# ANNUAL PERFORMANCE REPORT 2015/2016

Published	by Ministry of Labour and Social Security
1F North	Street
Kingston	
Jamaica \	V.I.
Telephone	e: (876) 922-9500-8, 967-2091/1900/2090/2092
Fax:	(876) 922-0996
Prepared Security	and typeset by the Planning, Research and Monitoring Unit of the Ministry of Labour and
,	
	Copyright © 2016 b
	Ministry of Labour and Social Security
	All rights reserved
	Published June 2010

# **TABLE OF CONTENTS**

	PAGE NO.
MINISTER'S MESSAGE	i
PERMANENT SECRETARY'S MESSAGE	iii
INTRODUCTION	
Brief history, Aims and Responsibilities  Mandate	1 1
Vision	1
Mission	2
Core Values	2
NATIONAL INSURANCE SCHEME (NIS)	5
NATIONAL INSURANCE FUND (NIF)	9
PUBLIC ASSISTANCE PROGRAMMES	11
PATH Social Protection Projects	11 13
Rehabilitation Programmes	19
SOCIAL INTERVENTION PROGRAMME (SIP)	23
PROGRAMMES FOR PERSONS WITH DISABILITIES	26
The Jamaica Council for Persons with Disabilities (JCPD)	26
Early Stimulation Programme (ESP) Abilities Foundation of Jamaica Ltd (AF)	32 36
NATIONAL COUNCIL FOR SENIOR CITIZENS (NCSC)	40
	-
VINEYARD TOWN GOLDEN AGE HOME (VTGAH)	45
LABOUR MARKET REFORM	51
LEGISLATIVE AGENDA	54
JAMAICA PRODUCTIVE CENTRE (JPC)	58
LABOUR MARKET INFORMATION SYSTEM (LMIS)	63
Electronic Labour Exchange (ELE)	65
Labour Market Intelligence/Information	70
MANPOWER SERVICES	78
Overseas Employment Private Employment Agencies	78 85
i invate Limpioyment Agencies	OJ

Family Services	88
Work Permit	89
CARICOM Single Market & Economy (CSME)	96
INDUSTRIAL RELATIONS	97
Conciliation & Pre- Conciliation	97
Industrial Disputes Tribunal (IDT)	103
Pay and Conditions of Employment Branch (PCEB)	105
OCCUPATIONAL SAFETY AND HEALTH (OSH)	110
HIV Unit	112
CHILD LABOUR	115
INTERNATIONAL LABOUR AGENCIES AND INFORMATION (ILA& I)	117
APPENDICES	120-135

Schedule of Work Permit Fees Schedule of CSME Fees NIF Financial List of Tables List of Figures Glossary of Terms Acronyms

# MESSAGE FROM THE HONOURABLE MINISTER



As Minister of Labour and Social Security, I am honoured to present the Annual Report for the financial year 2015/2016 – a year of accomplishments, despite challenges.

All our policies, programmes, projects and initiatives are aligned to the Government's National Prosperity Agenda and the Vision 2030 Plan for economic growth and social development.

Consequently, the Overseas Employment Programmes continue to provide remittance inflows, higher levels of savings, employment generation, technology transfer, and reduced levels of poverty and social inequity. Expectations tor diversification and development with these programmes make it incumbent on us, as a country, to ensure that they achieve their fullest potential.

Progress continues to be recorded in the mission to improve national productivity, especially with the "Be Productive and Prosper" initiative in secondary, tertiary and primary schools and the National Youth Service (NYS) to raise the consciousness and conduct of young people as future workers. The goal remains the transformation of the labour force to facilitate investments, growth in national output, boost in profits, tax revenues and wages, ultimately leading to overall prosperity and growth.

The thrust for human capital development though training and certification has seen a re-focus, reinforcement and strengthening of the Steps-To-Work component of the Programme of Advancement Through Health And Education (PATH) to instill greater self-sufficiency and independence among recipients.

Meanwhile, despite challenges in the sector, the Ministry will continue to maintain a harmonious industrial relations environment. We are working to enact the outstanding Occupational Health and Safety Act to provide a safe and healthy work environment for all Jamaicans. Our legislative agenda also includes review of the Employment Agencies Regulation Act & Regulations and expansion of the jurisdiction and centres of the Industrial Disputes Tribunal.

The work of the distinguished Labour Market Reform Commission will continue to revise labour policies, education and training, productivity, innovation and technology; industrial relations practices and institutions, as well as social protection mechanisms to create efficiency, equity, growth and social justice in the Jamaican labour market.

In the area of disability, the Ministry will continue to administrate and facilitate the necessary transitions as dictated by the Disabilities Act. The aim as always is for an inclusive society where persons with disabilities are empowered through legislation, access and evidence based planning.

There will be a continuation of efforts to comprehensively reform and effectively manage the

National Insurance Scheme (NIS) and ensure that it operates in line with international standards. Our commitment to our valued senior citizens remains absolute as we focus on revision of the National Policy for Senior Citizens to reflect contemporary socio-economic realities of ageing.

Our ambitious goals for Financial Year 2016/2017 must be tempered by the austerity of an existing IMF agreement, public sector financial constraints and consequences arising from decision-making and activities in the global arena. Despite these challenges, however, we remain resolute to our mission to provide labour and social protection policies to transform and empower Jamaicans as we strive to make Jamaica "the place of choice to live, work, raise families and do business".

- 20 to two

Honourable Shahine Robinson, MP Minister of Labour and Social Security June 2016

# MESSAGE FROM THE PERMANENT SECRETARY



The Annual Report for the Fiscal year 2015/2016, documents how the Ministry of Labour and Social Security – through its multi-dimensional roles continues to impact and transform the lives of Jamaicans.

The benefits provided by the Programme of Advancement Through Health and Education (PATH), continue to positively impact the lives of over 360,000 needy Jamaicans. The National Insurance Scheme (NIS) which is the only mandatory

contributory funded social security scheme within the region serves close approximately to over 110,000 clients, who access a range of benefits.

The Ministry's Labour Market Information System (LMIS) plays a major role in not only facilitating employment, but also administering career development services and informing skills gap through labour market intelligence.

Going forward, the Ministry in support of the Government's growth and job creation agenda will continue its focus on social protection and employment initiatives, such as on-the-job training, overseas employment, the Steps-to-Work and grants to support the micro enterprise sector.

We are cognizant that the Ministry operates in a fast-paced and dynamic environment and as such, improvements are necessary to ensure the sustainability and growth of our programmes.

Reforms to improve the NIS will see the development of a new management information technology system, which will reduce manual processes and create greater efficiency. Furthermore, payment methods will be improved as part of the national roadmap to foster greater financial accountability.

A Graduation Strategy under PATH will be designed to transit families from welfare to work through a process of case management and targeted social assistance services.

Additionally, as we await the comprehensive Occupational Safety and Health Act, the powers and capacities of the Ministry's Labour Officers will be strengthened to allow for effective functioning.

In the disability arena, efforts will continue to maintain and strengthen the National Registry for Persons with Disabilities, and to encourage employment of persons in this sector through grants and the training of over eighty (80) young adults with disabilities at the Abilities Foundation.

All our activities – in the past and the new financial year – are built on the vision of empowering Jamaicans and promoting economic growth and prosperity. The Jamaican people are at the heart of our operations – and it is the Jamaican people for whom we toil. Despite the challenges ahead, the dedicated Ministry staff recommits to the process of job creation, human capital development, and

the provision of a resilient social safety net mechanism for the more vulnerable in the society.

. C. Rohm Did

Colette Roberts Risden
Permanent Secretary
Ministry of Labour and Social Security
June 2016

# 1. BRIEF HISTORY, AIMS AND RESPONSIBILTIES 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 Persons with Disabilities 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 of Labour 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. When the Scheme was established, it incorporated 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 (ICREATE).

# 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 GOJ's 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. Maximize returns/ profitability on NIF investments
- 12. Increase opportunities for local and overseas employment
- 13. Modernize 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
- 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;
- A strengthened social protection system;
- 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 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
  - Oversea
  - 3. s Workers Compulsory Savings
  - 4. Local Employment/Electronic Labour Exchange (ELE)
  - 5. Family Services Unit (FSU)
  - 6. Employment Agencies
  - 7. Work Permit
- Occupational Safety and Health (OSH)

**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:

- 1. NIS
- 2. NIF
- 3. Public Assistance
- 4. Social Intervention Programme (SIP)
- 5. Child Labour

The Agencies affiliated with the Ministry are the:

- 1. Jamaica Productivity Centre (JPC)
- 2. Jamaica Council for Persons with Disabilities (JCPD)
- 3. Early Stimulation Programme (ESP)
- 4. Abilities Foundation (AF)
- 5. National Council for Senior Citizens (NCSC)
- 6. Vineyard Town Golden Age Home (VTGAH)

# 1.9 Budget Summary

	2015/2016	2016/2017
	J\$ '000'	J\$ '000'
Recurrent	2,512,328	2,543,257
Capital A	0	0
Capital B	5,705,636	6,225,744
Appropriations in Aid	716,000	813,000
Total Funding Requirement	<u>8,933,964</u>	9,582,001

# 1.10 Other Units critical to the process are:

- 1. Public Relations (PR)
- 2. Management Information System (MIS)
- 3. Human Resource Management and Administration (HRM&A)
- 4. Internal Audit
- 5. Customer Service
- 6. Planning, Research and Monitoring (PRMU)

# 2. THE NATIONAL INSURANCE SCHEME (NIS)

The NIS is a compulsory contributory funded social security scheme which requires contributions from persons 18-65 years, who are gainfully employed in insurable jobs. Eighteen (18) benefits are available under the Scheme which is administered under the NI Act, through a network of thirteen (13) Parish Offices and five (5) specialized units. These Units are Contributions and Records, Compliance, Claims/Benefits, Fund Accounts and International Social Security. Their main functions are to:

- Identify insurable persons;
- Register insured persons and employees;
- Collect NI contributions;
- Award benefits under the NIS;
- Provide pensioners with health insurance under NIGOLD.



Hon. Min. Shahine Robinson, cuts the cake with two (2) pensioners at a church service held to commemorate the NIS 50<sup>th</sup> Anniversary, on Sunday, April 24, 2016.

# 2.1 TARGETS 2015/2016

- Register 61,074 NIS contributors.
- Conduct at least 907 public education sessions.
- Disburse J\$18.0B in NI and J\$561.6M in NIGOLD benefits.
- Collect J\$13.76B in revenue from contributors.
- Collect at least J\$957.6M of outstanding contributions from delinquent employers.

• Commence implementation of recommendations made by the JPC, to improve the business processes of the NIS.

#### 2.2 PERFORMANCE

# Registration

- In keeping with Vision 2030 to expand coverage of the NIS, 19,489 establishments were visited for FY 2016/2016. Officers participated in 523 public education fora, which reflected an achievement of 57.7 per cent. This is a reduction of 212 or 28.8 per cent, in comparison to the corresponding period last year.
- As a result of the extensive campaign, 44,956 new persons were registered with the NIS during the 2015/2016 period. This reflects a reduction of 5,842 or 11.5 per cent, when compared to the previous year.

#### Disbursements

• For the period under review, J\$15.4B was disbursed to pensioners, an achievement of 85.6 per cent of the year's target. In addition, J\$818M was disbursed for NIGOLD. This target was surpassed by J\$256.4M or 45.7 per cent.

#### **Total NIS Beneficiaries**

• At the end of financial year (FY) 2015/2016, the number of NIS active beneficiaries was 109,817 with total disbursement of J\$15.4B (See Table 1). This was 727 more beneficiaries and J\$47.1M or 0.3 per cent less disbursement, when compared to the 2014/2015 period.

#### Old Age

 Recipients of Old Age pensions comprised 70.5 per cent of the total. This was 1.4 per cent more beneficiaries than 2014/2015. They accounted for 58.3 per cent of total disbursements for the 2015/2016 period.

# **Invalidity Pensions and Grants**

 During FY 2015/2016, 6,522 beneficiaries accounted for J\$784.5M or 5.1 per cent of total disbursements. This was a 2.5 per cent decrease in disbursements, when compared to the previous year.

# Widows' Pensions and Grants

• There were 17,163 widows beneficiaries who received disbursements totalling J\$1.9B in FY 2015/2016. This reflected a slight increase of 0.8 per cent when compared to 2014/2015.

#### Widowers' Pension and Grants

• There were 2,282 males who received widowers' benefit for FY 2015/2016. This was 124 more than the previous year. Total disbursement was 6 per cent more, when compared to the 2014/2015 period.

#### **Funeral Grants**

• There were 6,173 beneficiaries of Funeral grants for FY 2015/2016, a decrease of 788 or 11.3 per cent, when compared to 2014/2015. A total of J\$493.8M was issued to beneficiaries of this grant in FY 2015/2016.

# TOTAL NUMBER OF NIS BENEFICIARIES AND BENEFIT TYPE: 2014/2015 AND 2015/2016

#### TABLE 1

TYPES OF BENEFITS	BENEFI	CARIES	DISBURSEMENT (J\$)		
TTPES OF BENEFITS	2014/2015	2015/2016	2014/2015	2015/2016	
OLD AGE	76,291	77,381	8,784,502,972.28	8,961,134,017.74	
INVALIDITY	6,423	6,522	765,099,935.44	784,533,218.92	
WIDOWS	16,975	17,163	1,869,625,703.34	1,883,936,206.40	
WIDOWERS	2,158	2,282	230,613,705.50	244,530,572.88	
FUNERAL GRANT	6,961	6,173	556,880,000.00	493,840,000.00	
EMPLOYMENT INJURY	176	220	3,202,906,283.50	2,997,227,184.10	
MATERNITY	11	6	268,800.00	179,200.00	
SUGAR WORKER	23	23	1,045,200.00	1,008,800.00	
SPECIAL ANNIVERSARY	10	7	817,600.00	551,600.00	
ORPHAN/SPECIAL CHILD	62	40	14,989,800.00	12,751,200.00	
TOTAL	109,090	109,817	15,426,750,000.06	15,379,692,000.04	

# **Employment Injury Benefits (EIB)**

• Approximately J\$3B was paid in EIB to 220 recipients in FY 2015/2016. During 2014/2015, on the other hand, fewer beneficiaries (176) were paid. However, more funds, amounting to J\$3.2B were disbursed.

# **Maternity Allowances**

• Maternity allowances had the least beneficiaries in FY 2015/2016. Total disbursements for this category accounted for less than 1 per cent of the total amount disbursed.

#### **New NIS Beneficiaries**

During FY 2015/2016, 14,977 beneficiaries were awarded NIS benefits for the first time.
This reflected an 18.5 per cent decrease in comparison to 2014/2015. Total
disbursements amounted to J\$5.2B. This revealed a 15.8 per cent decrease in total
disbursements to new beneficiaries, when compared to the previous period.
Employment Injury and Old Age benefits accounted for the highest disbursements, with
57.4 and 24.5 per cent, respectively (See Table 2).

#### **Contributions collected**

• J\$11.7B in contribution was collected during FY 2015/2016. This target was achieved by 85.4 per cent.

