maternity benefit is payable only to domestic workers in a private household who have satisfied the contribution conditions.

**Old Age Benefit:** An Old Age Benefit is paid to a person, who has reached retirement age, i.e.:

- A man aged 65 or over who has made the required National insurance contributions
- and has actually retired.

**Orphan's Benefit:** Any adult who has the care of a child under 18 years whose parents were married and are both dead. This benefit is payable from the date on which the child became an orphan until he/she is 18 years old.

**Special Child's Benefit:** Any adult who is caring for a child under 18 years old, of unmarried parents whose mother is dead and whose father is either dead or cannot be identified.

Widows/Widower's Benefit:

A Widow's Benefit is paid:

- to a spouse whose partner is dead; or
- to a person who lived in a common-law union whose partner is dead.

Thus the following may also claim:

- a single woman/man who was living with a single man/woman
- a single woman/man who was living with a widower/widow
- a widow/widower who was living with a widower/widow

Special Anniversary Pension:

Effective September 30, 1991, a new category of benefit was introduced to commemorate the 25th anniversary of the National Insurance Scheme. The only criterion for eligibility is age. A person applying should be born on or before January 1906.

"Shadow" Expense:

This is a person who provides assistance to persons with moderate and severe disabilities to enable them to function in the classroom.

Vision 2030:

National Development Plan for Jamaica which aims to put the country in a position to achieve developed country status by 2030

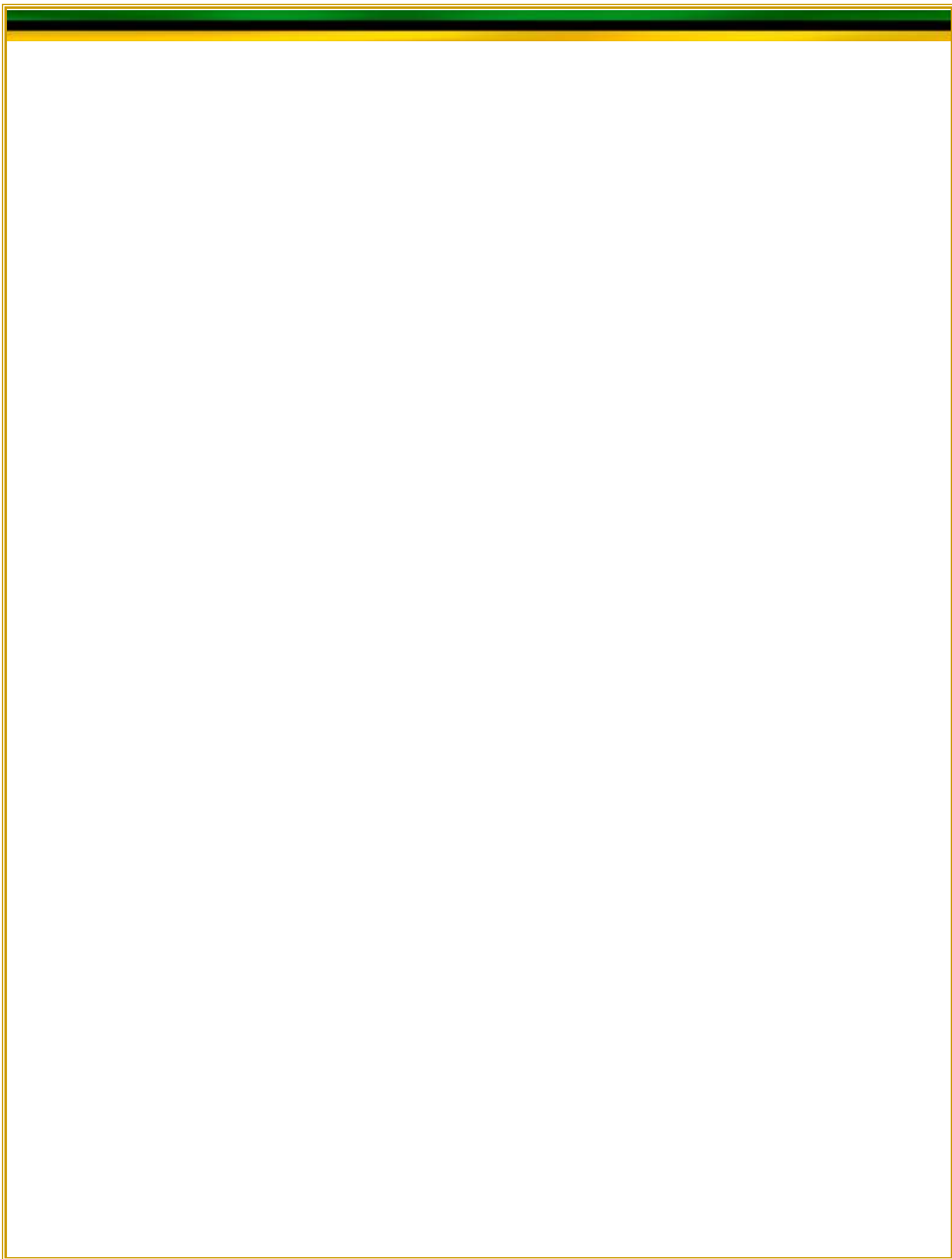
## ACRONYMS

AF	-	Abilities Foundation
AGC	-	Attorney General's Chambers
ADHD	-	Attention Deficit Hyperactivity Disorder
AWOL	-	Absent Without Official Leave
BITU	-	Bustamante Industrial Trade Union
BOWEC	-	Building Operation & Works of Engineering Construction
CARICOM	-	Caribbean Community and Common Market
CDA	-	Child Development Agency
CMI	-	Caribbean Maritime Institute
CPC	-	Chief Parliamentary Counsel
CRPD	-	Conventions on the Rights of Persons with Disabilities
CSEC	-	Caribbean Secondary Examination Certificate
CSM	-	CARICOM Single Market
CSME	-	CARICOM Single Market and Economy
CTD	-	Chief Technical Director
CwDs	-	Children with Disabilities
DCOA	-	Dominica Council on Ageing
EARA	-	Employment Agencies Regulation Act
EAU	-	Employment Agency Unit
ECLAC	-	Economic Commission for Latin America and the Caribbean
EEG	-	Economic Empowerment Grant
ELE	-	Electronic Labour Exchange
E&EG	-	Education and Entrepreneurship Grant
ESCO	-	Energy Service Company
ESI	-	Education and Social Intervention
ESP	-	Early Stimulation Programme
ESS	-	Employee Suggestion Schemes
ETRPA	-	Employment (Termination and Redundancy Payments) Act
ETRP	-	Employment Termination and Redundancy Payments
EU	-	European Union
FSC	-	Financial Services Commission
FSU	-	Family Services Unit
FY	-	Financial Year
GAH	-	Golden Age Home
GDP	-	Gross Domestic Product
GOJ	-	Government of Jamaica
HEART Trust/NTA-	-	Human Employment and Resource Training/National Training Agency
HRD	-	Human Resource Development
HRM&A	-	Human Resources Management and Administration
HRMAJ	-	Human Resources Management Association of Jamaica
IADB	-	Inter-American Development Bank
ID	-	Industrial Disputes
IDT	-	Industrial Disputes Tribunal
IEP	-	Individualized Education Plans
IH	-	Industrial Hygiene
ILA&I	-	International Labour Agencies and Information

ILO	-	International Labour Organization
IMF	-	International Monetary Fund
ISPL	-	Integrated Social Protection and Labour
IR	-	Industrial Relations
ITC	-	International Training Centre
JADEP	-	Jamaica Drug for the Elderly Programme
JAID	-	Jamaica Association on Intellectual Disabilities
JAMPRO	-	Jamaica Promotions
JBDC	-	Jamaica Business Development Centre
JCC	-	Jamaica Chamber of Commerce
JCF	-	Jamaica Constabulary Force
JCPD	-	Jamaica Council for Persons with Disabilities
JCPD	-	Jamaica Council for Persons with Disabilities
JCTU	-	Jamaica Confederation of Trade Unions
JEA	-	The Jamaica Exporter's Association
JEEP	-	Jamaica Emergency Employment Programme
JEF	-	Jamaica Employers' Federation
JFLL	-	Jamaica Foundation for Lifelong Learning
JICA	-	Japan International Cooperation Agency
JIS	-	Jamaica Information Service
JLS	-	Jamaica Library Service
JMA	-	Jamaica Manufacture's Association
JPC	-	Jamaica Productivity Centre
JUTC	-	Jamaica Urban Transit Company
JSB	-	Jamaica Society for the Blind
JSDF	-	Japan Social Development Fund
KSA	-	Kingston and St. Andrew
KSAC	-	Kingston and St. Andrew Corporation
LAC	-	Labour Advisory Committee
LMIA	-	Labour Market Impact Assessment
LMI	-	Labour Market Intelligence
LMIS	-	Labour Market Information System
LMRC	-	Labour Market Reform Commission
LOPA	-	Labour Officers (Powers) Act
LRIDA	-	Labour Relations and Industrial Disputes Act
MD&As	-	Ministries, Departments and Agencies
MIS	-	Management Information System
MLC	-	Maritime Labour Convention
MLSS	-	Ministry of Labour and Social Security
MOE	-	Ministry of Education
MOFP	-	Ministry of Finance and Planning
MOU	-	Memorandum of Understanding
MSME	-	Micro Small and Medium Enterprises
MSTEM	-	Ministry of Science, Technology, Energy and Mining
NABD	-	National Advisory Board on Disabilities
NCC	-	National Contracts Commission
NCSC	-	National Council for Senior Citizens
NGOs	-	Non-Governmental Organisations
NEO	-	New Employment Opportunities

NEP	-	National Employment Policy
NHT	-	National Housing Trust
NI	-	National Insurance
NI Act	-	National Insurance (Amendment) Act
NI GOLD	-	National Insurance Scheme Health Plan for Pensioners
NIF	-	National Insurance Fund
NIS	-	National Insurance Scheme
NLMS	-	National Labour Market Survey
NPJC	-	National Partnership for Jamaica Council
NVQ-J	-	National Vocational Qualification Jamaica
NVRS	-	National Vocational Rehabilitation Service
NWU	-	National Workers Union
NWP	-	National Workplace Policy
NYS	-	National Youth Service
OAS	-	Organisation of American State
OCA	-	Office of the Children Advocate
OCR	-	Office of the Children's Registry
ODPEM	-	Office of Disaster Preparedness and Emergency Management
OJT	-	On-the-Job Training
OSH	-	Occupational Safety and Health
OSHA	-	Occupational Safety and Health Act
OSHD	-	Occupational Safety and Health Department
PAD	-	Public Assistance Department
PATH	-	Programme of Advancement through Health and Education
PCEB	-	Pay and Conditions of Employment Branch
PEAs	-	Private Employment Agencies
PICA	-	Passport, Immigration and Citizenship Agency
PIOJ	-	Planning Institute of Jamaica
PRD	-	Poor Relief Department
PRMU	-	Planning, Research and Monitoring Unit
PSE	-	Public Sector Efficiency
PSP	-	Public Sector Performance
PSTU	-	Public Sector Transformation Unit
PwDs	-	Persons with Disabilities
RADA	-	Rural Agricultural Development Authority
SAWP	-	Seasonal Agriculture Workers Programme
SBA	-	School Based Assessment
SEAT	-	Special Employment and Training Project
SDC	-	Social Development Commission
SID	-	Sustainability Index and Dashboard
SIP	-	Social Intervention Programmes
SRC	-	Scientific Research Council
STATIN	-	Statistical Institute of Jamaica
STIP	-	Short Term Intervention Project
STW	-	Steps-To- Work Project
TACKLE	-	Tackling child labour through education
TAJ	-	Tax Administration of Jamaica
TFWP	-	Temporary Foreign Worker Programme

TIP	-	Trafficking in Persons
TVET	-	Technical and Vocational Education and Training
UAWU	-	University and Allied Workers Union
UHWI	-	University Hospital of the West Indies
UNCRPD	-	United Nations Conventions on the Rights of Persons with Disabilities
UNDP	-	United Nations Development Programme
UNIDO	-	United Nations Industrial Development Organization's
UPPE	-	Union of Public & Private Employees
USAID	-	United States Agency for International Development
UTECH	-	University of Technology, Jamaica
UWI	-	University of the West Indies
VCP	-	Voluntary Compliance Programme
VTGAH	-	Vineyard Town Golden Age Home





## MESSAGE FROM THE HONOURABLE MINISTER



Once again, I am pleased to present the Annual Performance Report of the Ministry of Labour and Social Security, highlighting its accomplishments and achievements for the Financial Year (FY) 2016-2017.

One notable highlight was the celebration of the 50<sup>th</sup> Anniversary of the **National Insurance Scheme (NIS)**, which is providing minimum guaranteed benefits to over 113,000 beneficiaries locally and overseas. As we celebrate, we recognise that the NIS is at an important juncture regarding long-term viability and sustainability and are actively pursuing reforms to increase coverage, improve efficiency and provide greater transparency and accountability. I personally piloted the amendment to the legislated actuarial review period from five to three years, thereby enabling the Ministry to closer monitor the National Insurance Fund and implement necessary interventions in a timely manner. Other upcoming changes include a new Information Technology (IT) system to strengthen operations and reduce pension processing time, and, at a later stage, it will be necessary to look at adjustments in contribution rates, the insurable wage ceiling and benefits payable.

A milestone was also recorded with the tabling of the long-awaited **Occupational Safety and Health Bill** in Parliament. The Legislation is aimed at ensuring that every worker - regardless of the terms on which they are engaged to work - enjoys decent conditions of work, consistent with human dignity. I thank our international partners, tripartite stakeholders, other social partners, professional associations and bodies, Ministries, Departments and Agencies, members of civil society and the political directorate who contributed to the development of this monumental Legislation. Going forward, the Ministry will step up its campaign to increase public awareness and understanding of this important Legislation.

Progress continues under the **Programme of Advancement Through Health and Education (PATH)** to advance and empower families as part of an overall social protection strategy. At year end, there were recorded approximately 360,000 registered beneficiaries. School attendance continues to be a troublesome issue among student beneficiaries, but we are collaborating with the Ministry of Education and Parish Offices island-wide (through the case management and referral programme), to address this issue.

**Labour market progress** continued with the maintenance of a harmonious industrial relations climate and the facilitation of greater employment opportunities abroad. A strategic move towards diversification in the Overseas Employment (Farm Work) Programmes has seen

traditional markets and placements thrust. Prospects for the Fiscal Year 2017/18 are encouraging.

The Ministry thanks the 660 employers who participated in the National Labour Market Survey in 2016/17. The study examined employment opportunities in terms of occupations and skills, as well as training required for the local labour market. The publication is available to policymakers, employers, trade unionists, educators, curriculum planners, students and other professionals engaged in the management and development of human resources - and we hope this evidence-based report will be used to formulate appropriate responses, actions in the ongoing struggle for sustained, sustainable and inclusive growth and prosperity.

**The Disability Reform** agenda is expected to gain momentum in the upcoming year when terms of reference for the establishment of the Disabilities Rights Tribunal are finalised. Through our Agency, the Jamaica Council for Persons with Disabilities (JCPD), the Ministry will liaise with the US-Department of Labour in the roll out of its establishment. The JCPD has also drafted a three-year communication strategy for dissemination of information on the Disabilities Act and the new JCPD, to various stakeholders. The Ministry will continue to provide access to educational, social and economic opportunities for persons with disabilities, including skills training and employment; assistive and rehabilitative aid; and early intervention and educational services for children with disabilities.

As we move forward, there is increased optimism among Jamaicans that the country can attain economic growth and prosperity as envisaged in the national development agenda. All the Ministry's programmes, projects, activities and services will be aligned to holistically support this mission.

I, therefore, re-commit the time, skills and energies of the dedicated Ministry Team to continue with its contribution to the long-term vision of making Jamaica "the place of choice to live, work, raise families and do business".



*Honourable Shahine Robinson, MP.  
Minister of Labour and Social Security  
April 2017*

## MESSAGE FROM THE PERMANENT SECRETARY



The Financial Year 2016/2017 was both a rewarding and challenging one for us at the Ministry of Labour and Social Security. During the year we intensified our focus and energies on our core functions of promoting stable industrial relations, facilitating employment opportunities, maintaining an effective and responsive labour market, and providing social protection for the disadvantaged and vulnerable.

The Ministry continued to provide for vulnerable and disadvantaged Jamaicans, through a range of social security programmes such as the Programme of Advancement Through Health and Education (PATH), Steps To Work and the Social Intervention Programme (SIP).

The Early Stimulation Programme (ESP) that serves children with disabilities benefitted from the opening of a new Assessment Centre and Multi-Purpose Facility. Additionally two new Centres of Excellence were established in Portland and Montego Bay. These Centres support the decentralization of the ESP's services and activities. In the upcoming year, the Stimulation Plus Early Childhood Centre will be expanded.

The National Council for Senior Citizens celebrated its 40th Anniversary of service to the nation. The focus of activities during celebration were geared towards enhanced public awareness and understanding the rapid ageing phenomenon; and to demonstrate the contribution of older persons in national development. The Cabinet approved the revision of the National Policy for Senior Citizens. It is expected that a new policy will be tabled in the upcoming fiscal year.

Senior citizens and residents at the premier Golden Age Home (GAH), under the Ministry's portfolio, benefitted from a raft of improved services, including disability-friendly bathrooms to meet disability standards. The necessary support must be given to the GAH as it continues to play a significant role in promoting inclusion and cohesion and in contributing to an effective social protection system. To this end, we are appealing for more partnerships with the private sector.

The 50th Anniversary of the Canadian-Caribbean Seasonal Agricultural Workers Programme coincided with increases in the number of Jamaicans securing employment opportunities in Canada. With the ongoing changes in immigration laws and regulations in the US, there is cautious optimism for growth in this sector which an important avenue for employment for many Jamaicans.

The Ministry continued – and, in fact, intensified - the National Productivity Drive through customized productivity solutions for private and public sector entities. The **“Be Productive and Prosper”** Campaign in schools was expanded and strengthened. Going forward, the Ministry is looking for even greater partnerships between the Jamaica Productivity Centre (JPC) and external stakeholders in an effort to boost overall business competitiveness and fuel economic growth.

Other areas of focus in the new financial year will be continued reform of the National Insurance Scheme, which celebrated its 50th Anniversary, and judicious investments of the National Investment Fund and the promulgation of an Occupational Safety and Health legislation.

The Ministry will continue to play its important role in national development - I look forward to leading the charge and the Ministry Team in this effort.

I thank the Directors and members of staff for their tireless dedication, despite constraints and challenges, and urge them to enhance the level of service offered by the Ministry to customers, partnering agencies and other stakeholders.



*Colette Roberts Riden*  
*Permanent Secretary*  
*Minister of Labour and Social Security*  
*April 2017*

## **1. BRIEF HISTORY, AIMS AND RESPONSIBILITIES OF THE MINISTRY OF LABOUR AND SOCIAL SECURITY**

The Ministry of Labour and Social Security (MLSS) is concerned with matters affecting individuals in their capacity as workers, employers, members of the country's labour force, National Insurance Scheme (NIS) pensioners, Persons with Disabilities (PwDs), Senior Citizens and Programme of Advancement Through Health and Education (PATH)/Public Assistance Beneficiaries.

The responsibilities of the Labour Division are administered through the Industrial Relations, Manpower Services and Occupational Safety & Health (OSH) Departments. The work of the Social Security Division is carried out through the NIS, Public Assistance programmes as well as Programmes for PwDs and Senior Citizens.

The Labour Division of the Ministry commenced operations in 1938 as an Employment Bureau. It was the first official response to growing unemployment, which was widespread throughout Jamaica at the time. The relationship between employer and employee then was one of master and servant. This gave rise to grave economic disparities as most persons were recipients of low wages and lived and worked in substandard conditions. With this, there was a need for the development of an agency to monitor the working conditions that existed in the labour market.

In response to a need for social programmes which catered to all sections of the population, a planning team was established in the Ministry to develop a social security scheme. This gave rise to the NIS which is a compulsory contributory social security scheme. It offers financial protection to the worker and his family against loss of income arising from injury on the job, incapacity, retirement or death of the contributor.

The Ministry obtained technical assistance from the International Labour Organization (ILO) to develop proposals for this Scheme. The National Insurance (NI) Act was passed in 1965 and became effective April 4, 1966. The Scheme was established, under the liabilities of the Sugar Workers' Pension Scheme.

The Social Security Division of the Ministry seeks to provide a social safety net through the efficient administration of the contributory NIS and non-contributory Public Assistance Programmes.

### **1.1 MANDATE**

- i. Provide effective social protection and promote social inclusion;
- ii. Promote productivity growth;
- iii. Ensure safety and health of workers;
- iv. Maintain an effective and efficient labour market; and
- v. Promote a stable industrial relations climate.

## **1.2**

### **VISION**

To be the premiere Ministry, contributing to national development through the provision of efficient and effective labour and social security services within the context of a globalized economy.

## **1.3**

### **MISSION STATEMENT**

To promote a responsive labour market and deliver effective social protection programmes for the vulnerable in an efficient manner, while promoting a national culture of productivity within the Decent Work Agenda.

## **1.4**

### **CORE VALUES**

Integrity, Client Focused, Responsiveness, Results Oriented, Efficiency, Accountability, Transparency, Excellence (ICCREATE).

## **1.5**

### **THE PRIORITY PROGRAMMES AND PROJECTS OF THE MINISTRY**

- Social Protection
- Labour Market Reform
- Industrial Relations
- Employment

## **1.6**

### **STRATEGIC OBJECTIVES**

These objectives are broadly defined actions the Ministry must achieve to make its strategies succeed.

The Ministry's strategic objectives are to:

1. Provide high quality labour services;
2. Provide effective social security services;
3. Strengthen social dialogue with tripartite stakeholders in the labour market;
4. Improve the integrity, effectiveness and efficiency of all programmes/projects;
5. Prudent financial management of budgetary allocation and National Insurance Fund (NIF) investments;
6. Improve adherence to Government of Jamaica's (GOJ) policies and guidelines;
7. Strengthen the performance management system;
8. Strengthen risk management systems;
9. Recruit, train and retrain highly skilled and competent staff (succession planning);
10. Improve asset management;
11. Maximise returns/ profitability on NIF investments;
12. Increase opportunities for local and overseas employment;
13. Modernise legislations/policies;
14. Introduce new services;
15. Implement business process re-engineering;

16. Improve the strategic performance of the Ministry;
17. Upgrade the IT infrastructure and services;
18. Increase accessibility to the Ministry's services; and
19. Promote a national productivity culture.

## **1.7 STRATEGIC OUTCOMES**

These are long-term and enduring benefits to Jamaicans that stem from the Ministry's mandate, vision and efforts.

The strategic outcomes of the Labour Division are:

- A reformed labour market (Employment, Productivity, OSH and Legislative Programme);
- Enhanced economic development through the promotion of productivity growth;
- Safe and healthy workplaces;
- Increased opportunities to access employment, both locally and overseas; and
- Adherence to national labour legislations and core labour standards, as set out in the ILO Conventions.

The strategic outcomes of the Social Security Division are:

- Increased compliance with the NIS;
- A prudently managed NIF which will ensure long term sustainability and the provision of improved benefits;
- Improved standard of living for the poor and vulnerable;
- Increased access to services and opportunities for vulnerable groups; and
- Increase participation of vulnerable groups in all aspects of national life.

## **1.8 PORTFOLIO AREAS**

The main responsibilities of the Labour Division are administered through Industrial Relations, Manpower Services, Work Permit and OSH.

❖ The Sections that fall under Industrial Relations are:

1. Conciliation and Pre-conciliation
2. Pay and Conditions of Employment Branch (PCEB)
3. Industrial Disputes Tribunal (IDT)

❖ The programmes administered by the Manpower section are:

1. Overseas Employment
2. Overseas Workers Compulsory Savings
3. Local Employment/Electronic Labour Exchange (ELE)
4. Family Services Unit (FSU)
5. Jamaica Productivity Centre (JPC)
6. Child Labour

7. Employment Agencies

❖ Work Permit

❖ Occupational Safety and Health (OSH)

1. HIV Unit

The Social Security Division of the Ministry seeks to provide a social safety net through the efficient administration of the contributory NIS and non-contributory Public Assistance Programmes.

The work of the Division is carried out through the following Programmes and Departments:

1. National Insurance Scheme (NIS)
2. National Insurance Fund (NIF)
3. Public Assistance
4. Social Intervention Programme (SIP)
5. Jamaica Council for Persons with Disabilities (JCPD)
6. Early Stimulation Programme (ESP)
7. Abilities Foundation (AF)
8. National Council for Senior Citizens (NCSC)
9. Vineyard Town Golden Age Home (VTGAH)

1.9

**Budget Summary**

	<b>2016/17</b>	<b>2017/2018</b>
	<b>J\$ '000'</b>	<b>J\$ '000'</b>
Recurrent	2,543,257	3,046,096
Capital A	0	0
Capital B	6,225,744	8,279,871
Appropriations in Aid	<u>813,000</u>	<u>813,000</u>
<b>Total Funding Requirement</b>	<b><u>9,582,001</u></b>	<b><u>12,138,967</u></b>

**1.10 Other Line-function Units critical to the process are:**

1. Public Relations (PR)
2. Management Information System (MIS)
3. Human Resource Management and Development
4. Internal Audit
5. Customer Service
6. Planning, Research and Monitoring
7. Finance and Accounts
8. Central Administration
9. Legal



## 2.

## THE NATIONAL INSURANCE SCHEME

The National Insurance Scheme (NIS) is a compulsory contributory funded social security scheme which requires contributions from persons 18-65 years, who are employed. Benefits are available under the Scheme which is administered under the NI Act, through a network of thirteen (13) Parish Offices and five (5) specialised units. These Units are Contributions and Records, Compliance, Claims/Benefits, Fund Accounts and International Social Security. Their main functions are to register persons; monitor and enforce the contributions provisions of the law to ensure payment of contributions; and determine eligibility and award benefits. Benefits include Retirement/Old Age, Widows'/Widowers', Invalidity, Special Child, Orphan, Special Anniversary, Employment Injury, Employment Injury Death, Employment Injury Disablement, Dependent Spouse Allowance, Maternity Allowance, Funeral Grant, Retirement Pension and NIGOLD (health insurance).



Hon. Shahine Robinson, Minister of Labour & Social Security delivers her message at the 50<sup>th</sup> Anniversary Service of Thanksgiving for the National Insurance Scheme on Sunday, April 24, 2016, at the Portmore New Testament Church of God in Bridgeport, St. Catherine.

### 2.1 TARGETS 2016/17

1. **Increase the number of persons registered**
  - Register 53,948 NIS contributors i.e. 20 per cent over 2015/16
2. **Increase public awareness**
  - Conduct at least 816 public education sessions

### **3. Fulfilment of NIS benefit obligations**

- Disburse J\$20.7B in benefits and J\$1.0B in NIGOLD benefits
- Process 16,000 NIS benefits

### **4. Increase contributions collected by 30 per cent**

- Collect J\$17.89B in revenue from contributors
- Collect at least J\$957.6M of outstanding contributions from delinquent employers

### **5. Strengthen and modernize the NI Act and Regulations**

- Amend the NI Act 1965

### **6. Improve operational efficiency in the processing of benefits by:**

- Establishing two (2) operational standards
- Implementing recommendations made from audit conducted by the Jamaica Productivity Centre (JPC)

## **2.2 PERFORMANCE**

### **Registration**

- Officers participated in 593 public education fora, which reflect an achievement of 72.7 per cent. The number of public education fora increased by 70 or 13.4 per cent, in comparison to the corresponding period last year when they participated in 523.
- As at February 2017, 53,475 new persons were registered with the NIS. This reflects an increase of 8,519 or 18.9 per cent, when compared to the previous year.

### **Disbursements**

- As at December 2016, J\$12.98B was disbursed to pensioners, an achievement of 62.7 per cent of the year's target. In addition, J\$439.85M was disbursed for NIGOLD. This reflects a 44.0 per cent achievement of the year's target.

### **Total NIS Beneficiaries**

- At the end of the year, the number of NIS active beneficiaries was 110,378 (See Table 1). This was 561 or 0.5 per cent more beneficiaries over the previous year.

### **Old Age**

- Recipients of Old Age pensions comprised 70.9 per cent of the total. This was 1.2 per cent more beneficiaries than 2015/16. They accounted for 73.3 per cent of total disbursements for the 2016/17 period.

### **Invalidity Pensions and Grants**

- During FY 2016/17, 6,833 beneficiaries accounted for J\$871M or 6.7 per cent of total disbursements. This was an 11 per cent increase in disbursements, when compared to the previous year.

### **Widows' Pensions and Grants**

- There were 17,236 widows beneficiaries who received disbursements totalling J\$1.95B in FY 2016/17. This reflects a slight increase of 3.5 per cent, when compared to 2015/16.

### **Widowers' Pension and Grants**

- There were 2,383 males who received widowers' benefit for FY 2016/17. This was 101 more than the previous year. Total disbursement was 10.7 per cent more than in 2016/17.

#### **Funeral Grants**

- There were 5,379 beneficiaries of Funeral grants for FY 2016/17, a decrease of 794 or 12.9 per cent, when compared to 2015/16. A total of J\$362.99M was issued to beneficiaries of this grant in FY 2016/17.

#### **Employment Injury Benefits (EIB)**

- Approximately J\$3.1M was paid in EIB to 191 recipients in FY 2016/17. During 2015/16, on the other hand, more beneficiaries (227) were paid and a total of J\$4M disbursed.

#### **Maternity Allowances**

- Maternity allowances had the least beneficiaries in FY 2016/17. Total disbursements for this category accounted for less than 1 per cent of the total amount disbursed.

#### **New NIS Beneficiaries**

- During FY 2016/17, 11,108 beneficiaries were awarded NIS benefits for the first time (See Table 2). This reflects a 25.9 per cent decrease in comparison to 2015/16. Total disbursements amounted to J\$1.55B, a decline of 30.5 per cent, when compared to the previous period. As is customary, Old Age benefits and Funeral grants accounted for the highest disbursements with 54.6 and 23.4 per cent of the total, respectively.

#### **Contributions collected**

- J\$14.8B was collected during FY 2016/17. This target was achieved by 82.7 per cent.

#### **Outstanding contributions from employers**

- J\$345M was collected from delinquent employers during the period under review. This was a significant decrease of J\$517.9M or 60 per cent, when compared to the previous year (J\$862.9M). This target was achieved by 36.0 per cent.

#### **Strengthen and modernize the NI Act and Regulations**

- The Amendment to the NI Act, 1965 was passed without objection in the Senate on Friday, October 21, 2016. This will allow actuarial reviews of the NIF to take place every three (3) years, as of April 4, 2016.

#### **Improve operational efficiency in the processing of benefits**

- The Parish Compliance Targets and job descriptions for Inspectors, Parish Compliance Officers and National Insurance Administrators were revised.
- The Position Paper on the Reform of the NIS was submitted. Cabinet approved several measures to be implemented on a phased basis. The first measure is the Staffing and Operations review of the NIS for 2017/18.

#### **Strengthen compliance capacity**

- In order to strengthen the compliance capacity of NIS Officers, 116 were trained in Court Procedures and Practices for the 2016/17 FY.

**TOTAL NUMBER OF NIS BENEFICIARIES AND BENEFIT TYPE:  
2015/16 AND 2016/17**

**TABLE 1**

TYPES OF BENEFITS	BENEFICIARIES		DISBURSEMENT (J\$)	
	2015/16r	2016/17	2015/16	2016/17
OLD AGE	77,381	78,278	8,961,134,017.74	9,507,858,751.52
INVALIDITY	6,522	6,833	784,533,218.92	871,123,406.11
WIDOWS'	17,163	17,236	1,883,936,206.40	1,948,934,888.07
WIDOWERS'	2,282	2,383	244,530,572.88	270,629,813.39
FUNERAL GRANT	6,173	5,379	493,840,000.00	362,986,122.36
EMPLOYMENT INJURY	227	191	4,003,403.15	3,063,617.50
MATERNITY	6	2	179,200.00	89,600.00
SUGAR WORKER	23	21	1,008,800.00	913,600.00
SPECIAL ANNIVERSARY	7	5	551,600.00	436,800.00
ORPHAN/SPECIAL CHILD	40	50	12,751,200.00	13,263,833.26
<b>TOTAL</b>	<b>109,824</b>	<b>110,378</b>	<b>12,386,468,219.09</b>	<b>12,979,300,432.21</b>

**NEW NIS BENEFICIARIES:  
2015/16 AND 2016/17**

**TABLE 2**

TYPES OF BENEFITS	DISBURSEMENT J\$			
	2015/16r <sup>1</sup>	2016/17	2015/16	2016/17
OLD AGE	6,191	3,912	1,280,457,809.57	847,626,348.44
INVALIDITY	604	497	155,939,502.09	139,178,537.04
WIDOWS'	1,434	899	230,599,418.10	154,417,541.80
WIDOWERS'	339	217	61,238,062.78	39,997,036.94
FUNERAL GRANT	6,173	5,379	493,840,000.00	362,986,122.36
EMPLOYMENT INJURY	227	191	4,003,403.15	3,063,617.50
MATERNITY	6	2	179,200.00	89,600.00
ORPHAN/SPECIAL CHILD	10	11	5,914,200.00	5,006,233.33
<b>TOTAL</b>	<b>14,984</b>	<b>11,108</b>	<b>2,232,171,595.69</b>	<b>1,552,365,037.41</b>

**2.3 PROJECTIONS 2017/2018**

**1. Increase the number of persons registered**

- Register 64,737 persons; an increase of 20 per cent

**2. Increase public awareness**

- Conduct 735 public education sessions

**3. Fulfil NIS benefit obligations**

<sup>1</sup> Denotes revised figure.

- Disburse J\$24.8B in benefits and J\$1.365B in NIGOLD benefits

**4. Increase contributions collected by 20 per cent**

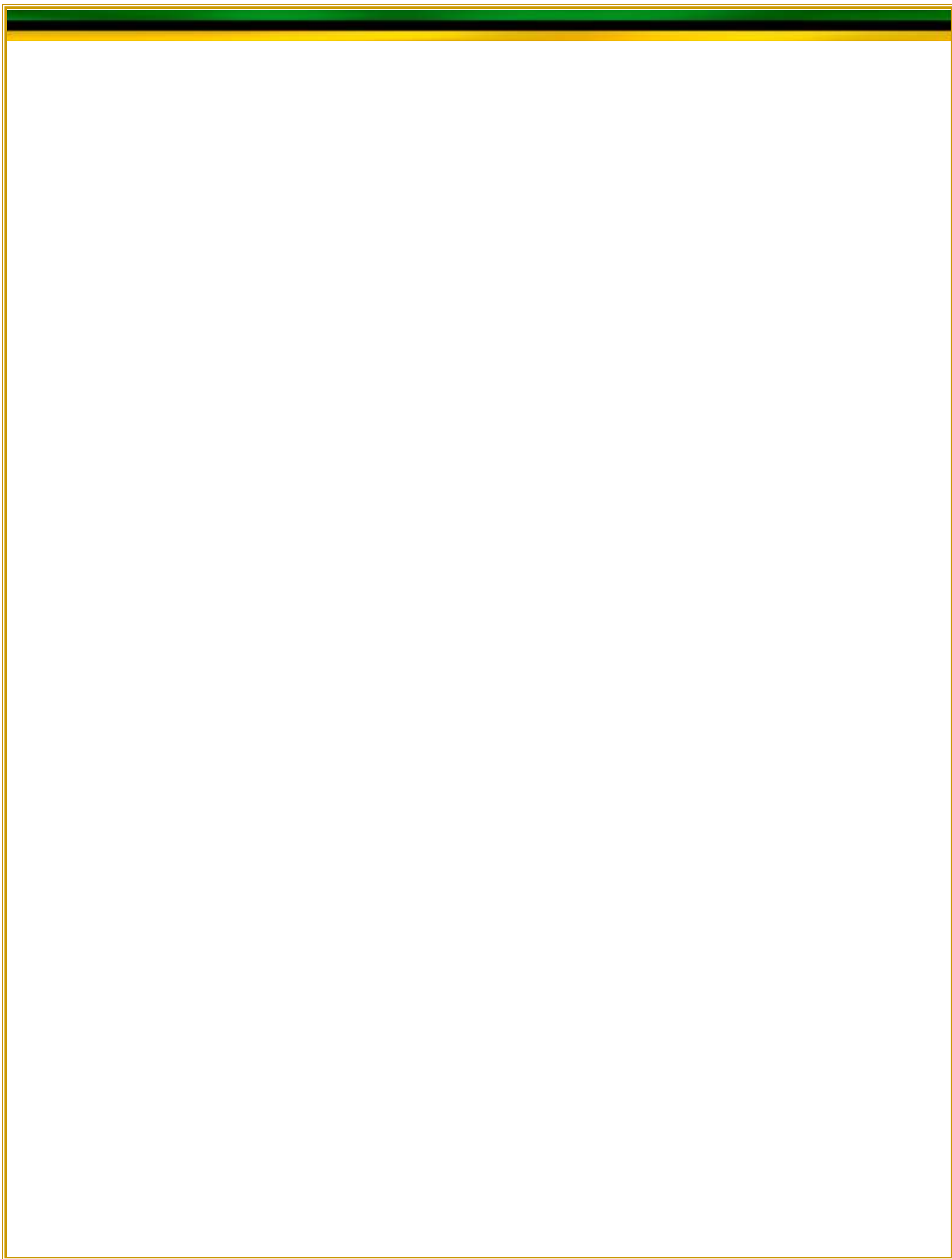
- Collect J\$1.414BM in outstanding contributions from delinquent employers
- Collect J\$18.48B in contributions

**5. Strengthen and modernize the NI Act and Regulations**

- Continue review of the National Insurance Act and Regulations with a view to amend specified provisions of the NI Act

**6. Improve operational efficiency in the processing of benefits**

- Commence operations and staffing reviews
- Change the payment method for overseas based pensioners
- Roll out other modules of the new NIS Management Information System



### **3. THE NATIONAL INSURANCE FUND**

The National Insurance Fund (NIF) Secretariat is responsible for managing the assets of the NIS, to ensure that growth is realized over time. These funds are used for periodic increases in NIS benefits.

#### **3.1 TARGETS 2016/17**

##### **Attain growth rate in net assets to provide the means for periodic increases in NIS benefits**

- a) Growth in Investment Income of at least J\$6.269B
- b) Growth in Net Assets of the Fund of approximately J\$2.895B
- c) Renovate and/or expand the existing Ministry offices

#### **3.2 PERFORMANCE (CALENDAR YEAR 2016)**

##### **Attain growth rate in net assets to provide the means for periodic increases in NIS benefits**

##### **Statement of Financial Position<sup>2</sup>**

- As at the end of December 2016, the Total Net Asset i.e. Value of the Fund was J\$90.07B. This represented an increase of J\$11.374B or 14.5 per cent over the corresponding period ending December 2015.
- For the period under review, investments in Money Market instruments increased by J\$4.34B or 9.6 per cent. Investments in Equity increased by J\$2.64B or 20.3 per cent and investments in Real Estate portfolio increased by J\$3.51B or 33.3 per cent.

##### **Statement of changes in Net Assets**

##### **Statement of Comprehensive Income (Unaudited)**

- Year ended December 2016, Total Income increased by J\$86.54M or 0.8 per cent, over the corresponding period.
- Net Contributions ending December 2016 amounted to J\$25.26B, representing an increase of J\$1.09B or 4.5 per cent, over December 2015.
- For the period, total Pension Benefits paid amounted to J\$9.38B, representing an increase of J\$568.6M or 6.5 per cent, over December 2015.

##### **Expand and develop Braco Resorts**

- The refurbishment of the Braco property was completed at a cost of US\$25M. The 232 room hotel which is located in the parish of Trelawny is now in full operation.

##### **Renovate and/or expand the existing Ministry Offices**

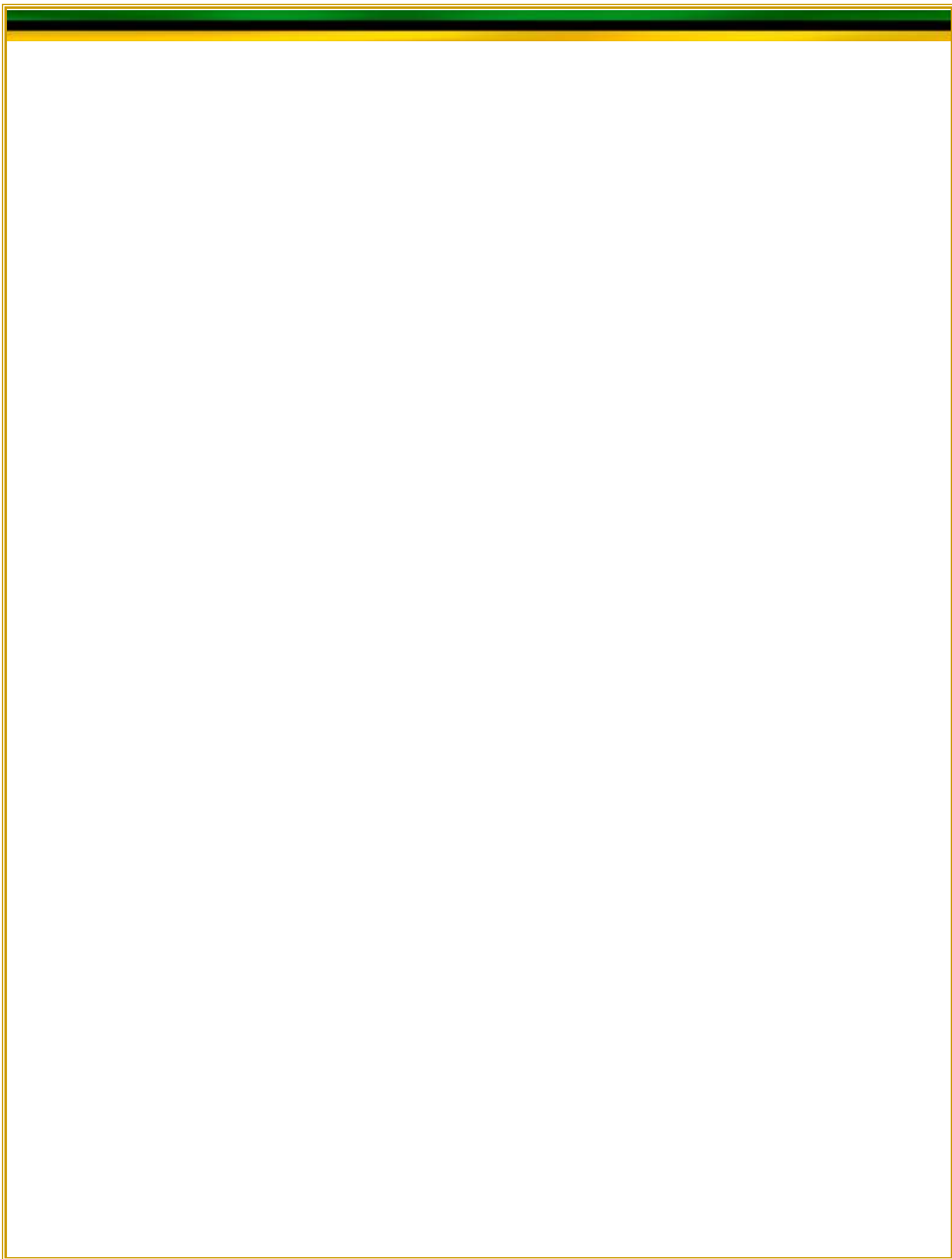
- Work continues on several programmes; including the upgrading of Parish Offices across the island so that pensioners and other stakeholders can be provided with quality service.

#### **3.3 PROJECTIONS 2017/18**

##### **Attain growth rate in net assets to provide the means for periodic increases in NIS benefits**

1. Achieve Investment Income of J\$7.17B;
2. Achieve growth in net assets of the Fund of approximately J\$3.69B; and
3. Renovate and/or expand the buildings housing the existing Ministry Offices.

<sup>2</sup> See Appendix 4 to 6 for details.





#### **4. PUBLIC ASSISTANCE PROGRAMMES**

The Public Assistance Division (PAD) has responsibility for the administration of several non-contributory social assistance programmes, including PATH. These programmes provide financial assistance and social support to the most vulnerable groups in the society, with the aim of meeting the immediate needs of the individual or the family.

Under the PAD, assistance is provided to persons who fall below the poverty line, including the unemployed or underemployed, the elderly, PwDs, pregnant and lactating women and victims of disasters, whether man-made or natural. Assistance can be accessed through the Rehabilitation Programme and PATH. The Programmes of the Division are administered through 13 of the Ministry's network of 14 Parish Offices. Assessment and social intervention services are provided by PAD's cadre of Social Workers.

##### **4.1A THE PROGRAMME OF ADVANCEMENT THROUGH HEALTH AND EDUCATION (PATH)**

As part of the Government's strategy to reduce poverty, ongoing assistance is provided under PATH, to help the poorest and most vulnerable populations who are identified through a systematic, transparent and objective Beneficiary Identification System. PATH is a Conditional Cash Transfer Programme i.e. benefits are delivered by way of cash grants based on satisfaction of specific health and educational conditions.

The main objectives of PATH are to:

- increase educational attainment and improve health outcomes of the poor;
- alleviate poverty by increasing the value of transfer to the poor;
- reduce child labour by requiring children to have a minimum attendance in school; and
- serve as a safety net by preventing families from falling further into poverty in the event of adverse shock.

PATH targets poor families and provides benefits for children (0 – 18 years or the age of leaving secondary school), the elderly (persons 60 years and above), PwDs, pregnant and lactating women and adult poor persons between 18 – 59 years. Since its implementation in 2002, PATH has expanded its reach and has provided benefits to over 360,000 persons. A significant component feature of the Programme is the recertification of families who have been on the Programme for at least four (4) years. The Recertification process is designed to re-assess the socio-economic status of these families at the point of recertification against their status at the point of selection for PATH.

##### **4.1B SOCIAL PROTECTION PROJECTS**

The Social Security arm of the Ministry has responsibility for implementing a number of projects which support PATH. The Social Protection Projects (SPP) Unit is implementing the following four (4) Projects, with funding from the World Bank (WB) and the Inter-American Development Bank (IADB):

1. The Social Protection Project (WB funded) additional loan financing of US\$40M for four (4) years (March 2014 – March 2018).

2. The Integrated Social Protection & Labour Programme (IADB funded) – Loan financing of US\$30M for four (4) years (December 2012 – December 2016). An extension has been given for one year (January 2017 – December 2017).
3. The Social and Economic Inclusion for PwDs Project (WB funded) – Grant Funding of US\$3M for four (4) years (August 2013 – August 2017).
4. The Support to Jamaica Social Protection Strategy (IADB funded) for US\$50M. US\$45M of the loan amount is for the support of the PATH cash grants and US\$5M is for strengthening the Social Protection Programmes of the Government. The Project is for four (4) years (Nov 2015 – Nov 2019).

#### **The Social Protection Project Additional Financing (US\$40M WB Funded)**

This is a follow-on to the Social Protection Project 1 which has four (4) components. Components 1 and 2 are being implemented by the MLSS, Component 3 by the Ministry of Finance and Public Service (MOFP) and Component 4 by the Planning Institute of Jamaica (PIOJ). The additional financing (US\$40M) will maintain the original four (4) components of the Social Protection Project: improving the effectiveness of PATH, supporting the Graduation Strategy for PATH via the STW Project, supporting the implementation of the public sector pension reform and support for the Social Protection Strategy.

#### **The Integrated Social Protection & Labour Programme (US \$30M Funded by the IADB)**

The Project has four (4) main components, three (3) of which are being implemented by the MLSS and the fourth by the Ministry of Education (School Feeding Unit).

#### **The Social and Economic Inclusion for PwDs Project (US\$40M funded by WB)**

The Social and Economic Inclusion for PwDs Project is supported by funding received under the Japan Policy Human Resources Grant, implemented under four (4) components as follows:

- **Component 1:** Skills Development of PwDs under PATH between the ages 18-36;
- **Component 2:** Strengthening the service delivery of special education to Children with Disabilities (CwDs);
- **Component 3:** Monitoring and Evaluation; and
- **Component 4:** Project Administration and Management.

#### **The Support to Jamaica Social Protection Strategy (\$50M funded by the IADB)**

This Loan Agreement was signed in October 2015. The Project will support consumption, protect and promote the human capital accumulation of PATH beneficiaries and strengthen the overall capacity of the MLSS, to improve quality and access to the network of social services provided by the Ministry to the poor and vulnerable population. The Project has four (4) components: (i) Cash Transfers; (ii) Enhancing the Services of PATH; (iii) Modernization of the Social Security Services; and (iv) Project Administration and Evaluation.

##### **4.1.1 TARGETS 2016/17**

###### **1. Timely payments to PATH beneficiaries**

- Payment of benefits to approximately 320,000 registered beneficiaries (every two (2)

- months);
  - Reconvene the payment of transportation allowance to 2,000 students.
- 2. Provide transportation allowance for PATH 6-18 year old students who have been non-compliant because of transportation costs**
- Pay differential benefits to PATH beneficiaries each quarter based on gender and school level.



Hon. Shahine Robinson, Minister of Labour & Social Security (4th right), Permanent Secretary, Mrs. Colette Roberts Riden (5<sup>th</sup> left), Chief Technical Director (Social Security), Mrs. Dionne Jennings, (2nd right) and Project Director of the PATH Programme, Mrs. Elsa Marks-Willis (3rd left) with newly-commissioned PATH Youth Ambassadors at the launch of the Programme on November 9, 2016, at the Mona Visitors' Lodge. UWI. Mona.

- 3. Provide differential benefits to PATH beneficiaries**
- Pay differential benefits to PATH beneficiaries each quarter based on sex and school level.
- 4. Monitor compliance for education and health**
- Prepare and review Education and Health compliance reports on a bi-monthly basis i.e. Primary: Boys 76 per cent and Girls 82 per cent and Secondary: Boys 81.5 per cent and Girls 87.5 per cent.
  - Health Compliance i.e. Pregnant 85 per cent; Lactating 85 per cent and Children 0-1: 85 per cent.
- 5. Implementation of the Graduation Strategy**
- Identify two (2) members from each of the proposed 1,000 families that will graduate;
  - Using the resilience index, determine which STW Project is suited to graduates..
- 6. Implement a pilot parenting intervention for PATH families with children 2-6 years old**
- Complete implementation of parenting interventions;
  - Consulting Firm to conduct Impact Evaluation;

- Public Education programme for beneficiaries and stakeholders;
- Select Parents/Participants for pilot of parenting education workshops; and
- Parent Education Workshop Implementation.

#### **7. Enactment of the National Assistance Act**

- Spearhead the enactment of the National Assistance Act.

#### **8. Engage the services of Partner Agencies to provide training and other relevant interventions for STW clients**

- Facilitate overall placement of 175 clients between April and December 2016;
- Deliver Vocational Skills Training to 240 clients via Direct Entry mode through a Memorandum of Understanding (MOU) with HEART Trust/NTA;
- Deliver Job Readiness Training to 500 Qualified clients (at least 5 CSEC passes or NCTVET certification) across the island by March 31, 2017; and
- Provide Business Development Training.

#### **9. Business Development and Entrepreneurship Support**

### **4.1.2 PERFORMANCE**

#### **1. Timely payments to PATH beneficiaries**

##### **Payment of benefits**

- There were approximately 352,089 registered PATH beneficiaries for the period ending February 2017 (See Figure 1).
- Cash transfers were provided for approximately 297,041 registered beneficiaries, totalling J\$4.594B.
- PATH continued to pay a minimum benefit of J\$400 for non-compliant beneficiaries in order to ensure a minimum social protection floor for PATH families.

#### **2. Provide transportation allowance for PATH 6-18 year old students who have been non-compliant because of transportation costs**

##### **Transportation Allowance**

The PATH Transportation Grant was first introduced in April 2014, after studies revealed that one of the main factors leading to low school attendance by PATH student beneficiaries, was the lack of money to pay for transportation. The Grant was paid to 3,093 PATH students at the secondary level who were identified by the schools as having not met the PATH requirements for school attendance that is, having an attendance record of less than 85% over three consecutive payment periods (6 months).

During the period April – June 2014, a total of 3,093 PATH beneficiaries from 60 Schools Island-wide were selected and paid the Transportation Grant. At the end of the first round of implementation, an evaluation was undertaken to assess the effect that the Grant had on the attendance of student beneficiaries. The evaluation utilized 228 students from 47 Schools island-wide. The Findings of the evaluation revealed that the Transportation Grant had a positive effect on the attendance of 181 of the students in the sample. Attendance rates were

increased by as much as 100 per cent in some instances. The evaluation also indicated that for 44 students, the transportation grant did not improve attendance.

The second round of the transportation grant became effective on November 1, 2016. The methodology used for selecting the participants involved two phases. Schools were identified based on the attendance compliance of PATH beneficiaries for the academic year 2015/16 and students were then selected from these schools based on their transportation needs.

From 183 secondary schools, thirty-five (35) were identified as having school attendance rates of less than 70 per cent and were selected for inclusion in the Transportation Intervention. The second stage of the selection process was carried out by the schools. Principals of schools were asked to identify and rank 60 PATH beneficiaries based on their perceived transportation needs. They were then asked to submit these names to the MLSS using a nomination form provided. Each school was also required to submit an additional 10 names to be used in the event that replacements were needed.

Sensitization sessions for MLSS' Parish Managers, Administrators, School Principals and Guidance Counselors were held on October 10, 2016 and October 18, 2016. Schools were presented with the nomination forms and it was agreed that they would provide the names of 60 students to participate in the intervention. Following delays in receiving the nomination forms from all schools, the new date for the disbursement of the grant was moved to December 1, 2016 with the December payment including the grant payable for November.

The amount to be awarded to each student was determined by the distance that the student had to travel in order to get to school. The following rules would apply when computing the total Transportation Grant awarded to each student:

- Students living 15km or more from school would be eligible for a maximum payment of J\$4,000 per month not exceeding \$1,000 per week;
- Students living less than 15km from school would be eligible for a maximum payment of J\$2,000 per month not exceeding J\$500 per week.

Given the budget of J\$6M to be expended monthly, it was projected that an average of J\$3,000 per month could be paid to each PATH student who was selected to participate in this intervention. In addition, up to 2,000 students could be assisted with the Transportation Grant based on the budget.

### **Payments**

Transportation Grants were paid December 1, 2016 and included a retroactive payment for November 2016. Approximately, 1855 students were recommended from the schools for transportation grants. Disbursement for the period November 2016 to March 2017 amounted to approximately J\$21M. For the April 2017 payment a check will be carried out to verify the

attendance of students who received the grant. Those students who have not met the attendance requirement of 85 per cent will not be allowed to continue receiving the transportation grant.

### **3. Monitor compliance for education and health**

#### **Education Compliance**

- The average compliance rates for males in Primary and Secondary Schools were 82.8 and 77.9 per cent, respectively. The compliance rate target for boys in primary schools was surpassed by 6.8 per cent; whilst at the secondary level it fell by 3.6 per cent.
- The target rate for girls in primary schools was surpassed by 3.0 per cent, but declined by 3.5 per cent for secondary schools (See Table 3).

#### **Health Compliance**

- For FY 2016/17, as it relates to visiting their health centre, children between 0-1 years were compliant an average of 78.2 per cent of the time.
- On average, lactating mothers were 79 per cent compliant in visiting their health care providers for the 2016/17 period.
- Pregnant beneficiaries were the most compliant as it pertains to health care under PATH, with an average of 92.3 per cent for the fiscal year (See Table 4).

### **4. Implementation of the Graduation Strategy**

The Strategy is designed to:

- Promote seamless transitions from welfare to work and human capital accumulation;
  - Promote resilience strategies and programmes;
  - Enhance equity in the redistributive processes of social protection systems;
  - Create sustainable opportunities for vulnerable families; and
  - Provide strategic direction to implementers and policy makers.
- A Submission has been made to Cabinet on A Revised Graduation Strategy for the Programme of Advancement Through Health and Education. (PATH).
  - During the period 1<sup>st</sup> April 2016 – 31<sup>st</sup> January 2017, a total of J\$113.34M was disbursed to provide Post-Secondary Grants to PATH beneficiaries. Additionally, a total of J\$31.80M was approved and disbursed to beneficiaries pursuing studies at the tertiary level.

### **5. Implement a pilot parenting intervention for PATH families with children 2-6 years old**

- Workshops for parenting programme began in six (6) parishes, namely Clarendon, Portland, St. Thomas and Kingston. All prescribed workshops have been completed in these parishes.

### **6. Enactment of the National Assistance Act**

- The Enactment of the National Assistance Act review is now underway.

### **7. Engage the services of Partner Agencies to provide training and other relevant interventions for STW clients**

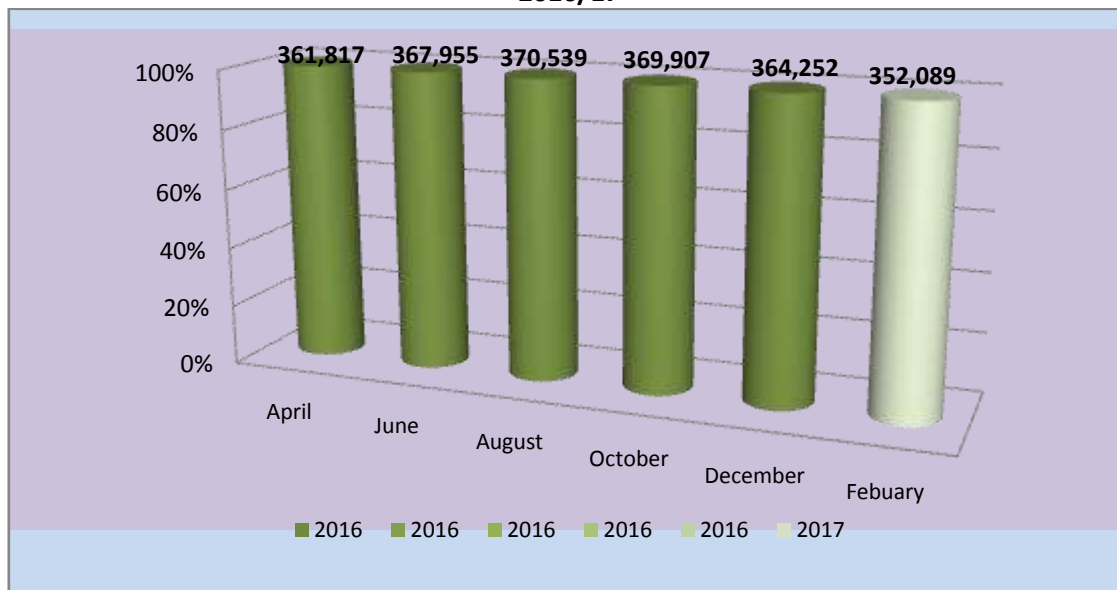
- As at February 28, 2017, the On-the-Job Training (OJT) Intervention facilitated placements of about 616 PATH beneficiaries;

- Under the Social and Economic Inclusion of PwDs Project, 154 PwDs received skills training and employment (work experience/ training), after receiving classroom training; and
- The MOU between the STW and HEART Trust/NTA was signed in January 2017.
- As at March 2017, 436 persons were placed for OJT. Of this total 134 were placed permanently. Since the inception of the OJT Programme in August 2015, 662 persons were placed and 206 gained permanent employment.

**8. Business Development and Entrepreneurial Support**

- Five (5) capacity building workshops were conducted for clients in St. Elizabeth, St. James, Westmoreland, St. Ann, St. Mary and Portland. Two hundred and twenty two (222) persons were trained.
- Good Agricultural Management Practices (GAMP) training was also delivered to 281 beneficiaries in 10 parishes between April and July 2016.
- For the FY, 162 entrepreneurial grants were disbursed to STW clients, totalling J\$13.08M.

**NUMBER OF REGISTERED PATH BENEFICIARIES BY PAYMENT PERIOD:  
2016/17**



**Figure 1**

**EDUCATION COMPLIANCE RATE (%):  
2015/16 AND 2016/17**

**TABLE 3**

COMPLIANCE PERIOD		GRADES 1-6		GRADES 7-9		GRADES 10-13		AVERAGE COMPLIANCE FOR ALL GRADES	
		M	F	M	F	M	F	M	F
JAN-FEB	2015/16	83	86	76	83	70	77	76.3	82
	2016/17	79	82	82	88	79	84	80	84.7
MAR-APR	2015/16	78	82	72	80	70	75	73.3	79
	2016/17	79	83	73	81	67	74	73	79.3
MAY-JUN	2015/16	76	81	75	83	83	87	78	83.7
	2016/17	82	86	75	82	73	79	76.7	82.3
SEPT-OCT	2015/16	89	90	89	91	85	89	87.7	90
	2016/17	87	89	86	91	79	85	84	88.3
NOV-DEC	2015/16	79	83	82	88	81	86	80.7	85.7
	2016/17	87	89	86	91	79	85	84	88.3
AVERAGE COMPLIANCE	2015/16	81	84.4	78.8	85	77.8	82.8	79.2	84.1
	2016/17	82.8	85	80.4	86.6	75.4	81.4	79.4	84.3

**HEALTH COMPLIANCE RATES (%):  
2015/16 AND 2016/17**

**TABLE 4**

Compliance Period		Child 0-1	Lactating	Pregnant	AVERAGE COMPLIANCE FOR ALL CATEGORIES
Jan. - Feb.	2015/16	81	80	93	84.7
	2016/17	75	77	92	81.3
Mar. - Apr.	2015/16	77	75	94	82
	2016/17	81	78	93	84
May - June	2015/16	76	80	95	83.7
	2016/17	80	75	90	81.7
Jul. - Aug.	2015/16	83	85	95	87.7
	2016/17	76	80	92	82.7
Sept. - Oct.	2015/16	77	87	92	85.3
	2016/17	78	83	94	85
Nov. - Dec.	2015/16	81	83	97	87
	2016/17	79	81	93	84.3
AVERAGE COMPLIANCE	2015/16	79.2	81.7	94.3	85.1
	2016/17	78.2	79	92.3	83.2



#### **4.1.3 PROJECTIONS 2017/18**

##### **1. Provide PATH benefits to the most vulnerable groups of Jamaicans**

- Make six (6) payments to 320,000 registered PATH beneficiaries each payment cycle (every two (2) months);
- Provide transportation allowance for 6,000 PATH 6-18 years old students who have been non-compliant as a result of transportation costs.

##### **2. Ensure education and health compliance of PATH beneficiaries**

- Monitor compliance for education, i.e. Primary (Boys 76 per cent and Girls 82 per cent) and Secondary (Boys 81.5 per cent and Girls 87.5 per cent); and Health: (Pregnant :85 per cent, Lactating: 85 per cent and Children 0-1: 85 per cent);
- Health compliance: Pregnant: 85 per cent; Lactating 85 per cent and Children 0-1: 85 per cent.

##### **3. Support the provision of social welfare to eligible PATH beneficiaries**

- Implement the Graduation Strategy;
- Continue implementation of the STW programmes;
- Secondary Education completion intervention programme for at least 170 youths from poor households to complete training in 1-5 CSEC subjects; and
- Implement a pilot parenting intervention for PATH families with children 2-6 years old;

##### **4. Ensure efficiency and accountability in the social security projects of the Ministry**

- Implementation of monitoring and evaluation strategies: by identifying and developing processes for graduation intervention; and
- Conducting a Parenting Pilot Impact Evaluation.

#### **4.2**

#### **THE PUBLIC ASSISTANCE DEPARTMENT**

Established by a Cabinet Decision in 1972, the Rehabilitation Programme provides assistance to individuals in need of social assistance for compassionate purposes or to improve their economic base through income generating projects. The Programme provides grants which are available to persons who, in the past, have exhibited their self supporting potential but are currently experiencing circumstances that prevent them from providing for their basic needs or that of their families.

The Rehabilitation Programme constitutes four (4) types of grants indicated below. These are all one-off grants.

##### **REHABILITATION ASSISTANCE GRANT**

This Grant provides an opportunity for individuals/families to undertake income generating projects to improve their economic status. It provides assistance to establish small projects or boost existing projects such as haberdashery, trading, dressmaking etc.

##### **COMPASSIONATE ASSISTANCE GRANT**

The Compassionate Assistance Grant is available to persons in need of speedy assistance and who are unable to access assistance under any other Scheme. Assistance is usually provided to meet

urgent needs such as prescriptive aids, medication, household items, house repairs and burial expenses. Applicants should not have insurance coverage.

#### **EMERGENCY ASSISTANCE GRANT**

This Grant is available to assist persons who have suffered a disaster, whether man-made or natural, such as an earthquake, hurricane, fire, etc. Assistance is usually provided for personal belongings, basic food items or toiletries. Applicants should not have insurance coverage.

#### **EDUCATION AND SOCIAL INTERVENTION (ESI) GRANT**

The ESI Grant is available to assist children who cannot attend school or whose regular attendance is affected by their parents'/guardians' inability to provide uniforms, school books and other basic needs.

#### **SHORT TERM INTERVENTION PROJECT (STIP)**

This Project was implemented in 2013 to assist the needy to cushion hard economic conditions affecting the country.

#### **NATIONAL DISASTER**

Disasters that affect more than 20 families are classified as national disasters. The MLSS is responsible for leading the damage assessment process. Based on the assessment, the Ministry is also responsible for preparing a budget for payment of grants to victims. The budget is submitted to the MOFP for approval and disbursement of funds.

Activities are conducted in collaboration with the Office of Disaster Preparedness and Emergency Management (ODPEM), which is responsible for response activities during a national disaster.

#### **4.2.1 TARGETS 2016/17**

- 1. Assist persons who have met with some form of misfortune that interrupts income earning capacity for living conditions**
  - Assist 8,200 persons with Rehabilitation, Compassionate, Emergency Relief as well as Education and Social Intervention Grants.
- 2. Assist families whose personal belongings are affected by a hazard**
  - Evaluate and monitor 500 special rehabilitation projects.
  - Provide assistance with relief items to 1,000 families affected by man-made disaster.
- 3. Assist persons recommended by Members of Parliament with Compassionate and Rehabilitation grants**
  - Provide assistance to 5,325 persons recommended by Members of Parliament under STIP.
- 4. Ensure the continued efficiency and effectiveness of service delivery**
  - Collaborate with ODPEM and Red Cross to train Officers in shelter management and disaster assessment.

#### **4.2.2 PERFORMANCE**

- 1. Assist persons who have met with some form of misfortune that interrupts income earning capacity for living conditions**

- For the period April 2016 – March 2017, 5,234 persons benefited from grants totalling J\$121M (See Table 5). The year’s target was achieved by 63.8 per cent. This was 21 per cent less than the previous year. The breakdown is as follows:
  - I. 999 families received Rehabilitation Grants totalling J\$24.1M, to start income generating projects and to boost existing ones;
  - II. 2,979 persons received Compassionate Grants totalling J\$71M, to assist with medical, funeral and other expenses. The highest payment was made to recipients of this category which accounted for 58.9 per cent of total disbursements;
  - III. 926 families received Emergency Relief Assistance totalling J\$19.1M; and
  - IV. 330 students received Education and Social Intervention Grants totalling J\$6.4M.

### **Monitoring of Special Projects**

- Two hundred and one (201) Special Projects<sup>3</sup> under the Rehabilitation Programme were evaluated for the year. This target was achieved by 40.2 per cent, a decrease of 120 or 62.6 per cent compared to the previous year.

#### **2. Assist families whose personal belongings are affected by a hazard**

- During the 2016/17 FY, 309 fires which affected 551 families were reported to the Ministry. Approximately 1,562 victims were affected. The composition of families were (933) adults and (629) children. Eleven (11) lives were lost. Families were assisted with food, comfort items, grants and counselling. The target was achieved by 55.1 per cent.

#### **3. Assist persons recommended by Members of Parliament with Compassionate and Rehabilitation grants**

##### **Short Term Intervention Project (STIP)**

- During the FY 2016/17, J\$96.8M was disbursed to 4,621 individuals and 4 Organizations. (See Table 6).
- Compassionate Grants, as it pertains to this Project, accounted for 4,617 or 99.9 per cent of the total.
- Further disaggregation of the data revealed that females accounted for 59.4 per cent of the total grants issued.

#### **4. Ensure the continued efficiency and effectiveness of service delivery**

##### **Disaster Management**

Jamaica has a history of being affected by natural hazards, particularly hurricane and floods associated with tropical storms. Families also frequently suffer losses due to fire. Hazards such as these usually lead to interruptions in livelihood and often lead to reduction in the standard of living of these families.

As it relates to this, MLSS has responsibility for the co-ordination of welfare activities and is

<sup>3</sup> These include small entrepreneurial activities such as phone card sales, chicken or pig rearing.

the Head of the Damage Assessment Emergency Relief Grant Assessment Process.

Victims of households in all parishes of disaster are always assisted with food and comfort items along with emergency relief assistance, grants paid in different categories ranging from J\$15,000 upward based on the assessment of damage.

There is also the development of a national database for persons in receipt of social assistance benefits. This database will enhance capability to significantly minimize the incidences of duplication of benefits across welfare programme offered by the State. To aid in this process, the PAD has already designed a database to capture assistance benefits given to individuals under the Rehabilitation Programme.

A similar database has been designed to capture victims of disasters and assistance given. In pursuing its mandate to target the poorest Jamaican households and prevent them from falling deeper into poverty MLSS, through PATH has embraced on new thrust of Case Management.

The new approach to case management has the potential for enhancing effective delivery of services, greater compliance and a collaborative approach to partnering with beneficiaries in achieving their goals.

Such partnerships can build clients' self-esteem, promote self reliance and provide evidence of improved socio-economic reliance, thus breaking the intergenerational cycle of poverty.

**DISBURSEMENTS AND BENEFICIARIES OF PUBLIC ASSISTANCE BY SEX AND GRANT:  
2015/16 AND 2016/17**

**TABLE 5**

GRANTS	NO. OF BENEFICIARIES						DISBURSEMENTS (\$) 2015/16	DISBURSEMENTS (\$) 2016/17
	2015/16			2016/17				
	M	F	T	M	F	T		
REHABILITATION	403	843	1246	313	686	999	29,514,946.00	24,106,375.00
COMPASSIONATE	1959	1942	3901	1,377	1,602	2,979	87,364,460.18	71,037,008.00
EMERGENCY	424	589	1013	363	563	926	19,352,337.81	19,121,480.88
EDUCATION AND SOCIAL	107	360	467	72	258	330	8,838,372.00	6,441,939.00
<b>TOTAL</b>	<b>2,893</b>	<b>3,734</b>	<b>6,627</b>	<b>2,125</b>	<b>3,109</b>	<b>5,234</b>	<b>145,070,115.99</b>	<b>120,706,802.88</b>

**DISBURSEMENTS AND BENEFICIARIES OF THE STIP:  
2015/16 AND 2016/17**

**TABLE 6**

BENEFITS	NUMBER OF BENEFICIARIES		DISBURSEMENT (J\$)	
	2015/16 <sup>r</sup>	2016/17	2015/16 <sup>r</sup>	2016/17
REHABILITATION GRANT <sup>4</sup>	18	4	3,150,607.20	22,011,000.00
COMPASSIONATE GRANT	4,462	4,617	88,260,110.00	73,776,500.00
<b>TOTAL</b>	<b>4,480</b>	<b>4,621</b>	<b>91,410,717.20</b>	<b>96,787,500.00</b>

<sup>4</sup> This Rehabilitation Grant relates only to Short Term Intervention. They are given to commercial businesses

#### **4.2.3 PROJECTIONS 2017/18**

- 1. Assist persons who have met with some form of misfortune that interrupts income earning capacity for living conditions**
  - Assist 8,200 persons with grants;
  - Evaluate and Monitor 500 income generating ventures (recipients of grants in the 2016/17 FY);
- 2. Assist families whose personal belongings are affected by a hazard**
  - Provide assistance with relief items to 1000 families affected by man-made disasters.
- 3. Assist persons recommended by Members of Parliament with Compassionate and Rehabilitation grants**
  - Provide assistance to 5,325 persons.
- 4. Ensure the continued efficiency and effectiveness of service delivery**
  - Develop and implement training programmes in Psychosocial, Excel and Computer programme;
  - Continue to train officers in Shelter Management and Damage Assessment in collaboration with ODPEM and Red Cross.
- 5. Obtain current information of persons in receipt of the various benefits under the Programme**
  - Maintain an electronic register of persons who benefit from the Programme.