# **Outstanding contributions from employers**

• J\$862.9M was collected from delinquent employers during the period under review. This was a significant increase of J\$362.1M or 72.3 per cent, when compared to the previous year.

# Improve operational efficiency in the processing of benefits

• In order to improve its business processes, the NIS commenced implementation of recommendations made by the JPC. During FY 2015/2016, five (5) operational standards were established.

• Procedure manuals for Funeral grant and Special Child/Orphan were finalized and approved.

Application forms for benefits were revised and uploaded to the website. Internal forms for processing of applications were also revised.

# NEW NIS BENEFICIARIES: 2014/2015 AND 2015/2016

#### TABLE 2

	DISBURSEMENT \$							
TYPES OF BENEFITS	2014/2015	2015/2016	2014/2015	2015/2016				
OLD AGE	8,419	6,191	1,852,959,886.68	1,280,457,809.57				
INVALIDITY	794	604	227,287,680.15	155,939,502.09				
WIDOWS	1,609	1,434	288,619,378.92	230,599,418.10				
WIDOWERS	395	339	72,367,513.00	61,238,062.78				
FUNERAL GRANT	6,961	6,173	556,880,000.00	493,840,000.00				
EMPLOYMENT INJURY	176	220	3,202,906,283.50	2,997,227,184.10				
MATERNITY	11	6	268,800.00	179,200.00				
ORPHAN/SPECIAL CHILD	10	10	5,904,247.00	5,914,200.00				
TOTAL	18,375	14977	6,207,193,789.25	5,225,395,376.64				

# 2.3 PROJECTIONS 2016/2017

- 1. Conduct 816 public education sessions;
- 2. Register 53,948 persons;
- 3. Disburse J\$20.7B in benefits and J\$1B in NIGOLD benefits;
- 4. Collect J\$957.6M in outstanding contributions from delinquent employers;
- 5. Collect J\$17.9B in contributions;
- 6. Continue implementation of JPC's Recommendations;
- 7. In order to modernise the operations of the scheme, pension processing times will be reduced and more efficient methods of payment to pensioners who reside locally and overseas will be introduced i.e. Introduction of direct deposits for new pensioners; and
- 8. The first two (2) modules of a new IT system will be rolled out, to support the improved management of NIS.

# 3. THE NATIONAL INSURANCE FUND (NIF)

The 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 NI benefits.

# 3.1 TARGETS 2015/2016

- a) Growth in Investment Income (II) of at least J\$5.77B
- b) Growth in Net Assets of the Fund of approximately J\$2.14B
- c) Expand and develop Braco Resorts
- d) Renovate and/or expand the existing Ministry offices

# 3.2 PERFORMANCE (CALENDAR YEAR 2015)

#### Statement of Financial Position

- Net Assets increased by approximately J\$8.32 B or 11.82 per cent over the calendar period ending December 2015, due to improved share prices, money market investments and real estate investments.
- Current Assets of the NIF amounted to J\$78.7B, as at the end of December 2015, representing an increase of J\$8.32B or 11.8 per cent over the corresponding period ending December 2014.
- Current Liabilities as at December 2015, amounted to J\$2.35B, compared to J\$1.70B, ending December 2014. As a result, Net Current Assets amounted to J\$4.39B, ending 2015, compared to J\$4.81B ending 2014.
- The Total (unaudited) Net Asset Value of the NIF amounted to J\$78.7B, as at the end of December 2015, representing an increase of J\$8.3B or 11.8 per cent over the corresponding period ending December 2014. This showed Net Assets at J\$70.38B.

# **Statement of changes in Net Assets**

Statement of Comprehensive Income (Unaudited)

- Total Investment Income for the 12-month period ending December 2015, amounted to J\$10.95B including Unrealised Gains amounting to J\$6.40B. Contributions (Net of NHF Collections) amounted to J\$13.22B for the period, compared to J\$12.97B for the corresponding phase ending December 2014.
- Total Pension Benefits amounted to J\$15.36B for the twelve (12) months ending December 2015. This amount represents an increase of approximately J\$221.3M or 1.5 per cent over the corresponding period ending 2014.
- The Total (unaudited) Net Asset Value of the NIF amounted to J\$78.70B as at the end of December 2015, representing an increase of J\$8.3B or 11.8 per cent over the corresponding period ending December 2014. This showed Net Assets at J\$70.38B.

# **Expand and develop Braco Resorts**

• Renovation of the Braco Property was completed as at the end of March 2016. The hotel is now fully operational.



Former MLSS Minister, Dr. Fenton Ferguson (left), PS Colette Roberts Risden (2<sup>nd</sup> left) and other members of the Ministry team being briefed by General Manager Dimitris Kosvogiannis (2<sup>nd</sup> right) during a tour at the Melia Braco property, prior to its reopening in November 2015.

# Renovate and/or expand the existing Ministry offices

• St. Ann Parish Office - the Fund is exploring the possibility of carrying out construction over two (2) phases, in order to allow the current Branch to remain at the existing location during the construction. If this is not feasible, an office space was identified in proximity to the existing office. A 12-18 months lease agreement will be negotiated while the new facility is being constructed.

# 3.3 PROJECTIONS 2016/2017

- 1. Achieve Investment Income (II) of J\$6.269B;
- 2. Achieve growth in net assets of the Fund of approximately J\$2.895B; and
- 3. Continue to renovate and/or expand the existing Ministry offices.

#### 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 poor, poor persons with disabilities (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 all 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 over 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.

#### 1. Recertification

A recertification exercise for PATH families enrolled on the Programme in 2002 and 2003 was conducted between February and July in 2013. Thirty thousand five hundred and four (30,504) PATH families with children were reassessed to determine continued eligibility. Resulting from this exercise these certified families have been placed into three (3) groups:

- Group 1 Families (approx. 11,000) to transition from the Programme over a one (1) year period with reduced cash transfer payments.
- Group 2 Families (1,000) to take part in the Graduation programme will be provided

with a maximum of two (2) years of targeted interventions. These interventions will be led by case management and will support the socio-economic development of the family through the Ministry's Steps-to-Work (STW) Project. These families will also receive a reduction in their cash transfers over the two year period.

- Group 3 – Families who will continue to receive PATH benefits (approx. 26,000).

# 2. PATH 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;
- Provide strategic direction to implementers and policy makers.

#### 3. Post Secondary Grants

Since the inception of PATH, there has been significant investment in primary and secondary education. One such investment is the Post Secondary Educational Grant provided to support PATH beneficiaries transitioning from secondary educational institutions to post secondary educational institutions. Assistance provided ranges from J\$15,000 to J\$50,000.

# 4. PATH Tertiary Bursary

For FY 2013/2014, PATH introduced tertiary bursaries to students attending tertiary level institutions for pursuing undergraduate degrees within their 2nd, 3rd or 4th year of studies. The introduction of the tertiary bursary is an expansion of the investment in the human capital development of PATH beneficiaries families furthering its primary objective of reducing the intergenerational cycle of poverty found within these families.

After selected students are verified as PATH beneficiaries, the MLSS transfers funds to the Institutions. Bursaries are paid to students by the Institutions using their existing student assistance arrangements. Each bursary is valued at J\$100,000.00. The bursary may be used for tuition, boarding, books or any other school related expenses and is valid for the academic year in which it was awarded.

# 5. Transportation Allowance

Over the years, there has been a decline in the overall attendance of PATH beneficiaries, particularly among students in secondary schools. Compliance with school attendance has declined by as much as 15 per cent. Studies to investigate the causes have shown that one of the main reasons is the inability of families to pay for transportation costs to send their children to school. In recognition of this, and to cushion the impact on the vulnerable families on PATH, the MLSS implemented a transportation allowance for the 2014/2015 academic year.

Students who become eligible for this benefit are as follows:

1) Children who are in registered PATH Households.

- 2) Children who have been deemed to be in the category of chronic non-compliance with PATH educational condition (i.e. being non-compliant for at least three (3) payment periods over an academic year). A listing of students within this category is provided by the MLSS to schools.
- 3) Children who exhibit non-compliance due to lack of financial support to pay transportation costs to attend school. This information is ascertained by investigations conducted by the MLSS, Social Workers and the Schools' Guidance Counsellors.

Payment is made on a monthly basis to families, subjected to school attendance being checked and verified. Beneficiaries are notified of their payment by text messaging advising them when to go to their selected payment agency (Bill Express or Paymaster) to collect their payments.

# 4.1B SOCIAL PROTECTION PROJECTS (SPP)

The Social Security arm of the Ministry has responsibility for implementing a number of projects which support PATH. The 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).
- 3. The Social and Economic Inclusion for Persons with Disabilities 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 Planning (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, Modernization of the Social Security Services; Project Administration and Evaluation.

#### 4.1.1 TARGETS 2015/2016

- 1. Payment of benefits to approximately 320,000 registered beneficiaries (every two (2) months);
- 2. Monitor Education And Health Compliance rates, i.e. Primary (Boys 84.5 per cent and Girls 85.5 per cent) and Secondary (Boys 81.0 per cent and Girls 82.0 per cent);
- 3. Implement a Graduation Strategy for PATH families;
- 4. Hire an additional 50 Social Workers to assist with the implementation of the Strategy;
- 5. Pay J\$72M in Transportation Allowance to 2,500 students in each period;
- 6. Disburse J\$100M for PATH Tertiary Bursary;
- 7. Design and implement a pilot parenting intervention for PATH families with children 2-6 years old; and
- 8. Commence implementation of the On-the-Job Training (OJT) initiative.

#### 4.1.2 PERFORMANCE

#### Payment of benefits

- There were approximately 387,957 registered beneficiaries for the period ending February 2016 (See Figure 1).
- Cash transfers were provided for approximately 313,156 registered beneficiaries, totalling J\$4.64B.

# **Transportation Allowance**

- For the 2015/2016 school year, approximately 2,600 PATH beneficiaries were identified as having over 40 per cent non-compliant rates and were investigated through home visits by Social Workers. No payments were made in July and August as schools were on summer holidays, nor September-December 2015, as a result of the investigation.
- A review of the PATH Transportation Allowance was undertaken, resulting from the Pilot exercise conducted for the 2014/2015 school year. Critical to this review was conducting investigations to ascertain the need of non-compliant PATH students targeted for this Allowance. The investigation was completed which informed the resumption of payment of the allowance in February 2016 when J\$4.66M was paid to 1,086 students.

# Disburse J\$100M for PATH Tertiary Bursary

• For FY 2015/2016, 429 students received tertiary bursaries after completing at least their first year of tertiary education. Payouts of J\$100,000 per student were disbursed, amounting to a total of J\$42.9M.

# NUMBER OF REGISTERED PATH BENEFICIARIES BY PAYMENT PERIOD: 2015/2016



Figure 1

# **Post Secondary Grant**

For FY 2015/2016, 486 students received post secondary grants amounting to J\$12.6M.

#### **Graduation Exercise**

To date, no family in the Transition Group (Group 1, selected as a result of the Recertification Exercise) has gone through the transitioning process.

# **Education Compliance**

- The average compliance rates for males in primary and secondary schools were 81.0 and 78.3 per cent, respectively. The compliance rate targets for boys in primary and secondary schools fell short by 3.5 and 2.7per cent, respectively.
- The target rates for girls in primary schools fell short by 1.0 per cent, whereas it was surpassed by 1.9 per cent for secondary schools (See Table 3).

# **Health Compliance**

- For FY 2015/2016, children between 0-1 years were compliant an average of 79.2 per cent
  of the time, in visiting their health care centres. When compared to the 2014/2015
  period, this group was 1.5 per cent less compliant than the previous year.
- On average, lactating mothers were 81.7 per cent compliant in visiting their health care providers for the 2015/2016 period.
- Pregnant beneficiaries were the most compliant as it pertains to health care under PATH,
   with an average of 94.3 per cent for the fiscal year (See Table 4).

# EDUCATION COMPLIANCE RATE (%): 2014/2015 AND 2015/2016

#### TABLE 3

COMPLIANCE PERIOD		GRADES 1-6		GRADES 7-9		GRADES 10-13	
		М	F	М	F	М	F
JAN-FEB	2014/2015	87	90	80	86	75	81
37414 1 2 3	2015/2016	83	86	76	83	70	77
MAR-APR	2014/2015	75	81	70	78	68	74
IVIAK-APK	2015/2016	78	82	72	80	70	75
MAY-JUN	2014/2015	76	82	78	86	85	89
WAT-JON	2015/2016	76	81	75	83	83	87
SEPT-OCT	2014/2015	83	94	90	93	85	87
2015/2016		89	90	89	91	85	89
NOV-DEC	2014/2015	74	78	77	84	73	79
NO V-DEC	2015/2016	79	83	82	88	81	86

# HEALTH COMPLIANCE RATES (%): 2014/2015 AND 2015/2016

#### **TABLE 4**

Complianc	e Period	Child 0-1	Lactating	Pregnant
Jan Feb.	2014/2015	78	76	96
Jan Feb.	2015/2016	81	80	93
Mar Apr.	2014/2015	78	74	95
iviar Apr.	2015/2016	77	75	94
May - June	2014/2015	76	79	90
iviay - Julie	2015/2016	76	80	95
Iul Aug	2014/2015	77	81	94
Jul Aug.	2015/2016	83	85	95
Sont Oct	2014/2015	79	82	93
Sept Oct.	2015/2016	77	87	92
Nov Dec.	2014/2015	78	81	94
Nov Dec.	2015/2016	81	83	97

# **Graduation Strategy**

- A Graduation Policy implementation document was developed, as well as PATH Procedure Document and Training Plan for Social Workers and Parish Managers.
- Thirteen (13) Social Workers were recruited. In the interim, 34 Social Workers from the
  existing cadre were identified to begin the case management process for the graduating
  families. Another 13 will be responsible for leading activities projected for the One-Stop
  Desk that is to be established in the Parish Offices. These One-Stop desks are expected to
  be the major hub for services, information and referrals.

#### **Public Education**

• For the year, 51 public education activities/events were held. These included 27 sensitization sessions, 16 health fairs/community expos, one (1) parenting seminar and

four (4) career days. Over 13,000 public education materials were sent to the parish offices. As a result, 3,486 individuals were stimulated.

# Steps to Work (STW)



PS Colette Roberts Risden (right), presenting a Certificate of Participation to a participant of the STW Summer Programme at Maldon High School, St. James

# Design and implement the STW MIS database

 The System was deployed in May 2015. Use of the System in the parishes has been steadily increasing since its deployment. The System was demonstrated to representatives from the World Bank during its supervision Mission and it was agreed that it is a good interim solution.

# Design and implement a pilot parenting intervention for PATH families with children 2-6 years old

- A National Parenting Coordinator was selected. The Coordinator is presently in the process of recruiting core team members such as Trainers, Facilitators, Home Visitors, Care Givers and Mobilizers.
- Social marketing strategies have been developed to enhance compliance.