## 5.

### THE SOCIAL INTERVENTION PROGRAMME

The Ministry's Social Intervention Programme (SIP) offers assistance to beneficiaries through short term employment and educational and entrepreneurship grants, to foster independence and self-reliance. The short term employment category of SIP is referred to as The Special Employment Programme (SEP).

#### 5.1 TARGETS 2016/17

##### 1. Provide employment and training opportunities for vulnerable and unemployed persons

- Provide short term employment for 550 unemployed youths under SEP;
- Collaborate with HEART Trust/NTA to provide OJT to 100 youths;
- Provide assistance to 600 youths through Education and Entrepreneurial Grants (E&EG); and
- Collaborate with stakeholders/partners such as Jamaica Business Development Corporation (JBDC) and Rural Agricultural Development Authority (RADA) to provide entrepreneurial training to 25 applicants.

#### 5.2 PERFORMANCE

##### Provide employment and training opportunities for vulnerable and unemployed persons

- For FY 2016/17, 761 individuals received assistance through SIP, a reduction of 299 or 28.2 per cent compared to last year
- The E&EG component of SIP, disbursed approximately J\$26.5M. Educational Grants accounted for 88.2 per cent.
- Tertiary Grants, which fall under the Educational Grants (J\$23.3M) accounted for 72.4 per cent of this amount (See Table 7).
- Trading activities (of the Entrepreneurial Grants, [J\$3.1M]), accounted for the majority, 44.8 per cent (J\$1.4M).
- Female beneficiaries accounted for 73.3 per cent of the total beneficiaries under the E&EG component of SIP.

##### Special Employment Programme (SEP)

- Under the SEP, 409 individuals received jobs (See Table 8).
- Females accounted for 75.1 per cent of the total.
- The parishes of St. Elizabeth had the highest number of beneficiaries with 81 or 19.8 per cent each, next was Hanover with 70 or 17.1 per cent, then St. Thomas with 50 or 12.2 per cent each.

##### Collaborate with stakeholders/partners (JBDC and RADA) to provide entrepreneurial training to 150 applicants

- During the year, training sessions were conducted by HEART Trust/NTA in which 75 persons received training in basic entrepreneurship skills and 62 received training in Job readiness.

**NUMBER OF BENEFICIARIES FOR E&EG:  
2015/16 AND 2016/17**

**TABLE 7**

TYPES OF EDUCATIONAL GRANT	M		F		TOTAL		DISBURSEMENTS (J\$)	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
TERTIARY	46	28	188	130	234	158	26,022,681.61	16,895,521.91
SECONDARY	65	43	157	93	222	136	7,066,925.81	5,548,387.52
SKILLS	13	7	8	10	21	17	1,112,700.00	898,230
<b>TOTAL</b>	<b>124</b>	<b>78</b>	<b>353</b>	<b>233</b>	<b>477</b>	<b>311</b>	<b>34,202,307.42</b>	<b>23,342,139.43</b>

<sup>5</sup> TYPES OF ENTREPRENEURIAL GRANT	M		F		TOTAL		DISBURSEMENTS (\$)	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
TRADING	0	5	0	14	0	19	0.00	1,405,271.75
MANUFACTURING	4	4	5	6	9	10	750,000.00	805,941.53
AGRICULTURE	10	7	8	5	18	12	1,490,485.20	925,491.28
<b>TOTAL</b>	<b>14</b>	<b>16</b>	<b>13</b>	<b>25</b>	<b>27</b>	<b>41</b>	<b>2,240,485.20</b>	<b>3,136,704.56</b>
<b>GRAND TOTAL</b>	<b>138</b>	<b>94</b>	<b>366</b>	<b>258</b>	<b>504</b>	<b>352</b>	<b>36,442,792.62</b>	<b>26,478,843.99</b>

**5.3 PROJECTIONS 2017/2018**

**1. Provide employment and training opportunities for vulnerable and unemployed persons**

- Provide special employment for 500 unemployed youths;
- Collaborate with HEART Trust/NTA to provide OJT to 150 participants;
- Provide assistance to 300 youths through E&EG; and
- Collaborate with stakeholders/partners (JBDC and RADA) to provide entrepreneurial training to 25 grant recipients.

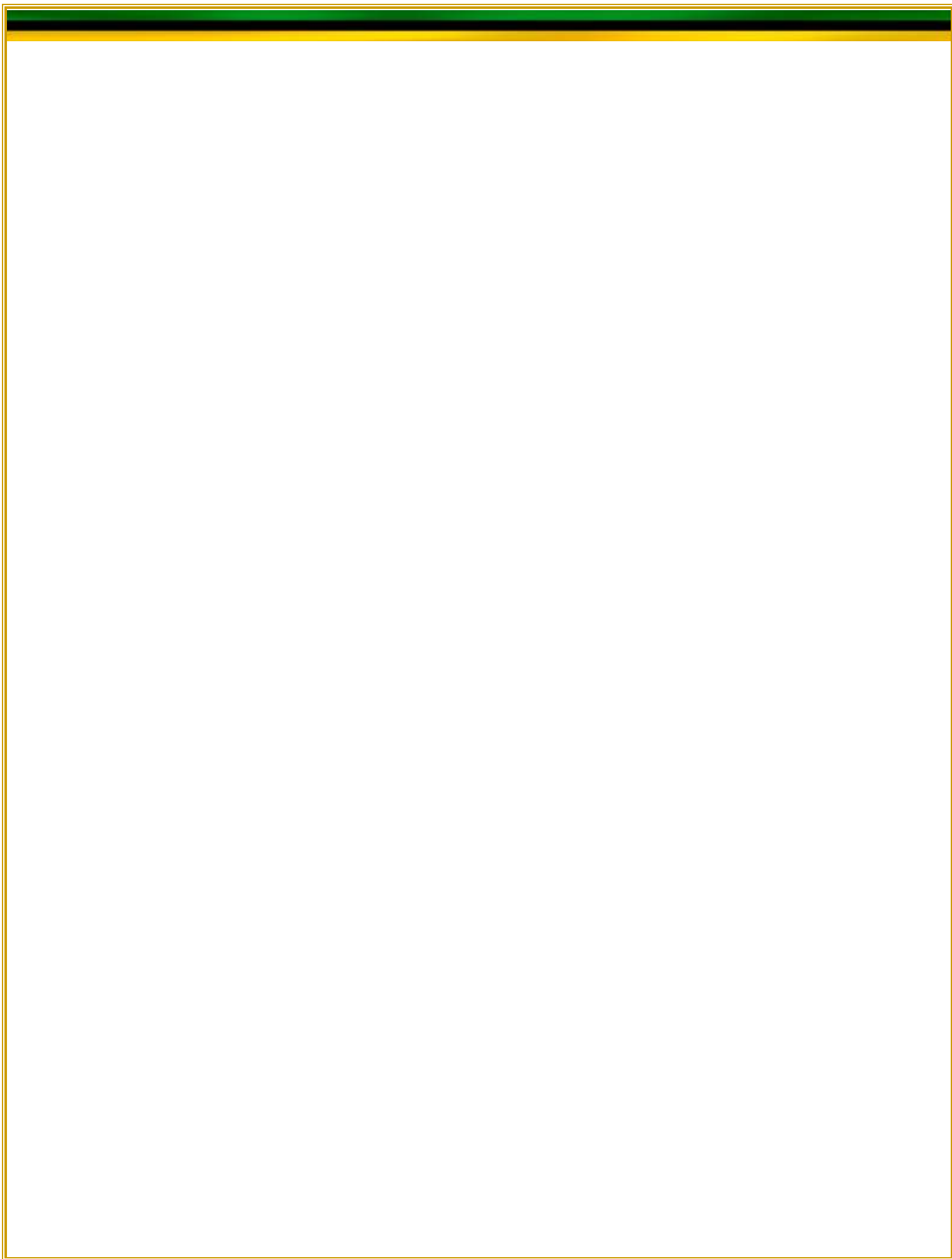
<sup>5</sup> Areas available for Entrepreneurship Manufacturing: Carpentry, Leather craft, Food processing, Graphic designing;  
Trading: Grocery;  
Agriculture: Chicken rearing, Cash crops, Pig rearing, Ornamental fish rearing, Bee Keeping.



**NUMBER OF YOUTHS PLACED IN SPECIAL EMPLOYMENT BY PARISH AND SEX:  
2015/16 AND 2016/17**

**TABLE 8**

PARISH	2015/16		2016/17		TOTAL	
	MALE	FEMALE	MALE	FEMALE	2015/16	2016/17
KSA	35	69	10	28	104	38
ST.CATHERINE	15	37	14	33	52	47
HANOVER	23	76	12	58	99	70
TRELAWNY	2	2	4	2	4	6
ST.ANN	2	9	4	14	11	18
WESTMORELAND	3	10	1	13	13	14
ST.MARY	2	12	2	2	14	4
ST.JAMES	0	6	0	3	6	3
ST.THOMAS	26	78	14	36	104	50
MANCHESTER	2	9	0	1	11	1
PORTLAND	5	18	10	39	23	49
CLARENDON	5	16	8	20	21	28
ST.ELIZABETH	29	65	23	58	94	81
<b>TOTAL</b>	<b>149</b>	<b>407</b>	<b>102</b>	<b>307</b>	<b>556</b>	<b>409</b>



## 6. PROGRAMMES FOR PERSONS WITH DISABILITIES

### 6.1 THE JAMAICA COUNCIL FOR PERSONS WITH DISABILITIES

The Jamaica Council for Persons with Disabilities (JCPD) is responsible for the implementation of policies and programmes for PwDs. The current mandate of the Council is to promote the protection of the rights of PwDs while facilitating their educational, social and economic development. The Council seeks to empower those with disability, by promoting independence through training and development. The Council works closely with other government and non-government agencies to ensure improved quality of life and independence for PwDs.

The Council assists these persons with skills training and self-help projects, so that they can earn an income. Services provided by the JCPD are executed through the National Vocational Rehabilitation Service (NVRS) for persons aged 18 to 59.

To receive a service or benefit, PwDs must be registered with the JCPD. Unregistered PwDs must obtain a medical form from the JCPD or a Social Worker in the Parish Office, which should be completed by their Medical Doctor verifying their disability. The form is to be returned to the JCPD's Head Office or to a Social Worker in the Parish Office where the registration process is completed.



Minister of Labour & Social Security, Hon. Shahine Robinson (third right), with Senator Floyd Morris (right) and Mrs. Christine Hendricks, Executive Director of the Jamaica Council for Persons with Disabilities (JCPD) at a Disabilities Sector Meeting on July 1, 2016, at the Ministry's North Street Office.

## **SERVICES**

The services provided include:

1. Identifying and registering PwDs in Jamaica;
2. Public education on disability issues;
3. Job placement through Placement Officer;
4. Rehabilitation Grants for self help projects, such as chicken rearing and other micro businesses;
5. Assistance to ensure access to educational opportunities, for example, school fee assistance, books, etc;
6. Provision of Funeral Grants to families of deceased clients to contribute to the funeral expenses;
7. Scholarships offered to PwDs for tertiary level education (Margaret Moody Scholarship)
8. Facilitating the processing of income tax exemption for PwDs who are employed, to be able to apply for tax exemption under the Income Tax Act;
9. Facilitating the process of National Housing Trust (NHT) applications to PwDs. Five per cent of houses built by the NHT are reserved for PwDs who meet the requirements.
10. Concessionary bus fares are offered through the Jamaica Urban Transit Company (JUTC).
11. The provision of information and referrals to several programmes and agencies, for example the PATH, Jamaica Society for the Blind (JSB), Jamaica Association on Intellectual Disabilities (JAID), among other relevant agencies.

The JCPD also has three (3) off-station workshops as a part of its operation.

### **Paradise Prints**

This is the only sheltered workshop operated in Jamaica by the JCPD. The workshop has been in operation since 1975, produces batik along with soft goods for sale. It employs persons with various types of disabilities.

### **Assessment and Guidance Centre**

This Centre provides training for PwDs. It was established in 1977 and can accommodate approximately 45 trainees. The Centre teaches woodwork, papier-mâché and art therapy. It also facilitates preliminary assessment and evaluation for trainees and offers remedial education, in collaboration with the Jamaica Foundation for Life Long Learning (JFLL).

### **Woodside Bakery**

Woodside Workshop is a training facility which began operations in 1983. It creates employment opportunities for PwDs. The products from the Bakery are marketed and sold locally. The Workshop produces a variety of cultural baked products (e.g. bullas, gizzardas, grater cakes etc).

### **Disability Technical Cooperation Project (Overview)**

The Disabilities Technical Cooperation Project is the result of a collaborative effort with the MLSS, PIOJ and the IADB, with funding from the Japan Social Development Fund (JSDF). Initiated by a launch and stakeholder workshop on June 27, 2012, under the theme *“Embracing Abilities for an Inclusive Society”*, the Project’s activities provide support for improving the lives of PwDs.

The general objective of the Project is to advance the social protection policies within the MLSS, in keeping with the commitment by the GOJ to the United Nations Conventions on the Rights of Persons with Disabilities (UNCRPD). The Project is intended to provide specific assistance to upgrade existing systems, to define and profile the population of PwDs in Jamaica and enhance mechanisms to improve the targeting of PwDs for social benefits and programmes.

The Disabilities Technical Cooperation Project seeks to build on the gains of the JCPD over the last 40 years primarily by improving its registry of PwDs.

The Project has five (5) components:

#### **Component 1 – Building Capacity to Register PwDs**

The objective of this component is to strengthen the capacity of JCPD, by identifying and registering PwDs through the establishment of a database that profiles PwDs who are registered with the Council. This component will enhance the existing framework of the Government to formulate policies and programmes for PwDs. In order to achieve this objective, the Project will embark on an island-wide registration of PwDs in Jamaica.

#### **Component 2 – Public Education and Promotion**

The objective of this component is to design a Communication Plan for JCPD with one aspect geared towards promoting and educating persons on the national registration process.

#### **Component 3- Improving targeting of PwDs**

The objective of this component is to review systems that currently exist to identify PwDs who qualify for social assistance. A report analysing the targeting systems used to identify PwDs for social assistance was completed.

#### **Component 4- Strengthening of the ESP for CwDs (Completed)**

The objective of this component is to improve the quality of life for children with developmental disabilities, through technical support and early intervention strategies.

Expected outcome: (a) Trained Child Development Officers from ESP in areas of behavioural modification, communication coaching and prevention of childhood disabilities; (b) ESP's programmes expanded for greater access; and (c) Improved coping techniques of parents and (or) caregivers of CwDs. This component has been completed.

#### **Component 5 – Institutional Strengthening**

The objective of this component is to improve JCPD's capacity to execute its mandate.

Expected outcome: JCPD staff trained in relevant disability areas that will improve their effectiveness in the execution of their duties.

#### **Economic Empowerment Grant/Assistive Aids**

This Grant is made available to parents/guardians on behalf of PwDs who are unable to access the grant themselves. A group of PwDs can also access the grant. Applicants must be able to operate a project that is viable or will enable them to gain suitable employment.

Applicants must complete an application form which will be reviewed by the Margaret Moody Sub-Committee of the National Advisory Board on Disabilities (NABD). The Ministry allocates J\$15M each

year for this grant; the money is further divided - J\$10M for Economic Empowerment Grant (EEG) and J\$5M for Assistive Aids.

### **6.1.1 TARGETS 2016/2017**

#### **1. Facilitate communication campaign to increase awareness of the Disabilities Bill and the JCPD**

- Implement the Communication Plan;
- Improve the physical environment and physical access to PwDs;
- Develop mechanism for the monitoring and evaluation of the implementation of the Convention on the Rights of Persons with Disabilities (CRPD).

#### **2. Provide the opportunity for persons with disabilities to be included in the development process**

- Strengthen and maintain national registry by registering 3,000 PwDs;
- Complete development and implementation of a Management Information System (MIS) for PwDs;
- Acquire equipment and materials for production workshops;
- Promote the use of appropriate technologies and media for access to information for PwDs.

#### **3. Encourage programmes geared at promoting entrepreneurship, self employment and social development**

- Develop institutional capacity of the JCPD Workshops for partnerships and improved training opportunities;
- Collaborate with HEART Trust/NTA to provide increased education, training, and employment opportunities for PwDs;
- Provide assistance to 1,200 clients;
- Disburse Income Generating Grants (IGGs) to 320 clients;
- Disburse Economic and Empowerment Grants (EEGs) to 100 individuals totalling \$16M;
- Provide training for 120 recipients of EEG totalling J\$1M.
- 4. Enactment of the Disabilities Act
- Advance the policy regulatory institutional framework for PwDs;
- Finalize the process for the enactment of the Disabilities Act.

### **6.1.2 PERFORMANCE**

#### **1. Facilitate communication campaign to increase awareness of the Disabilities Bill and the JCPD**

##### **Public Awareness**

- Meetings which were held with the Broadcasting Commission to ensure that television and cable programming were accessible to the community of Deaf and Blind persons were achieved:
  - a) Digicel Play will provide discounted rates to PwDs registered with the JCPD;
  - b) FLOW will provide Closed Captioned capacity by June 2017.

- Meetings were held with Digicel Foundation to form partnership in making public spaces more accessible to PwDs;
- Through Stakeholders' collaboration, the collateral materials for public awareness were finalized. These include the new approved Logo for JCPD, an Accessibility brochure, posters for Expos along with radio and television advertisements (TV ads).
- Activities that were held during Disabilities Awareness Week included: National Church Service, Public Forum on Technology in Employment, Outside Broadcast with NEWSTALK FM, and a Business and Technology EXPO, in collaboration with the SDC in St. Ann.
- Twenty seven (27) awareness sessions have been held in Trelawny, Westmoreland, St James, Manchester & St. Elizabeth on the Disabilities Act. These sessions were shared through workshops, Expos, conferences, meetings and seminars held in churches, schools, and hospitals, in communities, with parent and disability groups, at the NIS Office, Reach Project and the JCPD Social Workers.

## **2. Provide the opportunity for persons with disabilities to be included in the development process**

### **Register 3,000 PwDs**

- For the FY, 1,291 clients were registered, a reduction of 621 or 32.5 per cent when compared to the previous year. Of this figure, 686 or 53.1 per cent were males. A total of 31,234 people are now in the JCPD database.

### **Develop an MIS database for PwDs**

- The PwDs MIS was completed. This allows the JCPD to furnish various reports. During the 2016/17 FY, 1,326 forms were entered. Of this number, 609 were new registration and 717 were medical forms.
- Finalization process of the development of the JCPD Registry/MIS and all relevant staff were trained to use the system. The aspect of the system which allows the JCPD to run Reports is still being finalised.

## **3. Encourage programmes geared at promoting entrepreneurship, self employment and social development**

### **Restructure JCPD's training workshops**

- Partnerships were forged in the disability sector. A final site visit was conducted by the JCPD's Board to the Woodside Bakery and the woodwork shop of the Assessment & Guidance (A&G) Centre to finalise a decision on expansion and partnership with the Abilities Foundation.

### **Economic and Empowerment Grant (EEG) and Assistive Aids (AA)**

- For the year 68 EEG & 78 Assistive Aids were approved totalling J\$17.89M. Of this number, the majority 84 or 57.5 per cent were males.
- For FY 2016/2017, Financial Assistance in the amount of J\$12.7M was provided to 861 clients. This is an increase of J\$2.9.M or 29.6 per cent, when compared to 2015/2016. Males accounted for 447 or 51.9 per cent of this total (See Table 9).
- The largest proportion (J\$2.5M or 19.8 per cent) of the disbursements was for "School Fees".

- Three (3) Business Management Workshops were held to prepare 30 clients for self employment through the EEG. This was hosted for clients in the parishes of Hanover, Clarendon, Manchester, Westmoreland and Kingston.

#### **Education & Training and Employment Opportunities for PwDs**

- In order to increase the level of inclusion of PwDs in education, training and general employment, 25 persons were interviewed for jobs. Of this total, 19 were permanently employed, while six (6) were placed on probation.
- Eighty five (85) clients were placed in training at HEART Trust/NTA in the western and southeast regions in massage therapy, food & beverage, hair dressing, nail technology.
- The JCPD participated in the launch of the Social & Economic Inclusion of PwDs Project with Family and Parenting Centre in the western region. There were nine (9) PwDs in the western region (Hanover & Westmoreland) registered for training with the Family and Parenting Centre. The skills that were being offered are Barbering, Creation of Soft Goods and Hair Dressing.
- JCPD received a scholarship to participate in an *Improvement of accessibility for Social Inclusion- Barrier Free Environment* course that is being offered at the Japan International Corporation Agency (JICA).

#### **Advancement of the policy, regulatory, institutional and legislative framework for PwDs**

- Consultancy for the Codes of Practice for Education & Training and Employment are being finalized.
- The JCPD Staff participated in RIAL<sup>6</sup> Project for a study tour to the USA on the establishment of disability legislative enforcement mechanism. This training will assist Jamaica in the establishment of a Disabilities Rights Tribunal. The lessons learned were shared with the JCPD Board of Management
- Sensitization on Advocacy related matters and the services of JCPD were held in Hanover with Disability Partners.
- Participated in Regional Roundtable in Special Education and two other conferences - NEHRA & JEF. At these events, disability information was shared on Mental Health issues and the importance of employment of PwDs.
- Further work was completed on the new Structure for the JCPD & Tribunal i.e. TOR being finalised to engage an Organisational Development and Management Specialist to complete the structure.
- Based on reviews, the Registration Forms are being redrafted.

#### **Social and economical enhancement for PwDs**

- One hundred and nine (109) food packages were issued to clients from the parishes of Kingston & St. Andrew, St. Thomas, St. Catherine, Clarendon, St. Mary, St. Ann and Portland.
- A total of 102 PwDs received social benefits from various organisations throughout the 2016/17 period.
- Two thousand six hundred and eighty three (2,683) calls were made to the JCPD's office.

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<sup>6</sup> RIAL – The Inter-American Network for Labour Administration is the co-operation and technical assistance mechanism of the OAS Inter-American Conference of Ministers of Labour (IACML).



Of the total 1,549 were rehabilitation related; 512 registration and tax exemptions and 622 were for other matters. Of the total calls, 1,753 were females and 930 were males.

### **6.1.3 PROJECTIONS 2017/2018**

#### **1. Increased awareness of disability matters**

- Conduct awareness sessions to improve physical access for PwDs;
- Forge partnerships to improve training opportunities – A&G Centre.

#### **2. Encourage programmes geared at promoting entrepreneurship, self employment and social development**

- Increase the level of inclusion of all PwDs for employment, education and training;
- Build partnerships with businesses and other groups to empower PwDs through training and employment;
- Strengthen and maintain the National Registry of PwDs.

#### **3. Develop a strong organisational capacity for an effective JCPD**

- Establish governance and organisational structure for the new JCPD;
- Complete Codes of Practice and Regulations supporting the Disabilities Act.

**DISBURSEMENT OF REHABILITATION GRANTS TO JCPD CLIENTS:  
2015/16 AND 2016/17**

**TABLE 9**

TYPE OF ASSISTANCE	RECIPIENTS						DISBURSEMENT (J\$)	
	MALE		FEMALE		TOTAL			
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
ASSISTIVE AIDS/APPLIANCE	22	28	17	19	39	47	435,904.76	634,650.00
BOARDING FEES	4	1	0	1	4	2	39,200.00	14,000.00
CHICKEN REARING	11	6	11	3	22	9	439,620.97	233,022.72
EDUCATION	0	0	0	1	0	1	0.00	16,241.00
EDUCATIONAL ASSISTANCE	0	1	0	2	0	3	0.00	68,000.00
EMPLOMENT SUPPORT PROGRAMME	0	11	0	67	0	78	0.00	1,699,200.00
ESSENTIAL SUPPORT SERVICE	3	1	26	7	29	8	224,600.00	128,000.00
FUNERAL ASSISTANCE	13	10	9	5	22	15	460,000.00	410,000.00
FARMING	0	0	2	0	2	0	40,000.00	0.00
GROCERY	3	1	3	1	6	2	90,000.00	50,000.00
HOUSING ASSISTANCE	0	0	0	0	0	0	0.00	0.00
HIGGLERING	0	1	0	2	0	3	0.00	43,999.98
LIVESTOCK	0	0	0	0	0	0	0.00	0.00
MEDICAL EXPENSE	48	59	45	68	93	127	1,023,824.54	1,752,380.73
PHONE CARD	4	2	5	1	9	3	145,939.36	58,878.53
GOAT REARING	1	1	1	0	2	1	40,000.00	23,000.00
PIG REARING	0	0	0	0	0	0	0.00	0.00
INCOME GENERATING PROJECTS	0	11	0	10	0	21	0.00	458,550.84
REHAB	0	0	0	0	0	0	0.00	0.00
SCHOOL BOOK	8	10	17	23	25	33	270,170.04	449,877.44
SCHOOL FEES	68	88	70	72	138	160	1,577,650.00	2,515,964.64
SCHOOL SUPPLIE	0	2	1	6	1	8	20,000.00	135,990.20
SCHOOL UNIFORM	11	13	7	10	18	23	78,376.70	288,363.53
SHADOW	78	95	42	30	120	125	1,717,500.00	2,075,000.00
SMALL BUSINESS	24	2	22	11	46	13	786,631.35	285,647.87
STIPEND	16	0	61	0	77	0	1,355,400.00	0.00
TRANSPORTATION	75	104	40	75	115	179	1,074,800.00	1,356,640.00
<b>TOTAL</b>	<b>389</b>	<b>447</b>	<b>379</b>	<b>414</b>	<b>768</b>	<b>861</b>	<b>9,819,617.72</b>	<b>12,697,407.48</b>

## 6.2

### THE EARLY STIMULATION PROGRAMME

The Early Stimulation Programme (ESP) is an early intervention programme for young children (0-6 years) with various types of developmental disabilities. The Programme commenced in 1975 as a project but subsequently became integrated into one of the Ministry's social programmes. This Programme is currently the only fully publicly funded service for young CwDs, as well as their families.

Among the disabilities managed by this Programme are cerebral palsy and other physical disabilities, sensory impairment, autism, down's syndrome, developmental delay, secondary to psychosocial deprivation and co-morbid behavioural problems, including Attention Deficit Hyperactivity Disorder also known as (ADHD).



Hon. Shahine Robinson, Minister of Labour & Social Security and members of the Ministry Team, pose with students and members of staff at the Stimulation Plus (Stim-Plus) Early Childhood Facility in East Kingston, during a familiarisation tour.

Children are referred to the Programme by Health Care Workers, Educators, Social Workers and parents. The assessment process includes: comprehensive history taking, including social, medical and developmental history; the administration of developmental screening tests to comprehensively identify potential developmental problems; and a screening medical examination to identify potential neurological and sensory deficits. Once developmental delay is identified, an individual intervention programme is designed for each child. Consultation is held with parents to define roles and to ensure parent participation in the process.

Children are referred to the Programme from the Bustamante Hospital for Children, MOE, Family Court, Child Development Agency (CDA) and other agencies serving young children.

The ESP operates from two (2) centres, located in KSA and Portland. The Programme has grown immensely over the past decade, as the number of clientele has increased significantly. It now receives its own budget from the MOFP.

**There are three (3) main aspects to the programme:**

- i. Centre based – These services include assessment and review of therapeutic services (physical therapy and sessional speech therapy), parent orientation and counselling as well as, parent training workshops. Centre based services are provided primarily at the Head Office at 95 Hanover Street, Kingston.
- ii. Community based – These services include home, nursery and school visits to train parents and caregivers in early intervention techniques. Community based services were extended to some parts of St. Catherine. With the opening of the Portland Centre in September 2007, community based services have also been provided to children in Portland and St. Mary.
- iii. Stimulation Plus Child Development Centre - In 2006, the Stimulation Plus Child Development Centre was opened, based on the urgent need for a special early childhood centre to provide educational services for children with special needs in a structured environment.

The Centre provides a full day intervention programme for CwDs ages 3-6 years. The opening of this Centre gave parents and caregivers the opportunity to work or become engaged in entrepreneurship activities, while their children were being taught and cared for in a safe and stimulating environment.

**6.2.1 TARGETS 2016/17**

**1. Provide early childhood education and intervention to aid in the development of CwDs, ages 0-6 years**

- Prepare and place 117 six (6) year old CwDs in schools; i.e. 72 in special education and 25 in regular schools;
- Conduct 40 new clinic sessions to screen children for early detection of disabilities (0-6 years old);
- Develop Individualized Education Plans (IEPs) for all new and old clients;
- Conduct 68 physiotherapy sessions per cluster;
- Conduct 12 workshops for parents and CwDs with the necessary coping skills and intervention strategies; and
- Construct the ESP's Head Office at Hanover Street.

**6.2.2 PERFORMANCE**

**Provide early childhood education and intervention to aid in the development of children with disabilities, age 0-6 years**

1. For FY 2016/17, 274 children were placed in schools island-wide: 194 in special education and 80 in regular schools.
2. The Stim-Plus Pre and Basic School Programmes continued to expand as parents and caregivers accessed training and other services, including physiotherapy and the provision of special education. Currently, the Centre (KSA) serves 130 new children with special needs and 65 in other parishes. The other parishes comprise St. Catherine, Portland and St. Thomas.
3. Sixty two (62) new clinic sessions were held; 489 new clients were seen and assessed. This was 130 or 36.2 per cent more than 2015/16. This is an intervention which screens children for early detection of disabilities.
4. For FY 2016/17, 35 parenting orientation and training seminars were conducted and 610 parents attended. Twenty (20) toy making workshops were held. These seminars catered to parents and CwDs, teaching them the necessary coping skills.
5. Of the active number of clients served by the Programme (2,075), 1595 or 76.9 per cent were old clients. Boys accounted for 64.8 per cent of the number of new clients assessed.
6. There were 1,454 referrals of children for specialized assistance. Of this number, 274 or 18.8 per cent were referred to educational institutions, 120 or 8.3 per cent to other agencies and 1,047 or 72.0 per cent for Physiotherapy.
7. Further analysis of the data shows that boys accounted for 804 or 55.3 per cent (See Table 10).
8. Five hundred and forty (540) IEPs were developed for new and old clients for FY 2016/17. An average of 2,785 plans were reviewed and updated.
9. The centre located at Hanover Street, has been completed and is fully operational.

**REFERRAL OF CHILDREN FOR SPECIALIZED ASSISTANCE:  
2015/16 AND 2016/17**

**TABLE 10**

REFERRALS	2015/16		2016/17		TOTAL	
	MALE	FEMALE	MALE	FEMALE	2015/16	2016/17
<b>PHYSIOTHERAPY</b>	417r	350r	564	483	767	<b>1,047</b>
<b>ORTHOPAEDIC</b>	11	5	9	4	16	<b>13</b>
<b>EDUCATION</b>	81	36	168	106	117	<b>274</b>
<b>OTHER AGENCIES</b>	46	30	63	57	76	<b>120</b>
<b>TOTAL</b>	555	421	804	650	976	1,454

**6.2.3 PROJECTIONS 2017/18**

1. **Provide early childhood education and intervention to aid in the development of Children with Disabilities (CwDs), ages 0-6 years**
  - Of the 1,454 children on the programme, at least 202 would have reached the age and stage for school and are being equipped with the necessary readiness skills for school placement.
  - Conduct 80 Assessment clinics for new clients;

- Conduct 80 physiotherapy clinic sessions per cluster;
  - Develop IEPs for all new and old clients; and
  - Conduct 60 parenting workshops/seminars.
- 2. Expand the Stimulation Plus Development Centre in order to accommodate more children**
    - Construct additional classrooms at Stim-Plus.
  - 3. Plan recreational activities for parents/clients**
    - Establish Committee to plan the various activities.
  - 4. Establish an ESP Centre in the parish of St. Ann**
    - Identify venue;
    - Contact target groups;
    - Conduct 12 parenting and professional workshops at early childhood institutions, hospitals, health centres and day care centres; and
    - Contact the National Land Agency (NLA) and the Parish Council in St. Ann to acquire land.
  - 5. Improve the efficiency of the ESP**
    - Complete Organisational Chart, Job Descriptions (JDs) and Unit Plans;
    - Identify appropriate areas of training for staff.

### 6.3

### THE ABILITIES FOUNDATION OF JAMAICA LIMITED

The Abilities Foundation (AF) is a registered voluntary organization and a community Training Intervention Institution collaborating with HEART Trust/NTA. The Foundation was established on October 5, 1992, as a result of the passionate lobbying efforts of members of the disabled community in Jamaica. The need was recognized for a specialised vocational education and training programme to serve persons with all types of disabilities. Its existence is a collaborative effort with the MLSS.

#### Objectives

- To increase the employability of PwDs;
- To teach young adults with disabilities good work ethics and facilitate their social and emotional readjustment in order to ensure effective integration into the wider society.

PwDs are among some of the most socially and economically disadvantaged in the Jamaican society and the Foundation seeks to enable them to develop their full potential.

#### Training Programmes include:

- Housekeeping
- Furniture Making
- Data Operations Level 1
- Design and Decor/Soft Furnishing
- Horticulture and Landscaping

Three (3) of these courses lead to **the National Vocational Qualification of Jamaica (NVQ-J) Level 1 Certification**; namely Housekeeping, Data Operations Levels 1 and 2 and Furniture Making. These are facilitated through partnership with HEART Trust/NTA.

In addition, the Foundation offers a functional Life Skills curriculum which focuses on the trainees' transition to the work force, remedial English and Mathematics, Money Awareness and Money Management. Job coaching and placement are also offered free of cost to students, upon completion of their training. A tracking system was implemented to monitor students after graduating from the Institution. Specialised days are highlighted when students are given professional development seminars from experts within the industry.

#### 6.3.1 TARGETS 2016/17

##### 1. Improve delivery and facilitation of training for PwDs

- Conduct final assessment of all trainees slated to complete certification i.e. 10 with full NVQ-J and 20 unit competencies.

##### 2. Engage private and public sector entities to be more sensitive to the needs of PwDs for on the job training and employment

- Conservatively place 17 graduates in employment.

##### 3. Raise public awareness about the Abilities Foundation

- Continue discussions with public and private sector employers on the employment of PwDs.

- Airing of Public Service Announcements (PSA) and marketing of promotional materials.

### 6.3.2 PERFORMANCE

#### 1. Improve delivery and facilitation of training for PwDs

- At the end of the FY 2016/17, 69 students were enrolled at the Foundation, a marginal reduction of 11.5 per cent, when compared to the previous year (See Table 11). The majority of participants received training in Data Operations/General Administration, with 33 or 47.8 per cent, followed by Housekeeping with 11 or 15.9 per cent.
- Second year beneficiaries are on target to complete stipulated assessments in Easter and Summer semester.
- All Year 1 trainees received their registration numbers from HEART Trust/NTA and are now being prepared for assessments. There were delays with Year 2 assessments as a result of new regulations that were implemented by HEART Trust/NTA.
- Data Operations Level 2 has been implemented from January 2017. This is primarily offered to current 2nd Year trainees who have completed all their competencies in Level 1, as well as 2016 graduates. The classes are scheduled for evenings and Saturdays.
- All graduates were recalled in September to participate in a professional development workshop, which was an intensive three (3) day programme, dedicated to resume building, etiquette, development and job progress.



2016 Graduates of the Abilities Foundation display their Certificates at the Graduation and Awards Ceremony held on June 30, 2016, at the New Life Assembly of God, Constant Spring Road in St. Andrew.

- Plans are underway for the intake period in the Summer Semester, sensitisation talks are being held with the feeder schools. The intake process which involves assessment and registration will commence in May 2017.



**2. Engage private and public sector entities to be more sensitive to the needs of PwDs for on the job training and employment**

- Twenty one (21) graduates were placed in employment during the 2016/17 period. The National Youth Service (NYS) Empowerment programme for youths with intellectual disabilities commenced with the placement of graduates and current trainees who have completed their qualification. Graduates who are not placed will be engaged in the next quarter through partnerships with the NYS and other employment intervention solutions through the MLSS.
- The Furniture making department has been undertaking contracts worth over J\$150,000. These are primarily private individuals ordering occasional furniture pieces.
- **Dress for Success** completed their etiquette and grooming workshop with all Year 2 gentlemen. They were exposed to professional etiquette and grooming for interviews.
- Housekeeping trainees were hosted at Couples Resort in St. Mary on March 15, 2017. They were exposed to all areas of Rooms Division Standards and Procedures.
- Volunteers from Valencia College, Florida, USA gave support for three (3) days, March 13-15, 2017 to deaf trainees and others who needed reader/writer support.

**3. Raise public awareness about the Abilities Foundation**

- Commenced planning activities for the Abilities Open Day that will be held on Friday May 26, 2017, under the theme ***“Inclusion Matters Opening Doors of Opportunities”*** ***The Honourable Minister Shahine Robinson will deliver the Keynote Address. The day will be packed with activities where the achievements and hard work of our trainees will be highlighted. Items for sale will feature produce from the Horticulture department such as; herbs, organic vegetables and the propagation of ornamentals, craft items from the Furniture Department and sweet treats Woodside Bakery.***

**ENROLMENT IN AF TRAINING COURSES BY SUBJECT:  
2015/16 AND 2016/17**

**TABLE 11**

GROUP	YEAR 1		YEAR 2		TOTAL	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
DATA OPERATION/ GENERAL ADMINISTRATION	22	21	12	12	34	33
HOUSEKEEPING	9	7	4	4	13	11
FURNITURE MAKING	6	5	4	4	10	9
HORTICULTURE	9	4	2	5	11	9
GARMENT APPAREL	0	4	0	3	0	7
DESIGN & DECOR	7	0	3	0	10	0
<b>TOTAL</b>	53	41	25	28	78	69

### **6.3.3 PROJECTIONS 2017/2018**

#### **1. Improve delivery and facilitation of training to PwDs**

- Increase the number and quality of trainees with certification from HEART Trust/NTA.

#### **2. Promote a high level of professionalism among graduates**

- Implement the work readiness programme to ensure that trainees transition smoothly to the workplace.

#### **3. Raise public awareness about the Abilities Foundation**

- Conduct a sensitization campaign to public and private entities on the employment of PwDs.
- Website for the Institution will be completed in the first quarter of this Financial Year.

## 7.

### NATIONAL COUNCIL FOR SENIOR CITIZENS

The Council works in collaboration with international and local organizations to promote programmes which enhance the well being of senior citizens. Its mandate is to formulate and implement policies and programmes for the well being of older persons (60 years and over). It executes its mandate in accordance with the National Policy for Senior Citizens which was tabled in Parliament on March 12, 1997.



Hon. Shahine Robinson (centre), Minister of Labour & Social Security, at the official launch of the 40<sup>th</sup> Anniversary Celebrations by the NCSC at the Secretariat, West Kings House Road, Kingston 10 on May 11, 2016. Looking on are Chief Technical Director, Mrs. Dionne Jennings (right) and Acting Director of the Council, Mrs. Cassandra Morrison. The NCSC – established on May 20, 1976 – marked its milestone under the theme “*Showcasing Our Legacy, Promoting Intergenerational Solidarity*”.

The Council plans programmes and activities to enhance social, cultural, spiritual, educational, mental and physical stimulation in the later stages of development; thereby, reducing loneliness and making life more meaningful after retirement. These include skills training, health and educational workshops, retirement seminars, ageing seminars/conferences, competitions for mental and spiritual stimulation e.g. domino, bible quiz and spelling bee. It also exposes them to regular exercises in groups, parish and regional (national) sports, which includes track and field events, trips to places of interest, fund raising activities, income generating projects , intergenerational activity etc.

Collaboration is very important and the NCSC works closely with Ministries, Departments and Agencies, Non-Governmental Organisations (NGOs), Church-Based Organisations and Faith-Based

Organisations (FBOs) to effectively undertake the mandate and to obtain sponsorship for many of the Council's Programmes.

The Council operates a feeding programme in twenty (20) communities (four (4) being inactive) and a day activity centre at the Secretariat where 489 persons are beneficiaries. Seniors in these communities and day activity centres are provided with a hot meal on week days and food packages on public holidays. Shut-ins are also visited by two (2) Nurses' Aide for KSA and food packages are also given on holidays.

The NCSC issues identification cards, which provide access to concessionary fare on Jamaica Urban Transit Company (JUTC) buses (J\$40.00) and other benefits. This identification card is now accepted by the Passport, Immigration and Citizenship Agency (PICA), the banks and other businesses. All seniors can obtain a card through MLSS' Parish Offices Island-wide and the Secretariat.

In addressing the needs of older persons as it relates to information technology, the NCSC collaborated with all Parish Libraries to train older persons in basic computer skills. The Universal Service Funds through Ministry of Energy, Science, Technology and Telecommunication, retrofitted the computer lab at the Secretariat which offers training and other computer services to all seniors. This will result in older persons being computer literate, in keeping with the technological age.

Senior Citizens' Clubs and Day Activity Centres are located island-wide for seniors to socialize and use as an outlet for their energy. Currently, there are 456 Clubs and 55 Centres Island-wide. Seniors and volunteers meet weekly, fortnightly and monthly to undertake various activities.

Registration is conducted for the Jamaica Drug for the Elderly Programme (JADEP), National Health Fund (NHF) and GOJ Health benefits. Other referrals are also done for various benefits, which include PATH, Rehabilitation, Compassionate Grants and NIS, to assist with the needs of seniors.

Home visits are carried out to some needy older persons in Kingston, St. Andrew and St. Catherine by three (3) Nurses' Aide. Volunteers and Parish Organizers also undertake this activity in the other parishes. It is to be noted as well that many older persons prefer to stay in their own homes hence, this service is critical to the ageing population.

Finally, it must be noted that networking and volunteerism is very important to effectively undertake the Council's mandate.

## **7.1 TARGETS 2016/17**

- 1. Maintain a national education programme on the ageing process and the importance for retirement planning**
  - Conduct 14 Seminars on ageing and Retirement at the Parish Level.
- 2. Collaborate with schools, community groups and agencies to stage events**
  - Stage 14 Parish Cultural Days.

- 3. Assist students with school based programme as well as facilitate practicum students**
  - Provide assistance to at least 100 students with research topics for School Based Assessments (SBAs) or practicum students from tertiary institutions.
- 4. Provide training for seniors through collaboration with parish Libraries**
  - Collaborate with Parish Libraries and utilize the facilities at the Secretariat to conduct basic computer training
- 5. Expand stimulation programmes for the elderly**
  - Conduct Annual Spelling Bee competition for seniors.
- 6. Create awareness on the Madrid Plan of Action on ageing (2002)**
  - Convene one (1) conference with Senior Directors, Managers, Corporate Planners, and Heads of NGOs to solicit their participation in the implementation of the Plan of Action.
- 7. Conduct healthy and active lifestyles activities for mental and physical stimulation, through seminars, clinics, workshops and healthy fairs**
  - Stage at least two (2) health fairs;
  - Conduct 14 Parish Sports Day and one (1) National Sports Day;
  - Conduct 14 healthy lifestyle workshops/clinics; and
  - Conduct 14 health seminars and nine (9) healthcare information fora, in observance of World Health Day.
- 8. Registration of activities for senior citizens (Healthcare).**
  - Enrol seniors in all parishes for JADEP and other Health Plans.
- 9. Continue the feeding programmes, referral services, home services and concessionary services**
  - Maintain the meals on wheels programme;
  - Provide senior citizens with identification cards (IDs) to assist in obtaining JUTC Smarter Card concession.
- 10. Expand the Home Help Programme to minimize admission to infirmaries**
  - Conduct visits to at least 200 homes to assist shut-ins;
  - Continue identifying and recognizing persons 100 years and over.
- 11. Determine an effective and flexible approach for possible employment of senior citizens after retirement**
  - Conduct 350 skills workshops and other income generating activities.
- 12. Review the NCSC Policy.**
  - Continue the work to finalize the NCSC Policy.

## **7.2 PERFORMANCE**

- 1. Maintain a national education programme on the ageing process and the importance of retirement planning**
  - For the FY 2016/17, 29 retirement planning seminars were conducted island-wide; 946 participants benefited from these seminars.
  - Senior Citizens' Week was observed in all parishes and 73 outstanding seniors were awarded for their contribution to nation building. The week's activities also included tree

planting, of which 322 seniors participated. Information on Elder Abuse was disseminated at the parish level in observance of International Day of Older Persons.

- Twenty eight (28) talks were held in nine (9) parishes at 18 Primary and Basic Schools, providing information on ageing and values and attitudes; a total of 1,063 persons participated.
- Ten (10) exhibitions were mounted island-wide, showcasing the work of senior citizens and providing information on the programme and services of the Council.

## **2. Collaborate with schools, community groups and Agencies to stage events**

- Fourteen (14) parish cultural days were held under the theme *“Showcasing our Legacy Promoting Intergenerational Solidarity”*. A total of 691 seniors participated in cultural exchanges with 773 students.

## **3. Assist students with school based programmes as well as facilitate practicum students**

- There were 232 students from various High Schools, Community Colleges and Universities who were assisted by seniors with School Based Assessments (SBAs) or/ practicum exercises.

## **4. Provide training for seniors through collaboration with parish Libraries**

- The Universal Service Fund has completed the Lab at the Secretariat with thirteen computers, servers and accessories from FLOW in order to assist seniors with training. The computer lab is open for use by all seniors. For the FY, 219 seniors received training through collaboration with the Parish Libraries.

## **5. Expand stimulation programmes for the elderly**

- The National Spelling Bee competition was held and all parishes participated. The competition went 34 rounds with the champion emerging from Trelawny. A total of 133 seniors participated.
- Five (5) fire Prevention workshops were held in St. Ann, Westmoreland and Clarendon, with 53 persons attending. Information shared was in regards to fire prevention and safety in homes. This was conducted by the Jamaica Fire Brigade.
- Ninety three (93) seniors participated in recreational trips to various historic and recreational sites across the island.
- There were 22 friendly domino matches which were held with 114 seniors from six (6) parishes. These ongoing games have an average attendance of 15 men on week days at the Secretariat Day Activities Centres.

## **6. Create awareness on the Madrid Plan of Action on ageing (2002)**

- Eleven (11) sensitisation sessions were held with Parish Organisers, Programme Organisers for Education and Executive Directors to inform them of the role of the NCSC and its programmes. Three hundred and fourteen (314) persons participated.

## **7. Conduct healthy and active lifestyle activities for mental and physical stimulation, through seminars, clinics, workshops and health fairs**

- Fourteen (14) health fairs were held in eight (8) parishes in collaboration with the Ministry of Health and other stakeholders. Eight hundred and twelve (812) persons participated.

- Three (3) Regional Sports Days were held and 1,620 persons participated. In addition, 14 Parish Sports Days were held, in which 1,261 seniors were active participants. Sponsorship of the games was provided by the National Health Fund (NHF).
- Twenty five (25) health seminars were conducted for the FY; a total of 1,123 persons participated.
- Seniors benefitted from several health services. One hundred and thirty (130) health workshops were held in collaboration with the Health Ministry's retired Health Professionals in the various groups and 61 clinics with 1,688 persons.

#### **8. Registration of activities for senior citizens (Healthcare)**

- For the FY, 782 seniors were referred to several other Government agencies; 211 for JADEP cards, 421 for NHF, 32 for MOH, 84 for NIS, 8 for Poor Relief, 5 for Food for the Poor and through its intergenerational approach, 33 persons from the volunteer base were referred to HEART Trust/NTA, JEEP and the National Youth Service.

#### **9. Continue the Feeding Programmes, Referral, Home and Concessionary Services**

- For the FY, 67,110 cooked meals were delivered to 31 Feeding Centres including the Day Activity Centre and senior's resource meetings. Eight hundred and eighty eight (888) packages were also distributed in lieu of public holidays.
- Eight hundred and seventy three (873) ID applications were received from seniors island-wide for processing.

#### **10. Expand the Home Help Programme to minimize admission to infirmaries**

- There were 330 home visits conducted by six (6) Nurse's Aides, Parish Organisers and volunteers across the island.
- Parish Organisers showed their appreciation to 45 Centenarians who were honoured across all parishes. They were given special 40<sup>th</sup> anniversary mugs and gift baskets during the visits.

#### **11. Determine an effective and flexible approach for possible employment of senior citizens after retirement**

- Six hundred and forty three (643) seniors participated in skills training workshops which were conducted island-wide. Topics covered included abstract art painting, culinary art, wine making, preserves, floral arrangements, labelling and packaging, and basket weaving. A total of 3,150 persons participated.
- The registration of seniors for the Skills Bank continues. The aim is to register at least 20 senior citizens who have been identified with special skills, in each parish.
- For the FY, six (6) parishes reported nine (9) cash crop projects with 243 participants. Proceeds from the crops are used to offset expenses for the parish feeding programme for shut-ins and street people.

#### **12. Review the National Council for senior Citizen's (NCSC) policy.**

- The revision of the National Policy for Senior citizens commenced in FY 2016/17, in keeping with the commitment of the Government to establish a comprehensive social protection strategy, including adequate safety nets, that mitigate risks to economic and social development. The Revision of the Policy is expected to be completed in FY 2017/18.

### **7.3 PROJECTIONS 2017/18**

1. Continue the national programme to educate the general public on the ageing process and the importance for retirement planning;
2. Convene one (1) conference with Directors, Planners and Senior Managers of MDAs, NGOs and the private sector;
3. Conduct nine (9) public education sessions on the rights of older persons;
4. Stage at least 14 health seminars and nine (9) healthcare information fora, in observance of World Health Day;
5. Continue the feeding programmes, referrals and concessionary services;
6. Determine an effective and flexible approach for the possible employment of seniors;
7. Complete revision of the Policy; and
8. Retrofit Offices to facilitate Internet access between Parish Offices and the Secretariat.



## 8.

### VINEYARD TOWN GOLDEN AGE HOME

The Vineyard Town Golden Age Home (VTGAH) was established as a registered limited liability company with an independent Board of Directors. It is mandated to provide residential care, accommodation, meals and other welfare services for persons in KSA. These include individuals who may be partly or wholly destitute of the means of subsistence by reason of age, infirmity, mental and/or physical disabilities or for other circumstances. These persons are unable to earn the means of a livelihood.



Minister of Labour & Social Security, Hon. Shahine Robinson and other officials and staff at the Official Opening and Dedication of the new Medical Centre at the Golden Age Home, 3 St. Joseph's Avenue, Kingston 3, on July 6, 2016.

#### Strategic goals of the VTGAH

- Develop a benchmark institution that caters to the holistic development and motivation of residents and employees;
- Enhance the environment and upgrade facilities within the VTGAH;
- Strengthen accountability/measurement and management of residents and staff;
- Improve Organisational Planning;
- Develop and maintain an efficient database consisting of residents, staff and support groups;
- Gain increased support from relevant stakeholders;
- Improve Organisational Image;
- Increase cost effectiveness;

- Increase sustainability of the VTGAH through an effective Resource Mobilisation Programme to support budgetary requirements; and
- Adhere to all budgetary and procurement requirements to ensure compliance with Policies, Regulations and Laws;

## **Admission**

### **Persons who are admitted to the VTGAH are:**

- Solely referred by the Poor Relief Department (PRD) from the Kingston and St. Andrew Corporation (KSAC).
- Considered destitute (as defined by the Poor Relief Act).

Consequently, the VTGAH does not facilitate persons paying for accommodation at the Facility. The VTGAH can currently facilitate a maximum capacity of 463 persons. There is however, a cluster that is partially occupied, that if renovated will allow the VTGAH to facilitate a total of 520 persons.

## **8.1 TARGETS 2016/17**

1. Reintroduce creative structured activities and ensure effectiveness in the maintenance of the Programme.
2. Improve medical and wellness services for residents.
3. Negotiate for the construction of a Medical and Wellness Centre.
4. Provide the appropriate bathroom facilities for PwDs.
5. Provide suitable equipment, machinery and furniture for the Home.
6. Continuously assess the Facilities to ensure that the Organisation maintains health, safety, ergonomic, security and environmental standards.
7. Introduce and monitor a technological framework.
8. Implement a training programme with internal and external Facilitators.
9. Introduce and implement rigorous marketing, communication and development strategies.
10. Review Articles of Association and Memorandum of Association.
11. Finalize and promulgate the National Assistance Bill. In receipt of the 7<sup>th</sup> draft of the bill from the Office of the Chief Parliamentary Counsel.
12. Review Golden Age Home Articles of Association and Memoranda of Understanding.

## **8.2 PERFORMANCE**

### **The following were achieved for the FY 2016/17**

- a) Sustained Self-Sufficiency Program for Residents
- b) Recruitment of Personnel in Critical Posts- Registered Nurse - level 1 and Senior Social Worker
- c) Retrofitted two (2) Bathrooms to meet disability friendly standards (taking the total number of bathrooms retrofitted since 2012 to 18, at an average cost of \$1.3M per bathroom).
- d) Repairs and servicing to industrial washers, industrial dryer, 20 x 20 cold and chill room, fire hoses and other equipment.
- e) Internal renovation and retrofitting of the 1<sup>st</sup> floor of the Administrative building to improve

energy efficiency standards, occupational safety standards and accountability as well as security of confidential records

- f) The creation of an emergency exit with stairs leading from first floor to ground floor to ensure that safety measures are implemented and that the building is up to code
- g) The construction of a Blast Wall around the LPG Tank
- h) Creation of lunch room for administrative staff
- i) Procurement of 40lb industrial washing machine for laundry facility
- j) Acquisition and installation of network infrastructure throughout the organisation to improve communication and efficiency.
- k) Acquisition of IP-PBX System
- l) Acquisition of UPS and network devices
- m) Procurement of office furniture
- n) Procurement and installation of A/C units
- o) Training and development of employees

### **8.3 PROJECTIONS 2017/18**

#### **1. Enhance the quality of holistic welfare services for residents**

- Recruitment of additional key personnel in the Nursing, Medical and Social Services Departments;
- Minimise the employee to resident ratio.

#### **2. Improve Nutritional Standards – obtain a new meals contract to facilitate adequate provisions of 3 meals per day for residents 7 days per week**

- Improvement in the quality and quantity of the meals provided.

#### **3. Improve infrastructure – retrofit two (2) bathrooms for the residents**

- The facility should meet disability friendly standards. The current average cost to retrofit one bathroom is J\$1.3M.

#### **4. Acquisition, installation and commissioning of a Medical Database**

This database will facilitate the following:

- Easier access to residents' medical information;
- Enhanced accountability;
- Easier transfer of pertinent resident data between departments;
- Reduced paper usage;
- The provision of medical statistical data disaggregated by illnesses, age group, gender, etc.; and
- A platform for merging of data between hospitals, health centre, and the VTGAH.

#### **5. Upgrade the security infrastructure.**

#### **6. Strategic Repositioning to improve efficiencies and growth of services through an effective resource mobilisation program.**

#### **7. Acquire a bus (with a hydraulic Lift for the physically challenged) to transport residents to various medical appointments.**

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Honourable Shahine Robinson (sixth left) poses with delegates at the 50th Annual Review Meeting of the Caribbean-Canadian Seasonal Agricultural Workers Programme hosted by the Ministry of Labour and Social Security at Melia Braco Hotel, Trelawny, in November 2016.



Director of the Early Stimulation Programme (ESP), Mrs. Antonica Gunter-Gayle (left), explains features of the newly-opened Assessment Centre and Multi-purpose Facility on Hanover Street, Kingston, during a tour on March 3, 2017.



Honourable Shahine Robinson and members of a Ministry Team view operations at Port Bustamante [including Kingston Container Terminal and Kingston Wharves Limited] as part of a familiarisation tour on May 26, 2016.



Members of the Recycle Teenagers Dance Group performed at the 40<sup>th</sup> Anniversary Awards Ceremony organized by the National Council for Senior Citizens in February 2017, as Prime Minister, Most Hon. Andrew Holness (third right) and other dignitaries at the head table look on.

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Director General of the International Labour Organization, Mr. Guy Ryder, addressing the Caribbean Future of Work Forum at the Jamaica Pegasus Hotel on February 22, 2017, organised by the Ministry of Labour and Social Security and the ILO.



Ministry of Labour and Social Security, PS, Mrs. Colette Roberts Ridsen (right) examines the 2015 Human Development Report with United Nations Development Programme Resident Representative Mr. Bruno Pouezet; MLSS Chief Technical Directors, Mr. Damian Cox and Mrs. Dione Jennings and moderator Dr. Orville Taylor at the Workers' Week Panel Discussion at the Liguanea Club in May 2016.



Hon. Shahine Robinson tests out the new equipment at the recently opened Health Centre at the Vineyard Town Golden Age Home, while touring the facility with colleagues.



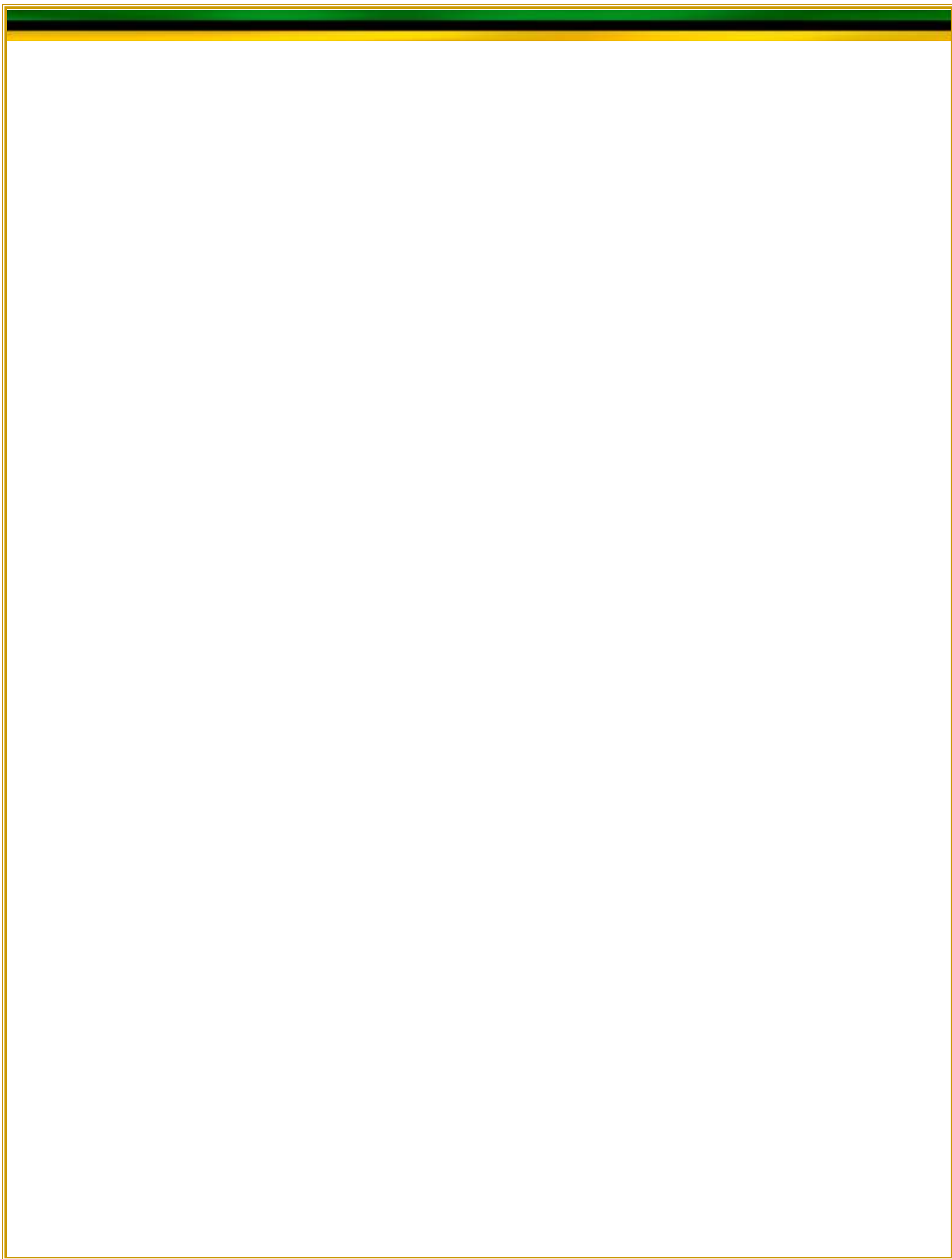
GSAT and nine (9) CSEC Awardees along with Youth Ambassadors under the Programme of Advancement Through Health and Education (PATH) pose with key stakeholders at the 2016 Top Achievers Awards Ceremony in November 2016, at the Mona Visitors' Lodge, UWI, Mona Campus.



Minister of Labour, Hon. Shahine Robinson and PS, Mrs. Colette Roberts Ridsen hand out pamphlets to passing vehicles during the 2016 Occupational Safety and Health March.

HIGHLIGHTS

HIGHLIGHTS



Over the past two decades, the GOJ has been signalling its interest and commitment towards undertaking comprehensive labour market reform. This commenced with the Labour Market Reform Initiative of 1994, where a committee was set up by Cabinet to review and make recommendations with respect to labour market issues such as occupational safety and health, productivity, etc. Varying levels of success were accomplished.



Chief Technical Director (Labour Division), Mr. Damian Cox (2nd left), sits on a panel with members of the Labour Market Reform Commission at a recent Forum held at the Jamaica Conference Centre.

In an effort to strengthen Jamaica's economy, particularly through the creation of an enabling business environment while ensuring decent work for all, the GOJ embarked on a comprehensive programme to reform the labour market, aimed at:

1. Creating a labour force that is adaptable to labour market information;
2. Increasing the knowledge, skills and productivity of the worker;
3. Providing the worker with adequate social protection; and
4. Protecting the employability and life earnings of the worker.

The reform seeks to address the shortcomings within the labour market by overseeing the:

1. Revision of existing labour market legislation, policies and practices, while exploring the feasibility of unemployment insurance in Jamaica.
2. Determination of a mechanism to increase access to and coverage of pensions.
3. Development of a National Employment Policy (NEP), among other measures.

To oversee the reform process, a **Labour Market Reform Commission (LMRC)** was established by Cabinet and became operational in April 2015. The Commission is funded from the subvention allocated to MLSS and receives operational support from a Secretariat, housed at the PIOJ. The LMRC is a multi-sectoral body comprising representation from the Government, Trade Union movement, Private Sector and Academia. The established Programme of the LMRC is guided by four (4) objectives:

- I. Efficiency: generating maximum returns from human resources, output and income;
- II. Equity: creating equal opportunity to jobs and training for all in the workplace. All should be treated equally, receiving equal pay for equal work;
- III. Growth: increasing productivity, incomes and future jobs; and
- IV. Social justice: minimizing potential negative outcomes and social displacement stemming from changes in the labour market; providing redress where applicable.

To achieve labour market reform, aligned with the above listed objectives, five (5) sub-committees have been tasked with reviewing existing policies and practices in five (5) thematic areas. They are also required to provide recommendations for their revision/updating. The sub-committees and thematic areas are as follows:

- i. Education and Training
- ii. Productivity, Innovation and Technology
- iii. Labour Policies and Legislation
- iv. Industrial Relations (institutions, customs and practices)
- v. Social Protection

The sub-committees will achieve their mandates by creating awareness, defining and describing the problems that exist within the current labour market and making recommendations to the GOJ. These are to be implemented through legislative reform, policies and practices. Thematic and general consultations will be undertaken with stakeholders to ensure consensus among the major players in the labour market.

Major challenges identified by the sub-committees for achieving labour market reform include:

- a) Underemployment (1.0 per cent of employment) and the resultant productivity and inefficiency challenges.
- b) Low tax compliance
- c) An unstructured, seemingly robust informal economy estimated at 37.8 per cent of the labour force<sup>7</sup>.
- d) Low productivity
- e) An unsustainable pensions system. The IADB reports that the NIS has a low replacement rate, is unsustainable and in need of urgent reform. It is forecasted that the present NIS Fund will be exhausted by 2033. Furthermore, in 2015, the Financial

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<sup>7</sup>STATIN, 2014



Services Commission (FSC), advised that only 9.4 per cent of Jamaica's total labour force had pension coverage.

- f) A large uncertified/untrained labour force of 74.4 per cent<sup>8</sup>.

## 9.1 STRATEGIES

The strategies employed by the Commission are:

- A reform of specific social protection mechanisms;
- A policy framework/response to treat with the increased incidence of 'precarious employment';
- A reform of the static and outdated Labour Laws;
- A culture of lifelong learning to raise the low-skilled, low-wage profile of workers; and
- Re-engineering of the roles and responsibilities of critical Ministries and Agencies.

## 9.2 PERFORMANCE

During the year, the Labour Market Reform Commission and its sub-committees spent considerable time refining their proposed recommendations. To assist in that process, numerous consultations were undertaken. In particular, consultations were held with the:

1. Honourable Minister of Finance and the Public Service and team
2. Honourable Minister of Labour and Social Security and team
3. Permanent Secretary in the Ministry of Education, Information and Youth and team
4. Board of Directors and Senior Management of the Planning Institute of Jamaica
5. Private Sector Organisation of Jamaica
6. Jamaica Exporter's Association
7. Jamaica Employer's Federation
8. Jamaica Confederation of Trade Unions
9. Jamaica Manufacturer's Association
10. Jamaica Chamber of Commerce

The aim of the consultations was to share the recommendations of the Commission and solicit feedback on what was proposed. The comments received included:

1. A deep appreciation for the volume of work done on the five (5) focal areas:
  - a. Education and Training
  - b. Industrial Relations
  - c. Labour Policies and Legislation
  - d. Social Protection
  - e. Technology, Innovation and Productivity
2. Suggestions on how to improve productivity at the firm level, contributing to positive economic growth for Jamaica.
3. Agreement, in principle, for a pension system with increased coverage and more adequate pension benefits.
4. Agreement with the proposed approach to reform the country's labour administration system.

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<sup>8</sup> STATIN, 2014

5. Support for a reformed education and training system, more focused on increasing the levels of certification among members of the labour force and giving greater importance to outcomes of the students in the education and training system rather than their inputs.

It is anticipated that consultations will continue, in order to finalise the Reform Agenda Report which is to be submitted to Cabinet by June 30, 2017.

### **9.3 PROJECTION 2017/18**

For the 2017/18 period, the Commission intends to:

- a) Continue consultations in order to finalise the Reform Agenda which is to be submitted to Cabinet by June 30, 2017.

## 10.

### LEGISLATIVE AGENDA

The Legal Unit of the Ministry remains committed to the Ministry's mandate to pursue Legislative Reform. To this end, most of the priority undertakings for FY 2016/17 were centred on the passing of Bills, seeking policy directives in respect of proposed Legislative Reform and preparing Research Papers for laws which were in dire need of review.

#### 10.1 TARGET 2016/17

The following are the main Legislative Amendments and Policy Papers pursued:

##### 1. Passage of the Occupational Safety and Health (OSH) Bill

- a) Occupational Health and Safety Bill, 2016 - This Bill seeks to establish health and safety standards for all places in which economic activity is undertaken. The Legal Division will be working assiduously with the Office of the Chief Parliamentary Counsel (CPC) and relevant stakeholders to obtain a settled draft of this Bill.

The proposed OSH Act is intended to replace the existing *Factories Act* and will have several added dimensions which include:

- The rights and duties of workers, imposing sanctions, ticketing and revising fines for breaches of Regulations.
- Compensation for on-the-job injuries based on a schedule of injuries.
- Imposition of added responsibility on locations and businesses, which engage in the manufacture and use of chemicals. The Act will provide for the development of a database on various chemicals focusing on use/handling, composition and possible hazards and how they can be minimised.
- Provide for a more comprehensive process of monitoring work sites for occupational hazards.

When passed the Act will deal with the:

- Prevention of injuries and illnesses resulting from conditions at the workplace.
- Protection of the safety and health of workers, including persons infected with HIV and AIDS.
- Promotion of safe and healthy workplaces.
- Coverage of all branches of economic activity (incl. areas already governed by Legislation to be listed in a schedule to the Act).
- Liability of all owners, employers and workers in all such branches of activity, inclusive of household workers and self-employed persons. It should be noted that the Bill will not apply to work being performed by the owner of a dwelling house.

The Act when fully promulgated, will usher in a new regime which is expected to be in full compliance with existing ILO standards, in so far as local circumstances will allow. In other words, passing of the OSH Bill will enable Jamaica's ratification of approximately 34 Conventions, Protocols and Recommendations of the ILO. Among these are the Domestic Workers (C189) and Maritime Labour Conventions.

## **2. Passage of amendment to the National Insurance Act**

National Insurance (Amendment) Act 2016 – The National Insurance Act is being amended to adjust the frequency of actual reviews of the National Insurance Scheme from five (5) to three (3) years.

## **3. Amendment to the Labour Officers (Powers) Act**

The purpose of the proposed amendment is to strengthen the capacity of Labour Officers to carry out their functions pursuant to Labour Legislation.

## **4. Further review of the Employment Agencies Regulation Act and Regulations**

## **5. Enactment of the National Assistance Act**

The purpose of this Bill is to institutionalise the framework for delivery of public assistance currently being implemented by the PATH Programme and to repeal the antiquated Poor Relief Act.

6. Steps to be taken to amend laws, where necessary, to facilitate the ratification of the Domestic Workers Convention.

7. The ILO Decent Work for Domestic Workers, Convention (C189) - Determine whether the Convention can be ratified at this time.

## **10.2 PERFORMANCE**

### **1. Passage of the Occupational Safety and Health (OSH) Bill**

a) Enactment of the proposed Occupational Safety and Health Act (OSHA)

The Bill was sent to the Legislation Committee of Cabinet for the period March 10-13, 2017, where it was considered and final changes are being made.

b) Proposed amendments to the Workmen Compensation Act to strengthen provisions and possibly complement Occupational Safety and Health (OSH) Act – Paper finalised and dispatched to principals.

### **2. Passage of Amendment to the National Insurance Act**

Amendment Bill to the National Insurance (Collection of Contributions) Regulations, 1966 – This Regulation is being amended to facilitate amalgamated filing of Annual Returns (with Tax Administration of Jamaica, National Housing Trust and the HEART Trust/NTA). The Tax Administration of Jamaica has lead in this matter. This is an infrastructure of Tax Reform strategies being introduced to simplify the process. The Draft Bill is now settled and is being prepared for submission to the Legislation Committee of Cabinet for deliberation.

### **3. Amendment to the Labour Officers (Powers) Act**

a) Proposed amendments to the **Labour Officers (Powers) Act (LOPA)** are to facilitate the impending passage of the **Occupational Safety and Health Bill**, the ratification of the Domestic Workers Convention and to increase fines and penalties.

A Cabinet Submission was sent to the Chief Parliamentary Counsel and Attorney General's Chambers for feedback, which was received. A consequential amendment to LOPA is being done via the OSH Bill to give Labour and OSH Officers monitoring and compliance powers.