# **Commence Implementation of the On-the-Job Training (OJT)**

- The OJT was implemented on July 20, 2015. The 2015/2016 budget that was approved for the OJT accommodates payment of stipends for placements of 200 clients. STW has collaborated with the ELE to place the quota for this year.
- As at the end of March, placements stood at 207. Of that total, 79 are in various stages of completing their three-month training. One hundred and twenty eight (128) have completed their internship, of which 59 received permanent placements.

# 4.1.3 PROJECTIONS 2016/2017

- 1. Make six (6) payments to 305,000 registered PATH beneficiaries each payment cycle (every two (2) months);
- 2. Provide transportation allowance for 6,000 PATH 6-18 years old students who have been non-compliant as a result of transportation costs;
- 3. Monitor compliance for health and 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);
- 4. Implement the Graduation Strategy;
- 5. Continue implementation of the STW programmes;
- 6. Monitoring and Evaluation of service standard defined for graduation strategy; and
- 7. Continue implementation of the Parenting Intervention for PATH families with children 2-6 years old.

# 4.3 THE PUBLIC ASSISTANCE DEPARTMENT (PAD)

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.



Hon. Shahine Robinson, Minister of Labour and Social Security with members of staff at the Portland Parish Office during a tour in April 2016.

# **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. Applicants should not have insurance coverage. Assistance is usually provided to meet urgent needs such as prescriptive aids, medication, household items, house repairs and burial expenses.

#### **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. Applicants should not have insurance coverage. Assistance is usually provided for personal belongings, basic food items or toiletries.

# **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.



Minister of Labour and Social Security, Hon. Shahine Robinson, along with Manager of the Portland Parish office, Mr. Maxwell Hamilton present a stove and mattress to a couple who suffered loss during recent flood rains in Portland.

#### 4.3.1 TARGETS 2015/2016

1. Assist 6,850 persons with Rehabilitation, Compassionate, Emergency Relief as well as

- Education and Social Intervention Grants.
- 2. Monitor 500 Special Rehabilitation Projects, which received grants over the last two (2) years.
- 3. Provide assistance to 500 families of disaster.
- 4. Continue to provide assistance to 6,500 individuals based on recommendations from Members of Parliament, under the Short Term Intervention Project (STIP).

# 4.3.2 PERFORMANCE

# Short Term Intervention Project (STIP)

- During FY 2015/2016, J\$109M was disbursed to 5,971 individuals and 20 Organizations. This target was achieved by 92.2 per cent (See Table 5).
- Compassionate Grants, as it pertains to this Project, accounted for 5,775 or 96.4 per cent of the total.

# DISBURSEMENTS AND BENEFICIARIES OF THE STIP: 2014/2015 AND 2015/2016

#### **TABLE 5**

BENEFITS	NUMBER OF	BENEFICIARIES	DISB	URSEMENT (J\$)
	2014/2015	2015/2016	2014/2015	2015/2016
REHABILITATION GRANT	36	196	2,237,050.10	3,729,00.00
COMPASSIONATE GRANT <sup>1</sup>	2,724	5,775	36,024,227.02	95,352,110.00
COMMERCIAL BUSINESS	0	20	0.00	10,493,510
TOTAL	2,760	5,991	38,261,277.12	109,574,620.00

# **Special Short Term Poverty Intervention Project**

 This is a special project which was conducted during the independence period for the beautification of communities. Five hundred and thirty eight (538) persons received assistance in the form of Compassionate Grants, under the Short Term Poverty Project, totalling J\$24.03M.

# Assist 6,850 persons with Grants

- For the period April 2015 March 2016, 6,627 persons benefited from grants totalling J\$145.1M (See Table 6). The year's target was achieved by 96.7 per cent. The breakdown is as follows:
  - I. 1,246 families received Rehabilitation Grants totalling J\$29.5M, to start income generating projects and to boost existing ones.

 $<sup>^{1}\,</sup>$  This Compassionate Grant relates only to Short Term Intervention.

- II. 3,901 persons received Compassionate Grants totalling J\$87.4M, 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. 1,013 families received Emergency Relief Assistance totalling J\$19.4M
- IV. 467 students received Education and Social Intervention Grants totalling J\$8.8M.

# DISBURSEMENTS AND BENEFICIARIES OF PUBLIC ASSISTANCE BY SEX AND GRANT: 2014/2015 AND 2015/2016

#### **TABLE 6**

		I	NO. OF BEN	EFIACRIES			516511565145156	DIGDUDGE 4515	
GRANTS		2014/2015			2015/2016		DISBURSEMENTS (\$)	DISBURSEMENTS (\$)	
	М	F	Т	М	F	Т	2014/2015	2015/2016	
REHABILITATION	302	603	905	403	843	1246	19,309,957.65	29,514,946.00	
COMPASSIONATE	2,625	2,263	4,888	1959	1942	3901	106,383,150.29	87,364,460.18	
EMERGENCY	167	240	407	424	589	1013	8,553,787.69	19,352,337.81	
EDUCATION AND SOCIAL	179	509	688	107	360	467	12,559,333.00	8,838,372.00	
TOTAL	3,273	3,615	6,888	2,893	3,734	6,627	146,806,228.63	145,070,115.99	

- Further disaggregation of the data revealed that females accounted for 56.3 per cent of the total grants issued;
- Three hundred and twenty one (321) Special Projects<sup>2</sup> under the Rehabilitation Programme were evaluated for the year. This target was achieved by 64.2 per cent, an increase of 82 or 34.3 per cent over the previous year.

# Provide assistance to 500 families of disaster.

- Approximately 800 families were affected by disasters during FY 2015/2016. All families were assisted with food, comfort items, grants and counselling. The target was surpassed by 60 per cent. The breakdown is as follows:
  - I. 470 fires which affected 781 families (2,023 victims) were reported to the Ministry. Two (2) persons died as a result and the Ministry assisted with funeral arrangements.
  - II. 157 persons were affected by flooding in the parishes of Portland and KSA.

# 4.3.3 PROJECTIONS 2016/2017

- 1. Provide assistance to 5,325 persons under the STIP;
- 2. Assist 8,200 persons with grants;
- 3. Evaluate and monitor 500 Rehabilitation Projects; and
- 4. Provide assistance to 1,000 families of disaster.

<sup>&</sup>lt;sup>2</sup> These include small entrepreneurial activities such as phone card sales, chicken or pig rearing.

# 5. THE SOCIAL INTERVENTION PROGRAMME (SIP)

The Ministry's SIP is geared towards offering assistance to beneficiaries through short term employment, educational and entrepreneurship grants to foster independence and self-reliance. In 2013, the Jamaica Emergency Employment Project (JEEP) as well as the Education and Entrepreneurship Grant Programme (E&EG) were amalgamated and named the Social Intervention Programme (SIP). This was in order to reduce duplication and provide greater impact. The integration is expected to achieve greater efficiency.



Coordinator, E&EG Programme Mr. Sylvester Anderson, addressing an Employers Forum hosted in October 2015.

#### 5.1 TARGETS 2015/2016

- 1. Provide short term employment for 500 youths;
- 2. Provide assistance to 600 youths through E⪚ and
- 3. Collaborate with stakeholders/partners such as Jamaica Business Development Corporation (JBDC) and Rural Agricultural Development Authority (RADA) to provide entrepreneurial training to 150 applicants.

# 5.2 PERFORMANCE

- For FY 2015/2016, 1,568 individuals received assistance through SIP.
- The E&EG component of SIP, disbursed approximately J\$39.7M and the remaining J\$5.5M as Entrepreneurial Grants. Of this total, 86.2 per cent was disbursed as Educational grants. Tertiary Grants, which fall under the Educational Grants (J\$34.2M) accounted for 76.1 per cent (See Table 7).
- Trading activities (of the Entrepreneurial Grants), accounted for 58.9 per cent (J\$5.5M).
- Female beneficiaries accounted for 73.1 per cent of the total beneficiaries under the E&EG component of SIP.

#### **NUMBER OF BENEFICARIES FOR E&EG:**

#### 2014/2015 AND 2015/2016

#### **TABLE 7**

TYPES OF EDUCATIONAL	м		F		DISBURSEMENTS (J\$)		
GRANT	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016	
TERTIARY	21	46	71	188	8,623,016.00	26,022,681.61	
SECONDARY	49	65	129	157	5,937,101.50	7,066,925.81	
SKILLS	7	13	19	8	1,169,550.00	1,112,700.00	
TOTAL	77	124	219	353	15,729,667.50	34,202,307.42	
TYPES OF	М		F		DISBURSEMENTS (\$)		
ENTREPRENEURIAL GRANT	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016	
MANUFACTURING	6	4	15	5	1,087,000.00	750,000.00	
AGRICULTURE	29	10	30	8	3,576,500.00	1,490,485.20	
TOTAL	59	24	136	34	12,981,531.00	5,456,808.74	
GRAND TOTAL	136	148	355	387	12,981,531.00	39,659,116.16	

- Under the employment category of the SIP, which is a short term form of employment, 556 individuals received jobs (See Table 8).
- The parishes of Kingston, St. Andrew and St. Thomas had the highest number of beneficiaries with 104 or 18.7 per cent each, next was Hanover with 99 or 17.8 per cent, then St. Elizabeth with 94 or 16.9 per cent.
- Females accounted for 73.2 per cent.

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

 During the year, employability and entrepreneurship sessions were conducted by HEART Trust/NTA. Discussions were held with representatives from HEART Trust/NTA to tailor the employment training programmes for beneficiaries, which was implemented. Eighty eight (88) employment applicants received training for the year. Fifty (50) applicants were trained in employability skills and 38 in skills associated with entrepreneurship.

# NUMBER OF YOUTHS PLACED IN SIP EMPLOYMENT BY PARISH AND SEX: 2014/2015 AND 2015/2016

# TABLE 8

PARISH	2014/2	2015		2015/2016	TOTAL	
	MALE	FEMALE	MALE	FEMALE	2014/2015	2015/2016
KSA	19	34	35	69	53	104
ST.CATHERINE	14	25	15	37	39	52
HANOVER	13	47	23	76	60	99
TRELAWNY	1	1	2	2	2	4
ST.ANN	6	40	2	9	46	11
WESTMORELAND	1	14	3	10	15	13
ST.MARY	1	6	2	12	7	14
ST.JAMES	4	7	0	6	11	6
ST.THOMAS	20	38	26	78	58	104
MANCHESTER	4	8	2	9	12	11
PORTLAND	1	15	5	18	16	23
CLARENDON	9	31	5	16	40	21
ST.ELIZABETH	21	58	29	65	79	94
TOTAL	114	324	149	407	438	556

# 5.3 PROJECTIONS 2016/2017

- 1. Provide short term employment for 550 youths;
- 2. Provide assistance to 600 youths through E⪚ and
- 3. Collaborate with stakeholders/partners (JBDC and RADA) to provide entrepreneurial training to 25 applicants.
- 4. Collaborate with HEART Trust/NTA to provide OJT to 100 youths.

# 6. PROGRAMMES FOR PERSONS WITH DISABILITIES

# 6.1 THE JAMAICA COUNCIL FOR PERSONS WITH DISABILITIES (JCPD)

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 a 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 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.



Director of the JCPD, Mrs. Christine Hendricks (right) and Guest Speaker/ Television Personality, Ms. Raquel Jones, with a member of the JCPD during an exposition held at the Emancipation Park in New Kingston, as part of celebrations for International Day for PwDs on December 3, 2015.

#### **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 islandwide 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 behaviourial 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 2015/2016

- 1. Relocate Paradise Prints to 16½ Paradise Street, at the Assessment and Guidance Centre compound;
- 2. Develop a Communication Plan;
- 3. Restructure JCPD's training workshops; and
- 4. Expand the Margaret Moody Scholarship Fund to increase the opportunities for additional persons to gain support for tertiary level education.

#### 6.1.2 PERFORMANCE

## Restructure JCPD's training workshops

 Assessment of a new workshop area to accommodate the Paradise Prints Development Centre was conducted and submitted to HEART Trust/NTA. Funds for this venture were approved for the 1st phase of work to begin in the last quarter of 2015/2016. However, after further assessment, it was decided that new fencing of the property and installation of a disability friendly buzzer system would take priority. Therefore, a new approach for restructuring of the property is being considered for FY 2016/2017. The cost of this project is J\$8.5M.

## Develop a five year communication strategy for the JCPD

 A Communications Consultant was contracted to develop the Communications Plan for the general population, including PwDs. The process was finalized in August 2015, with extensive stakeholder participation and support.

The Communication Plan is currently in the first phase of implementation to complete the following:

- i. Development of five (5) publications, i.e. an Accessibility Brochure, Simplified & Braille Version of the Disabilities Act, JCPD Services Information Brochure and Flyer, JCPD Corporate Brochure and E-Newsletter to Stakeholders.
- ii. Mini media campaign on the Disabilities Act.
- iii. JCPD Website which will be made accessible for the use of all disability groups.
- iv. Three (3) stakeholders' consultations.
- v. Six (6) special interest group consultations.
- Forty (40) public education sessions were conducted, 677 persons attended.

#### Register 3,000 PwDs

• For the year, 1,912 clients were registered. Of this figure, 1,050 or 54.9 per cent were males.

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

• Phase 1 of the PwDs MIS was completed and implemented. Development of Phase 2

should have been completed in this financial year, however due to human resource constraints, completion of the System has been deferred to FY 2016/2017. On completion of Phase 2, the JPCD will be able to furnish various reports pertaining to different types of information in relation to PwDs.

### **Economic and Empowerment Grant and Assistive Aids**

- One hundred and eighty four (184) applications were approved for the year. Of that number, 160 clients (i.e. 64 males and 96 females) received payments which totalled J\$16.2M.
- For FY 2015/2016, J\$9.8M was disbursed to 768 JCPD clients as Rehabilitation Grants. This is an increase of J\$2.7M or 37.8 per cent, when compared to 2014/2015. Females accounted for 49.3 per cent of this total (See Table 9).
- The largest proportion (J\$1.7M or 17.5 per cent) of the disbursements was allocated to the 'Shadow' category, a reduction of 24.3 per cent, when compared to the previous year.

#### 6.1.3 PROJECTIONS 2016/2017

- 1. Continuing development of the Communication Plan;
- 2. Improve the physical environment and physical access to buildings where workshops will be held;
- 3. Advance the policy regulatory, institutional framework for PwDs;
- 4. Finalize the process (tender contracts for Consultants to finalize the Regulation & Codes of Practice, etc.) for the enactment of the Disabilities Act;
- 5. Develop a mechanism for the monitoring and evaluation of the implementation of the CRPD; and
- 6. Strengthen and maintain the National Registry of PwDs.

-

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

# DISBURSEMENT OF REHABILITATION GRANTS TO JCPD CLIENTS: 2014/2015 AND 2015/2016

## TABLE 9

		RECIPIENTS					DISBURSEMENT (\$)	
TYPE OF ASSISTANCE	MALE		FEMALE		TOTAL			
THE OF ASSISTANCE	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016
ASSISTIVE AIDS/APPLIANCE	16	22	25	17	41	39	466,800.00	435,904.76
BOARDING FEE	7	4	2	0	9	4	45,200.00	39,200.00
CHICKEN REARING	3	11	3	11	6	22	79,000.00	439,620.97
ESS	0	3	0	26	0	29	0.00	224,600.00
FUNERAL ASSISTANCE	9	13	8	9	17	22	200,000.00	460,000.00
FARMING	0	0	0	2	0	2	0.00	40,000.00
GROCERY	0	3	0	3	0	6	0.00	90,000.00
HOUSING ASSISTANCE	0	0	1	0	1	0	20,000.00	0.00
LIVESTOCK	1	0	1	0	2	0	40,000.00	0.00
MEDICAL EXPENSES	26	48	33	45	59	93	483,108.81	1,023,824.54
PHONE CARDS	1	4	3	5	4	9	111,889.00	145,939.36
GOAT REARING	1	1	0	1	1	2	20,000.00	40,000.00
PIG REARING	1	0	0	0	1	0	20,000.00	0.00
REHAB	2	0	1	0	3	0	39,000.00	0.00
SCHOOL BOOKS	10	8	13	17	23	25	129,435.26	270,170.04
SCHOOL FEES	45	68	29	70	74	138	465,005.00	1,577,650.00
SCHOOL SUPPLIES	0	0	0	1	0	1	0.00	20,000.00
SCHOOL UNIFORM	2	11	2	7	4	18	53,676.00	78,376.70
SHADOW	144	78	63	42	207	120	2,268,500.00	1,717,500.00
SMALL BUSINESS	18	24	18	22	36	46	564,978.00	786,631.35
STIPEND	21	16	86	61	107	77	1,405,100.00	1,355,400.00
TRANSPORTATION	78	75	39	40	117	115	713,100.03	1,074,800.00
TOTAL	385	389	327	379	712	768	7,124,792.10	9,819,617.72

# 6.2 THE EARLY STIMULATION PROGRAMME (ESP)

The 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 (Early Stimulation Project) but subsequently became integrated into the MLSS' 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 (left), Minister of Labour and Social Security and Mrs. Jean Lowrie-Chin, Chairman of the Digicel Foundation are being shown how to match the pieces by a student of the newly opened Early Stimulation Centre of Excellence in Portland.

Children are referred to the Programme by health care workers, educators, social workers and other 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, 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:

- 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 children ages 3-6 years with disabilities. 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.



Former MLSS Minister, Dr. Fenton Ferguson (3rd right) breaks ground with (from L-R) IADB representative, Mrs. Donna Harris, PS Colette Roberts Risden (3rd left), Director of the ESP, Mrs. Antonica Gunter-Gayle (2nd right), for the Early Stimulation Multipurpose Facility in January 2016. Looking on are Chief Technical Director (Social Security), Mrs. Dionne Jennings (left) and Project Director PATH, Mrs. Elsa Marks-Willis (right).

### 6.2.1 TARGETS 2015/2016

- 1. Review files of all clients who will be six (6) years old, to ascertain the level of readiness for school.
- 2. Conduct 60 Assessment clinic/sessions for new clients.
- 3. Develop Individualized Education Plans (I.E.P.) for all (new and old) clients on the programme to be carried out in the community.
- 4. Conduct 65 Physiotherapy clinic/sessions per cluster.
- 5. Conduct 12 workshops/seminars for parents.
- 6. Construct additional classrooms to accommodate more CwDs.

#### 6.2.2 PERFORMANCE

- 1. For FY 2015/2016, 117 children were placed in schools: 88 in special education and 29 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 263 new children with special needs and 128 in other parishes. The other parishes comprise St. Catherine, Portland and St. Thomas.
- 3. Sixty four (64) new clinic sessions were held; 359 new clients were seen and assessed. This was 10 or 2.9 per cent less than 2014/2015. This is an intervention which screens children for early detection of disabilities.
- 4. For FY 2015/2016, 12 parenting and 18 toy making workshops were conducted. These workshops catered to parents and CwDs, teaching them the necessary coping skills.
- 5. Eight (8) sensitizations sessions were conducted, in order to heighten parents' awareness of their children's development.
- 6. Of the active number of clients served by the Programme (1,595), 1,204 or 75.5 per cent were old clients and the remaining 391 or 24.5 per cent were new registrants. Boys accounted for 68.3 per cent of the number of new clients assessed.
- 7. There were 265 referrals of children for specialized assistance. Of this number, 117 or 44.2 per cent were referred to educational institutions, 76 or 28.7 per cent to other agencies and 56 or 21.1 per cent for Physiotherapy.
- 8. Further analysis of the data shows that boys accounted for 171 or 64.5 per cent (See Table 10)
- 9. Three hundred and seventy five (375) Individualized Education Plans (IEPs) were developed for new and old clients for FY 2015/2016. An average of 722 plans were reviewed and updated.
- 10. The IADB has provided financing in the amount of J\$86.93M to construct a Multi-Purpose Facility, for assessment and therapeutic interventions. Construction of the Facility is underway and is scheduled for completion in FY 2015/2016.
- 11. The Digicel Foundation has been providing tremendous support to the MLSS, in particular the ESP, in constructing child development centres (Centres of Excellence) as well as training for staff/ parents and therapy equipment. One Centre has been built in Portland and was formally opened in March 2016.

# REFERRAL OF CHILDREN FOR SPECIALIZED ASSISTANCE: 2014/2015 AND 2015/2016

#### TABLE 10

REFERRALS	2014/	2015	2015/	2016	TOTAL	
REFERRALS	MALE	FEMALE	MALE	FEMALE	2014/2015	2015/2016
PHYSIOTHERAPY	152	106	33	23	258	56
ORTHOPAEDIC	16	7	11	5	23	16
EDUCATION	126	38	81	36	164	117
OTHER AGENCIES	48	20	46	30	68	76
TOTAL	342	171	171	94	513	265

## 6.2.3 PROJECTIONS 2016/2017

- 1. School placement for at least 116 CwDs.
- 2. Conduct 40 Assessment clinics for new clients.
- 3. Acquire equipment and early intervention materials.
- 4. Redeploy staff to cover additional areas of KSA, Portmore and Portland.
- 5. Review the organizational structure of the Programme to ensure adequate or minimum required staff for the Programme.
- 6. Expansion of services outside of corporate area and Portland.
- 7. Completion of the new Multi-Purpose Facility at Hanover Street.

# 6.3 THE ABILITIES FOUNDATION (AF) OF JAMAICA LIMITED

The Abilities Foundation 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 specialized vocational education and training programme to serve persons with all types of disabilities. Its existence is a collaborative effort with the MLSS.



Launch of Abilities Day, held November 2015. Seated from left; Mrs. Paula Ann Porter-Jones, Radio Personality, Miss. Susan Hamilton, Director of the Abilities Foundation, Dr. Soutar, Chairman of the Abilities Foundation and Mrs. Jean Lowie-Chin, Chairman of the Digicel Group.

## **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 led 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. Specialized days are highlighted when students are given professional development seminars from experts within the industry.

#### 6.3.1 TARGETS 2015/2016

- 1. Facilitate trainees with certification from HEART Trust/NTA.
- 2. Acquire additional assistive aids for PwDs (clients).
- 3. Develop and implement a Work Readiness Programme to ensure that trainees transition smoothly into the workplace.
- 4. Launch a sensitization campaign for public and private organizations on the employment of PwDs.

#### 6.3.2 PERFORMANCE

- 1. At the end of FY 2015/2016, 78 students were enrolled at the Foundation, a marginal reduction of two (2) or 2.5 per cent when compared to the previous year. The majority of participants received training in Data Operations/General Administration, with 34 or 43.6 per cent, followed by Housekeeping with 13 or 16.7 per cent. Horticulture was next with 11 or 14.1 per cent (See Table 11).
- 2. Years 1 & 2 trainees in all the skill areas are on track to complete their units. HEART Trust/NTA is phasing out Level 1 certification and all incoming trainees are now registered in Level 2 courses. This may become challenging for those clients who are slow learners, as Level 2 will now be extremely difficult. However, discussions are ongoing with HEART Trust/NTA to arrive at a solution with the new level 2 certification process.
- 3. During FY 2015/2016, the Foundation has seen increased registration from the deaf community and the Institution has been able to accommodate their communication needs with the aid of interpretive support, provided through the Workforce Inclusion Project.
- 4. The Foundation's Graduation ceremony was held on July 3, 2015, with a total of 31 graduates.
- 5. 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, deportment and job progress.

# ENROLMENT IN AF TRAINING COURSES BY SUBJECT: 2014/2015 AND 2015/2016

#### TABLE 11

GROUP	YEAR 1		YEA	AR 2	TOTAL	
	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016
DATA OPERATION/ GENERAL ADMINISTRATION	12	22	9	12	21	34
HOUSEKEEPING	10	9	5	4	15	13
FURNITURE MAKING	11	6	9	4	20	10
HORTICULTURE	10	9	1	2	11	11
GARMENT APPAREL	9	0	4	0	13	0
DESIGN & DECOR	0	7	0	3	0	10
TOTAL	52	53	28	25	80	78

- 6. Eight (8) graduates were recruited through the NYS work apprenticeship programme for clients who have mild intellectual disabilities. They will be placed in six (6) month internships.
- 7. The Foundation's Abilities Day opening ceremony and the launch of the Workforce Inclusion Project were held on November 25, 2015, under the theme "Building a Strong Workforce through Inclusion". An award was granted through the World Bank amounting to \$10.4M for the funding of the Social and Economic Inclusion for PwDs Project. The objective of the Project is to equip PwDs with transition skills to the world of work and to ensure that they are certified.
- 8. For the year 2015/2016, six (6) graduates received full time employment, the Jamaica Tea Company (2), the Jamaica Glass Company (1), Caribbean Christian Centre for the Deaf (1) and Hi-Lo stores (2).
- 9. Thirty (30) trainees were placed in summer employment for FY 2015/2016.
- 10. There are on-going discussions with Career Ventures located in Minnesota, USA to provide job coaching and job readiness skills to deaf and blind students.
- 11. The Furniture making department has been receiving orders from external agencies to produce shelving and trays; this will enhance income for the Institution.
- 12. Students enrolled in the Horticulture and Landscaping department were employed as apprentices during the closure of school for the holidays. This venture through support from the NYS, provided the students with a stipend and helped in maintenance activities to ensure pests were kept under control. The department also planted organic vegetables and herbs.
- 13. Through the Social and Economic Inclusion Project, PwDs were facilitated with empowerment and professional building seminars. These are geared to infuse clients with confidence on how to prepare their resumes, attend interviews and have positive outcomes. Abilities' Professional Day was held on April 24, 2015, all 80 trainees were evaluated by

- Facilitators and Administrators. Trainees were given feedback on their interviews and given tips on interview techniques.
- 14. Special Olympics was held on July 25, 2015. Ten (10) students from the AF represented Jamaica in Los Angeles. They participated in Football, Basketball and Athletics and were exemplary ambassadors for the country.
- 15. Proposals are being drafted to encourage the private sector to employ PwDs, this will include the provision of paid work internships for graduates.
- 16. The AF was invited to submit a proposal for Round 2 of the Social and Economic Inclusion for PwDs Project and was awarded a grant of J\$10.33M. This second phase will further ensure the inclusion of PwDs in the workforce. A unique feature of this project is to build and strengthen accessibility of deaf beneficiaries, by training all team members- skill facilitators and administrative staff in Jamaican Sign Language.

### 6.3.3 PROJECTIONS 2016/2017

- 1. Increase the number of trainees with certification from HEART Trust/NTA.
- 2. Engage private and public sector entities to assist PwDs with on the job training and employment i.e. approximately 40 trainees.
- 3. Submit proposals to Private Sector companies in Jamaica to facilitate inclusion of clients at their workplaces and seek additional funding to stimulate social enterprise projects.

# 7. NATIONAL COUNCIL FOR SENIOR CITIZENS (NCSC)

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.

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, Church-Based Organisations and Faith-Based Organisations 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 benefitted. 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. An expiry date of 10 years will be added for the batch that will be issued in the 2016/2017 period. All seniors can obtain a card through MLSS' Parish Offices islandwide and the Secretariat.

In 2014, the Council added a National Cultural Festival, "Brillante- The Older the Moon the Brighter it Shine" which enhances the talents of older persons on a competitive basis, through speech, dance, poems, songs, skits etc. This was initiated with the assistance of Mr. Sydney Bartley, former Director General, MLSS. Seniors from all the parishes participated and were awarded with plaques and trophies.

In addressing the needs of information technology and older persons, 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, (formerly MSTEM), has recently

retrofitted the computer lab at the Secretariat which will offer 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 islandwide for seniors to socialize and use as an outlet for their energy. Currently, there are 456 clubs and 55 centres islandwide. 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.



Winners display their trophies at the end of the National Council for Senior Citizens' Annual Bible Quiz Competition in November 2015.

## 7.1 TARGETS 2015/2016

- 1. Conduct 14 retirement planning workshops/seminars, 14 parish cultural activities and one (1) Ageing conference.
- 2. Distribute 112,000 meals to 20 feeding Centres.
- 3. Continue the benefit programme (ID referrals) for seniors.
- 4. Conduct 1,000 skills training workshops and other income generating activities.

#### 7.2 PERFORMANCE

- 1. For FY 2015/2016, 237 seminars, healthy lifestyle workshops and clinics were held islandwide. Eighteen (18) of these retirement seminars were held in collaboration with Parish offices, KSA Parish library and the Golden Age Home. Two hundred and one (201) healthy life style workshops and clinics were held in collaboration with the Diabetes Association of Jamaica and retired health professionals. Four thousand, one hundred and sixty seven (4,167) persons were in attendance.
- 2. Eighteen (18) health seminars were also hosted in collaboration with the Health Department and RADA in recognition of World Health Day. Approximately 884 persons participated.
- 3. Four hundred and thirty seven (437) skill training workshops were conducted in the parishes; 3,212 persons participated in areas such as string craft, broom making, paper craft, appliqué preserves, knitting canvas, smocking and straw vase.
- 4. Fourteen (14) Parish Cultural day activities were held and a total of 1,093 seniors and volunteers along with 512 students participated.
- 5. Assistance was provided to 149 students from various universities and colleges to conduct practicum exercises for their School Based Assessment (SBA) at the Secretariat or Parish Offices.
- 6. One (1) conference was held on Ageing at the Pegasus Hotel on June 25, 2015.
- 7. A member of staff also participated in the 3rd Caribbean Conference on Ageing, Elder Abuse and the Rights of Older Persons which was organized by the Dominica Council on Ageing (DCOA) and the Economic Commission for Latin America and the Caribbean (ECLAC). This Conference was held to create awareness on the Madrid Plan of Action on Ageing (2002).
- 8. For FY 2015/2016, 65,013 cooked meals were delivered to 17 Feeding Centres and 1,708 food packages to beneficiaries in lieu of cooked meals on public holidays. Four (4) centres were inactive due to migration, repairs and employment of main volunteers.
- 9. Six hundred and seventy six (676) applications for ID cards were received from seniors islandwide, for processing.
- 10. Centenarian's Day was observed on May 20-21, 2015. The national focus was on Mrs. Esmie Linetta-Mitchell, 103 years old, who resides at the Harrison Memorial Home where the function was held. Eight (8) Centenarians were recognized during the year.
- 11. The revision of the NCSC policy has commenced. This is being overseen by the MLSS and the PIOJ.
- 12. One hundred and sixty eight (168) persons received basic computer training islandwide. Twenty (20) persons from the St. Ann batch graduated. The Universal Service Fund through Ministry of Energy, Science, Technology and Telecommunication, has completed the Lab at the Secretariat. It is equipped with 13 computers, servers and accessories, printer, projectors as well as internet service via FLOW.