Review of the Act has been completed. Additional amendments are also being researched in light of the directives from the Ministry's Principals to pursue a "joined up" approach to monitoring and enforcement functions.

#### **4. Further review of the Employment Agencies Regulation Act**

Further to meetings between the Employment Agency Unit (EAU) and the Legal Unit, as well as consultation with operators of employment agencies, a first Draft of a Position Paper has been prepared.

Additional proposals for amendments have been received from the EAU and stakeholders. These proposals are being considered with a view to determining whether same should be incorporated in the Paper. Additionally, the Act is being reviewed in light of the recent ratification of Domestic Workers Convention to determine the amendments which may be necessary.

##### **I. Ratification – ILO Maritime Labour Convention, 2006**

The Ministry of Transport and Works has conducted this matter. The Ministry's representative went to the International Training Centre (ITC) / ILO from June 16 – 20, 2014, in Turin, Italy where the provisions of the Convention were discussed in detail. The ILO Director indicated a willingness to assist with funding in order for the legislation to be amended so that the Convention can be ratified. A draft Bill was prepared by an independent party and given to the Chief Parliamentary Counsel to review (since November 2013). As this Convention also impacts the ***Employment Agencies Regulation Act (EARA)***, it was reviewed to ascertain whether the Act needs amending to comply with the requirements of the Convention. A Gap analysis was prepared to address this issue. It was reviewed and recommendations are to be made as to how to proceed. Memorandum prepared to be sent to the Principals advising of the gaps in the EARA to be filled. We now await their instructions. We reviewed a copy of the **Shipping Act** which will facilitate ratification of the ILO Maritime Labour Convention, 2016.

#### **5. Enactment of the National Assistance Act**

Drafting instructions were issued in April 2003 and several drafts have been produced for discussion. Work on this Bill has been stalled since November 2008 because of issues relating to policy which need to be finalized. Subsequently a meeting was held with stakeholders in November 2012 to revisit the issue. Review of the file is now complete and a summary was prepared and dispatched to the principals for their attention. The matter was followed up.

#### **6. Steps to be taken to amend laws, where necessary, to facilitate the ratification of the Domestic Workers Convention**

The Government of Jamaica has signified its intent to ratify the Domestic Workers Convention (C189). However, several laws have to be amended if Jamaica is to be compliant with the Convention. These laws include:-

- The Minimum Wage Act
- National Minimum Wage Order
- Labour (Officers) Powers Act

- Employment Agencies Regulation Act
- Foreign Nationals and Commonwealth Citizens (Employment) Act
- Labour Relations and Industrial Disputes Act

A policy paper proposing amendments has been sent to the Ministry's Principals for approval and awaits policy directive to proceed. Draft Cabinet Submission has been prepared and sent to the Attorney General's Chambers and the Office of the Parliamentary Counsel for review. In the Cabinet Submission, permission is being sought to issue drafting instructions.

**7. ILO Decent Work for Domestic Workers, Convention (C189) - Determine whether the Convention can be ratified at this time.**

The matter of Ratification was taken by Minister to Cabinet on September 5, 2016. Convention ratified. Public sensitisation on implementation has commenced in collaboration with the Bureau of Gender Affairs and the Jamaica Household Workers Union.

**8. Enactment of the Disabilities Act**

The Act received the Governor General's assent on October 31, 2014. The Hon. Minister is to appoint the day on which the Act will come into effect. The Ministry and the Jamaica Council for Persons with Disabilities (JCPD) now need to expedite efforts to establish the Disabilities Rights Tribunal and to strengthen the institutional capacity of the JCPD. Work in this regard is still in progress. Legal participated in several public education activities in relation to the Disabilities Act, including a series of interviews with the media, including the Jamaica Observer and Roots FM

The Working Group has been re-convened by the Chief Technical Director (CTD), Social Security and one meeting was held. It appears that the board of the JCPD will be carrying out most of the work relating to the JCPD with input from Working Group Members as needed. Working Group meeting held on March 31, 2016. The actions discussed at the meeting are being taken by the relevant parties. Work on Regulations in progress. The new Board has been convened and is working on finalizing the structure of the JCPD and the Tribunal. Members of the Ministry have been co-opted to work with the Board

The Board has been meeting to resolve the various issues impacting implementation of the Bill. Between October 16 and October 22, 2016, a delegation from the Ministry and the JCPD participated in a RIAL Bilateral Co-operation with the Department of Labour, Washington DC and various agencies responsible for enforcing disabilities rights in the USA. The purpose of this Co-operation was to obtain guidance in relation to the establishment of the Disabilities Rights Tribunal and the appropriate complaint mechanism under the Act. The work of the Board is ongoing. The Legal Division is providing support for the Board.

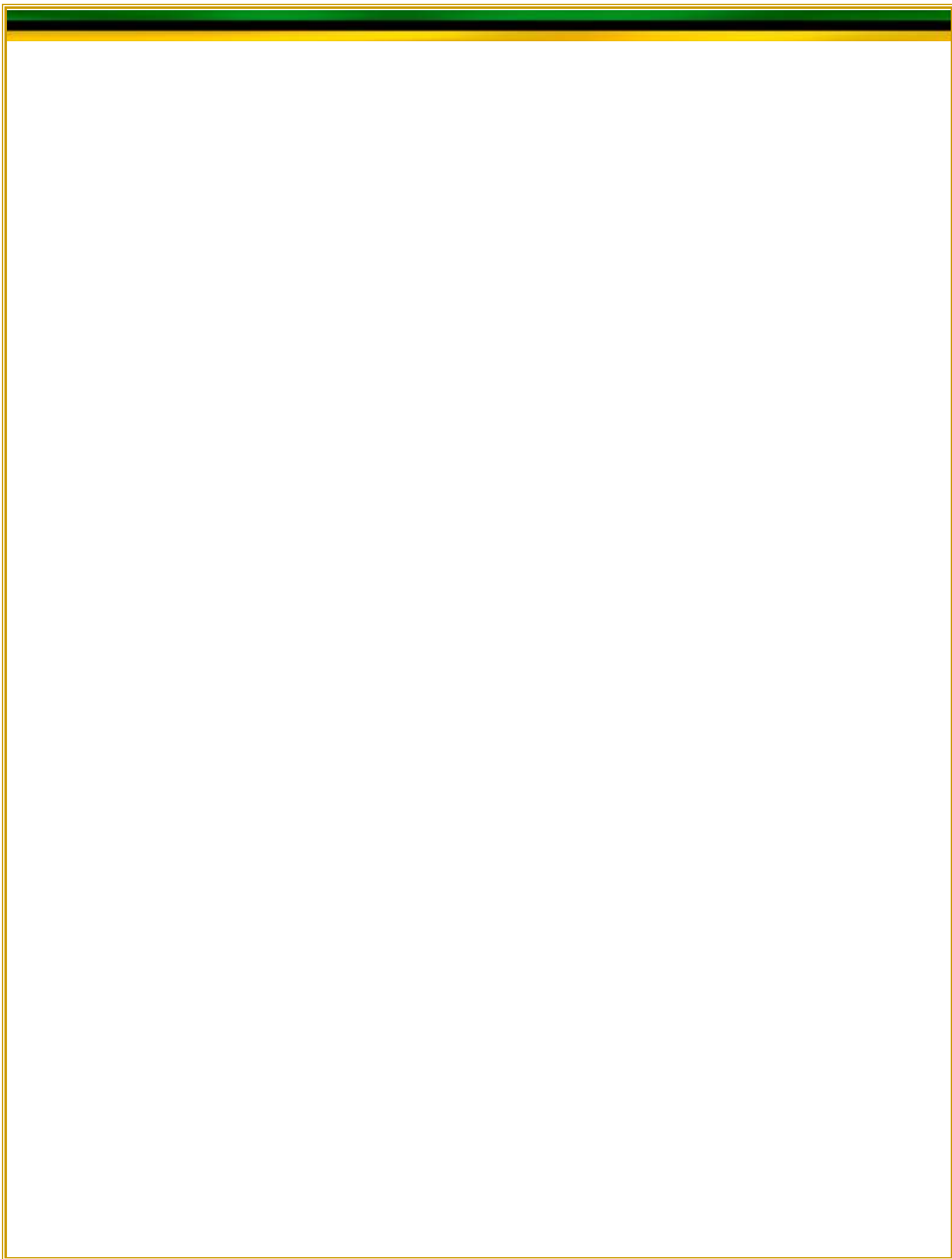
**9. National Policy on Child Labour**

A Cabinet Submission has been prepared to request Cabinet's approval of the Policy as a Green Paper. The Director of Child Labour Unit now awaits drafting instructions to be issued to amend the **Child Care and Protection Act (CCPA)** from the Minister, Permanent Secretary and Chief Technical Director, Labour Division.

**10.3 PROJECTIONS 2017/18**

1. Passage of the Occupational Safety and Health Act, 2016

2. Passage of amendment to the National Assistance Bill
3. Amendment of several pieces of legislation to ensure compliance with the Domestic Workers' Convention:
  - Minimum Wage Act
  - Labour Officers (Powers) Act
  - Foreign National and Commonwealth Citizens (employment)
  - Employment Regulation Act
4. Passage of amendment to the National Insurance Act





## 11.

### THE JAMAICA PRODUCTIVITY CENTRE

The Jamaica Productivity Centre (JPC) is a tripartite organization comprising representatives from the Ministry, the Jamaica Employers' Federation (JEF) and the Jamaica Confederation of Trade Unions (JCTU). The Centre's mandate is to stimulate a high level of national awareness of the concept of productivity and inculcate a productivity sensitive culture in Jamaicans. This is done through advocacy, the provision of technical assistance services, knowledge generation and dissemination. The mission of the Centre is embedded in the aim of enhancing the competitiveness of the Jamaican economy. The most important approach towards achieving this strategic objective is through making productivity policy advice and expertise available to both private and public sector organizations.

#### 11.1 TARGETS 2016/17

##### a) Promote a national productivity conscious culture as a core value of society

- This priority recognises the fact that productivity affects everyone. It drives economic growth and determines the standard of living for citizens.
- The JPC will continue to promote a national productivity culture and a mind-set change which are needed to create a productivity revolution.
- To achieve this, the Centre will broaden its National Productivity Awareness Campaign, utilising mass media to disseminate the message of what productivity is, the benefits to be derived from its improvement and why it should matter to every Jamaican.

##### b) Building productivity-driven private sector organizations

- This entails developing standardised approaches that can be replicated across private sector firms.
- It emphasises a structured productivity improvement programme based on proven methodologies such as 5S<sup>9</sup>, Lean Production Systems, Green Productivity, Statistical Process Control, Supply Chain Management, Work Sampling and Six Sigma.
- Conduct firm-level productivity audits and make recommendation for appropriate solutions.

##### c) Collaborate with public sector entities to develop new business models for improving service delivery

- The focus is on reducing or removing "pain points" for the public when they deal with Ministries, Departments and Agencies (MDAs).
- Embracing "open innovation"<sup>10</sup> as a way of accelerating and solving immediate customer pain points.
- Waste reduction and process optimisation (business process re-engineering).
- Introduction of 5S (good housekeeping) as a corporate philosophy shared by members of staff.
- Benchmarking and best practices as business excellence tools to achieve superior performance.
- Employee Suggestion Schemes (ESS).

<sup>9</sup> It is a Japanese productivity strategy which is used in training.

<sup>10</sup> This is a paradigm that assumes that firms can and should use external ideas as well as internal ideas, and internal and external paths to market, as the firms look to advance their technology.

- Six Sigma or elimination of defects from every product, service, process and transaction.

d) **Provide evidence based research and measurements**

- This work supports advocacy for policies that will accelerate the growth of productivity, competitiveness and job creation.
- Research that will help to enhance labour market efficiency, flexibility, productivity and worker satisfaction.
- The information will empower businesses to benchmark their performance as well as make evidenced based decisions relating to their operations.

## 11.2 PERFORMANCE 2016/17

To drive public awareness and promote a productivity-conscious culture; demonstrating the inevitable link between increased productivity and economic growth, the Centre undertook several initiatives during FY 2016/17:

a) **Promote a national productivity-conscious culture as a core value**

- The “Be Productive and Prosper” campaign continues as an initiative to inform young people about productivity-driven methods and approaches. In total, 3,171 students and 30 principals, teachers and administrative staff benefited from sensitisation sessions. These sessions were held in eight (8) parishes: Kingston, St. Catherine, Clarendon, Manchester, St. James, Portland, St. Ann, Hanover and St. Mary. However, some parishes were visited a number of times, targeting 95 entities, through a total of 16 parish visits.
- General Productivity Awareness sessions were conducted with the Jamaica Hotel and Tourist Association, tourism partners such as Sandals and Nexus Tours and a number of youth service groups including the Jamaica 4H Clubs of Jamaica and the Rotaract Club of UTECH.
- The Centre presented at the annual Human Resource Management Association of Jamaica (HRMAJ) Conference, as well as the International Labour Organisation’s Minsters of Labour Conference, that was held in Jamaica. The Conference was attended by Ministers of Labour across the region as well as the Director General of the ILO. The conference included key discussions on the decent work agenda – of which the productivity and the work of the Centre is a key component.
- The Centre also received island-wide exposure through 35 published articles and over 100 media mentions in the Jamaica Gleaner, The Observer, as well as on the Jamaica Information Service’s (JIS) website, television and radio programmes. The JPC also participated in several radio interviews on major radio stations, where productivity and the work of the Centre were discussed. This resulted in over 2.1 million people being reached with the productivity message across Jamaica.
- Three (3) issues of the **Productivity Pulse** were circulated to over 4,488 recipients from the public and private sector. Additionally, the Centre produced a 45-minute documentary to highlight productivity-improvement intervention with a local company. This is expected to further increase the awareness of the practicality and positive effect of conducting simple productivity improvement activities for business growth and sustainability.

**b) Building productivity driven private sector organizations**

- The Centre was involved with several private sector organisations who requested support in the form of productivity consultations, audits, presentations, workshops, the creation of training videos and process re-engineering work.
- The Centre helped nearly 50 private sector firms over the last year in terms of plant layout design, productivity audits, waste removal and reduction, follow-up work and capacity building and training.
- Through the cooperation of the Japanese Government, a productivity expert was provided to the unit. The Japanese expert assisted the team in offering productivity consultancy services to private and public organisations.



(L-R) Executive Director of the JPC, Dr. Charles Douglas; JICA Resident Representative, Mr. Kenji Tobita; Productivity Consultant, Takao Kakiuchi; JICA Volunteer Coordinator, Kaori Okayama and Head of JPC's Technical Assistance Services Unit, Tamar Nelson.

**c) Collaborating with public sector entities to develop new business models for improving service delivery**

- The services of the JPC are increasingly being sought after by public sector entities. The Centre was engaged to provide training for capacity building, through targeted presentations, workshops and seminars and has impacted over 3000 persons and over 80 institutions participating. This is coupled with technical assistance through productivity audits, business process reengineering and reporting. During the review period, audits were conducted at the request of Public Sector entities. Most notable was the Work Permit Section of the MLSS, where the team assisted with reviewing their processes and made recommendations towards making it more efficient and effective in its operations.

d) **Provide evidence-based research and measurement**

- For FY 2016/17, the Centre continued to provide comparative productivity indicators at the levels of countries, sectors, industries, and firms. To this end, annual and quarterly productivity reports were written at the national, sector and industry levels. Productivity Benchmarking was also done at the firm level for private and public sector firms, such as Novelty Gimmicks, Salada Foods Jamaica, Caribbean Flavours and Fragrances Limited, Honey Bun, Work Permit Unit in the Ministry, etc.

The **'Productivity Summary Report'** is the Centre's flagship publication which is widely cited by Media Practitioners, Academics, Public Policy Commentators and Policy Analysts. The Report provides time series data on value added real GDP (output), employment, hours worked, real wage rate, unit labour cost, output per worker and output per hour worked. These indicators are provided at the level of the total economy as well as the industries (formerly called sectors). Finally, the Report looks at Jamaica's performance regarding labour, capital and total factor productivity, as well as capital intensity. The Report is an integral part of the Centre's public education and national productivity advocacy campaign and will serve to refresh the JPC's public education and awareness messages.

- A presentation entitled **"Measuring Productivity - An Extension to Value Chains"** was presented to a sub-group of the Foundations for Growth and Competitiveness committee. The objective of the presentation was to propose appropriate methodologies for measuring productivity of value chains. Other productivity presentations were made to NYS and Kingdom Embassy.

Several articles were written and/or published in the JPC's Quarterly newsletter – **"Productivity Pulse"**. These include: (1) *The State of Jamaica's Labour Market: A Productivity Perspective* (2) *Access to Credit and Productivity: Are They Linked?* (3) *Capital Productivity is on the Rise* (4) *Re-open Factories! Convert Idleness into Productivity* (5) *Lack of Collaboration Opportunities in the MSME Sector – A Big Hindrance to MSME Development and Innovation in Jamaica*

### 11.3 PROJECTIONS 2017/18

1. **Increase the visibility of the JPC**

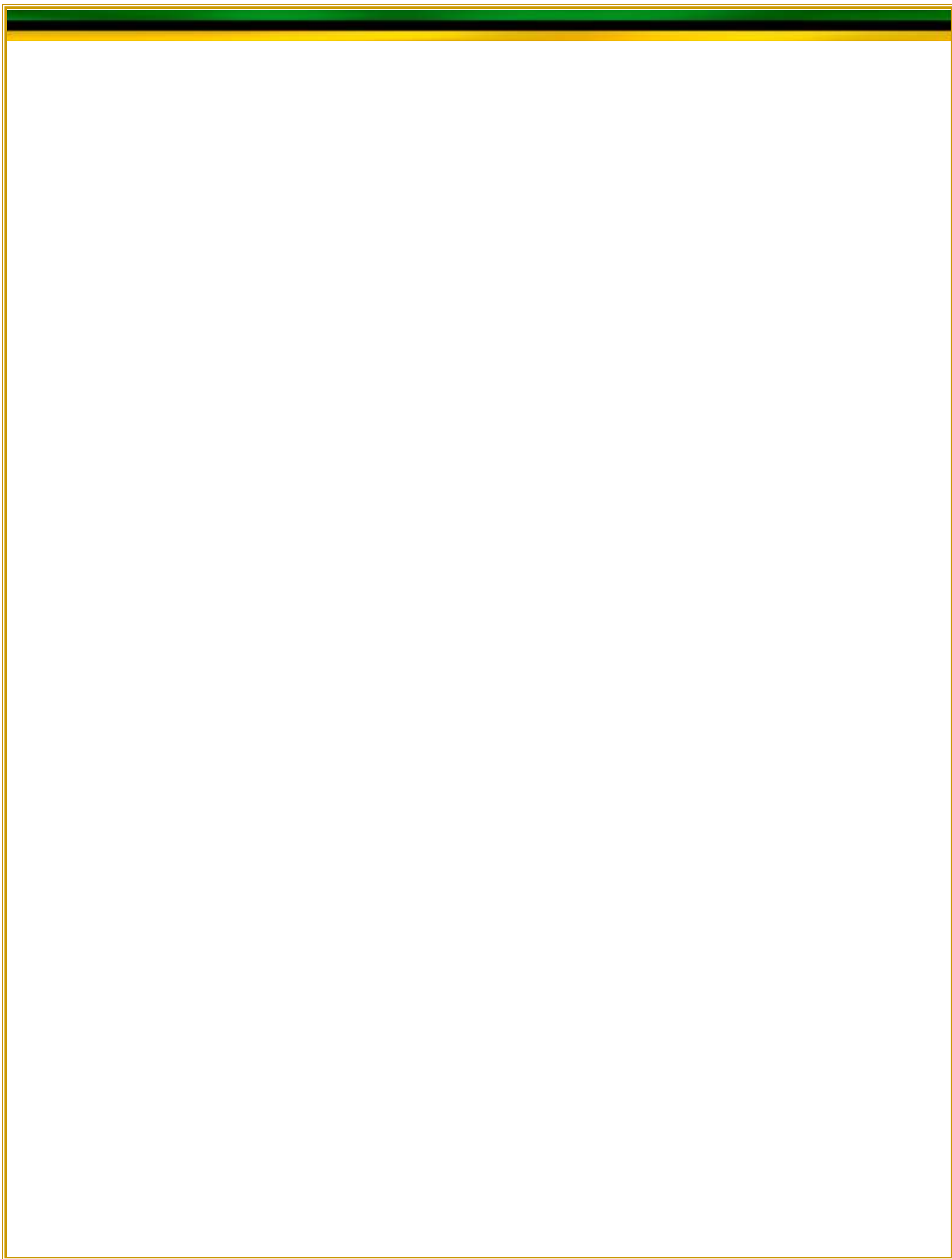
- Utilize the Advisory Board as productivity champions
- Identify visibility partners and their specific roles
- Appoint Industry representatives as productivity champions
- Target media houses to promote productivity and the JPC

2. **Increasing knowledge to culture, nurture, promote and sustain productivity awareness among individuals, enterprises and nation**

- Organise productivity learning opportunities
- Organise productivity competition in schools
- Publish Productivity Pulse Newsletter
- Utilize JPC's network to conduct or facilitate productivity fora
- Execute integrated media communications campaign

3. **Productivity through innovation, training and consultancies**

- Productivity improvement workshops
  - Conduct customized productivity audits
  - Facilitate consultations
4. **Provide evidence-based research and measurement for knowledge, advocacy, innovation and service**
- Provide biannual labour productivity briefings
  - Provide annual productivity summary report
  - Establish enterprise performance measurement and benchmarking
  - Undertake enterprise level productivity surveys
  - Productivity perception study
  - Identify and publicize government assistance not explicitly or implicitly linked to productivity
5. **Promote performance based or productivity-linked compensation systems**
- Survey companies with performance-based compensation
6. **Strengthen the institutional mechanism for optimal delivery of productivity strategies**
- Develop a five-year National Productivity Plan
  - Restructure JPC
  - Recruit and maintain core staff
  - Develop staff training and development programmes
  - Acquire appropriate ICT infrastructure



## 12.

### THE NATIONAL LABOUR MARKET INFORMATION SYSTEM

The objective of the National Labour Market Information System (LMIS) is to facilitate access to:

- Employment opportunities for jobseekers;
- Labour market information and intelligence for students, Guidance and Career Counsellors, Planners, Policy Makers, Curriculum Developers and other stakeholders; and
- A skilled and competent workforce by Employers/Investors.

This is carried out through the following services:

- Labour Market Intelligence (LMI) and information which identifies employment opportunities in terms of the types of occupation and skills that are required by the labour market, career options and training information for curriculum development.
- A job placement facility, namely the Electronic Labour Exchange (ELE) which matches skills required by employers with those of jobseekers.
- A Skills Bank which is a database of certified skills in Jamaica.
- Career Development Services which include workshops for jobseekers and students, where information on labour market trends, job readiness and retention skills are disseminated. Jobseekers are also assisted with résumé writing, job search and interview techniques.

The LMIS is responsible for undertaking the following strategies outlined in the ***Vision 2030 National Development Plan***:

- a) Promote career guidance programmes and contextualize secondary and post-secondary levels to facilitate informed career choices;
- b) Broaden the geographical and occupational scope of the ELE;
- c) Improve the effectiveness of the ELE;
- d) Strengthen the LMIS; and
- e) Expand research development in LMI.

These strategies will ensure the achievement of Goals one (1) and two (2) of the Labour Market and Productivity Sector Plan; 'An efficient and effective labour market' and 'Full and satisfying employment', respectively. The outcomes of these Goals are:

- Increasing access to labour market information for informed decision making by stakeholders.
- An effective supply-demand link between labour market and education and training systems.

With its growing importance, the LMIS has been given the mandate to assist in providing solutions to alleviate unemployment issues in Jamaica. The feasibility of achieving its objectives became more apparent when a Mission from the IADB visited Jamaica in August 2012. This was in order to discuss and agree on the design of a proposed investment loan and elements for a policy based loan to fund the **Integrated Social Protection and Labour (ISPL) Project**.

Based on their observations, it was concluded that a component of this Programme could lend support to actions designed to improve employment services and labour market information for

jobseekers. In so doing, PATH beneficiaries would be exposed to a wider range of employment and career development opportunities. This led to the decision to provide for improvements to the current ELE in its evolution towards a National Employment Portal. Therefore, the objective of improving the ELE is to ultimately establish one stop career centres that cater to the needs of employers, jobseekers and other stakeholders and operate in accordance with international standards.

The ISPL Project is assisting the LMIS in accomplishing its major tasks, by providing funding geared towards improving labour market outcomes. This will result in the institutional strengthening of the ELE, including improving the strategic position and promotion of ELE and providing improved management capabilities to support the ELE. Two (2) Research Studies will also be conducted under the Project to inform areas of employment opportunities which are needed to guide registrants and other stakeholders. The ISPL Project was scheduled to last four (4) years; it commenced in January 2013 and ended in December 2016. It has been extended to December 2017. This means that additional resources will be provided to the ELE primarily to support continued delivery of job placements under the OJT Programme.

Partnerships have been forged with several key stakeholders to allow for the development of clients in a holistic way. These partners include the UWI, PIOJ and Jamaica Foundation for Life Long Learning (JFLL).

## **12.1 THE ELECTRONIC LABOUR EXCHANGE**

The Electronic Labour Exchange was established in January 2002, through the assistance of the United States Department of Labour with the objective to link prospective employers with employees and vice versa, through a web-based medium. In addition to its web-based functions, the ELE provides offline services to jobseekers such as basic career counselling (résumé writing, interview and job search techniques). Prior to 2002, the manual framework of the ELE existed as the Government Local Employment Service, providing jobs to unskilled workers such as Gardeners, Domestic and Maintenance workers. This gave way to the expansion of services to include the web-based LMIS and offline functions.

With the formulation of the ELE, it was thought prudent to collaborate with the PRMU. This was based on a vision, commencing with the recommendations of the Labour Market Commission (1994), to provide improved services and information to jobseekers, employers and other stakeholders. This is in an effort to give users the opportunity to make more informed decisions, utilizing existing Labour Market Studies and other labour market information produced by the PRMU.

The ELE is one of the main components of the LMIS. Jobseekers in Kingston, Mandeville and their environs have access to computers in the Labour Exchange Centre to conduct job search, post



résumés and apply for jobs. The ELE offers services at no cost to the public. These services include providing conference room facilities for employers, employability skills workshops for jobseekers etc.

### **12.1.1 TARGETS 2016/17**

#### **Promote the use of the ELE by entities with vacancies and individuals seeking jobs**

- Conduct 540 visits to companies to promote the services of the ELE
- Place at least 600 persons in jobs locally through the MLSS as well as compile data of persons placed locally via Private Employment Agencies.

#### **Strengthen career counselling and guidance to applicants**

- Conduct 30 employability sessions

#### **Raise public awareness of the existence of the ELE**

- Participate in 24 career fairs/expositions/presentations

### **12.1.2 PERFORMANCE**

#### **1. Promote the use of the ELE with employers and jobseekers**

##### **Registration**

- During FY 2016/17, the number of persons registered with ELE (in-office), decreased by 26 or 1.5 per cent, moving from 1,698 persons in 2015/16 to 1,672 in 2016/17.
- Females comprised 73.8 per cent of registrants. This reflects a 3.1 per cent decrease, when compared to 2015/16. On the other hand, the number of males showed a slight increase of 3.1 per cent, when compared to 2015/16.
- For 2016/17, 4,385 new jobseekers registered on the LMIS website.

##### **Referrals**

- The ELE received notification of 1,826 vacancies, which reflects 617 or 51.0 per cent increase over 2015/16.
- Two thousand four hundred and twenty two (2,422) referrals were made during the 2016/17; a decrease of 137 or 6.0 per cent, when compared to the previous year. These referrals were made to employers for jobseekers to participate in interviews.

##### **Placement**

- For FY 2016/17, 1,670 interviews were conducted and 906 persons placed in jobs through ELE offices. This was 343 or 60.9 per cent more persons than 2015/16 (See Table 12).
- Seven hundred and fifty seven (757)<sup>11</sup> Jamaicans were placed in employment locally through Private Employment Operators monitored by the MLSS. This totalled 1,663 Jamaicans placed in employment locally, through the MLSS as well as Private Employment Operators.

#### **2. Strengthen career counselling and guidance to applicants**

##### **Job readiness**

- For FY 2016/17, 46 employability skill sessions were conducted island-wide. This represents an increase of 18 or 64.3 per cent, when compared to 2015/16. These

<sup>11</sup> These persons were placed through the Private Agencies. This figure represents data collected from five (5) per cent of the licensed Private Operators

sessions were conducted in Clarendon, Westmoreland, St. Ann, Hanover, Trelawny, Manchester, St. Elizabeth, St. Mary and St. James.

A total of 442 on the job trainees were placed during 2016/17. Since the inception of the OJT Programme in August 2015, 668 were placed and 206 persons gained permanent employment.

### **3. Expand services to employers**

- For FY 2016/17, ELE representatives visited 783 companies. Of this number, 226 registered on the LMIS website. This reflects a 57.7 per cent decrease, when compared to the 534 companies that registered during 2015/16.
- The promotional drives yielded 341 jobs which were posted on-line.

### **4. Raise public awareness of the existence of the ELE**

- The Unit participated in 40 expositions/presentations/fairs for the period under review; an increase of 14 or 53.8 per cent over FY 2015/16.



Mr. Lyndon Ford (right), Director of the Electronic Labour Exchange (ELE), presents the website of the Labour Market Information System (LMIS) to members of a delegation visiting from St. Lucia, as part of a Study Tour of the LMIS.

## **12.1.3 PROJECTIONS 2017/18**

### **1. Promote the use of the ELE with employers and jobseekers.**

- a) Conduct 540 visits to companies to promote the services of the ELE
- b) Place at least 700 persons in employment locally

### **2. Expand services to employers**

- a) Provide recruitment screening

### **3. Strengthen career counselling and guidance to applicants**

a) Conduct employability sessions to increase the number of job ready candidates.

**4. Raise public awareness of the existence of the ELE**

a) Participate in 35 career fairs.

**Continue to work in tandem with the PRMU to:**

**5. Partner with Government and other agencies that provide public access to the internet and other employment services.**

a) Conduct LMIS/ELE activities at the community level.

**6. Enhancement of the website**

Phase 3 of the portal is set for deployment in the final quarter of the 2017/18 fiscal year. It will feature improved statistical reports and an application for use by smart phone which will allow for access to the System.

**REGISTRATION, NOTIFIED VACANCIES AND PLACEMENTS BY QUARTER AND SEX:  
2015/16 AND 2016/17**

**TABLE 12**

QUARTER	REGISTRATION						NOTIFIED VACANCIES			PLACEMENT					
	2015/16			2016/17			2015/16		2016/17	2015/16			2016/17		
	M	F	T	M	F	T	T	T	M	F	T	M	F	T	
<b>APR-JUN</b>	109	260	369	123	314	437	272	603	30	55	85	71	207	278	
<b>JUL-SEPT</b>	105	411	516	100	351	451	401	502	85	112	197	30	130	168	
<b>OCT-DEC</b>	97	260	357	59	204	263	241	339	58	90	148	48	139	187	
<b>JAN-MAR</b>	114	342	456	156	365	521	295	382	40	93	133	74	199	273	
<b>TOTAL</b>	<b>425</b>	<b>1,273</b>	<b>1,698</b>	<b>438</b>	<b>1,234</b>	<b>1,672</b>	<b>1,209</b>	<b>1,826</b>	<b>213</b>	<b>350</b>	<b>563</b>	<b>231</b>	<b>675</b>	<b>906</b>	

**Regions include:**

**Region 1: Kingston & St. Andrew, St. Catherine, St. Thomas**

**Region 2: St. Ann, Portland, St. Mary**

**Region 3: Manchester, Clarendon, St. Elizabeth**

**Region 4: St. James, Trelawny, Westmoreland**

## 12.2

### Labour Market Intelligence and Information

The Planning, Research and Monitoring Unit (PRMU) provides data and other labour market intelligence and information, in response to the needs of the Ministry and its clients. In order to inform the demand and supply of labour, the Unit analyzes data from a range of sources. In terms of the demand for labour, analysis is done on information from the LMIS Skills Bank, the ELE, as well as information obtained from employers who participate in National Labour Market sector studies. In addition, the Unit utilizes advertisements of job vacancies and other labour market indicators to signal the demand for labour. In relation to the supply of labour, data produced by Statistical Institute of Jamaica (STATIN) and other sources, are utilized to analyze trends. The data include demographics, social protection indicators, economics, labour force, education and training. The PRMU is also responsible for evaluating the Ministry's programmes in order to inform policies.

#### 12.2.1 TARGETS 2016/17

1. **Conduct and monitor studies to inform policies by evaluating the MLSS' Programmes**
  - a) Complete Report on 2<sup>nd</sup> phase and commence 3<sup>rd</sup> phase of a five-year ***“Longitudinal Study on the impact of the Overseas Employment Programme on Canadian Farm workers and their families”***. It is generally felt that the impact is positive. Evidenced based data is therefore needed to substantiate whether this is true or not.
  - b) Monitor activities under the ***“Jamaica Youth Activity Survey”*** to determine the magnitude, size and structure of child labour in Jamaica. The field activities will be undertaken by STATIN and funding provided by the ILO.
2. **Provide timely labour market and demand information to inform decision making**
  - a) Update information on the LMIS website. This includes Hot Occupations Analysis which reviews job vacancies posted in the Career section of the newspapers and the internet, as well as work permits issued by the Ministry. This is to ascertain the types of occupations and skills which are needed by the labour market. Other information updated include MLSS statistics, research projects, entrepreneurship and overseas employment opportunities.
  - b) Complete sector study to ***“Identify types of low skilled workers needed by Jamaican employers”***. With the new technological age, jobseekers with low skills are finding it difficult to obtain jobs. These jobs are generally held by youth and persons who lack job experience. More information is therefore needed to guide persons on the types of low skilled jobs which are accessible in the Jamaican labour market.
  - c) Complete 2<sup>nd</sup> component of Green Economy study ***“Understanding Green Economy and its prospects for employment in Jamaica”***. This is in order to determine how the green economy is defined by experts in the field and identify potential areas of employment opportunities and skills gaps in a green economy. It will also examine how existing industries can participate in the Green economy, and the preparatory measures being undertaken by training institutions to supply skills needed for green jobs.
  - d) Monitor the National Labour Market Survey – The purpose of this survey is to determine areas of available employment and required skills at the national level. In addition, it will examine changes in technology, training needs as well as research and development in

organisations. The study will also look at the perception of employers on the effectiveness of education and training institutions in providing required skills.

- e) Determine the profile of employers and jobseekers by analysing information from the LMIS skills bank and work permit. The profiles of these databases will assist in determining the characteristics of jobseekers, skill shortages and jobs which are in demand.
- f) Disseminate Labour Market Intelligence island-wide. The PRMU participates in Career Development Programmes, such as Career Days and Job Fairs. This is done with secondary, post-secondary and tertiary level institutions across the island. The Unit also participates at Town Hall meetings, church events, expositions and other events to disseminate information.

On recognizing the need for assistance in strengthening career development in some schools, the Ministry established an initiative with Holy Trinity and Robert Lightbourne High Schools. The schools were chosen based on the difficulties some of the students face in transitioning from school to work.

### **3. Engage institutions and companies in conducting studies of Labour Market issues**

- a) Conduct study to determine *“Employment Opportunities in Geriatric Care”*. The Mona Ageing and Wellness Centre of UWI was sought to assist with field work for the component of the study which examined “Employability and skills of home-based workers who are involved in caring for the elderly”. The collaboration was necessary since the Centre had experience in the field with home-based workers for the elderly. Data from the survey will be sent to the PRMU for analysis.