- 13. Planning for retirement is one of the major activities in helping the younger generation to be prepared for their older years, especially those in the informal micro sector. Fourteen (14) Retirement Planning Seminars were held across the island under the theme, "On the Road to Retirement: Activate Your Action Plan Now" which focused on financial planning, pension schemes, investment and NIS, inter alia.
- 14. Seniors across the island participated in 14 parish sports days and three (3) regional sports days which were held with support from the Health Departments, Social Development Commission (SDC) and youth groups. Seniors and volunteers participated in track and field events.
- 15. Recognition was given to seniors and volunteers who participated in skills training workshops in their respective clubs and day activity centres islandwide. Their work was assessed during June to July, 2015. They were awarded certificates and trophies during Senior Citizens' Week which was observed from Sunday, September 27, 2015 to October 3, 2015. This period included the National Grandparents' Day (Sunday 27) and International Day of Older Persons, (October 1, 2015). The Week was observed under the theme, "Healthy Ageing is the Desirable Goal: Activate Your Action Now".



The Recycled Teenagers Dance Troupe performs at the media launch of the 40th Anniversary Celebrations of NCSC on May 11, 2016. The Hon. Minister of Labour and Social Security, Shahine Robinson enjoys the performance in the background.

# 7.3 PROJECTIONS 2016/2017

- 1. Stage at least 14 health seminars and nine (9) health care information fora, in observance of World Health Day.
- 2. Continue the feeding programmes, referral services, home services and concessionary services.
- 3. Determine an effective and flexible approach for possible employment of senior citizens at their retirement age.
- 4. Seek the necessary sponsorship for FY 2016/2017 during which the Council will celebrate its 40th anniversary.
- 5. Complete revision of the National Policy.

# 8. VINEYARD TOWN GOLDEN AGE HOME (VTGAH)

The Golden Age Home (GAH) 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.



Former MLSS Minister, Dr. Fenton Ferguson assists a resident of the VTGAH as (from left) Chief Technical Director (Social Security), Mrs. Dionne Jennings, Executive Director, Mrs. Laurette Thomas-Adams and GAH Board Chairman, Mr. Errol Greene, look on during a familiarization tour in December 2015.

#### Strategic goals of the GAH

- Develop a benchmark institution that caters to the holistic development and motivation residents and employees;
- Enhance the environment and upgrade facilities within the GAH;

- Strengthen accountability/measurement and management of residents and staff;
- Improve Organizational Planning;
- Develop and maintain an efficient database consisting of residents, staff and support groups;
- Gain increased support from relevant stakeholders;
- Improve Organizational Image;
- Increase cost effectiveness;
- Increase sustainability of the GAH through an effective Resource Mobilization 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 GAH 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 GAH does not facilitate persons paying for accommodation at the Facility. The GAH can currently facilitate a maximum capacity of 463 persons. There is however, a cluster that is partially occupied, that if renovated will allow the GAH to facilitate a total of 520 persons.

## 8.1 TARGETS 2015/2016

- Finalize the Meal contracts which is currently at the MLSS and National Contracts Commission (NCC). Finalization will significantly improve the quantity and quality of meals provided to residents.
- 2. Retrofit appropriate area designated as a Medical Centre, which will facilitate the accommodation of Nursing Station, Doctors Office and Registry, Dressing Room, Physiotherapy Station and a Mental Health and Dentistry Office.
- 3. Provide additional human resources in the Nursing and Medical Care Department specifically one (1) Nursing Supervisor, two (2) Registered Nurses and seven (7) Practical Nurses. This recruitment will serve to improve medical and wellness services to residents.
- 4. Improve the technological framework of the Home through acquiring and installing networking service.
- 5. Retrofit one (1) additional bathroom to disability friendly standards.
- 6. Maintain a Disaster Management Plan through two (2) Disaster Management Exercises, one (1) Fire Drill and one (1) Earthquake Drill.
- 7. Implement a Training Plan for staff to improve skill sets.
- 8. Increase Private Sector solicitations in order to offset costs associated with running the Home.

#### 8.2 PERFORMANCE

• Six (6) rooms were retrofitted at Cluster B to improve medical and wellness services for the residents. They were as follows: Nursing Station, Doctors Office and Registry, Dressing Room,

Physiotherapy Station as well as, rooms for Mental Health Care, Dentistry, Staff and Lunch. This project is 95 per cent completed.

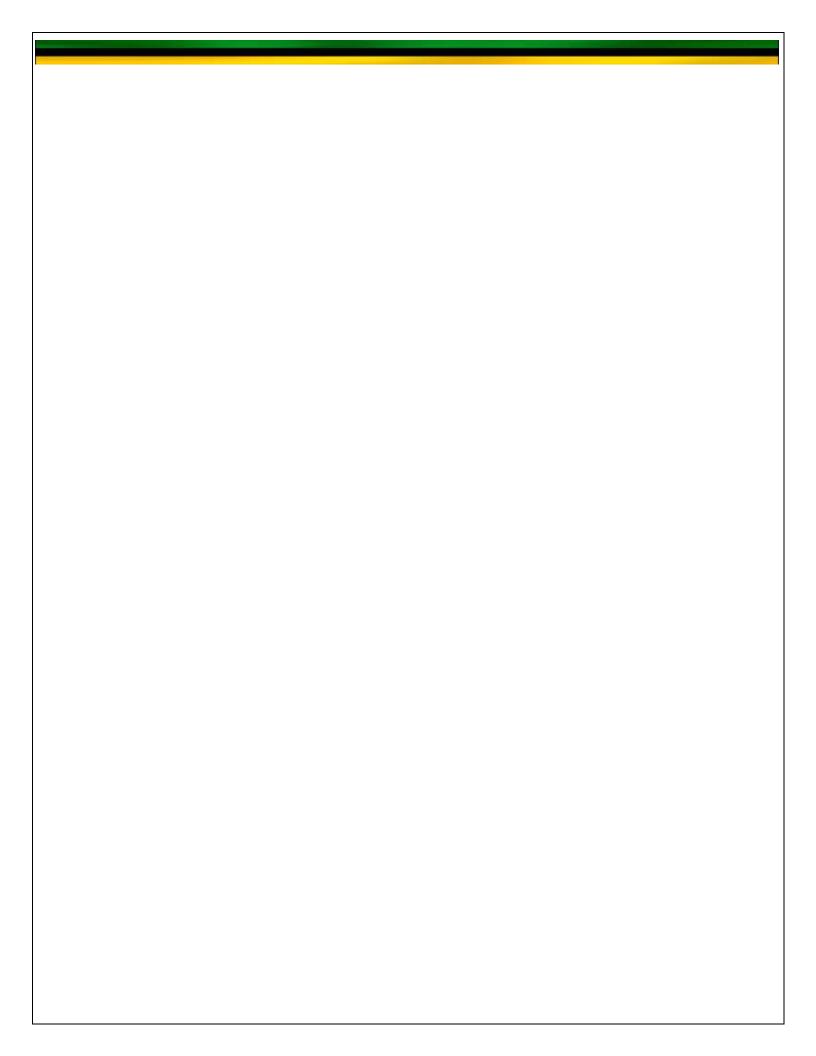
- In addition, two (2) bathrooms were retrofitted in clusters F and H. These bathrooms will be able to accommodate PwDs.
- An additional Nursing staff was assigned.
- The Self-Sufficiency Programme for residents was able to acquire market for the sale of the items that were made by the residents.
- Physiotherapy Services are now being provided to the GAH residents by the UWI Physical Therapy final year students. Dental services will also be provided at least once per week. This will be in collaboration with the UWI School of Dentistry.
- The recruitment of Social workers has been rescheduled for FY 2016/2017. This is to improve the psychological and psychosocial support to the residents.
- A Resident Handbook was completed to assist with the orientation of new residents. This
  along with Flyers about the GAH were submitted to the Poor Relief Department for
  Prospective admissions.
- Two (2) Disaster Management sensitization exercises were conducted during the year, in relation to Fire and Earthquake. A comprehensive assessment was also conducted of the Facility and the Home is now awaiting certification from the Jamaica Fire Brigade.
- The MOFP collaborated with the International Procurement Institute (INPRI) and provided Level 2 procurement training to employees of GAH. This was done to strengthen various training and development programmes for employees.



Members of the VTGAH look on as they are addressed by former MLSS Minister, Dr. Fenton Ferguson, during a familiarization tour in December 2015.

### 8.3 PROJECTIONS 2016/2017

- 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 Organization 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 7th draft of the Bill from the Office of the Chief Parliamentary Counsel.
- 12. Review Golden Age Home Articles of Association and Memoranda of Understanding.



Understanding between the MLSS and the Jamaica Library Service (JLS) in February 2015. This is to facilitate use of the Labour Market Information System (LMIS) in the library network to foster career development and job placement island wide.

5

H

1

E

H

L

**G** 

H

T



H

Gí

H

Gi

H

 $\label{eq:members} \textbf{Members of staff in a festive mood at the Ministry's} \ "Retirees and Staff Appreciation Function",$ held at the offices of the National Insurance Fund (NIF).

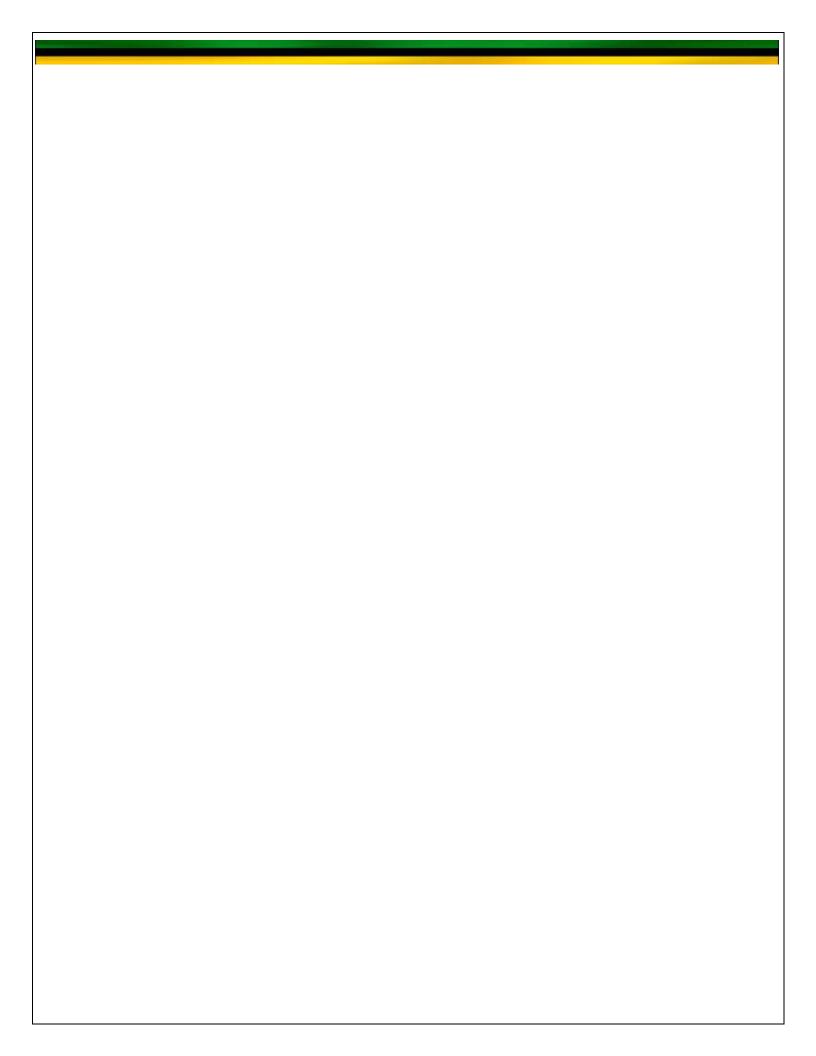


Minister of Labour and Social Security, Hon. Shahine Robinson, greets a team from the World Bank during a courtesy call at the Ministry's North Street Office. Looking on are PS Colette Roberts Risden and Dionne Jennings, Chief Technical Director (Social Security).



Canadian High Commissioner to Jamaica, Robert Ready (left) and former MLSS Minister, Derrick Kellier (right), applauding as Counsellor, Kate O'Brien (2<sup>nd</sup> left) present a symbolic Passport to PS Colette Roberts Risden for the 200,000<sup>th</sup> Work Permit issued under the Canadian Seasonal Agricultural Workers' Programme





#### 9. LABOUR MARKET REFORM

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.

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 has recently 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:

- 1. The revision of existing labour market legislation, policies and practices, while exploring the feasibility of unemployment insurance in Jamaica.
- 2. Determining a mechanism to increase access to and coverage of pensions.
- 3. The 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. 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.



P S Colette Roberts Risden having discussions with Mr. Wayne Jones, Deputy Financial Secretary, MOFP, at the launch of the Labour Market Reform Commission in April 2015.

The established Programme of the LMRC is guided by four (4) objectives:

- Efficiency: generating maximum returns from human resources, output and income;
- Equity: creating equal opportunity to jobs and training for all in the workplace. All should be treated equally, receiving equal pay for equal work;

- Growth: increasing productivity, incomes and future jobs; and
- 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, policy 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>4</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 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>5</sup>.

#### 9.1 STRATEGIES

The Commission, through its sub-committees has been deliberating on a number of strategies that could be pursued. Some of these are:

- A reform of specific social protection mechanisms;
- A policy framework/response to treat with the increased incidence of 'precarious'

52

<sup>4</sup> STATIN, 2014

<sup>5</sup> IBID

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

- 1. Recommendations for the five (5) thematic areas were drafted and will be forwarded to Cabinet for approval in the new FY.
- 2. Stakeholder sensitization sessions were held with the National Partnership for Jamaica Council (NPFJ), the Jamaica Chamber of Commerce (JCC) and the Rotary Club of St Andrew, to inform them of the mandate, thematic areas and plans being contemplated by the LMRC.
- 3. Position Papers and other documents which were prepared in conjunction with various Government Ministries, Departments, Agencies and professional groups on areas related to the labour market, were revised. Specifically, the LMRC was involved in the revision of a Concept Paper on options for replacing redundancy arrangements; and proposed revisions to the Labour Relations Code.
- 4. Detailed focus was placed on social protection of workers in various categories of employment through expanded pension coverage, unemployment insurance and universal health coverage. Research in these areas will guide the formulation of recommendations of the Social Protection sub-committee.

### 9.3 PROJECTION 2016/2017

For the 2016/2017 period, the Commission intends to:

- a) Convene islandwide stakeholder consultations to pre-test and critique the draft recommendations. This process will enable the securing of buy-in of the main stakeholder groupings and the public in addition to the building and strengthening of strategic partnerships.
- b) Develop and implement a communication plan/strategy and embark on a public education and awareness campaign;
- c) Engage in consultations around a draft Pension System for Universal Coverage. The design of this is the subject of an IADB executed consultancy expected to be completed in the second quarter of FY 2016/2017. This consultancy forms a major part of the work of the Social Protection Sub-committee and will greatly influence the proposed recommendations that will come out of that Sub-committee's work.
- d) Finalize the reform agenda/recommendations and submit same to Cabinet for approval.

#### **LEGISLATIVE AGENDA**

The Legal Division of the Ministry remains committed to the Ministry's mandate to pursue Legislative Reform. To this end, most of the priority undertakings for FY 2015/2016 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 2015/2016

10.

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

a) Enactment of the proposed Occupational Safety and Health Act (OSHA) - The purpose of the proposed Legislation is to maintain high standards of safety and health at work, while requiring an employer to create and maintain a safe working environment. This obligation on the part of employers will be counter-balanced by a duty on the part of workers to avail themselves of all safety procedures and mechanisms provided, failing which an employer could be absolved of liability in the event of injury.

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 minimized.
- 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.

b) Amendment to the Labour Officers (Powers) Act - the proposed amendment is to strengthen

the capacity of Labour Officers to effectively carry out their functions as it relates to the monitoring and compliance of labour legislations.

- c) Review of the Employment Agencies Regulation Act (EARA) in order to identify weaknesses in the Act and make proposals for amendments. The Legal Department will work with the Employment Agency Unit to carry out a comprehensive review of the Act.
- d) Proposal for the re-convening of a Joint Industrial Council for Security Guards-the purpose of this initiative is to afford Security Guards a measure of collective representation by a union. This is aside from what is provided for by the Labour Relations and Industrial Disputes Act (LRIDA).
- e) Ratification of International Labour Standards<sup>6</sup>
- f) ILO Decent Work for Domestic Workers, Convention (C189) Determine whether the Convention can be ratified at this time.

#### 10.2 PERFORMANCE

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

The Ministry received a draft of the Bill and held consultations with key stakeholders. The amendments proposed by the stakeholders are now being incorporated in the Bill as a precursor to being sent to the Legislation Committee of Cabinet for its consideration. Thereafter, permission will be sought to table same in Parliament.

# b) Amendment to the Labour Officers (Powers) Act (LOPA)

A Cabinet submission was sent to the Chief Parliamentary Counsel (CPC) and the Attorney General's Chambers (AGC) and their comments reviewed. Additional amendments were also researched in light of directives from the Ministry's principals to pursue a 'joined up' approach to monitoring and enforcement functions. A consequential amendment to LOPA is also being done via the OSH Bill to give Labour Officers monitoring and compliance powers under OSH.

#### c) Review of the Employment Agencies Regulation Act

Meetings were held between the Employment Agency Unit (EAU) and Legal Department. Operators of Employment Agencies were also consulted. As a result, the first Draft of a Position Paper was prepared. Additional proposals for amendments were received from EAU and stakeholders. These proposals are being considered with a view to determine whether same should be incorporated in the Paper.

### d) Proposal for the re-convening of a Joint Industrial Council for Security Guards

A proposal was forwarded to the Attorney General's Chamber (AGC). The Ministry is presently awaiting approval from the Attorney General to proceed.

#### e) Ratification of International Labour Standards

**ILO Decent Work for Domestic Workers, Convention (C189)** –A Position Paper was prepared by the Legal Division which sets out the options to be pursued to facilitate its ratification. The passage of the proposed OSH Legislation will assist in efforts to ratify this

<sup>&</sup>lt;sup>6</sup> Conventions cannot be ratified if existing domestic laws do not sufficiently support them

Convention.

## f) The National Insurance Act (Amendment) Bill 2016

The aim of this is to increase the frequency of actuarial reviews of the NIF. It is anticipated that this will assist in ensuring the long term sustainability of the Scheme. The Bill was tabled in the House of Representatives on January 19, 2016. However, Parliament was dissolved before same could be debated, as a result of General Elections. The Bill was deliberated before The Legislation Committee on June 8, 2016, and the amendment accepted. The Bill will next be submitted to Cabinet for consideration.

# g) Increases in the National Minimum Wage and the Minimum Wage for Industrial Security Guards

Drafting instructions were issued and increases in the National Minimum Wage and Minimum Wage for Industrial Security Guards debated and approved in the House of Representatives on January 19, 2016. The amendments were gazetted and came into effect on March 1, 2016. The Minimum Wage was last increased in March 2016.



From left Mrs. Bernita Locke and Mr. Danny Roberts, members of the National Minimum Wage Commission and Ms. Latoya McCatty, IR Director, MLSS, consult during one of four regional public consultations held during 2015

## 10.3 PROJECTIONS 2016/2017

- a) Passage of the Occupational Safety and Health Act
- b) Passage of amendment to the National Insurance Act
- c) Amendment to the Labour Officers (Powers) Act
- d) Further review of the Employment Agencies Regulation Act and Regulations
- e) Completion of a Labour Market Reference Text, containing a summary of significant Industrial Dispute Tribunal (IDT) Awards

- f) Proposal for the establishment of a single Tribunal to hear employment and industrial related matters.
- g) Discrimination in Employment It is proposed to enact Legislation, specifically addressing discrimination in employment on specified grounds such as sex, race and religion.
- h) Steps to be taken to amend laws, where necessary, to facilitate the ratification of the Domestic Workers Convention.

## THE JAMAICA PRODUCTIVITY CENTRE (JPC)

The JPC is a tripartite organization comprising representatives from the Ministry, the JEF and the 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 2015/2016

11.

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

- This priority recognizes that productivity affects everyone in the society. It drives economic growth and determines the standard of living.
- The JPC will continue to promote a national productivity culture and mindset change which are needed to create a productivity revolution.
- To achieve this, the Centre will broaden its National Productivity Awareness Campaign utilizing 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 standardized approaches that can be replicated across private sector firms.
- It emphasizes a well structured productivity improvement programme based on proven methodologies such as 5S<sup>7</sup>, Lean Production Systems, Green Productivity, Statistical Process Control, Supply Chain Management, Work Sampling and Six Sigma.
- Conduct firm level productivity audits and recommendation of appropriate solutions.

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

- The focus of this priority is on the 12 public sector entities identified by the Public Sector Transformation Unit (PSTU) for full devolution of authority.
- In addition, other Ministries, Departments and Agencies (MDAs) representing "pain points" for the public, will receive priority attention.
- Embracing "open innovation" as a way of accelerating and solving immediate customer pain points.
- Waste reduction and process optimization (business process re-engineering).
- Introduction of 5S (good housekeeping) as a corporate philosophy shared by members of staff.

This is a workplace organizational tool which was developed by the Japanese manufacturing industry. Japan is considered to hold one of the highest records in productivity within the manufacturing industry.

<sup>8</sup> Refers to where the problem lies.

- Benchmarking and best practices as business excellence tools to achieve superior performance.
- Employee Suggestion Schemes (ESS).
- Six Sigma or elimination of defects from every product, service, process and transaction.

### d) Provide evidence based research and measurements

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

# e) Facilitate the creation of an environment that is conducive to the development of an Energy Service Company (ESCO) industry in Jamaica

- The objectives of this priority are to:
- Create new business opportunities and jobs;
- Save energy;
- Save foreign exchange from the importation of oil; and
- Reduce current levels of carbon emissions in Jamaica.

# 11.2 PERFORMANCE 2015/2016

In an effort 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 2015/2016.

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

The "Be Productive and Prosper" campaign continued as an ongoing initiative to inform youths (secondary, tertiary and a small number of primary school students), including participants in the NYS programme. Fourteen (14) sessions were held for the year with 1,877 students, 89 teachers and 11 principals. These sessions were held in eight (8) parishes namely, Kingston, St. Catherine, Clarendon, Manchester, St. James, Portland, Hanover and St. Mary.

General Productivity Awareness sessions were conducted with the HEART Trust/NTA as well as church groups. The Centre participated in the annual JEF's Expo as well as the Ministry of Education's Principals and Senior Teachers Convention. The United Nations Industrial Development Organization's (UNIDO) team, along with the JPC, conducted 15 consultation sessions with a number of private and public entities.

The Centre also received exposure through nine (9) published articles and a number of media mentions in the Jamaica Gleaner and Observer, as well as on the Jamaica Information Service's (JIS) website. The JPC also participated in several radio interviews on major radio stations, where productivity and the work of the Centre were discussed.

Three (3) issues of the **Productivity Pulse** were circulated to over 1,700 persons from the public and private sector. This also helped to spread the productivity message and the

activities of the Centre. Additionally, the Centre produced a 13 minute, amateur audiovisual documentary which highlights productivity-improvement implementation 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

Among the activities undertaken during the review year, was the signing of a Memorandum of Understanding (MOU) with Jamaica Promotions (JAMPRO). This was to provide technical assistance in the area of productivity improvement to 20 export ready firms participating in its Export Max II programme; having successfully assisted 15 firms under Export Max I. Through this MOU, the services provided to firms included detailed productivity audits, preparation of audit findings and recommendations, presentation of audit reports to clients and follow up visits regarding implementation of the recommendations made. As a result of the presentations, 33 persons including owners, managers and staff were exposed to customized productivity improvement topics and tools.

The Centre worked with other firms where several activities such as plant layout design, productivity audit, follow-up work, waste removal, 5S training and shooting of training video were conducted.

The Centre continued its work in the area of energy productivity by training and sensitizing persons, in collaboration with HEART Trust/NTA (23 Heads of Department, Teachers and 60 students were impacted). The team also continued to provide technical expertise to the Energy Services Company (ESCO) Project by leading the Capacity Building Working Group.

Through the cooperation of the Japanese Government, a productivity expert has been provided to the unit. The Japanese expert assists the team in offering productivity consultancy services to private and public organizations.

# 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 private as well as public sector entities. The Centre was engaged to provide training for capacity building, through targeted workshops and seminars. This is coupled with technical assistance through productivity audits and reporting. During the review period, audits were conducted at the request of Public Sector entities.

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

For FY 2015/2016, the Centre continued to conduct evidence-based research to inform policy decisions. During the period, the Centre completed the following three papers which were presented to stakeholders:

- 1. "Understanding Selected Labour Market Characteristics and their Implications for Productivity and Standard of Living";
- 2. "Measuring Public Sector Performance (PSP) and Public Sector Efficiency (PSE) in Singapore and Selected Latin America and Caribbean Countries"; and
- 3. "Productivity Summary Report: 2001-2014".

The 'Productivity Summary Report' is the Centre's flagship publication which is widely cited

by Media Practitioners, Academics, Public Policy Commentators and Policy Analysts. This 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 in regards to labour, capital and total factor productivity, as well as capital intensity. This 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 "Growth and Productivity in Jamaica: The Impact of Capital" was made to the Micro Small and Medium Enterprises (MSME) Financing Task Force. These presentations were aimed at influencing policy decisions.

Several articles were written and published in the JPC's Quarterly newsletter – "Productivity Pulse". These include: (1) Low Productivity, Low Wage and Low Skill Growth Trap, (2) Compensation and Labour Productivity (3) Access to Credit and Productivity and (4) Implications of the Aging Population on the Labour Force.

# e) Facilitate the creation of an environment that is conducive to the development of an Energy Services Company (ESCO) industry in Jamaica

The Centre continued the implementation of the EU/GOJ Funded ESCO Industry project. During this period two contracts were awarded:

- 1. Baseline Study Survey awarded May 11, 2015 to Vision Research Caribbean Ltd., in the amount of J\$2.45M, for the achievement of four (4) result areas:
  - a) Baseline study plan developed;
  - b) Survey instrument developed, tested and baseline study conducted;
  - c) Baseline data for the objectively verifiable indicators of the Logical Framework of the ESCO project updated; and
  - d) Recommendations made for the monitoring and evaluation of the project.

The contract which was extended from three to six months was successfully completed on November 25, 2015.

- 2. The J\$7M Awareness Building/Marketing and Website Portal contract was awarded to OGM Communications Ltd. on July 22, 2015 for completion on February 29, 2016. OGM satisfactorily completed all six (6) result areas of the contract within the stated timeline. The following six (6) results were achieved:
  - Result 1 Development and implementation of a comprehensive awareness building and marketing programme for the ESCO programme;
  - **Result 2** Educational material produced and distributed through appropriate channels;
  - Result 3 Appropriate content for the ESCO website portal developed;
  - Result 4 The rebuilt Website of the JPC uploaded and tested, to ensure effective functioning;
  - Result 5 ESCO website portal designed based on the content developed at Result 3 and in accordance with the objectives of the ESCO Awareness Building & Marketing Programme; and



PS Colette Roberts Risden greets participants at the 2016 National ESCO conference put on by the JPC at the Knutsford Court Hotel in January 2016.

• **Result 6** - JPC staff trained in the use and maintenance of the website and the website portal.

As a capstone event and as part of the ABM Programme, an ESCO National Conference was hosted at the Knutsford Court Hotel on January 27, 2016. Participants at the conference included representatives such as energy services providers, end users, financial institutions, Governmental Departments and Agencies, Policy Makers, Regulators and Lawyers. Approximately 200 persons were in attendance.

On February 29, 2016, the implementation period of the ESCO project ended. The project entered its six-month closing phase which will end on August 31, 2016. The ESCO Project which began in March 2012 sought to facilitate the creation of an enabling environment for the development of an ESCO industry.

#### 11.3 PROJECTIONS 2016/2017

- 1. Implement a National Productivity Plan to reach approximately 400,000 persons.
- 2. Conduct 114 public education and awareness campaign, targeting organizations and individuals.
- 3. Expand the "Be Productive and Prosper" campaign in secondary and post-secondary institutions; targeting 1,200 students and 30 teachers.
- 4. Conduct productivity audits or needs analysis and recommendations on 36 firms.
- 5. Provide technical training in productivity improvement techniques.

- 6. Strengthen public institutions to deliver efficient and effective goods and services.
- 7. Public sector process re-engineering.
- 8. Workplace Productivity Champions Programme.
- 9. Conduct research to improve labour market flexibility, enhance productivity and worker satisfaction.
- 10. Provide industry productivity data bases to support productivity advocacy.
- 11. Effective benchmarking.

## 12. THE NATIONAL LABOUR MARKET INFORMATION SYSTEM (LMIS)

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

- Employment opportunities by jobseekers;
- Labour market information and intelligence for students, Guidance and Career Counsellors Planners, Policy Makers, Curriculum Developers etc; 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 postsecondary 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. The over arching objective of improving the ELE therefore, is to ultimately establish one stop career centres that cater to the needs of employers, job seekers and other stakeholders and operate in accordance with global 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 is scheduled to last four (4) years; it commenced in January 2013 and will end in December 2016.