### **4. Develop new and/or reproduce existing career guidance activities and materials for wider distribution**

- a) Prepare and publish Labour Market Update Vol. 6. Newsletter. The Newsletter examines current issues which impact employment and career development. Each article features information to enhance career development and promote the LMIS. The information is disseminated to secondary and tertiary institutions and uploaded to the LMIS website.

**Continue to work in tandem with the ELE to:**

### **5. Strengthen the LMIS**

- a) Prepare Requirements’ document for Phase 3. In order to ensure a modern and user friendly LMIS, the third phase of the LMIS enhancement will improve the skills bank, to enable skilled workers to be accessed in real time. This phase will also improve the “look and feel” of the System.

### **6. Partner with Government and other agencies that provide public access to the internet and other employment services**

- a) Establish partnership with JLS, UWI, UTECH and Teacher’s Colleges.
- b) Establish partnerships with Scientific Research Council (SRC) on acquiring skills
- c) Undertake activities with HEART Trust/NTA and JLS to populate the Skills Bank.

### **7. Develop a National Employment Policy (NEP).**

Development of a NEP will seek to promote full and productive employment. It will address cross cutting areas including gender, disability, child labour and climate change but will initially focus on four areas:

- Limited employment opportunities for the youth;
- Lack of enforced social protection mechanisms for workers;
- Decline in productivity levels; and
- Limited job opportunities in rural areas.

### 12.2.2 PERFORMANCE

#### 1. Conduct and monitor studies to inform policies by evaluating the MLSS' Programmes

- a) Complete the 2<sup>nd</sup> phase and commence the 3<sup>rd</sup> phase of the five-year '*Longitudinal study on the impact of the Overseas Employment Programme*'. Seventy (70) per cent or 69 of the farm workers from phase 1, participated in phase 2. Of this number, 51 went on the Programme during year 2, while 18 did not. Some of the findings for phase 2 were: (1) the Programme continued to greatly impact school attendance of the children since they were able to attend school more regularly and receive extra lessons; (2) the children's academic performance was also positively impacted; (3) communication continued to be maintained on a regular basis with family members; (4) despite not travelling on the programme in year 2, some farmers said their living conditions were better in terms of housing infrastructure and a few suggested that their situation got worse due to financial problems and low morale among family members, due to their non selection.

The Report for phase 2 was sent to the Overseas Employment section to be reviewed. Interviews were completed for the third phase of the Study.

- b) **Monitor activities under the "Jamaica Youth Activity Survey"**. The questionnaire for the second Survey was finalized by STATIN and members of the PRMU participated in its completion. Field work was carried out by STATIN, during which over 2,700 children aged 5-17 years were interviewed. Members of the PRMU also participated in a workshop with STATIN where they were introduced to ways of analysing and interpreting the data.

#### 2. Provide timely labour market and demand information to inform decision making

##### Update information on the LMIS website, including Hot Occupation Analysis.

- a) During the year, three (3) quarterly Hot Occupations in Jamaica were completed and uploaded to the website. Managers, Teachers, Engineers, Customer/Sales Representatives, Technicians and Officers were among the Top Ten jobs advertised in the Gleaner and Observer newspapers. MLSS statistics were uploaded to the LMIS website for Pay and Conditions of Employment, Industrial Relations, Occupational Safety and Health, Overseas Employment etc. Other statistics relating to the labour market and the economy were also uploaded. Information on entrepreneurship and overseas employment were updated.
- b) Complete sector study to "Identify types of low skilled workers needed by Jamaican employers". The Study is 96 per cent completed. Secondary data was gathered from MLSS' labour market studies, data from STATIN, Hot Occupations Analysis as well as sector studies from other sources. The information was used to determine job opportunities for low skill workers. A Draft Report was completed.
- c) Complete 2<sup>nd</sup> component of the Green Economy study- "*Understanding Green Economy*

*and its prospects for employment in Jamaica*". The research is 98 per cent completed and a Draft Report was done. Information was gathered from elite interviews with 12 respondents who gave their perspectives on the green economy in Jamaica. Secondary information was also used to provide an understanding of green economy and prospects for employment.

d) Monitor the completion of the National Labour Market Survey. A total of 660 employers participated in the Survey. The key findings for the Study were that:

- Human capital remained an important resource for organizations in Jamaica, as the survey revealed that 80 per cent of the workers were employed on a full-time basis.
- Ten (10) per cent of firms in Jamaica employed Persons with Disabilities (PwDs). The greatest opportunities for employment for PwDs exist for persons with physical challenges.
- Most firms (65 per cent) were expected to hire more staff in the short to medium term. Demand will be greatest for "Skilled workers in production and services", with 72 per cent of employers stating that they will need these workers. Forty five (45) per cent planned to hire "Professional and Technical workers", 37 per cent mentioned "Managerial Staff" and 30 per cent "Unskilled workers in production and services". The main jobs which will be provided in the short term include Technical workers, Managers, Sales and Marketing workers, Customer Service Representatives, Accounting workers, Supervisors, Administrative Assistants, Culinary workers and Engineers.
- Most employers wanted tertiary graduates to receive practical experience from education and training institutions. Other needs included skills in customer service, behavioural, work ethics, critical thinking/reasoning, people, hospitality, accounting, personal care, telecommunication, leadership and mechanical engineering.

e) Determine the profile of employers and jobseekers by analysing information from the LMIS skills bank and work permit. Information from some of these sources are available in the Hot Occupations Analysis. Forty four (44) per cent of the new registrants fell within the 25-34 age group, while 33.5 per cent belonged to the age cohort 18-24 years. Females outnumbered males within all the age cohorts and accounted for 68.4 per cent of the total new registrants. Twenty (20) per cent of the jobseekers possessed qualifications at the CSEC level, 13.0 per cent had Certificates with NCTVET qualifications, 12.4 per cent had a Bachelor's Degree while 8.4 per cent had an Associate's Degree or Diploma.

f) **Disseminate labour market Intelligence island-wide.** During FY 2016/17, the number of online visits made to the LMI section of the LMIS website averaged 1700 per month. Throughout the year, the PRMU participated in events where information on labour market trends were disseminated to over 1,000 students at eight (8) secondary schools, three (3) post-secondary and four (4) tertiary level institutions. The Unit also participated in Town Hall meetings, church events, expositions and other events, spreading information to over 1,500 persons.

Activities were carried out through the Holy Trinity and Robert Lightbourne High Schools Initiatives. Those held with Holy Trinity High included the "Life after grade 11"



event which provided information on labour market trends, labour laws and work attire. Scholarships were sought for students of Holy Trinity High, who performed well in their CSEC examinations. The institutions which offered scholarships were UWI Nursing School, Excelsior Community College and Vectors Technology.

The launch of the initiative with Robert Lightbourne High School took place at an event dubbed “LMIS - Assisting Career Development through Knowledge”. This involved students of Grades 7 - 9 and their parents. Students were exposed to information to assist in motivating them to perform well in school. Parents were also motivated to play an important role in their children’s education. The Grade 8 and 9 students were also given a personality interest test to assist them in their subject selection for Grade 10.



Permanent Secretary, Colette Roberts Riden (2<sup>nd</sup> left) speaks with students of Robert Lightbourne High School, while a PATH Youth Ambassador looks on, during the launch of a pilot project with MLSS’ LMIS.

### 3. Engage institutions and companies in conducting studies relevant to labour market issues

#### a) Conduct a study to determine *“Employment Opportunities in Geriatric Care”*

Staff from PRMU and Mona Ageing and Wellness Centre, participated in the component of the study to ascertain employability and skill needs of home-based caregivers for the elderly. A total of 178 home-based caregivers were interviewed in nine (9) parishes - Kingston and St. Andrew, St. Catherine, Portland, St. Ann, Westmoreland, Hanover, Manchester and St. Elizabeth. The PRMU is awaiting the data from the Mona Ageing and Wellness Centre to complete the report. The staff of PRMU interviewed 47 Private Operators working in care for the elderly and a Draft Report prepared.

#### **4. Develop new and/or reproduce existing career guidance activities and materials for wider distribution**

- a) Prepared and published Labour Market Update Vol. 6. Newsletter. The topics in the Newsletter included “Getting job ready”, “Knowing your rights in the workplace” and “LMIS locating jobs in Jamaica”. The Newsletter was also sent to Guidance Counsellors to be circulated in secondary schools island-wide. Topics to be included in Volume 7 are “Major Findings of the National Labour Market Study”, “How to start a business in Jamaica-Where to go?”, “MLSS, creating business for vulnerable Jamaicans” and “Give good customer service and gain your reward”.

#### **Continue to work in tandem with the ELE to:**

##### **5. Strengthen the LMIS**

- a) The LMIS Awareness Campaign was deferred until a suitable Consultant is selected.
- b) Enhancement of LMIS website – The phase 2 enhanced website was deployed in FY 2016/17. This includes an upgrade of LMI which was tailored to meet the specific needs of stakeholders. The focus is to provide more timely and reliable information on employment opportunities, e.g. labour market information and statistics for Jamaica as well as for overseas and regional employment. Information is available on the following pages: (i) Labour Market Intelligence (LMI), (ii) Skills Bank, (iii) Education and Training, (iv) Career Development, (v) Employers. A Requirements’ document for Phase 3 was submitted to MIS. This phase will focus on improving the Skills Bank’s Page to include links to other database of skills and easier access to skilled workers. The website will also be able to generate more statistical reports. It will further improve the aesthetics of the other pages.

##### **6. Partner with government and other agencies that provide public access to the Internet and other employment services**

- a) Establish partnerships with UWI, UTECH and Teacher’s Colleges. The Ministry is awaiting an MOU between UTECH and another with MICO. In discussions with UWI, it was concluded that there will be collaborations and partnerships without an MOU.
- b) Establish partnerships with the Scientific Research Council (SRC) on acquiring skills. An electronic link was made between the SRC database of skills and the LMIS skills bank.
- c) Undertake activities with HEART Trust/NTA and JLS to populate the Skills Bank. As at the end of December 2016, over 100 Librarians and other members of staff of the JLS were trained in all parishes. This is to assist with the dissemination of LMI and registration of jobseekers. The JLS and HEART TRUST/NTA have been referring persons to the LMIS website. During FY 2016/17, a total of 973 jobseekers were referred to the website by HEART TRUST/NTA. The tracking of referrals for JLS will be set up in the new FY.

##### **7. Develop a National Employment Policy (NEP).**

- a) The NEP will not be further pursued as a National Workplace Policy is instead being developed by another Government entity.

#### **12.2.3 PROJECTIONS 2017/18**

##### **1. Conduct and monitor studies to inform policies by evaluating the MLSS’ Programmes**

- a) Complete Report on 3<sup>rd</sup> phase and commence 4<sup>th</sup> phase of five-year *“Longitudinal Study*

*on the impact of the Overseas Employment Programme on Canadian Farm workers and their families”.*

- b) **Monitor activities under the “Jamaica Youth Activity Survey”.**
- c) **Conduct Perception Survey of the Ministry.**

**2. Provide timely labour market and demand information to inform decision making**

- a) Update information on the LMIS website, including Hot Occupations, statistics, research projects, entrepreneurship and overseas employment opportunities.
- b) Complete sector study to **“Identify types of low skilled workers needed by Jamaican employers”.**
- c) Complete 2<sup>nd</sup> component of Green Economy – **“Understanding the Green Economy”** and commence 3<sup>rd</sup> on **“Waste Management in Jamaica and its prospects for employment in Jamaica”.**
- d) Determine the profile of employers and jobseekers by analysing information from the LMIS skills bank, work permit and employment agencies.
- e) Monitor qualitative study on “Identify Employment Opportunities in four (4) parishes: St. Elizabeth, St. Mary, Portland and St. Thomas” to ascertain employment opportunities in parishes with low employment opportunities.
- f) Determining the profile of employers and jobseekers by analysing information from the LMIS Skills Bank, work permit and employment agencies.
- g) Disseminate National Labour Market Survey (NLMS) island-wide. This will include:
  - Launch of NLMS with Policy Makers, Planners and Curriculum Developers in KSA
  - Hosting of Employers’ Forum in Western Jamaica
  - Disseminating information to secondary, post secondary and tertiary level students
  - Dissemination of information to Guidance Counsellors and Principals in four (4) regions
  - Participating in ad hoc presentations at churches, Town Hall meetings etc
- h) **Holy Trinity and Robert Lightbourne Initiative.** Participate in “Life after grade 11” and “LMIS - Assisting Career Development through Knowledge” events. Seek scholarships for best performers from 5<sup>th</sup> and 6<sup>th</sup> forms for both schools.

**3. Engage institutions and companies in conducting studies to labour market issues**

- a) Obtain results from Mona Ageing and Wellness Centre to complete analysis of “Employability and skills need for home-based care workers in elderly care”. Complete study to determine **“Employment Opportunities in Geriatric Care”.**

**4. Develop new and/or reproduce existing career guidance activities and materials for wider distribution**

- a) Prepare and publish Labour Market Update Vol. 7. Newsletter and begin preparation of Vol. 8.

**Continue to work in tandem with the ELE to:**

**5. Strengthen the LMIS**

- a) Participate in LMIS public education campaign.
- b) Prepare Requirements’ document for Phase 4 of the website enhancement.

**6. Partner with Government and other agencies that provide public access to the internet and other employment services**

- a) Establish partnerships with UTECH and MICO.
- b) Establish partnerships with professional bodies to acquire skills for the Skills Bank
- c) Undertake activities with HEART Trust/NTA and JLS to populate the Skills Bank.

### 12.3. INTERNATIONAL LABOUR AGENCIES AND INFORMATION

This section continues to execute Jamaica's duties and responsibilities that are in keeping with International Labour Treaties and Agreements to which Jamaica is a signatory.

#### 12.3.1 TARGETS 2016/17

##### Engage social partners to implement the framework for a responsive labour market

- a) Prepare and dispatch reports on six (6) ILO Conventions number: C11 – Right of Association (Agriculture) Convention; 1921. C26 – Minimum Wage Fixing Machinery Convention, 1928; C94 – Labour Clauses (Public Contracts) Convention, 1949; C100 – Equal Remuneration Convention, 1951; C111 – Discrimination (Employment and Occupation), 1951; and C122 – Employment Policy Convention;
- b) Assist in the planning of the MLSS/ILO seminar on mediation and conciliation;
- c) Prepare Jamaica's delegates for attendance at the International Labour Conference (ILC) to be held in Geneva, Switzerland;
- d) Prepare Cabinet Submission on Summary of Instrument adopted at 105<sup>th</sup> International Labour Conference (ILC), 2015 [Transition from the informal to Formal Economy Recommendation 2015 (204)]; and
- e) Prepare responses to questionnaire on ***“Employment and Decent Work for Peace and Resilience”***.

#### 12.3.2 PERFORMANCE 2016/17

##### Engage social partners to implement the framework for a responsive labour market

1. During FY 2016/17, prepared and submitted Reports to the ILO on Jamaica's application of the following Conventions: 11, 26, 94, 100, 111 and 122  
These reports consist of responses to questions from the Report Form as well as direct requests and observations on each of the listed Conventions. As is customary, the preparation of these Reports was carried out with the input of the Social Partners, Jamaica Employers' Federation, the Jamaica Confederation of Trade Unions and other relevant bodies.
2. Response to the Questionnaire titled **“Elimination of all Forms of Forced Labour”** was duly prepared and submitted to the ILO.
3. Reports were made on unratified Conventions and Recommendations concerning: Hours of Work (Industry) Convention, 1919 (No. 1); the Weekly Rest (Industry) Convention, 1921, (No. 14); and the Hours of Work (Commerce and Offices) Convention, 1930, (No. 30). Thirteen (13) additional Conventions, Recommendations and Protocols concerning hours of work are now being prepared for submission to the ILO.
4. The ILO, in collaboration with the Ministry, conducted a five (5) days workshop on Conciliation and Mediation in November 2016. This workshop catered to a tripartite composition of attendees.
5. Preparation for the ratification of the Maritime Labour Convention, 2006 still continues.
6. The ILO has requested that consideration be given to the ratification of:  
C188 – Work in Fishing Convention, 2007  
Adoption of the Recommendation of:

- R200 on HIV/AIDS and the World of Work and
- C187 - Promotional Framework for Occupational Safety and Health Convention (2006)

Consideration is being given to these unratified Conventions and Recommendation.

### **12.3.3 PROJECTIONS 2017/18**

#### **Commence preparation of Reports on six (6) for the year 2017/18**

- C19 – Equality of Treatment (Accident Compensation) Convention, 1925
- C081 – Labour Inspection Convention
- C087 – Freedom of Association and Protection of the Rights to Organise Convention, 1948
- C097 – Migration for Employment Convention (Revised) 1949
- C098 – Right to Organise and Collective Bargaining, 1949
- C152 – Occupational Safety and Health Convention, 1957

Jamaica' initial report under the Convention on the Protection of the Right of all Migrant Workers and Members of their Families (U.N. Convention).

### 13.

### MANPOWER SERVICES SECTION

The objective of the Manpower Services section is to facilitate access by Jamaican workers to employment opportunities locally and internationally. The ELE Unit in the Manpower Services section, assists in placing these jobseekers in employment locally as well as overseas. Other services provided include the administration of the Employment Agencies Regulation Act (EARA).

#### 13.1

#### OVERSEAS EMPLOYMENT

The contribution of the Overseas Employment Programme to the development of the Jamaican economy cannot be overemphasized. The Programme continues to have a positive impact on employment through the absorption of labour and has contributed significantly to the provision of increased opportunities particularly to persons within the rural areas. It has provided economic support for thousands of families by enabling them to access sound educational opportunities for their children, build homes and access social amenities.

The Programme has assisted farmers to utilize modern technology and improved methods which will result in long-term benefits to their families and communities. Jamaica benefits significantly from the inflows of remittances over the years. This goes a far way in assisting to stabilize the foreign exchange market. Other benefits to the country include higher levels of savings and investment, reduced levels of poverty, greater macroeconomic stability and a higher level of entrepreneurship. The new cultural experience has also resulted in higher productivity due to the development of



Members of the first batch of workers dispatched to Canada in January 2016, await processing at the Overseas Employment Services Centre (OESC) in Kingston. The over 300 workers departed to various farms in Canada under the Seasonal Agricultural [Farm Work] Programme (SAWP).

better work ethic on the part of many of the workers.

### **Impact of Reforms**

Over the years, the Ministry has sought to emphasize the expansion of overseas job opportunities for Jamaicans. Apart from the Seasonal Agriculture Workers' Programme (SAWP), opportunities have been secured for Jamaicans in the following:

#### **Skilled Occupations**

- Mechanics
- Chefs/Cooks
- Licensed Practical Nurses
- Food Counter Supervisors

#### **Low Skilled Occupations**

- Drivers
- Registered Care Aides
- Food Service Attendants
- Hospitality Workers
- Construction Workers

In June 2014, the Government of Canada announced changes to the Temporary Foreign Workers' Programme (TFWP). The TFWP is the general arrangement under which workers from Jamaica, travel to Canada under the SAWP and the Low Skill Programme. The new measures were introduced to ensure that the movement of workers under the TFWP remains beneficial to Canada and that Canadians have first access to jobs in the Canadian Labour Market. Included among the changes are:

- The application of a cap on temporary foreign workers;
- Employers that recruit persons in certain low skill occupations in areas of high unemployment will not be able to hire temporary foreign workers; and
- Increased fees to employers for the processing of foreign workers.

These measures have affected occupations in food services, hospitality and the retail trades.

### **Impact of reform of TFWP on Overseas Employment**

Generally, the level of activity associated with the recruitment of particularly Food Server Attendants and Hospitality workers has declined significantly. The number of workers participating in the SAWP and the agricultural stream of the Low Skill Programme should not be affected. However, if there is an increase in general wage level, there is the possibility that more of these jobs could become more attractive to Canadians and its residents.

The Overseas Employment section facilitates the selection, recruitment, dispatch and repatriation of workers who participate in migrant work programmes in the United States and Canada. There are four (4) major Programmes:

- The United States Farm Work Programme;
- The United States Hospitality Programme;
- The Canadian Farm and Factory Programme; and



- The Canadian Skills Programme.

#### **Employment through the Canadian and United States Farm Work Programme**

- Recruitment is conducted based on the demand of overseas employers. Application forms are normally issued to suitable candidates through, Members of Parliament, Councillors, MLSS Parish Offices, Civic Organizations and Trade Unions. These forms should be issued to suitably qualified candidates. After the forms are processed, interviews are carried out island-wide. Successful candidates are required to obtain a police certificate. If cleared, then candidates are placed in a “pool” and are ready for medical upon demand by employers. After medical is completed, documents are sent to The High Commission of Canada for issuance of the visa. After the visa is issued flight processing takes place, then workers are dispatched to their various employers.

#### **Employment of Hospitality Workers in United States Hotels and Food Service Workers in Fast Food Franchises across Canada**

- Recruitment is conducted based on demand. Occasionally, advertisement seeking applicants’ for certain positions are placed in the press and through the ELE on the LMIS. Generally, interested persons are required to submit detailed and updated resumes outlining: area of interest, experience, qualification and education/training. After employers express interest in recruiting workers, candidates are pre-screened and short listed. Interviews are conducted by employers themselves and successful candidates issued job offer letters. In the case of Canadian employers, they may require that an on-line assessment be completed by the candidate, after which they are short listed and interviews conducted. Employers may come to Jamaica or interviews may be conducted via video conferencing. After medicals are completed, embassy appointments made and visas issued, workers are then dispatched.

#### **Employment in large establishments in the Canadian transportation sector as Heavy Duty Mechanics, Trailer Drivers and Welders**

- Resumes are collected and sent to the employer. The employer selects persons and conducts interviews. The persons, who are required to do a refresher’s driving course. An evaluation is done by a prominent drivers’ education school from Canada. Candidates who have not completed high school are required to pursue upgrading courses to gain high school diploma equivalency. After Drivers are evaluated, the successful candidates are given orientation sessions which will assist in preparing them to work in Canada. The required documentation will be sent to The High Commission of Canada, after which visas are issued and the workers dispatched.

#### **13.1.1 TARGETS 2016/17**

##### **Assist unemployed persons to secure overseas employment**

- a) Provide overseas employment to 15,400 Jamaicans;
- b) Greater collaboration between overseas employers/training institutions/MLSS to increase the type of job opportunities available to skilled workers;
- c) Conduct orientation and provide reading material on all aspects of the programme for the 15,400 workers placed overseas; and

- d) Conduct pre-selection of 3,500 prospective workers for the US and Farm work programme.

**Implement business process re-engineering for greater efficiency of the programme**

- a) Continue to implement recommendations made from an audit conducted by the Jamaica Productivity Centre.

**13.1.2 PERFORMANCE**

**Assist unemployed persons to secure overseas employment**

**Placements**

- During FY 2016/17, 16,310 persons were employed through the MLSS’ Overseas Employment Programme. Of this total, 13,405 were employed on Farms (US and Canada), 2,471 in US Hotels, 320 in low skilled employment and 114 in skilled employment [Canada and Guantanamo Bay] (See Figure 2).
- There was an increase of 1,451 or 9.8 per cent in the number of jobs, moving from 14,859 in 2015/16.

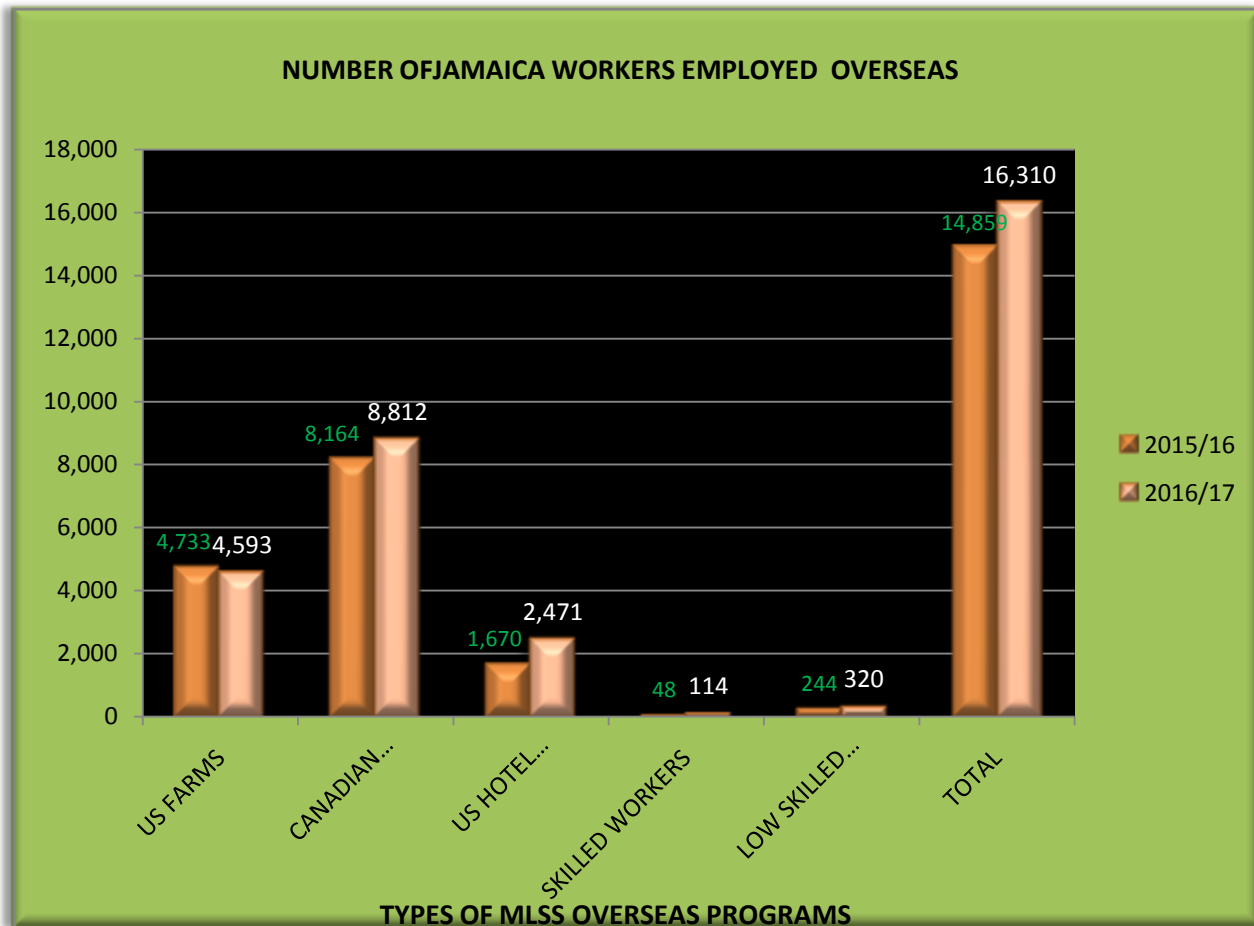


Figure 2

- Males from the Canadian Farms and Factories Programme accounted for the largest group of workers, with a total of 8,266 or 93.8 per cent. Male employees for the US Farm

Work Programme (4,589) decreased by 122 or 2.6 per cent, when compared to the previous year.

- Although few females were employed on the US Farm Work Programme, they comprised 52.9 per cent of the number of workers employed to the Hotel Programme and 6.2 per cent of the Canadian Farms/Factories programme.
- Skilled workers accounted for 0.7 per cent of the total number of persons who travelled overseas. This reflects an increase of 66 or 137.5 per cent over 2015/16. Of the total number of persons travelled on the Skilled Programme, Guantanamo Bay accounted for 89.5 per cent.
- For 2016/17, workers on the Low Skilled Programme accounted for 2.0 per cent of the total.
- Two hundred and thirty five (235) or 73.4 per cent of those employed were in the 'Seafood' category, 58 or 18.1 per cent in 'Greenhouse', 25 or 7.8 per cent as 'Farm Supervisor' (See Figure 3).
- Approximately, 1,561 Jamaicans were placed in employment overseas, through Private Employment Agencies (PEAs)<sup>12</sup> monitored by the Ministry.
- Seventeen thousand eight hundred and seventy one (17,871) Jamaicans were placed in employment overseas through the MLSS and PEAs licensed by the Ministry.
- Four thousand five hundred and ninety three (4,593) workers were recruited for the US Farm Work Programme. Thirty six (36) went absent without official leave (AWOL), 18 less than 2015/16 and eight (8) changed status<sup>13</sup>. At the end of the FY, 638 persons remained on the US Farms Programme (See Table 13).

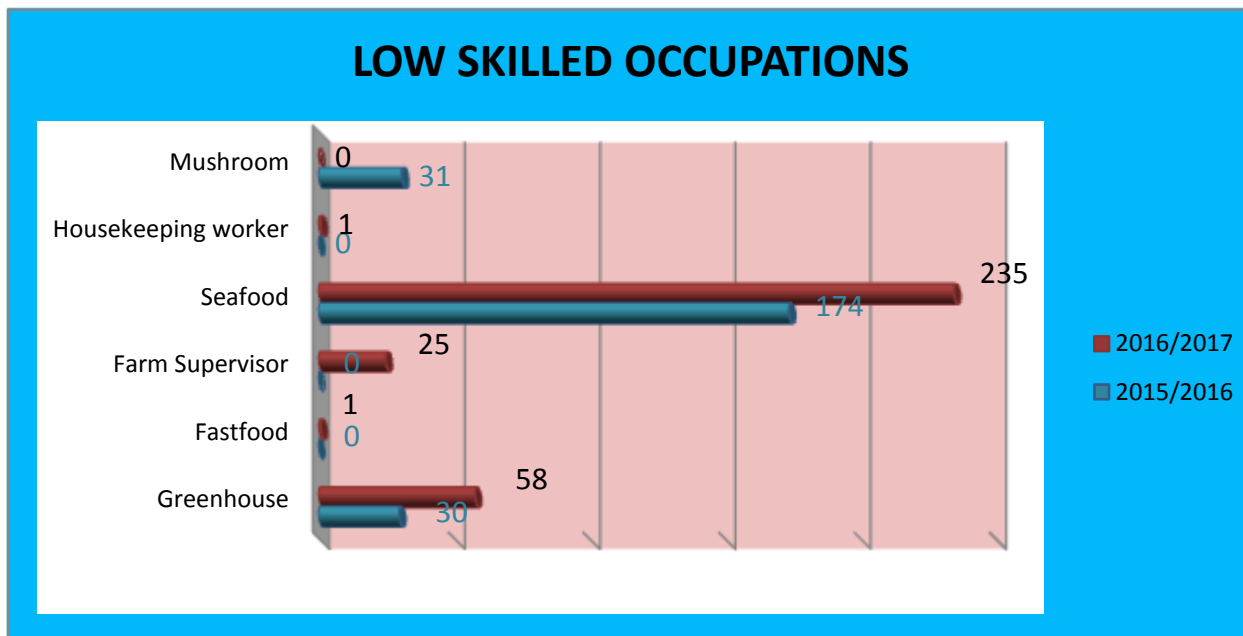


Figure 3

<sup>12</sup> These persons were placed through the Private Agencies. This figure represents data collected from five (5) per cent of the licensed Private Operators.

<sup>13</sup> By marriage

**MOVEMENT OF JAMAICAN WORKERS ON THE US OVERSEAS PROGRAMMES:  
2015/16 AND 2016/17**

**TABLE 13**

<b>FARM WORKERS</b>	<b>2015/16</b>	<b>2016/17</b>	<b>HOSPITALITY WORKERS</b>	<b>2015/16</b>	<b>2016/17</b>
<b>TOTAL IN US AT THE BEGINNING OF THE FY</b>	<b>458</b>	<b>666</b>	<b>TOTAL IN US AT THE BEGINNING OF THE FY</b>	<b>1,001</b>	<b>1,141</b>
RECRUITED	4,733	4,593	RECRUITED	1,670	2471
RETURNED TO JAMAICA	4,468	4,557	RETURNED TO JAMAICA	1,492	2394
AWOL	54	36	AWOL	21	26
CHANGED STATUS	2	8	CHANGED STATUS	5	4
DECEASED	1	1	DECEASED	0	1
TRANSFER TO PRIVATE PROGRAMME	0	0	TRANSFER TO PRIVATE PROGRAMME	12	4
PROOF OF LANDING PENDING	0	19	PROOF OF LANDING PENDING	0	470
<b>TOTAL IN US AT THE END OF THE FY</b>	<b>666</b>	<b>638</b>	<b>TOTAL IN US AT THE END OF THE FY</b>	<b>1,141</b>	<b>713</b>

- Of the 2,471 persons recruited for the US Hospitality Programme in 2016/17, 26 went AWOL and four (4) changed status. At the end of the year, 713 persons remained in employment for this Programme.

**13.1.3 PROJECTIONS 2017/18**

**Assist unemployed persons to secure overseas employment**

- Provide overseas employment to 16,000 Jamaicans;
- Conduct pre-selection activities for the Canadian Farm Work and US Agricultural and Hospitality Programmes.

**Improve the efficiency and integrity of the Programme**

- Continue to upgrade the physical Information Technology and Communication infrastructure at the Overseas Employment Centre (OEC).

## 13.2

### MONITORING OF PRIVATE EMPLOYMENT AGENCIES

The Ministry, under the Employment Agencies Regulation Act (EARA) (1956), regulates and monitors private employment agencies island-wide. Under the Act, the Employment Agency Unit has the responsibility of ensuring that Agencies are licensed and operate within the guidelines of the Law. The recommendations for the granting, renewal or revocation of the licence are among the functions of the Unit.

The Unit inspects Agencies that are involved in job placements, both locally and overseas. This includes an examination of the overall premises, to determine if they are conducive to business. In addition, it ensures that proper mechanisms are in place for record keeping and that information is submitted to the MLSS on a quarterly basis, which is in accordance with the Law.



Mrs. Marlene Watt of the Employment Agency Unit, speaks with a patron at the MLSS booth at a recent employment fair in Kingston.

#### 13.2.1 TARGETS 2016/17

1. **Monitor employment agencies through visits**
  - a) Inspect and monitor 200 employment agencies to ensure legitimacy;
  - b) Conduct two (2) meetings with Employment Operators to improve record keeping.
2. **Reduce the number of illegal Operators**
  - a) Implement action to regularize illegal Operators
3. **Monitor PEAs closely to ensure compliance with the Employment Regulation with regard to workers placed in jobs**
4. **Implement ongoing public education activities**
  - a) Participate in nine (9) job fairs
5. **Employment Agency Regulation Act (EARA)**
  - a) Amend the Employment Agencies Regulation Act (EARA)

#### 13.2.2 PERFORMANCE

1. **Monitor employment agencies through visits**
  - a) **Inspect and monitor 200 employment agencies to ensure legitimacy**
    - As at March 31, 2017, 79 PEAs were licensed and registered with the Ministry; 49 are registered to place applicants overseas and 30 locally.
    - Fifty four (54) licenses were issued for FY 2016/17, five (5) new and 49 renewals (See Table 14). This was two (2) less than the previous year.

**LICENSES (NEW AND RENEWAL) ISSUED TO PRIVATE OPERATORS:  
2015/16 AND 2016/17**

**TABLE 14**

QUARTER	NO. OF LICENSES ISSUED TO PRIVATE OPERATORS					
	2015/16			2016/17		
	NEW	RENEWAL	TOTAL	NEW	RENEWAL	TOTAL
APR-JUN	0	3	3	2	15	17
JUL-SEPT	6	18	24	1	11	12
OCT-DEC	3	10	13	1	15	16
JAN-MAR	2	14	16	1	8	9
<b>TOTAL</b>	<b>11</b>	<b>45</b>	<b>56</b>	<b>5</b>	<b>49</b>	<b>54</b>

**2. Reduce the number of illegal Operators**

- For the period under review, 170 visits to PEAs were conducted; a decrease of 39 or 18.7 per cent, when compared to the previous financial year. These visits were conducted for routine inspections (148), investigation (11) as well as to identify illegal agencies (11).
- Thirty eight (38) illegal agencies were identified, however none complied with the requirements to be legalised.