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 (ELE)

The ELE 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 job seekers such as basic career counselling (resume writing, interview and job search techniques). Prior to 2002, the manual framework of 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 job seekers, employers and other clients. 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. Job seekers in Kingston, Mandeville and their environs have access to computers in the Labour Exchange Centre to conduct job search, post resumes and apply for jobs. The ELE offers services to the public at no cost to them for example, providing conference room facilities for employers, employability skills workshops for job seekers etc.



A motivational speaker addresses participants at an Employability Skills Session hosted by the Electronic Labour Exchange (ELE).

#### 12.1.1 TARGETS 2015/2016

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

- 1. Conduct employer registration drive by visiting 256 companies to register them on the LMIS.
- 2. Increase the number of job placements by seven (7) per cent from 230 to 246.

### **Expand services to employers**

• Provide recruitment screening by assisting in short listing candidates for interviews.

## Strengthen career counselling and guidance to applicants

- Conduct 20 job readiness sessions in order to improve the employability skills of job seekers.
- Increase the number of job ready candidates by 300 or 143 per cent from 210 to 510.

## Raise public awareness of the existence of the ELE

- Undertake an extensive marketing strategy to promote the use of the website, particularly to employers.
- Plan and execute an Employers' Forum/Job Fair. This medium will be used to disseminate labour market information and increase the awareness of the LMIS. Funding will be provided by the IADB under the ISPL.
- Participate in 24 public education sessions to raise awareness of the ELE and its activities, as well as register jobseekers.

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

## Partner with Government and other agencies that provide public access to the Internet and other employment services

- Continue LMIS activities at the community level
- Forge additional partnerships
- Develop MOUs with private entities with the aim of establishing satellite stations and increase awareness of the LMIS

#### **Enhancement of the Website**

Continue the enhancement of the job placement component of the LMIS.

#### 12.1.2 PERFORMANCE

## 1. Promote the use of the ELE entities with vacancies and individuals seeking jobs Placement

- For FY 2015/2016, 1,375 interviews were conducted and 563 persons placed in jobs through ELE offices. This was 293 more persons than 2014/2015.
- Eight hundred and sixty (860) Jamaicans were placed in employment locally through Private Employment Operators monitored by the MLSS. This totalled 1,423 Jamaicans placed in employment locally, through the MLSS as well as private employment Operators.

## Registration

- During FY 2015/2016, the number of persons registered with ELE (in-office), increased by 609 or 55.9 per cent, moving from 1,089 persons in 2014/2015 to 1,698 in 2015/2016.
- Females comprised 74.9 per cent of registrations. This reflected a 59.3 per cent increase over the 2014/2015 period. The number of males also showed an increase of 46.6 per cent, when compared to 2014/2015 (See Table 12).
- For FY 2015/2016, 4,113 jobseekers registered on the LMIS website.

#### Referrals

- The ELE received notification of 1,209 vacancies, which reflects 742 or 159 per cent increase over 2014/2015.
- Two thousand two hundred and eighty five (2,285) referrals were made during the 2015/2016 period; an increase of 408 or 21.7 per cent over the previous year. These referrals were made to employers for jobseekers to participate in interviews.

## 2. Strengthen career counselling and guidance to applicants Job readiness

- For FY 2015/2016, 28 employability skill sessions were conducted Island-wide. This
  represents a significant increase of 21 or 300 per cent, in comparison to 2014/2015.
  These sessions were conducted in Kingston, St. Thomas, Manchester, St. Elizabeth,
  Clarendon and St. James.
- Approximately 840 candidates participated in the 28 employability skill sessions.
- The ELE embarked on a joint venture with STW to undertake an OJT programme. STW is a programme which was implemented in May 2008 with the primary objective of promoting the economic self-sufficiency of poor households, particularly PATH beneficiaries. The ELE was given the responsibility to place clients of STW in temporary employment for a period of three (3) months. Some of the skill sessions conducted were specially geared towards preparing STW clients for the OJT programme.

## 3. Expand services to employers

- For the year, ELE representatives visited 731 companies. Of this number, 534 registered on the LMIS website. This reflects a 44.7 per cent increase, when compared to the 369 companies that registered during 2014/2015. This increase was due to the aggressive effort made by the ELE's Representatives to conduct several promotional drives to solicit jobs. Parishes visited were Trelawny, Westmoreland, Hanover, St. James, Clarendon, Manchester and St. Elizabeth. This initiative also assisted in heightening awareness of the LMIS.
- The promotional drives yielded 451 jobs which were posted on-line.

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

• The Unit participated in 26 expositions/presentations/fairs for the period under review; a marginal increase of two (2) or 8.3 per cent over FY 2014/2015.

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

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

- During FY, the ELE had ongoing discussions with the United States Agency for International Development (USAID)<sup>9</sup> and New Employment Opportunities (NEO)<sup>10</sup>. Surrounding partnerships with the LMIS. A presentation of the System was made to NEO outlining its use and to encourage future partnership.
- For the period under review, three (3) MOUs were signed:
  - MLSS and the Human Resources Management Association of Jamaica (HRMAJ);

This is the lead U.S. Government agency that works to end extreme global poverty and enable resilient, democratic societies to realize their potential

<sup>10</sup> This is an organization led by the IDB, Multilateral Investment Fund/MIF, its Labour Market unit and other partners. Its objective is to improve employment opportunities for 1 million youths by 2022.

- MLSS and the Manchester Chamber of Commerce was signed on July 9, 2015; and
- MLSS and the Jamaica Library Service (JLS) was signed on February 3, 2016.

## Two (2) are being reviewed:

- MLSS and UTECH;
- MLSS and UWI. The drafted MOU between the MLSS and UWI (Western Campus) will be further amended and signed to allow UWI Mona to become the main partner and by extension UWI Western campus.

There are also draft MOUs that have been developed with other private entities that are now being discussed.

### 12.1.3 PROJECTIONS 2016/2017

## 1. Promote the use of the ELE by entities with vacancies and individuals seeking jobs;

- a) Conduct registration drive by visiting 350 companies to register them on the System;
- b) Place 400 persons in employment locally.

## 2. Expand services to employers

a) Provide recruitment screening by assisting in short listing candidates for interviews.

## 3. Strengthen career counselling and guidance to applicants

- a) Conduct 30 job readiness sessions in order to improve the employability skills of job seekers; and
- b) Increase the number of job ready candidates by 900.

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

a) Participate in 25 public education sessions to increase the awareness of the ELE and its activities as well as register jobseekers.

#### 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) Continue LMIS activities at the community level;
  - b) Forge additional partnerships; and
  - c) Signing of MOUs with private entities.

#### 6. Enhancement of the Website

a) Continue the enhancement of the job placement component of the LMIS.

## REGISTRATION, NOTIFIED VACANCIES AND PLACEMENTS BY QUARTER AND SEX: 2014/2015 AND 2015/2016

## TABLE 12

QUARTER	REGISTRATION						NOTIFIED PLACEMENT VACANCIES							
		2014/15		2015/16		2014/15	2015/16	2014/15			2015/16			
	М	F	Т	М	F	Т	Т	Т	M	F	Т	М	F	Т
APR-JUN	58	216	274	109	260	369	176	272	21	41	62	30	55	85
JUL- SEPT	93	260	353	105	411	516	150	401	10	82	92	85	112	197
OCT-DEC	49	132	181	97	260	357	86	241	10	52	62	58	90	148
JAN- MAR	90	191	281	114	342	456	55	295	15	39	54	40	93	133
TOTAL	290	799	1,089	425	1,273	1,698	467	1,209	56	214	270	213	350	563

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/Information (LMI)

The Planning, Research and Monitoring Unit (PRMU) provides accurate 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 and the

job matching component of the LMIS 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, statistics produced by STATIN etc. are utilized to analyze trends. These include population, social protection indicators, economics, labour force, education training data. The PRMU is also responsible for evaluating the



Minister of Labour and Social Security Hon. Shahine Robinson (left) and PS Colette Roberts Risden (right) motivate the Grade Nine (9) students of Holy Trinity High School who participated in personality testing administered through the LMIS. Looking on (from left) are Ms. Beatrice Rhoden, Mrs. Simone McKenzie-Mair and Mr. Kenardo Phillips.

Ministry's programmes in order to inform policies.

## 12.2.1 TARGETS 2015/2016

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

- a) Conduct a Longitudinal Study to "Determine the Impact of the Canadian Farm Work Programme on the 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 "Child Labour Study" 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) Complete the "Caribbean (Regional) Labour Market" Study. Its main purpose is to identify potential areas of employment in the region due to CSME arrangement. Currently the CSME allows for free movement of certain skills across borders. This Study sought to ascertain the potential for other skills to be placed on that list.
- b) Complete the Study on "Potential Areas of Employment opportunities due to the Logistics Hub Development in Jamaica". This study is qualitative in nature and identifies potential areas of employment opportunities and skills gaps. The objective of the study is to identify occupations, skills and qualifications which are associated with the logistics hub and existing industries that can readily take advantage of opportunities that will be made

- available through this new venture.
- c) Complete the 1<sup>st</sup> phase of a 'Green Economy' study and begin the 2<sup>nd</sup> phase. This is in order to determine how green jobs are 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' (2016). The purpose of this survey is to determine areas of available employment, emerging jobs and required skills. In addition, it will examine changes in technology, training needs as well as research and development in organizations. The study will also look at the perception of employers on the effectiveness of education and training institutions in providing required skills.
- e) Analyze information in the LMIS Skills Bank to determine: the profile of employers and jobseekers, the areas of employment, emerging occupations, skills which are in demand, type of jobseekers who need to be referred to other institutions for further training, as well as those who need assistance to become entrepreneurs.
- f) Prepare quarterly publications of *Hot Occupations*. This is an analysis of job vacancies posted in the Career and Classified sections of the newspapers and online, 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.
- g) Provide up-to-date information on the LMIS website- areas of employment opportunities; labour market studies conducted by the LMIS and other entities; statistics on the labour market, population, economy, education and training; and opportunities available to students and jobseekers such as scholarships and entrepreneurial opportunities.
- h) Conduct 12 dissemination sessions and participate in career development sessions at secondary and tertiary institutions to heighten the awareness of the public about the LMIS website.
- i) Since 2011, the Ministry adopted Holy Trinity High School, to assist students in transitioning from school to work. The school comprises students who are mainly from the inner city and who need assistance in career development. The Ministry has assisted Grade 11 students to obtain several scholarships to pursue their tertiary education in areas of demand.

## 3. Engage institutions and companies in conducting studies relevant to Labour Market issues and share the results

- a) Complete Study on "The Assessment of the Ageing Population in Jamaica and the Occupations and Skills required to address the needs of Elderly persons in Geriatric Care".
- b) Establish four (4) Sector committees to obtain and validate information for labour market intelligence.
- c) Collaborate with UWI, UTECH, MICO and HEART Trust/NTA to increase the capacity to obtain information on labour market intelligence.

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

#### distribution

1. Publish the *Labour Market Update Vol. 5*, and commence *Vol. 6*. This is a Newsletter that examines current issues which impact employment and career development. Each article features information to enhance career development and promote the LMIS. The information will be 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) Conduct an extensive public education campaign.
- b) Prepare Requirements document for Phase 2 development of the LMIS website. In order to adequately increase access to employment, the second phase of the LMIS enhancement will provide more services to improve labour market intelligence and ensure that information is provided on a timely basis. It will also assist in improving career development for jobseekers.

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

- a) Collaborate with the Jamaica Library Service (JLS) to populate the LMIS Skills Bank, register jobseekers and disseminate LMI islandwide.
- b) Collaborate with the Career Maritime Institute (CMI), Scientific Research Council (SRC) and HEART Trust/NTA to populate the skills bank with certified skills needed for the logistics hub et al. Investors/employers will then be able to access these available skills on the LMIS website.
- c) Collaborate with education and training institutions such as the Heart Trust/NTA to ensure that skills gap in the labour market are satisfied through training.

## 12.2.2 PERFORMANCE

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

- a) Complete the 2<sup>nd</sup> phase and commence the 3<sup>rd</sup> phase of the five (5) year 'Longitudinal study on the impact of the Overseas Employment Programme'. Interviews for the second phase of the Study have been completed and a draft Report done. The Report for phase 1 that was sent to the Overseas Employment section to be reviewed, was completed. The findings of Phase 1 revealed that the Programme greatly impacted the school attendance of the workers' children since they were able to attend school more regularly and receive extra lessons. Communication was maintained on a regular basis with family members by 98 per cent of the farm workers. This signifies the importance of family and education to the Farmers. They also acquired skills in green house technology and application of chemicals and fertilizers to plants. A recommendation was made for the Farm Workers, through the MLSS, to partner with the Ministry of Agriculture in training other Farmers in the use of green house technology.
- b) Monitor activities under the "Child Labour" Study
  The questionnaires were amended and pre-tested, although the actual research has not yet commenced.

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

a) Complete the 'Caribbean (Regional) Labour Market' Study

Questionnaires and letters were sent to all member states. However, the response rate was low and labour market information largely unavailable. As a result, a decision was taken to utilize Belize for the final Report, which was completed. In order to determine other employment opportunities among member states, the study sought to determine:

- The economic profile of the member state
- The extent to which foreign workers are employed through the CSME
- The availability of other employment opportunities outside CSME
- The legislative framework in the member state which applies to the employment of foreign workers, particularly Jamaicans
- The performance of labour market indicators
- Areas of training needs

## b) Complete Study on 'Potential Areas of Employment opportunities due to the Logistics Hub Development in Jamaica'

The study was completed. It examined measures that are being undertaken by training institutions to provide the relevant skills as well as the extent to which Jamaica will have to source some of these skills from overseas. Information gathered suggested that the type of occupations needed for a logistics hub include Custom Brokers, Multi-skill Technicians, Port Managers, Logistics Clerks, Mechatronics Engineers, Ship Repairers, Internet Surveyors as well as Computerized Crane Operators. The study also indicated that there will be training needs in Jamaica for several skill areas, including:

- 1. Custom Broking
- 2. Logistics Management
- 3. Supply Chain Management
- 4. Security
- 5. Legal
- 6. Engineering
- 7. Foreign Languages such as Spanish and Mandarin
- c) Complete the 1<sup>st</sup> phase of 'Green Economy' study and begin the 2<sup>nd</sup> phase

The 1<sup>st</sup> phase, "Employment in Renewable Energy: a focus on Solar and Wind Energy" was validated and the final Report completed. The Study revealed that wind energy projects were being undertaken by the Government while solar energy was found in the private sector in industries such as Tourism, Finance and Manufacturing. Employment opportunities were mainly found in the Operational, Installation and Maintenance stages. These include Electrical Engineers, Construction Workers, Solar Panel Installers and Wind Turbine Operators. The 2nd phase which is examining employment in green economy is 30 per cent completed.