**3. Monitor PEAs closely to ensure compliance with the Employment Regulation with regard to workers placed in jobs**

According to the EARA, Private Operators are required to provide the Ministry with current information regarding, the number of persons registered, vacancies and placements on a quarterly basis.

- For FY 2016/17, 2,238 Jamaicans were placed in employment locally and overseas. This was an increase of 41 or 1.9 per cent, compared to FY 2015/16.
- Disaggregation of the data revealed that 878 persons were registered with Private Operators to source employment locally, while 757 were placed.
- An additional 6,474 persons were registered for the H2B programme and 1,497 were placed.
- One thousand eight hundred and seventeen (1,817) persons were registered for the J1-student work and travel programme and 64 placements were made.

**4. Implement ongoing public education activities**

- The Unit participated in seven (7) job fairs during the year to increase public awareness of the Ministry's role with regards to the EARA.

**13.2.3 PROJECTIONS 2017/18**

1. Monitor employment agencies through visits

2. Conduct meetings with Operators of EAs to improve record keeping
3. Implement action to regularize illegal operators
4. Maintain partnership with Embassies to be informed of new visa requirements
5. Implement on-going public education activities
6. Dialogue with Private Operators and Legal team to amend the EARA

### **13.3**

### **FAMILY SERVICES UNIT**

The Family Services Unit ensures the welfare of the families of workers who are participating in the Ministry's Overseas Employment Programmes. In cases where families are deemed to be in need, they are referred to social programmes administered by the Government for assistance. Social Workers make routine visits to the families of dispatched farm workers. This is to assess their living conditions, offer guidance to family members in order to guarantee improvement in their overall standard of living and ensure children are receiving support.

#### **13.3.1 TARGETS 2016/17**

##### **1. Monitoring of families overseas workers**

- Conduct visits to 1,000 families (household and schools) of overseas workers;
- Collaborate with the Liaison Service to seek assistance when investigating complaints from families of overseas workers; and
- Conduct periodic visits to 60 sick/injured workers and refer them for medical assistance, where necessary.

##### **2. Provide assistance to families in making them self-reliant**

- Refer 375 persons to other programmes/projects within the Ministry.

#### **13.3.2 PERFORMANCE**

##### **1. Monitoring of families overseas workers**

- A total of 1,871 family members of 1,180 migrant workers were visited for the year. Of this total 808 were children, 258 adults and 805 comprised spouses and seniors.
- Female dependents accounted for 75.4 per cent of the total number of family members visited for FY 2016/17.
- Thirty one (31) special cases needed intervention by Social Workers and were referred to the Liaison Service.
- Periodic visits were conducted and 27 sick and injured workers referred for medical assistance.

##### **2. Provide assistance to families to help them become self-reliant**

- Three hundred and nine (309) family members received aid from Government programmes. Approximately 27.8 per cent were referred to the NIS, 19.1 per cent to ELE/LMIS and 17.8 per cent to SIP and 16.8 per cent to PATH.

#### **13.3.3 PROJECTIONS 2017/18**

##### **Provide support to families of migrant workers**

1. Conduct 1,500 visits to families (households and schools) of overseas workers.
2. Collaborate with the Liaison Service to seek assistance when investigating complaints from families of overseas workers.
3. Conduct periodic visits to 60 sick/injured workers and refer them for medical assistance, where necessary.
4. Make referrals to other Government programmes and projects.



The Work Permit Section grants work permits and exemptions, based on the requirements of the Foreign Nationals and Commonwealth Citizens (Employment) Act (1964), as well as the CARICOM Community (Free Movement of Skilled Persons) Act (1997). This is to ensure that the Jamaican economy is supplied with the labour and skills necessary for growth and development, whilst undertaking steps to protect the jobs of Jamaicans. Foreign and Commonwealth Nationals, who wish to engage in employment activities on the island, must obtain a work permit or work permit exemption before entering Jamaica. This is whether the form of employment is voluntary, commercial, business, professional, charitable, entertainment or sports.

In many instances, prior to the submission of a work permit application, the Ministry engages in dialogue with large organizations to determine eligibility or consideration for the granting of a work permit.

#### 14.1 TARGETS 2016/17

##### 1. Grant work permits and work permit exemptions in order to provide scarce skills in the country

- a) Process at least 75 per cent of work permit and exemption applications received;
- b) Collaborate with the ELE to advertise job openings from work permit applications on the LMIS website;
- c) Collaborate with other Departments to sensitize the public on work permit matters and Trafficking in Persons (TIP); and
- d) Conduct 200 investigations and site visits to ensure adherence to the conditions of work permit.

#### 14.2 PERFORMANCE

##### Grant Work Permits and Exemptions in order to provide scarce skills

- a) Process at least 75 per cent of work permit and exemption applications received
  - During FY 2016/17, the number of work permit applications received increased by 718 or 14.7 per cent, moving from 4,884 in 2015/16 to 5,602 in 2016/17. New applications constituted 57.2 per cent of the total (See Table 15).
  - Five thousand and four (5,004) work permits and 1,120 exemption applications were processed. In comparison to the previous year, work permits and exemptions processed reflected increases of 53.3 per cent and 173.8 per cent, respectively. These targets were achieved by 89.3 per cent and 73.5 per cent, respectively.
  - The number of work permit applications approved (5,451) also increased by 906 or 19.9 per cent for the 2016/17 period. The increase in work permits approved was due to the number of major projects in the mining and construction industries which required these skilled workers.

##### Applications Approved

- The largest number of work permits (4,529 or 83.1 per cent) was granted to persons in the 'Professionals, Senior Officials and Technicians' occupational category (See Table

15). Next was 'Service Workers & Shop & Market Sales Workers' with 344 or 6.3 per cent.

- Examination of the data by industry shows that the largest number of work permits approved (1,963 or 36.0 per cent) was for the 'Wholesale and Retail Trade, Repair of Motor Vehicles, Motorcycles and Personal and Household Goods' industry (See Table 16). 'Hotel and Restaurant' was next with 1,107 or 20.3 per cent, followed by 'Construction and Installation' with 1,024 or 18.8 per cent.

#### **Work Permit Exemptions**

- The Ministry granted 980 work permit exemptions during 2016/17. This is an increase of 86 or 9.6 per cent, when compared to the previous year (See Table 17). For 2016/17, category 'D' Persons Employed by Statutory Bodies/Government received the highest exemptions with 341 or 34.8 per cent.

#### **Work Permit Recipients by Region of Origin**

- Work permit recipients originated from North America, Latin America, the Caribbean, Europe, Africa, Asia and Oceania (See Table 18). The largest number of recipients was from Asia with 3,221 or 59.1 per cent of the total. This was 2,570 or 142.0 per cent over Latin America that was the largest recipients for the 2015/16 period. Work permits granted to recipients of Asia moved from 917 in 2015/16. This is a significant increase of 251.3 per cent, while Latin American recipients reflected a significant decrease in numbers, moving from 1,810 to 651; a 64.0 per cent reduction.
- As mentioned above, an examination of the data revealed a significant shift in the number of work permits granted from Latin American to Asian applicants. This may be due to an influx in the number of work permits granted to the Construction Industry where several projects are being executed. Some of these developments include the expansion and construction of several road works throughout the island.

#### **Work Permit Investigations**

- Work Permit applications are investigated based on recommendations by the Work Permit Inter-Ministerial Committee which ensures that applicants do not submit false information thereby, maintaining the integrity of the process.
- Investigations may be carried out to confirm addresses, the number of Jamaicans or Expatriates working at the premises or for random checks. Investigations were conducted to ensure compliance with work permits granted. For FY 2016/17, 298 investigations were conducted to ensure workers were adhering to the conditions of their work permit.

### **14.3 PROJECTIONS 2017/18**

#### **1. Grant Work Permits and Exemptions in order to provide scarce skills in the country**

- Process at least 75 per cent of applications (work permit and exemptions) received during the year.
- Collaborate with the ELE to advertise job openings from work permit applications on the LMIS website.
- Collaborate with other Departments to sensitize the public on work permit matters and Trafficking in Persons (TIP).
- Conduct 200 investigations to ensure adherence to the conditions of their work permit..

**NUMBER OF WORK PERMIT APPLICATIONS RECEIVED AND APPROVED BY OCCUPATION:  
2015/16 AND 2016/17**

Table 15

OCCUPATION		RECEIVED			APPROVED		
		NEW	RENEWAL	TOTAL	NEW	RENEWAL	TOTAL
PROFESSIONALS, SENIOR OFFICIALS & TECHNICIANS	2015/16	2,353	1,803	4,156	2,140	1,666	3,806
	2016/17	2,527	2118	4,645	2488	2041	4,529
CLERKS	2015/16	12	10	22	13	10	23
	2016/17	13	13	26	11	13	24
SERVICE WORKERS & SHOP & MARKET SALES WORKERS	2015/16	130	133	263	128	130	258
	2016/17	182	173	355	180	164	344
SKILLED AGRICULTURAL & FISHERY WORKERS	2015/16	28	48	76	39	46	85
	2016/17	90	23	113	88	18	106
CRAFTS & TRADE RELATED WORKERS	2015/16	150	66	216	165	65	230
	2016/17	246	42	288	247	40	287
PLANT & MACHINE OPERATORS & ASSEMBLERS	2015/16	33	48	81	34	35	69
	2016/17	55	23	78	50	18	68
ELEMENTARY OCCUPATIONS	2015/16	51	19	70	55	19	74
	2016/17	91	6	97	87	6	93
TOTAL	2015/16	2,757	2,127	4,884	2,574	1,971	4,545
	2016/17	3,204	2,398	5,602	3,152	2,300	5,451

**NUMBER OF WORK PERMIT APPLICATIONS RECEIVED AND APPROVED BY INDUSTRY:  
2015/16 AND 2016/17**

TABLE 16

INDUSTRY	YEAR	RECEIVED			APPROVED		
		NEW	RENEWAL	TOTAL	NEW	RENEWAL	TOTAL
AGRICULTURE, HUNTING FORESTRY	2015/16	73	60	133	67	52	119
	2016/17	49	37	86	46	35	81
FISHING	2015/16	16	30	46	15	23	38
	2016/17	72	6	78	70	5	75
MINING AND QUARRYING	2015/16	11	5	16	8	6	14
	2016/17	266	14	280	264	13	277
MANUFACTURING	2015/16	67	24	91	61	21	82
	2016/17	69	57	126	58	48	106
ELECTRICITY, GAS & WATER	2015/16	127	15	142	103	10	113
	2016/17	80	11	91	84	10	94
CONSTRUCTION AND INSTALLATION	2015/16	618	441	1,059	611	413	1,024
	2016/17	591	450	1,041	576	438	1,014
TRANSPORT, STORAGE & COMMUNICATION	2015/16	245	76	321	246	77	323
	2016/17	192	113	305	185	107	292
FINANCE INTERMEDIATION	2015/16	7	8	15	6	9	15
	2016/17	7	6	13	8	5	13
OTHER COMMUNITY, SOCIAL & PERSONAL SERVICES ACTIVITIES	2015/16	147	137	284	120	106	226
	2016/17	116	75	191	124	72	196
WHOLESALE & RETAIL, REPAIR OF MV.C, PERSONAL & HH GOODS	2015/16	830	922	1,752	750	890	1,640
	2016/17	1,028	1,005	2,033	1,003	960	1,963
HOTELS AND RESTAURANTS SERVICES	2015/16	509	330	839	509	314	823
	2016/17	576	530	1,106	590	517	1,107
REAL ESTATE, RENTING & BUSINESS	2015/16	17	17	34	15	10	25
	2016/17	59	13	72	55	19	74
PUBLIC ADMINISTRATION & DEFENCE, COMPULSORY SOCIAL SECURITY	2015/16	5	0	5	5	0	5
	2016/17	1	3	4	1	3	4
EDUCATION	2015/16	28	20	48	24	17	41
	2016/17	48	29	77	39	26	65
HEALTH & SOCIAL WORK	2015/16	43	27	70	28	11	39
	2016/17	25	35	60	29	29	58
PRIVATE HOUSEHOLDS WITH EMPLOYED PERSONS	2015/16	6	8	14	2	10	12
	2016/17	7	12	19	12	11	23
EXTRA-TERRITORIAL ORGANIZATIONS & BODIES	2015/16	1	3	4	1	1	2
	2016/17	1	0	1	1	1	2
N/A	2015/16	7	4	11	3	1	4
	2016/17	17	2	19	6	1	7
TOTAL	2015/16	2,757	2,127	4,884	2,377	1,848	4,225
	2016/17	3,204	2,398	5,602	3,151	2,300	5,451

**WORK PERMIT EXEMPTIONS APPROVED BY SELECTED  
CATEGORIES AND QUARTER:  
2015/16 AND 2016/17**

**TABLE 17**

CATEGORY	QUARTER									
	APRIL – JUNE		JULY – SEPTEMBER		OCTOBER - DECEMBER		JANUARY – MARCH		TOTAL	
	2015/2016	2016/2017	2015/2016	2016/2017	2015/2016	2016/2017	2015/2016	2016/2017	2015/2016	2016/2017
A	46	30	24	55	21	36	15	18	106	139
B	73	0	66	0	47	0	41	1	227	1
C	61	0	40	0	25	0	24	0	150	0
D	16	128	31	72	29	74	44	67	120	341
E	0	0	0	12	0	0	0	8	0	20
I	0	0	1	0	0	0	1	0	2	0
H	0	1	0	0	0	0	0	1	0	2
K	0	0	2	0	0	0	0	1	2	1
L	0	0	0	1	0	0	0	0	0	1
V	2	1	0	0	0	2	6	16	8	19
W	23	27	5	30	2	61	25	37	55	155
Z	0	64	2	52	39	109	22	73	63	298
Q	0	0	0	1	2	0	2	0	4	1
Other	65	1	65	0	23	1	4	0	157	2
<b>TOTAL</b>	<b>286</b>	<b>252</b>	<b>236</b>	<b>223</b>	<b>188</b>	<b>283</b>	<b>184</b>	<b>222</b>	<b>894</b>	<b>980</b>

- A - MINISTERS OF RELIGION
- B - FOREIGN HUSBANDS OF JAMAICAN WIVES
- C - FOREIGN WIVES OF JAMAICAN HUSBANDS
- D - PERSONS EMPLOYED BY STATUTORY BODIES/GOVERNMENT
- E - PERSONS COVERED BY [14] OR [30] DAYS CLAUSE
- F - REGISTERED FULL-TIME STUDENTS AT U.W.I
- G - WIVES OF REGISTERED FULL TIME STUDENTS AT U.W.I
- H - EMPLOYEES AT U.W.I
- I - EMPLOYEES AT U.H.W.I
- J - CARICOM NATIONALS WHO ARE GRADUATES OF SELECTED CARICOM UNIVERSITIES WITH DIPLOMAS AND CERTIFICATES
- K- CARICOM NATIONALS WHO ARE GRADUATES OF SELECTED CARICOM UNIVERSITIES WITH DEGREES AS WELL AS MUSICIANS, MEDIA PERSONNEL, ARTISTS AND SPORTS PERSONS
- V. PERSONS UNDER CONTRACT TO JOIN IN JAMAICA AS SEAMEN ON A SHIP OF NON-JAMAICAN REGISTRY
- W. PERSONS EMPLOYED ON SHIPS ON NON-JAMAICAN REGISTRY (EXCLUDING DREDGES AND TUGS) IN JAMAICA
- Z. FOREIGN NATIONALS AND COMMONWEALTH CITIZENS (EMPLOYMENT ACTS 1964

**WORK PERMIT RECIPIENTS (NEW AND RENEWAL) BY REGION OF ORIGIN:  
2015/16 AND 2016/17**

**TABLE 18**

REGION OF ORIGIN		NEW			RENEWAL			TOTAL		
		M	F	T	M	F	T	M	F	T
NORTH AMERICA	2015/2016	371	54	425	204	44	248	575	98	673
	2016/2017	77	48	125	61	29	90	138	77	215
LATIN AMERICA	2015/2016	777	194	971	631	208	839	1,408	402	1,810
	2016/2017	344	56	400	214	37	251	558	93	651
CARIBBEAN	2015/2016	269	40	309	152	71	223	421	111	532
	2016/2017	245	77	322	199	92	291	444	169	613
EUROPE	2015/2016	303	71	374	158	37	195	461	108	569
	2016/2017	320	98	418	206	47	253	526	145	671
AFRICA	2015/2016	14	7	21	16	1	17	30	8	38
	2016/2017	33	7	40	33	5	38	66	12	78
ASIA	2015/2016	387	81	468	368	81	449	755	162	917
	2016/2017	1,508	337	1,845	1,109	267	1,376	2,617	604	3,221
OCEANIA	2015/2016	5	1	6	0	0	0	5	1	6
	2016/2017	1	0	1	1	0	1	2	0	2
TOTAL	2015/2016	2,126	448	2,574	1,529	442	1,971	3,655	890	4,545
	2016/2017	2,528	623	3,151	1,823	477	2,300	4,351	1,100	5,451

## 14.2 CARICOM Single Market and Economy: The Free Movement of Persons

The CARICOM Single Market and Economy (CSME) allows specific skilled<sup>14</sup> CARICOM nationals desirous of working in participating member states, to apply for and acquire a Certificate of Recognition of CARICOM Skills Qualification. The Certificate of Recognition is granted to approve categories of skilled workers. In Jamaica it is issued by the MLSS which is the competent authority responsible for the implementation of the Free Movement of Skills Policy. The Certificate was first issued in Jamaica on September 24, 1997.

### 14.2.1 TARGETS 2016/17

**Implementation of systems relevant to the Free Movement of Labour to assist with the operationalisation of the CSME**

- Develop MOUs with four (4) Agencies.
- Report on the movement of skills under the CSM arrangement.

### 14.2.2 PERFORMANCE

- Two hundred and forty three (243) certificates were issued to CARICOM nationals for FY 2016/17 (See Table 19). This reflects a decrease of 212 or 46.6 per cent, when compared to the previous year.
- Jamaicans accounted for 90.1 per cent of certificates issued.
- Trinidadians was the second largest nationality who received CSME certificates. They accounted for 6.2 per cent of the total.
- No certificates were issued to Grenada, St. Lucia, St. Kitts & Nevis for the period under review.

#### CARICOM SINGLE MARKET CERTIFICATES ISSUED BY NATIONALITY AND SEX: 2015/16 AND 2016/17

TABLE 19

NATIONALITY	2015/2016			2016/2017		
	M	F	T	M	F	T
Antigua	2	0	2			
Barbados	7	1	8	1	2	3
Dominica	0	2	2			
Guyana	5	5	10	2	2	4
Jamaica	244	179	423	119	100	219
St. Vincent	0	0	0	0	1	1
Trinidad & Tobago	2	3	5	7	8	15
Belize	3	2	5	1	0	1
<b>TOTAL</b>	<b>263</b>	<b>192</b>	<b>455</b>	<b>130</b>	<b>113</b>	<b>243</b>

<sup>14</sup> Categories of skilled workers include: Wage Earners, Graduates, Media Persons, Artistes, Musicians, and Sports persons, Nurses, Teachers, Managerial Staff, Technical staff and Artisans.

### **14.2.3 PROJECTIONS 2017/18**

#### **Implementation of systems relevant to the Free Movement of Labour to assist with the operationalisation of the CSME**

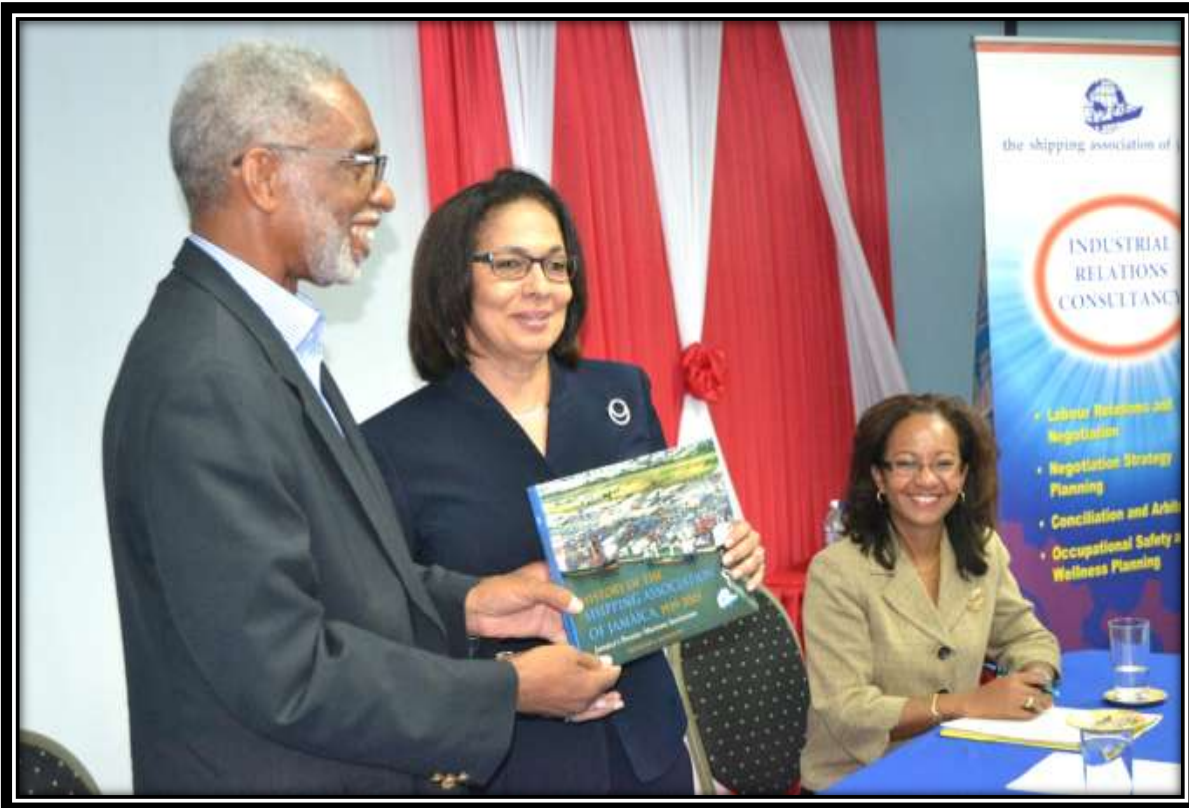
- Research, data collection, collaborate with Agencies and Report on the movement of skills under the CSM arrangement.



## 15.

### INDUSTRIAL RELATIONS

The Industrial Relations (IR) section is responsible for the promotion and maintenance of industrial harmony in the nation.



Mr. Condell Stephenson of the Joint Industrial Council makes a presentation to the Hon. Minister of Labour and Social Security, Shahine Robinson, while P.S. Colette Roberts Risdan looks on.

### 15.1

#### CONCILIATION AND PRE-CONCILIATION

This is performed with respect to industrial disputes relating primarily to wage and fringe benefits negotiations, disciplinary matters and union claims for representational rights. One of the principal objectives of the Department is to limit the number of industrial action and work stoppages that occur in the work environment. The Department also seeks to implement measures geared at being proactive in relation to industrial disputes and attempt to foster and facilitate a more co-operative industrial relations environment.

When a dispute is being reported to the Ministry, either the aggrieved worker, his representative or the employer is required to submit a letter referring the dispute to the Permanent Secretary. The dispute is then assessed and a conciliation meeting scheduled. The disputing parties then meet at the MLSS and attempt to settle the matter. Matters not resolved by conciliation are referred to the Minister of Labour and Social Security who may refer the dispute to the IDT for settlement.

The Pre-Conciliation Unit, which is an arm of the Conciliation Section, provides advice and other assistance with the aim of fostering improved relations between management and labour, thereby facilitating a more cooperative industrial relations environment. Parties are required to submit their current Collective Labour Agreement to the Ministry for examination. Collective Agreements that will soon expire are collected and monitored by an Officer. Both the Employer and the Union are contacted and reminded of the date of expiration and the Ministry's assistance is offered in negotiating a new agreement.

Another strategy used by the Department is an Outreach Programme which seeks primarily to inform both workers and management about their rights under the Law. The Department is cognizant of the fact that a quiet industrial relations climate will eventually lead to a more productive workplace and contribute greatly to the maintenance of law and order in the wider society.

### **15.1.1 TARGETS 2016/17**

#### **Engage social partners to implement the framework for a responsive labour market**

1. Dispose of disputes reported to the Ministry;
2. Monitor at least 160 wage contracts;
3. Conduct 60 sensitisation sessions with employers, employees, unions, etc.; and
4. Refer disputes from non-unionised employees to the IDT.

### **15.1.2 PERFORMANCE**

#### **Engage social partners to implement the framework for a responsive labour market**

##### **Industrial Disputes**

- For FY 2016/17, the number of industrial disputes reported to the Ministry decreased by 67 or 15.1 per cent, moving from 445 in 2015/16 to 378 (See Table 20). As is usually the case, the leading cause of industrial disputes reported was 'Dismissals and Suspensions', accounting for 303 or 80.2 per cent of all causes. 'Wages and Conditions of Employment' represented the smallest with 15 or 3.9 per cent of the total.
- The industry which had the largest number of disputes was "Real Estate, Renting and Business Activities"; with 75 or 19.8 per cent.

##### **Disputes Reported by Union**

- Of the 378 cases of industrial disputes reported, 274 or 65.3 per cent were from non unionised workers who were represented by Lawyers or Individuals (self); Attorney was next with 22 cases or 5.8 per cent, followed by IR Consultants and BITU with 21 or 5.6 per cent each.

##### **Disputes Disposed of**

- During FY 2016/17, there were 919 disputes to be disposed of; 378 were reported for the year and 541 brought forward from the previous year.
- Of the 919 disputes, 305 were disposed of: 182 were settled through conciliation, 63 referred to the IDT, 37 returned to local level and 16 petered out. At the end of the year, there were 621 outstanding disputes.
- For FY 2016/17, 33.2 per cent of cases within the Ministry were disposed of.

### **Work Stoppages**

- For FY 2016/17, only one (1) work stoppage was reported to the Ministry; this was four (4) less than the previous year (See Table 21).
- There was a significant decrease in the number of workers involved in work stoppages for FY 2016/17, i.e. 2,004 or 98.3 per cent, moving from 2,039 in 2015/16 to 35.
- The number of man-days lost totalled 105, a decrease of 7,511 or 98.6 per cent when compared to the previous year.
- The 'Electricity, Gas and Water Supply' sector was the only sector which experienced man-days lost for the FY.

### **Representational Rights Polls**

- During the year under review, 12 representational rights polls were held, two (2) more than the previous year.
- The number of workers involved in the polls decreased by 216 or 35.3 per cent, when compared to the previous year, moving from 612 in 2015/16 to 396. Five (5) unions were involved, with the NWU and UCASE each having four (4) or 33.3 per cent of the polls held, representing 94 and 48 workers, respectively. The BITU was involved in three (3) or 25 per cent. Although UCASE and the Union of Private and Public Employees (UPPE) only conducted one (1) poll, they represented the largest number of workers (212).

### **Wage contracts due to expire**

- An intervention strategy of the Pre-Conciliation Unit is to monitor contracts slated to expire. Two hundred and six (206) contracts were monitored for the April–December 2016 period. The target for the year was surpassed by 28.8 per cent.
- As at December 2016, 56 sensitization sessions on industrial relations matters were held island-wide by the Outreach Department. They were held at 24 Organizations and 32 Schools/Institutions, with approximately 3,918 persons. This target was achieved by 93.3 per cent.

## **15.1.3 PROJECTIONS 2017/18**

### **1. Engage social partners to implement the framework for a responsive labour market**

- Dispose of at least 60 per cent of disputes in the Ministry;
- Monitor at least 160 wage contracts that will expire in the FY; and
- Communicate best practices and through collaborative approach, promote the adherence of the Labour Relations Code among employers and employees such as ILO's core labour standards.

### **2. Dispose of disputes expeditiously**

- Reduce the time taken to dispose of disputes from 119 days to 110 days.

**INDUSTRIAL DISPUTES REPORTED BY INDUSTRY  
AND CAUSE: 2015/16 AND 2016/17**

**TABLE: 20**

INDUSTRY	ALL CAUSES		WAGES & CONDS.OF EMPLOYMENT		BARGAINING/ REP. RIGHTS		DISMISSALS/ SUSPENSIONS		MISCELLANEOUS*	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
AGRICULTURE, HUNTING & FORESTRY	13	0	0	0	0	0	9	0	3	0
MINING & QUARRING	1	3	0	1	0	0	1	0	0	2
MANUFACTURING	45	50	3	2	0	2	35	42	7	4
ELECTRICITY, GAS & WATER SUPPLY	9	11	1	3	1	2	5	4	2	2
CONSTRUCTION	5	1	1	0	0	0	3	1	1	0
WHOLESALE & RETAIL TRADE; REPAIR OG MVC & PERSONAL & HH GOODS	86	41	0	0	1	0	83	40	2	1
HOTELS & RESTAURANT SERVICES	52	35	1	0	2	0	47	35	2	0
TRANSPORT, STORAGE & COMMUNICATIONS	42	48	2	2	0	6	32	32	8	8
FINANCIAL INTERMEDIATION	21	13	1	0	1	0	15	12	4	1
REAL ESTATE,RENTING & BUSINESS ACTIVITIES	82	75	3	1	2	4	70	67	7	3
PUBLIC ADMINISTRATION & DEFENCE; COMPULSORY SOCIAL SECURITY	26	30	0	2	0	1	20	20	6	7
EDUCATION	37	41	4	3	0	1	26	30	7	7
HEALTH & SOCIAL WORK	15	17	3	1	1	0	5	9	6	7
OTHER COMMUNITY, SOCIAL & PERSONAL SERVICE ACTIVITIES	10	9	0	0	0	2	9	7	1	0
PRIVATE HOUSEHOLDS WITH EMPLOYED PERSONS	11	4	0	0	0	0	1	4	0	0
<b>ALL INDUSTRIES</b>	<b>445</b>	<b>378</b>	<b>19</b>	<b>15</b>	<b>9</b>	<b>18</b>	<b>361</b>	<b>303</b>	<b>56</b>	<b>42</b>

\*includes layoffs, redundancies, vacation, pension and all other compensation.

**WORK STOPPAGES REPORTED, NUMBER OF WORKERS INVOLVED AND MAN-DAYS LOST  
BY INDUSTRY: 2015/16 AND 2016/17**

**TABLE 21**

INDUSTRIAL CLASSIFICATION	WORK STOPPAGES		NO. OF WORKERS INVOLVED		MAN-DAYS LOST	
	REPORTED					
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
MANUFACTURING	1	0	120	0	120	0
ELECTRICITY, GAS AND WATER SUPPLY	3	1	1,829	35	7,316	105
TRANSPORT, STORAGE AND COMMUNICATIONS	1	0	90	0	180	0
<b>TOTAL</b>	<b>5</b>	<b>1</b>	<b>2,039</b>	<b>35</b>	<b>7,616</b>	<b>105</b>

## 15.2

### THE INDUSTRIAL DISPUTES TRIBUNAL

The Industrial Disputes Tribunal (IDT) is a quasi-judicial body which derives its identity and powers from the Labour Relations and Industrial Disputes Act (LRIDA). The Tribunal sits in Divisions, each chaired by a Chairman or Deputy Chairman. Each Division has two (2) Members with support staff consisting of a Secretary, Assistant Secretaries and Steno-writers. The IDT is charged with the responsibility to determine and settle all industrial disputes referred by the Ministry. If the parties fail to arrive at a settlement at the local level, the matter is then reported to the Ministry for settlement by the Conciliation Department. If a settlement is not reached at this level, the Minister of Labour and Social Security may refer the dispute, whether for unionised or non-unionised workers to the IDT for arbitration, except in the case of essential services. It is then allocated to a Panel consisting of a Chairman and two (2) Members appointed under Section 8 (2) (i) of the LRIDA. Access to the IDT by non unionised workers is one of the achievements in the restructuring of the MLSS under Labour Market Reform.

The LRIDA was amended in March, 2010 allowing non-unionised workers access to the Tribunal. This has seen a significant increase in the number of disputes referred to the IDT by the Minister of Labour and Social Security.

The amendment of the Labour Relations and Industrial Disputes Act in March 2010, allows for referral of disputes involving non unionised employees.

The Jury (Amendment) Act 2015 and the Sexual Harassment Bill 2015 outline the principles and procedures on how matters which fall under these Legislations can be referred directly to the IDT without reference to the Ministry or conciliation services. This represents a significant change in Labour Law and how parties access the IDT.

The Tribunal is in the process of awaiting any matters that could arise between employers and employees, resulting from non observance of the provisions under this Act.

#### 15.2.1 TARGETS 2016/17

**Hand down Awards that are just and fair and in accordance with the Law; assist in the improvement of the industrial relations environment**

- Settle at least 45 per cent of disputes at the Tribunal.

#### 15.2.2 PERFORMANCE

- During FY 2016/17, the IDT dealt with 120 industrial disputes. Of this number, 57 were carried forward from the previous year.
- Forty five (45) industrial disputes were disposed of during the year: 21 Awards were handed down, 17 less than 2015/16, 21 industrial disputes settled by agreements and three (3) withdrawn (See Figure 5).
- At the end of the year, 75 cases were outstanding.

- Approximately 37.5 per cent of disputes at the IDT were disposed of for FY 2016/17. This was 7.3 per cent less than the target to be achieved.

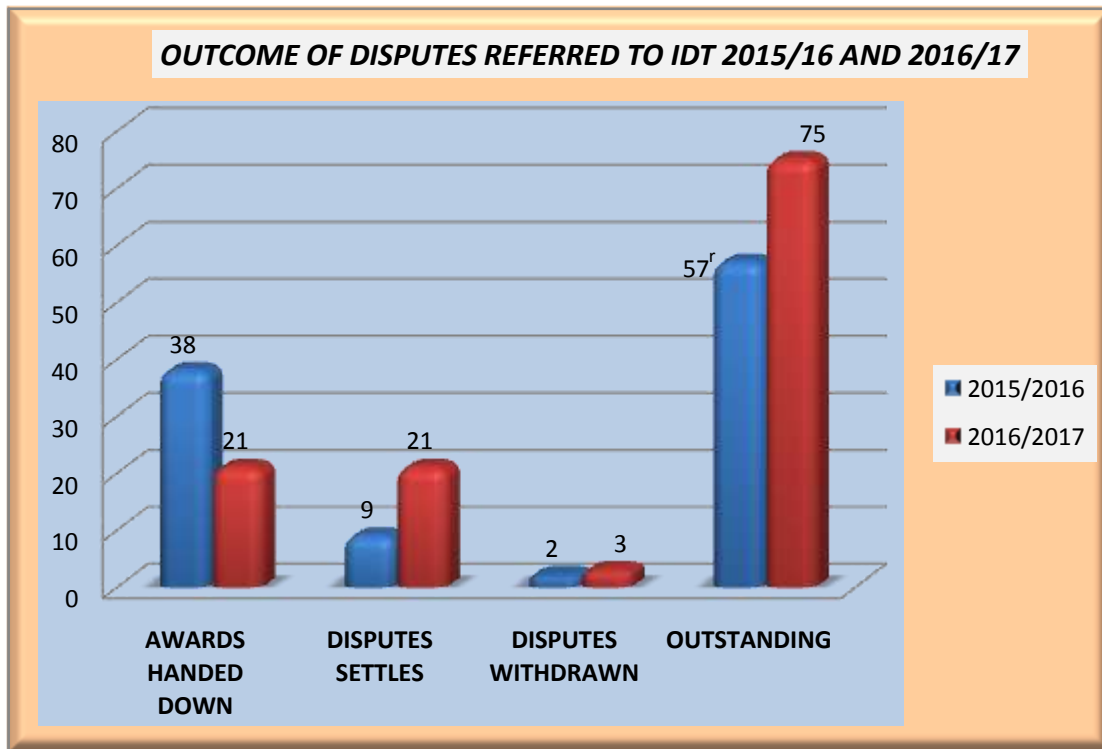


Figure 4

### 15.2.3 PROJECTIONS 2017/18

1. **Hand down Awards that are just and fair and in accordance with the Law; assist in the improvement of the industrial relations environment**
  - Settle at least 45 per cent of disputes at the Tribunal
2. **Educate the public on industrial relations matters, specifically as it relates to IDT (students, unions/consultant and employers.)**
  - Conduct sensitisation sessions with students unions/consultants and employers.

## **15.3**

### **THE PAY AND CONDITIONS OF EMPLOYMENT BRANCH**

The Pay and Conditions of Employment Branch (PCEB) is an arm of the Industrial Relations (IR) Department. Its core function is to ensure compliance with the minimum standards set out in the Labour Laws of Jamaica.

At the inception of the PCEB, the focus was primarily to investigate complaints lodged at the Ministry and to inspect the employment records of business establishments, to verify the level of compliance especially as it relates to the Minimum Wage Act (1938). The functions of the Department have expanded as more persons look to the Ministry as the neutral body to assist in resolving their matters involving pay and conditions of employment. This has resulted in an increased number of persons visiting and calling for assistance.

The functions of the PCEB are to:

1. Ensure establishments/employers are compliant with the provisions of the Labour Laws of Jamaica.
2. Conduct investigations and inspections of establishments in accordance with the provisions of the Labour Officers' Powers Act.
3. Disseminate information to the general public in relation to the Labour Laws of Jamaica.
4. Respond to labour relations queries from persons including the legal fraternity, Human Resource Managers, Chief Executive Officers, Associations and others.
5. Advise prospective employers (Foreign investors) on the provisions of the Labour Laws.
6. Interview clients (employees and employers) and determine whether formal complaint(s) should commence.
7. Document complaints in relation to pay and conditions of employment and follow up on a timely basis until the complaints are settled/resolved.
8. Conduct mediation sessions with complainants and employers.
9. Review and reassess complaints /cases and determine whether a court referral should be initiated.
10. Accept monetary settlements on behalf of complainants via the Accounts Department or a Manager's Cheque drawn in the name of the Permanent Secretary.

#### **15.3.1 TARGETS 2016/17**

##### **Promote and maintain minimum standards of work as set out in the Labour Laws**

1. Investigate 2,500 establishments, based on complaints from non-unionised workers;
2. Inspect 2,500 establishments to ensure that organisations are adhering to the Labour Laws;
3. Computerise the critical processes for treating complaints and queries;
4. Computerise the registration process; and
5. Computerise the registry to facilitate easy retrieval of files.

#### **15.3.2 PERFORMANCE**

##### **Complaints**

- a) Four thousand and thirty eight (4,038) complaints were received during FY 2016/17, an increase of 166 or 4.3 per cent, when compared to 2015/16.



- b) The largest number of complaints was in relation to the Employment (Termination and Redundancy Payments) Act (1,741 or 43.1 per cent), followed by the Holidays with Pay Act with 1,551 or 38.4 per cent, National Minimum Wage Order (Household Workers) with 292 or 7.2 per cent and Minimum Wage Act with 244 or 6.0 per cent.
- c) As was the case in the previous year, the majority of the complaints were received from females. For FY 2015/16, complaints were 2,261 or 58.4 per cent of the total.

### **Investigations**

- a) In FY 2016/17, 1,202 investigations were conducted. This is an increase of 416 or 52.9 per cent over 2015/16. The majority was undertaken in relation to the Minimum Wage Act (1,144 or 50.2 per cent), ETRPA with (433 or 36. per cent) and Holidays with Pay Act with 259 or 21.6 per cent.

### **Inspections**

- a) Two thousand two hundred and seventy eight (2,278) inspections were conducted in FY 2016/17. This is an increase of 1,305 or 134.1 per cent over 2015/16. The majority was undertaken in relation to the Minimum Wage Act (1,144 or 50.2 per cent), Holidays with Pay Act with (583 or 25.6 per cent) and ETRPA with 483 or 21.2 per cent.

### **Settlements**

#### **Payments made by Proprietors**

- a) Settlements made by proprietors in relation to breaches of the Labour Laws, accounted for J\$85.6M in settlements. This was 1.2 per cent more than 2015/16 (See Table 22).
- b) Settlements for breaches of the ETRPA constituted the largest amount, representing 49.4 per cent of the payments. This could be attributed to the fact that some employers do not believe in giving the applicable period of notice to terminate the employment of a worker. This was followed by the Holidays with Pay Act with 38 per cent;

#### **Deposits by Employers**

- a) There was a decrease of J\$657,471.00 or 13.6 per cent in deposits made by employers to the Ministry in 2016/17, moving from J\$4.8M in 2015/16 to J\$4.2M. Those made with respect to breaches of the Holidays with Pay Act accounted for the largest deposits with J\$2.4M or 58.5 per cent. A total of 154 employers made deposits for the year under review. This was 129 or 516 per cent over FY 2015/16.
- b) Two thousand one hundred and eighty (2,180) persons were paid by proprietors for the FY of which 1,304 or 59.8 per cent were females. The number of persons who directly received payments as compensation from employers for infringement of their rights increased by 160 or 7.9 per cent, when compared to the previous year (See Table 23). One hundred and fifty four (154) persons received payments from deposits for FY 2016/17. This amounted to J\$4.2M, a slight decrease of 13.6 per cent compared to 2015/16.

### **15.3.3 PROJECTIONS 2017/18**

#### **1. Monitor establishments to ensure compliance with the Labour Laws**

- a) Investigate at least 2,000 complaints and inspect 2,000 establishments to ensure adherence with Labour Laws;
- b) Conduct at least 200 mediation sessions.

#### **2. Resolve queries and complaints on a timely basis and in accordance with the Labour Laws of Jamaica.**

- a) Computerise critical procedures and processes of treating with complaints and queries.

**SETTLEMENTS MADE BY PROPRIETORS, AMOUNTS DEPOSITED  
AND NUMBER OF EMPLOYERS WHO MADE DEPOSITS THROUGH THE MLSS BY LEGISLATION:  
2015/16 AND 2016/17**

**TABLE 22**

LEGISLATION	SETTLEMENTS BY EMPLOYERS (J\$)						DEPOSITS BY EMPLOYERS (J\$)		NUMBER OF EMPLOYERS WHO MADE DEPOSITS	
	2015/16			2016/17			2015/16	2016/17	2015/16	2016/17
	M	F	T	M	F	T				
<b>EMPLOYMENT [TERMINATION AND REDUNDANCY PAYMENTS]</b>	22,210,870.49	27,738,842.92	49,949,713.41	25,008,762.01	17,236,722.86	42,245,484.87	4,019,172.31	1,166,094.92	8	56
<b>HOLIDAYS WITH PAY</b>	12,302,864.39	11,412,443.51	23,715,307.90	18,040,818.58	14,436,004.62	32,476,823.2	515,719.68	2,443,950.09	9	77
<b>MINIMUM WAGE</b>	1,755,417.54	8,963,505.93	10,718,923.47	3,907,982.2	6,736,335.28	10,644,317.48	298,245.66	565,621.64	8	21
<b>MATERNITY LEAVE</b>	0	138,024.17	138,024.17	0	193,221.02	193,221.02	0	0	0	0
<b>TOTAL</b>	36,269,152.42	48,252,816.53	84,521,968.95	46,957,562.79	38,602,283.78	85,559,846.57	4,833,137.65	4,175,666.65	25	154

**NUMBER OF PERSONS PAID BY PROPRIETORS, PERSONS PAID FROM DEPOSITS AND AMOUNT PAID FROM DEPOSITS BY LEGISLATION:  
2015/16 AND 2016/1**

**TABLE 23**

LEGISLATION [ACT]	PERSONS PAID BY PROPRIETORS						PERSONS PAID FROM DEPOSIT DEPOSITS \$		AMT. PAID FROM DEPOSITS	
	2015/16			2016/17			2015/16	2016/17	2015/16	2016/17
	M	F	T	M	F	T				
EMPLOYMENT [TERMINATION AND REDUNDANC	347	497	844	369	566	935	8	56	4,019,172.31	1,166,094.92
HOLIDAYS WITH PAY	325	435	760	351	469	820	9	77	515,719.68	2,443,950.09
MINIMUM WAGE	158	258	416	156	267	423	8	21	298,245.66	565,621.64
MATERNITY	0		0	0	2	2	0	0	0	0
<b>TOTAL</b>	<b>830</b>	<b>1190</b>	<b>2020</b>	<b>876</b>	<b>1,304</b>	<b>2,180</b>	<b>25</b>	<b>154</b>	<b>4,833,137.65</b>	<b>4,175,666.65</b>

16.

## OCCUPATIONAL SAFETY AND HEALTH



This Department is responsible for monitoring and enforcing the Factories Act and its accompanying Regulations. It encourages the promotion and maintenance of certain minimum occupational safety and health standards for the protection of all workers. With the support and leadership of the International Labour Organization (ILO) through its Conventions, Declarations, Legislations and Programmes, the Department prescribes standards and policies to achieve working conditions that are conducive to productivity, competitiveness and development. In addition, there is a recognized correlation, between prosperous nations and high standards of occupational safety and health (Sweden Oslo, 1998). This concept influenced the ILO to develop a "Decent work Agenda" that includes minimum standards of OSH as one of the core labour imperatives required for the **World Market**.

### 16.1 Operation of the Occupational Safety and Health Department (OSHD)

The main operation of the Department is centred around the administration of the Factories Act. This is achieved by inspecting factories, docks, building sites and carrying out accident investigations at prescribed institutions. In addition, other entities (not now covered under the Factories Act), including Government organisations are requesting the services of the Department to develop programmes and provide auditing services for OSH. In 2007, on recognising that the country needed an expanded and better OSH programme in order to become current and relevant on the world market, the Voluntary Compliance Programme (VCP) was developed and launched. The VCP allows entities the opportunity to achieve the standards of the draft OSH Act, with the assistance of the OSHD.

## **Registration of Factories**

To register a factory, a completed application form and receipt from the tax office must be submitted to the MLSS' Regional Office or the 1F North Street Office by post, fax or email. An unannounced inspection is then done of the factory. Safety and health conditions are assessed for compliance with the Factories Act & Regulations. Based on findings from the assessment, a decision is made to register or refuse registration. A written report with recommendations is sent to owners/managers. For factories being registered, an official Certificate of Registration or Re-registration, which is valid for three (3) years, is issued.

## **Investigation of workplace accidents**

When an accident occurs, the department must be immediately notified. An Inspector then visits the workplace and conducts an accident investigation, after which a written report with recommendations for corrective action is sent to the Owner/Manager.

## **Approval of building plans of factories for compliance with the Factories Act and Regulations**

Building plans should be submitted to the OSHD (Chief Factory Inspector) for approval, before submission to the Parish Council. A completed Building Plan Approval Form and at least three (3) copies of the building plans must be submitted to the Regional or North Street Head Office where the plans are reviewed. If any amendments are to be done, the applicant is informed. Final documents are stamped and signed approved and at least two (2) copies are returned to the applicant.

### **16.1.1 TARGETS 2016/17**

#### **1. Effectively monitor workplaces as per current OSH Legislation**

- Inspect: 1,200 Factories, 400 BOWEC<sup>15</sup>, 360 Ships and 16 Docks.
- Investigate 176 workplace accidents.

#### **2. Institutional preparedness and strengthening for the administration of OSHA**

- Train Ministry Officers from OSHD, PCEB, IDT and Legal Unit in ILO online essentials of OSH certificate course.

#### **3. Conduct public awareness campaign targeting informal, small and medium size businesses in OSH and HIV matters**

- Continue sensitisation sessions with small businesses and informal sectors;
- Conduct two (2) snapshots<sup>16</sup> island-wide.

#### **4. Collaborate with the Office of Disaster Preparedness and Emergency Management (ODPEM) and other stakeholders to develop a National Chemical Emergency Risk Management Plan (NCERMP).**

#### **5. Legislative Policy Initiative**

- Complete and table the Hazardous Installation Policy
- Develop and finalize draft National OSH Policy

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<sup>15</sup> Building Operations and Works of Engineering Construction

<sup>16</sup> On the road sensitisation/activities for e.g., a march.

- Develop draft Public Sector OSH Policy

## **16.1.2 PERFORMANCE**

### **1. Effectively monitor workplaces as per current OSH Legislation**

#### **Inspection and Investigation**

- As at March 31, 2017, 2,507 inspections were carried out by OSH Inspectors. This represents an increase of 47 or 1.9 per cent more than 2015/16.
- Inspection of registered factories decreased by 106 or 6.6 per cent, when compared to the previous year.
- Registered factories comprised 59.9 per cent of the total inspections conducted, with the majority occurring in the second quarter (Jul-Sept).
- Forty nine (49) special investigations were conducted in 2016/17; an increase of 25 or 104.2 per cent over the previous year.

#### **Accidents reported and investigated**

- The number of accidents reported (367) in FY 2016/17, increased by 87 or 31.1 per cent. Of this number, 203 qualified for investigation while 223 were investigated. This is as a result of accidents carried over from the previous year included in the total investigations. The majority of accidents (18.0 per cent) were reported in the first quarter of the year.
- Three (3) deaths were associated with the accidents reported for the 2016/17 period, one (1) less than 2015/16.

### **2. Institutional preparedness and strengthening for administration of OSHA**

- Ten (10) MLSS Officers completed the ILO online essentials of OSH certificate course and were successful at the examinations.
- Seven (7) workshops were held with MLSS' staff from targeted departments. The objective of the workshop was to provide training on how to interpret and apply the HIV Workplace Policy as required under their enforcement and compliance of duties.

3. The OSHD collaborated with ODPEM to develop the National Chemical Emergency Risk Management Plan (NCERMP). The 2nd Draft was completed and reviewed by the Officers from the OSH department and resubmitted to the ODPEM.

### **4. Conduct public awareness campaign for training informal, small and medium size businesses in OSH and HIV matters**

- Twenty four (24) OSH and HIV related sensitizations sessions were conducted during the FY. This included sessions with private sector entities, Government Agencies, NGOs and stakeholders.

### **5. Legislative Policy Initiative**

#### **OSH and Hazardous Installation Policies**

- Contact was made with the Policy Unit at the Offices of the Cabinet and a Concept Document template was obtained. The Concept Document was completed and submitted to the Executive Management for review.
- **Public Sector OSH Policy**

The Draft Document was completed and sent to the Deputy Financial Secretary at the Ministry of Finance and Public Service, with responsibility for Human Resources in the Public Sector to be reviewed. This was done due to the fact that the Staff Orders for the Public Service, Government of Jamaica 2004, Chapter 12. Health, Safety and Welfare, Section 12.2 titled, '**Authority**' states "***The Ministry with responsibility for Public Service has the authority for establishing the policies and standards to ensure the health, safety and well-being of employees at the workplace***".

## **16.2 PROGRAMME ON HIV/AIDS**

A Unit was established in the Ministry to heighten awareness of the prevention and control of HIV/AIDS in the workplace, as well as the promotion of the **National Workplace Policy on HIV/AIDS**. The MLSS, in collaboration with other key Ministries and Agencies, has made significant progress in stemming the spread of HIV/AIDS in Jamaica.

Funding for HIV/AIDS workshop activities ceased in March 2015. Consequently, proactive engagement of these sectors through workshops is severely retarded. Despite the absence of funding, sensitisations will continue alongside engagements by the OSH Department. However, the Unit continues to engage businesses whenever they make requests.

### **16.2.1 TARGETS 2016/17**

#### **1. Integrate HIV/AIDS as a workplace issue**

- Conduct sensitisation sessions with Government Agencies, NGOs and other stakeholders;
- Conduct 12 follow-up audits for companies enrolled under the VCP;
- Facilitate the training of 50 Labour Officers in HIV/AIDS redress and referrals system re: stigma and discrimination; and

### **16.2.2 PERFORMANCE**

#### **1. Integrate HIV/AIDS as a workplace issue**

- Review and expand the Voluntary Compliance Programme (VCP) to drive the new OSH Act by engaging the informal and small business sectors in OSH and HIV matters
- There were 15 sensitization sessions conducted for the FY;
- A total of eight (8) VCP audits were conducted;
- Two (2) meetings were conducted. One was with the Management Work Safe Global to develop a training curriculum for specific target groups in the context of the OSH Bill requirement. The other meeting was with EcoHealth and Safety Solutions from Canada to discuss OSH tools, technical cooperation and other assistance that the OSHD can benefit from.
- Forty three (43) Labour Officers were trained in Legal literacy in order to make them more efficient in areas of their jobs that may relate to HIV/AIDS stigma and discrimination in organisations

### **16.2.3 PROJECTIONS 2017/18**

#### **1. Effectively monitor work places as per current OSH Legislation**

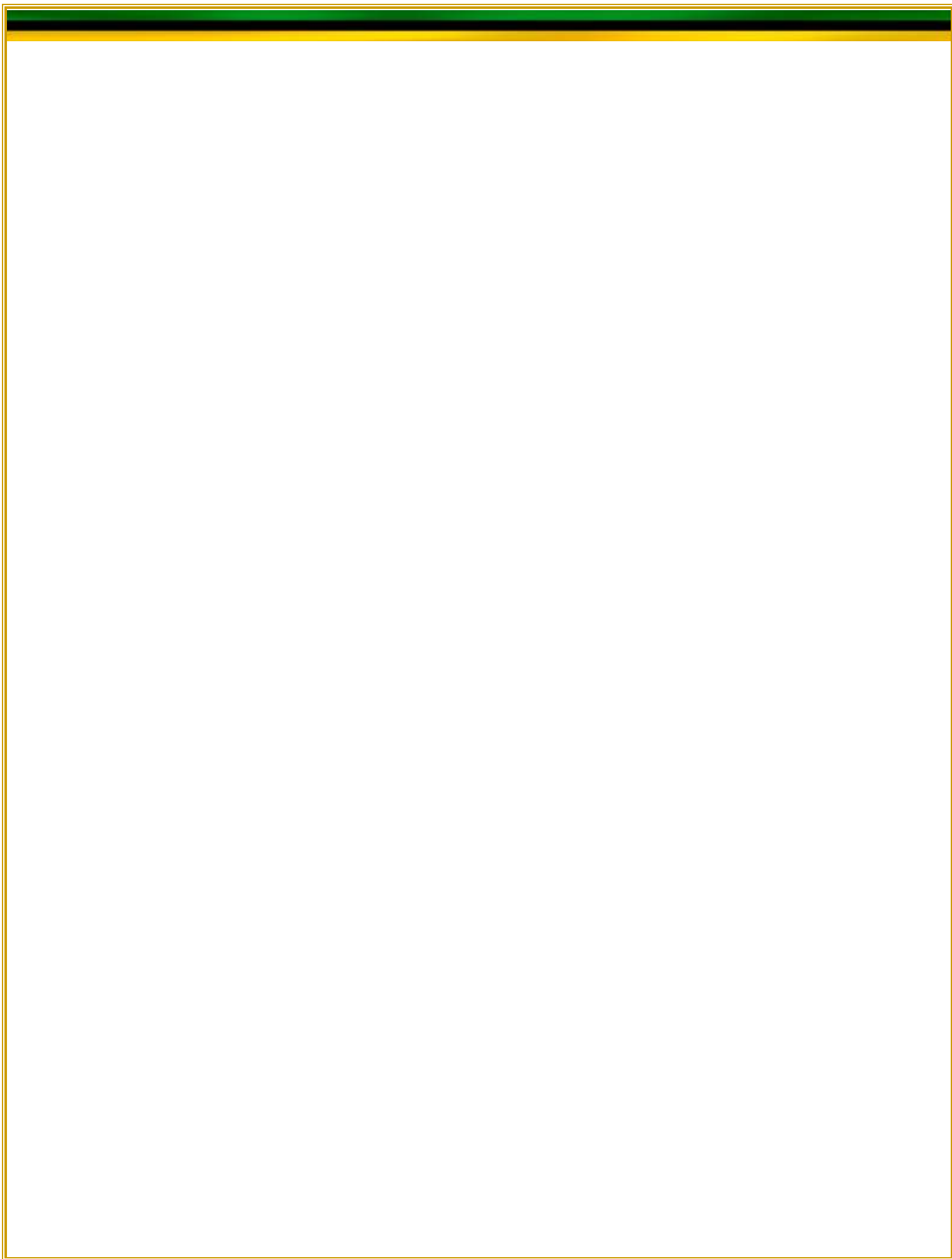
- Conduct inspections and investigations of workplaces under the ambit of the Factories Act i.e. 1,400 factories, 360 BOWEC, 240 ships and 16 docks.



- Conduct investigations into lost-time accidents which qualify for investigation.
- Conduct 24 Voluntary Compliance Programme (VCP) audits for enrolled companies.
- Prepare 1<sup>st</sup> draft of Worker's Passport Policy Document.

**2. Strengthen the internal capacity of MLSS' Departments necessary for effective administration of the pending OSH Legislation**

- Train IDT, IR Officers and Customer Service staff in the HIV/AIDS Confidentially Protocol and referral redress system.
- Train Legal and IDT Officers in the Ministry in Essentials of OSH and HIV/AIDS.
- Sensitize Ministry staff in the requirements of OSH Legislation.
- Improve the competency of OSH staff through training and certification



17.

## CHILD LABOUR



A milestone in the restructuring of the MLSS is the emphasis placed, with the help of the ILO, on eliminating the worst forms of child labour. A Child Labour Unit was set up in the Ministry and work is being carried out in collaboration with other local and international organizations. Child Labour is defined by the ILO as work that deprives children of their childhood, potential and dignity. It is also work that is mentally, physically, socially or morally dangerous and harmful to children. In October 2003, Jamaica ratified ILO Conventions no. 138 (Minimum Age of Employment) and 182 (Worst Forms of Child Labour). The primary tenets of these Conventions were included in the Child Care and Protection Act of 2004, Sections 33-45. This Legislation makes it illegal to employ children who are less than 13 years old, however it permits light work between the ages 13 to 15 years. As a part of continued support from the ILO, the Youth Activity Survey was conducted in 2002; it indicated that there were over 16,420 children engaged in child labour for that reference week. Since then the MLSS has been given the responsibility to implement the National Plan of Action on Child Labour with the following objectives:

- Create a comprehensive information system that incorporates quantitative and qualitative information on child labour in Jamaica to be used for policy and programme development.
- Withdraw and rehabilitate children from hazardous work and prevent others from engaging in child labour.
- Enhance awareness of the complex problems associated with child labour that will affect social attitudes towards children and their educational rights.  
(See <https://www.facebook.com/pages/Child-Labour-Jamaica/564382173626281>)
- Strengthen the relevant institutions of the Government of Jamaica and Civil Society to enforce Child Labour Laws and to develop as well as implement policies and programmes toward the prevention of Child Labour.

### 17.1 TARGETS 2016/2017

#### **Develop a comprehensive and integrated policy framework to combat child labour**

- a) Develop and implement policies, systems and procedures in keeping with ILO Conventions 138 & 182.
- b) Finalize and implement the National Policy on Child Labour.



Director of the Child Labour Unit, Mrs. Marva Ximinnies (left) discussing literature on child labour with Dr. K'adamawe K'nife (centre) and Mrs. Peaches Watson-Carey of the Trench Town Community Development Council, after a Public Education and Community Reasoning under the theme "End Child Labour in Supply Chains" on Sunday, June 26, 2016, at the Trench Town Multi-Purpose Centre in West Kingston.

## 17.2 PERFORMANCE

### Develop a comprehensive and integrated policy framework to combat child labour

#### a) Develop and implement policies, systems and procedures in keeping with ILO Conventions 138 & 182.

- In observance of World Day against Child Labour 2016, a business seminar was conducted by Mr. Merten Sievers, Child Labour Specialist from ILO Geneva Office, on current initiatives to tackle the impact of the supply chain on Child Labour.
- A forum was held at the Trench Town Community Multi complex where a Declaration to help in combating Child Labour, was signed by the President of the Community Development Committee.

#### b) Finalize and implement the National Policy on Child Labour

- The Child Care and Protection Act which includes child labour related provisions are being amended.
- The 2<sup>nd</sup> National Survey on Child Labour is in the final stages of completion. The finding of this Survey will assist in assessing the levels of impact of Child Labour and provide "the next step approach" to addressing the problem.

### **17.3 PROJECTIONS 2017/2018**

#### **Develop a comprehensive and integrated policy framework to combat child labour.**

- Provide training for Labour Officers on Child Care and Protection Act (CCPA) and the OSH Regulations;
- Conduct dissemination sessions on the Findings of the 2<sup>nd</sup> Child Labour Survey in Jamaica;
- Finalize the Policy Document on Child Labour.

# 2016 FAMILY FUNDAY HIGHLIGHTS



APPENDIX 1

**Schedule of Work Permit Fees**

*PART I*

*PART II*

<i>CATEGORY OF EMPLOYMENT</i>	<i>DURATION OF WORK PERMIT</i>	<i>FEE PAYABLE</i>	<i>CATEGORY OF EMPLOYMENT</i>	<i>DURATION OF WORK PERMIT</i>	<i>FEE PAYABLE</i>
1. Wholesale and Retail Trade, Repair of Motor Vehicles and Personal and Household Goods.	(a) A work permit granted for a period of not more than three months	\$42,500.00	1. Hotel and Restaurant Services	(a) A work permit granted for a period of not more than three months	\$37,500.00
2. Other Community Social and Personal Services Activities	(b) A work permit granted for a period of more than three months but not more than six months	\$85,000.00	2. Electricity, Gas and Water, Mining and Quarrying	(b) A work permit granted for a period of more than three months but not more than six months	\$75,000.00
3. Private Households with Employed Persons	(c) A work permit granted for a period of more than six months but not more than nine months	\$127,500.00	3. Construction	(c) A work permit granted for a period of more than six months but not more than nine months	\$127,500.00
	(d) A work permit granted for a period of more than nine months but not more than twelve months	\$170,000.00		(d) A work permit granted for a period of more than nine months but not more than twelve months	\$170,000.00
	(e) A work permit granted for a period of more than twelve months	\$170,000.00 for the first twelve months and \$42,500.00 for each three month period thereafter, or any part thereof		(e) A work permit granted for a period of more than twelve months	\$150,000.00 for the first twelve months and \$37,500.00 for each three month period thereafter, or any part thereof

## Schedule of Work Permit Fees

*PART III*

*PART IV*

<i>CATEGORY OF EMPLOYMENT</i>	<i>DURATION OF WORK PERMIT</i>	<i>FEE PAYABLE</i>	<i>CATEGORY OF EMPLOYMENT</i>	<i>DURATION OF WORK PERMIT</i>	<i>FEE PAYABLE</i>
1. Finance Intermediation	(a) A work permit granted for a period of not more than three months	\$32,500.00	1. Manufacturing	(a) A work permit granted for a period of not more than three months	\$27,500.00
	2. Transport, Storage and Communication	(b) A work permit granted for a period of more than three months but not more than six months		\$65,000.00	2. Agriculture, Forestry and Fishing
3. Real Estate Renting and Business Services.	(c) A work permit granted for a period of more than six months but not more than nine months	\$97,500.00	3. Health and Social Work	(c) A work permit granted for a period of more than six months but not more than nine months	\$82,500.00
	(d) A work permit granted for a period of more than nine months but not more than twelve months	\$130,000.00	4. Education	(d) A work permit granted for a period of more than nine months but not more than twelve months	\$110,000.00
	(e) A work permit granted for a period of more than twelve months	\$130,000.00 for the first twelve months and \$32,500.00 for each three month period thereafter, or any part thereof	5. Extra-territorial organizations and bodies which are not exempt by virtue of the Foreign Nationals and Commonwealth Citizens (Employment) Exemptions Regulations, 1964	(e) A work permit granted for a period of more than twelve months	\$110,000.00 for the first twelve months and \$27,500.00 for each three month period thereafter, or any part thereof



APPENDIX 2

**Schedule of CSME Fees**

Application Fee	J\$2,000.00
Cost of Certificate	J\$8,000.00
Each Dependent	J\$2,000.00
Replacement Fee	J\$3,000.00
Amendment Fee	J\$2,000.00

**APPENDIX 3**  
**NATIONAL INSURANCE FUND SCHEDULE OF INVESTMENTS AS AT DECEMBER 31, 2016**

	<b>Unaudited 2016 J\$'000</b>	<b>Unaudited 2015 J\$'000</b>
Mortgage Receivables	267	295
Loans and Promissory Notes	2,055,630	1,824,663
Quoted Ordinary Shares	14,116,078	11,872,810
Preference Shares	544,450	420,000
Unlisted Preference Shares	45,000	45,000
Unquoted Ordinary Shares	869	869
Unit Trusts and Giltege Fund	765,929	675,226
Repurchase Agreements	1,891,923	1,745,178
Foreign Currency Bonds and Repos	13,418,126	11,976,053
BOJ Certificate of Deposits US\$	1,576,863	1,501,211
GOJ Fixed rate Investment Notes	1,449,377	1,567,532
GOJ Variable Rate Investment Notes	-	-
GOJ CPI Linked Investments Notes	4,382,879	4,308,983
Investment Properties	14,059,629	10,544,862
Investment in Subsidiary Companies	3,320,400	3,205,299
Investments in Associated Companies	257,250	257,250
ENROCC H2K Bonds	3,852,970	3,785,691
GOJ-FRAN	27,859,666	25,283,214
Managed Funds – Kovack Securities	251,995	-
<b>TOTAL</b>	<b>89,849,301</b>	<b>79,014,136</b>

**STATEMENT OF CHANGES IN NET ASSETS OF FUND FOR THE CALENDER YEAR ENDED  
DECEMBER 31, 2016**

	Unaudited 2016 \$000	Unaudited 2015 \$000
Investment and Other Income		
Interest	3,957,849	3,860,182
Dividends	657,698	613,699
Property Rental	249,850	74,661
Gain(loss) on Investments	6,168,512	6,398,077
Bad Debts Recovered		
Other	<u>3,837</u>	<u>4,588</u>
	<u>11,037,746</u>	<u>10,951,207</u>
Share of Profit/(Losses)-Subsidiary And Associated Companies	<u>-</u>	<u>-</u>
<b>Total Investment Income</b>	<b>11,037,746</b>	<b>10,951,207</b>
Contributions	17,776,830	16,546,795
Less Allocation to the NHF	<u>(3,555,443)</u>	<u>(3,325,927)</u>
	25,259,133	24,172,075
Less Pension Benefits Paid	<u>(15,875,722)</u>	<u>(15,357,308)</u>
	<b>9,383,411</b>	<b>8,814,767</b>
<b>Less Administrative Expenses:</b>		
Secretariat	(75,945)	(78,809)
Scheme	(858,629)	(720,236)
Provision for Bad Debts	<u>(31,154)</u>	<u>(24,017)</u>
<b>Net increase in assets resulting from Operations</b>	<b>8,417,683</b>	<b>7,991,705</b>
<b>Beginning of Calendar Year-Revenue Reserves</b>	<b>77,494,329</b>	<b>69,502,624</b>
<b>Fair Value Reserves</b>	<b>416,2894</b>	<b>878,175</b>
<b>NET ASSESTS AVAILABLE FOR BENEFITS-End of Year</b>	<b><u>90,074,906</u></b>	<b><u>78,700,385</u></b>

**NATIONAL INSURANCE FUND STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2016**

	<b>Unaudited 2016 \$000</b>	<b>Unaudited 2015 \$000</b>
<b>CURRENT ASSETS</b>		
Cash and Short-Term Investments	5,569,260	5,256,975
Accounts Receivables and Prepayments	<u>1,748,974</u>	<u>1,477,932</u>
	7,318,234	6,734,907
<b>CURRENT LIABILITIES</b>		
Account Payable and Accruals	<u>(2,412,872)</u>	<u>(2,349,558)</u>
<b>NET CURRENT ASSETS</b>	<b>4,905,362</b>	<b>4,385,349</b>
Fixed Assets	97,030	84,773
Investments – Money Market & Other	49,727,733	45,383,989
Investment – Listed Shares & Unit Trusts	15,650,736	13,013,036
Investment – Unlisted Ordinary Shares	869	869
Investments in Subsidiary Companies	3,320,400	3,205,299
Investments in Associated Companies	257,250	257,250
Investment Properties	14,059,629	10,544,862
Mortgage Receivables	267	295
Loan Receivables	<u>2,055,630</u>	<u>1,824,663</u>
<b>NET ASSETS</b>	<b><u>90,074,906</u></b>	<b><u>78,700,385</u></b>
<b>ACCUMULATED FUND REPRESENTED BY:</b>		
<b>NET ASSETS AVAILABLE FOR BENEFITS</b>	<u>90,074,906</u>	<u>78,700,385</u>
	<b><u>90,074,906</u></b>	<b><u>78,700,385</u></b>

## **BOARD MEMBERS**

### **JAMAICA COUNCIL FOR PERSON WITH DISABILITIES**

- |                                  |                                  |
|----------------------------------|----------------------------------|
| 1. Mrs. Margaret Croskery        | 10. Mrs Dione Jennings           |
| 2. Reverend Dr. Patricia Holness | 11. Justice Marjorie Cole –Smith |
| 3. Mrs. Christine Rodriquez      | 12. Dr. Hixwell Douglas          |
| 4. Dr. Iris Soutar               | 13. Mrs. Mavis Ferguson          |
| 5. Miss Gloria Goffe             | 14. Ms. Lorna Brown-Bell         |
| 6. Senator Floyd Morris          | 15. Mr. David Wan                |
| 7. Mr. Conrad Harris             | 16. Dr. Maureen Iron-Morgan      |
| 8. Mrs .Collette Robinson        | 17. Miss Ronique Rhoden          |
| 9. Mrs. Sarah Newland-Martin     |                                  |

### **MANAGEMENT COMMITTEE OF THE CANADIAN FARM WORKERS' PROGRAMME**

- |                                |                             |
|--------------------------------|-----------------------------|
| 1. Mrs. Collette Robert Risden | 5. Mr. Granville Valentine  |
| 2. Mrs. Andrea Miller-Stennett | 6. Mrs. Nicole Foster-Pusey |
| 3. Mr. Carlton Anderson        | 7. Mr. Wesley Nelson        |
| 4. Ms. Lorna Phillips          |                             |

### **NATIONAL COUNCIL FOR SENIOR CITIZENS**

- |                             |                                   |
|-----------------------------|-----------------------------------|
| 1. Mrs. Dorothy Finlayson   | 9. Mrs. Jullian McCoy             |
| 2. Mrs. Pearl Barrett       | 10. Mrs. Collette Robinson        |
| 3. Mrs. Mary Clarke         | 11. Lt. Col. Desmond Clarke       |
| 4. Mrs. Daphne Clayton      | 12. Mr. Wellesley James           |
| 5. Mrs. Beverly Hall Taylor | 13. Mr. John Myers                |
| 6. Dr. Maureen Irons-Morgan | 14. Mr. Barrington Parson         |
| 7. Mrs. Dione Jennings      | 15. Mrs Grace-Ann Scarlett-Duncan |
| 8. Mrs. Hermoine McKenzie   |                                   |

### **NATIONAL INSURANCE FUND**

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|-----------------------------------|-------------------------|
| 1. Mr. Lennox Elvey               | 13. Mr. Karl Williams   |
| 2. Mr. Jason Morris               | 14. Mrs Cheryl James    |
| 3. Mrs. Marjorie Cole-Smith       | 15. Mrs. Dione Jennings |
| 4. Mrs. Audrey Deer-Williams      | 16. Mr. Kavan Gayle     |
| 5. Mrs. Nicole Foster-Pusey       |                         |
| 6. Mrs. Giana Neil                |                         |
| 7. Mrs. Nesta Claire Smith-Hunter |                         |
| 8. Mr. Joseph Issa                |                         |
| 9. Mr. Alvin McIntosh             |                         |
| 10. Mr. Tyrone Robinson           |                         |
| 11. Mr. Jordan Samauda            |                         |
| 12. Mr. Delano Seiveright         |                         |