## d) Monitor the 'National Labour Market Survey' (2016)

The timeline for completion of the study was delayed, due to challenges encountered with procuring the Firm initially contracted to undertake it. Activities were agreed upon and instruments forwarded to the Firm eventually selected. The completion of this study has

been deferred to FY 2016/17.

e) Analyze the LMIS database and skills bank information

To determine the profile of jobseekers on the LMIS website, a survey was conducted using a sample size of 600 registrants. Questionnaires were sent to participants for completion through Google Analytics, to which 200 persons responded. A preliminary report was prepared and findings suggest that 20.9 per cent of the jobseekers were employed and seeking another job. Areas of employment include Accounting Assistants, Customer Service Representatives, Administrative Assistants, Sales Managers and Teachers.

f) Prepare quarterly publications of *Hot Occupations* 

Quarterly Hot Occupation Reports were completed for January-September 2015. The Reports for the October-December 2015 and January-March 2016 periods are currently being prepared.

## g) Provide up-to-date information on the LMIS website.

Work commenced on the following during FY and will be uploaded to the LMIS website.

- Career Ladders of occupations from entry level to managerial positions. This gives a series of careers which are in demand, starting from entry level to the top.
- Education and training information on tertiary institutions and tracer studies. Tracer studies are done by tertiary institutions which look at the extent to which their graduates are employed and in what areas.
- h) Conduct at least 12 dissemination sessions and participate in career development sessions at secondary and tertiary institutions
  - For FY 2015/2016, 22 dissemination sessions were conducted island-wide. Some of these included both booth and power point presentations as well as career day functions. Presentations include "Labour Market Trends" and "What is the LMIS".

## i) Continue to work with the Holy Trinity High School

In an effort to fulfil the mandate of the LMIS, the Ministry assisted students of the Holy Trinity High School with career development activities during the 2015/2016 academic school year. These activities involved Grades 9 and 11 students. Grade 9 activities guided students towards subject choices, while Grade 11 was provided with information on how to be ready for the world of work. The activities included:

- Personality tests which helped students to determine their potential career path;
- Motivational sessions to guide students in establishing their career goals;
- A job readiness session to inform students on deportment, how to construct resumes and respond to questions in an interview; and
- A presentation on trends in the labour market and types of occupations which are in demand.

The Ministry was also instrumental in obtaining three (3) scholarships for students of the Holy Trinity High School with three (3) or more Caribbean Secondary Examination Certificate (CSEC) passes. Two (2) scholarships were granted by CMI and the other from the Mico University College to the top male student in 2015. The latter was deferred to September 2016.

- 3. Engage institutions and companies in conducting studies relevant to labour market issues and share the results
  - a) Complete a study on "Assessment of the Ageing Population in Jamaica and the Occupations and Skills required to address the needs of Elderly persons in Geriatric Care"

    A proposal was developed and research instruments designed for providers of geriatric care as well as education and training institutions. Meetings were held with several stakeholders to assist in developing the methodology, research instrument design and gathering of information to understand the field of geriatrics. Questionnaires were designed for home-based care workers and Private Operators in Health Care. Thirty (30) per cent of interviews with private health care providers were completed.

#### **Constraints:**

On advice from the stakeholders mentioned, a decision was taken to include home-based care workers in the study. The Unit will be partnering with the Department of Community Health at UWI to do the segment of the home-based care study. As such, the timeframe for the study has been extended to FY 2016/17.

- b) Establish four (4) **Sector committees** to obtain and validate information for labour market intelligence. During FY, organizations from all sectors in the economy were approached and representatives from seven (7) sectors responded. These persons were contacted for their participation in validating the findings of labour market studies.
- c) Collaborate with UWI, UTECH, MICO and HEART Trust/NTA to increase the capacity to obtain information on labour market intelligence.

The linkages formed proved rewarding for the MLSS' foster school, The Holy Trinity High, where scholarships were offered to the top CSEC students by the MICO University College and CMI Pre-college, to pursue careers in areas such as Technology, Science and Business.

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

a) Publish the Labour Market Update Vol. 5, and commence Vol. 6;
The MLSS' Newsletter 'Labour Market Update' (Volume 5) was finalized, published and uploaded to the LMIS website. It was also sent to Guidance Counsellors to be circulated in Secondary Schools island-wide. Topics included in Volume 5 were: 'Choosing Your Career, Developing a Plan', 'Enhancing Career Development through Summer Employment' and 'LMIS Career Development: The Holy Trinity Initiative'.

**Volume 6** of the Newsletter will be published in FY 2016/2017. Topics include "**Getting job** ready", "Knowing your rights in the work place" and "LMIS locating jobs in Jamaica".

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

#### 5. Strengthen the LMIS

- a) Fiscal space constraints resulted in deferral of the LMIS Marketing Campaign.
- b) Prepare Requirement's Document for Phase 2 development of the LMIS website. Phase 2 is completed and will be deployed in FY 2016/2017.

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

Collaborate with the Caribbean Maritime Institute (CMI) and HEART Trust/NTA to
populate the Skills Bank with certified skills needed e.g. for the Logistics Hub. The LMIS
Skills Bank is a database of skilled persons with certification from a vocational or
educational institution. The Skills Bank gives persons the opportunity to upload their
information to the LMIS website as well as for employers who are registered, to access the
database.

In order to further populate the database, the PRMU has been liaising with several stakeholders. A meeting was held with representatives from CMI who indicated their willingness to register their graduates in the Skills Bank. The CMI will also provide a customized job retention course free of cost for jobseekers.

## 2. Develop a National Employment Policy:

A National Employment Policy (NEP) is being developed in conjunction with the LMRC. This will seek to promote full and productive employment. It will address cross cutting areas including gender, disability, child labour and climate change. It will initially focus on four (4) areas, namely limited employment opportunities for the youth; lack of enforced labour and social protection mechanisms for workers, decline in productivity levels and limited job opportunities in the rural areas. Currently the Concept Paper for the Policy is being finalized.

### 12.2.3 PROJECTIONS 2016/2017

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

- a) Complete the 2nd phase and commence the 3rd phase of the five year *Longitudinal Study*;
- b) Continue to monitor the Child Labour Study; and
- c) Conduct an evaluation of the *Social Intervention Programme* to determine its relevance, effectiveness and efficiency.

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

- a) Complete the final draft of the "Assessment of the Ageing Population in Jamaica and the Occupations and Skills required to address the needs of Elderly persons in Geriatric Care";
- b) Report on the first phase of research on 'Obsolete jobs in Jamaica upgrading employability'; Monitor the 'National Labour Market' study;
- c) Monitor qualitative study on "Identifying employment opportunities in four selected parishes";
- d) Participate in a National Productivity Study in collaboration with the Hugh Lawson Shearer Trade Union Education Institute and the JPC; and
- e) Complete Report on the profile of employers and jobseekers, from information gathered from the LMIS Skills Bank, Work Permit Unit, Employment Agencies Unit, Steps to Work Programme and Overseas Employment Section.

- 3. Engage institutions and companies in conducting studies relevant to LM issues and sharing the results
  - a) Collaborate with agencies to gather labour market intelligence at the sector level.
- 4. Develop new and/or reproduce existing career guidance activities and materials for wider distribution
  - a) Publish Vol. 6, of the Labour Market Update Newsletter and commence Vol. 7.
- 5. Continue to work in tandem with the ELE to strengthen the LMIS
  - a) Prepare Requirements document for Phase 3 of the LMIS and submit the document to the Management Information System Department.
- 6. Partner with government and other agencies that provide public access to the Internet and other employment services
  - a) Collaborate with CMI, HEART Trust/NTA and the Scientific Research Council (SRC), to populate the Skills Bank with certified skills.

## 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 job seekers in employment locally as well as overseas. Additionally, the Manpower Services section processes remittances made on behalf of employed workers under the Ministry's Canadian Overseas Employment Programmes. Other services provided include the administration of the Employment Agencies Regulation Act (EARA).



Chief Technical Director (Social Security Div.), Mrs. Dione Jennings greets the first batch of Farm Workers selected for dispatch in 2016 under the Ministry's Overseas Employment Programme

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

## **Impact of Recent 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 Worker Programme (TFWP). The TFWP is the general arrangement under which workers from Jamaica, travel to Canada under the SAWP and the Low Skill Programmes. 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 following:

- 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. Presently, the movement of Drivers and Skilled Mechanics has not been impacted. 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 levels there is a 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 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. Generally, when a recruitment exercise is to be carried out, the Minister makes an announcement in Parliament. 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 islandwide. Successful candidates are subject to security checks (police records). 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 online 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 sit the Red Seal Examination,
undertake a refresher's course. 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 2015/2016

- a) Place 15,000 persons through the Ministry's Overseas Employment Programme.
- b) Forge new partnerships and strengthen existing ones with employers in USA and Canada.
- c) Conduct pre-selection activities for 2,000 prospective workers for the US and Canadian Farm Work Programmes.
- d) Commence implementation of recommendations made by the JPC, to improve the business processes of the Overseas Employment Programme.

### 13.1.2 PERFORMANCE

#### **Placements**

- During FY 2015/2016, 14,844 persons were employed through the MLSS's Overseas Employment Programme (See Figure 2). Of this total, 12,883 were employed on Farms (US and Canada), 1,669 in US Hotels, 244 in low skilled employment and 48 in skilled employment in Canada.
- There was an increase of 740 or 5.3 per cent in the number of jobs, moving from 14,104 in 2014/2015 to 14,844 in 2015/2016.

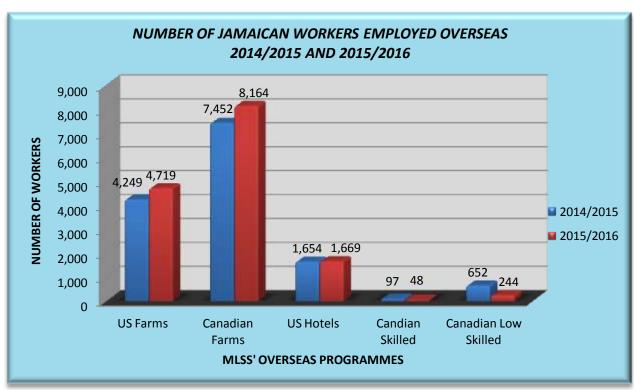


Figure 2

- Males from the Canadian Farms and Factories Programme accounted for the largest group of workers, with a total of 7,619 or 51.3 per cent, while males from the US Farm Work Programme were next with 4,711 or 31.7 per cent.
- Although females were not employed on the US Farm Work Programme, they comprised 54.7 per cent of the number of workers employed to the Hotel Programme and 6.7 per cent of the Canadian Farms/Factories programme.
- The Canadian Skilled Workers' Programme comprised 0.32 per cent of the total number of persons employed overseas, while the Low Skilled Programme was 1.6 per cent (See Figures 3 & 4).
- In FY 2015/2016, the category of occupation that had the highest number of employees on the Skilled Workers' Programme was 'Class 1 Drivers' with 40. They accounted for 83.3 per cent of the total employed. 'Truck and Transport Mechanics' was the other category which offered employment, with eight (8) or 16.7 per cent.

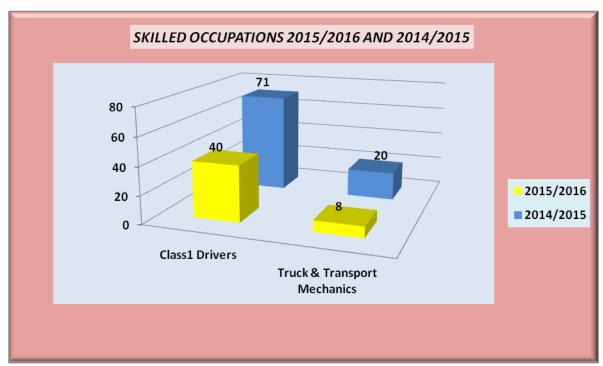


Figure 3

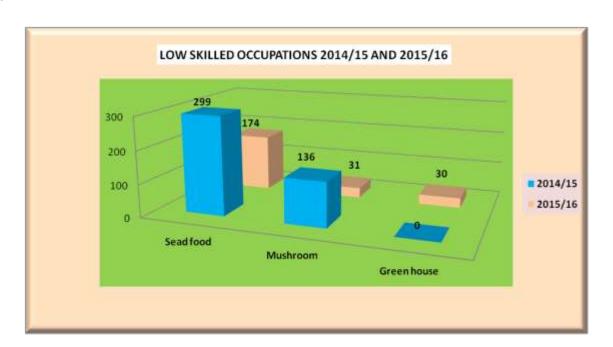


Figure 4

- One hundred and seventy four (174) or 71.3 per cent of those employed were in the 'Seafood' category, 31 or 12.7 per cent in 'Mushroom' and 30 or 12.3 per cent in 'Greenhouse'.
- Approximately, 1,337 Jamaicans were placed in employment overseas, through Private Employment Agencies (PEAs) monitored by the Ministry.
- Sixteen thousand one hundred and eighty one (16,181) Jamaicans were placed in employment overseas through the MLSS and PEAs licensed by the Ministry.

- Pre-selection of farm workers was conducted during FY 2015/2016 and 2,421 persons were selected. Of this figure, 2,162 or 89.3 per cent were males.
- Four thousand seven hundred and nineteen (4,719) workers were recruited for the US Farm Work Programme (See Table 13). Fifty four (54) went absent without official leave (AWOL), seven (7) less than 2014/2015 and two (2) changed status<sup>11</sup>. At the end of FY, 666 persons remained in the US.

## MOVEMENT OF JAMAICAN WORKERS ON THE US PROGRAMMES: 2014/2015 AND 2015/2016

**TABLE 13** 

FARM WORKERS	2014/2015	2015/2016	HOSPITALITY WORKERS	2014/2015	2015/2016
RECRUITED	4249	4719	RECRUITED	1654	1669
RETURNED TO JAMAICA	4492	4468	RETURNED TO JAMAICA	1503	1492
AWOL	47	54	AWOL	32	21
CHANGED STATUS	5	2	CHANGED STATUS	5	5
DECEASED	1	0	DECEASED	0	0
TOTAL IN US AT THE END OF THE FY	458	666	TOTAL IN US AT THE END OF THE FY	1001	114

• Of the 1,669 persons recruited for the US Hospitality Programme in 2015/2016, 21 went AWOL and five (5) changed status. At the end of the year, 1,141 persons remained in employment for this programme.

#### Remittances

- 1. Remittances from Canada were approximately CAN\$19.9M, an increase of \$2.5M or 14.3 percent over 2014/2015.
- 2. Males accounted for 97.1 per cent of the remittances (CAN\$19.3M). Most of the remittances, JA\$11.4M or 57.3 per cent were transmitted during the third quarter.

### 13.1.3 PROJECTIONS 2016/2017

### To assist unemployed persons in securing employment

- a) Provide overseas employment to 15,400 Jamaicans;
- b) Conduct pre-selection activities for the Canadian Farm Work Programme; and
- c) Implement recommendations from JPC.

\_

<sup>11</sup> Changed status by marriage

### PRIVATE EMPLOYMENT AGENCIES (PEAs)

The Ministry, under the Employment Agencies Regulation Act (EARA) (1956), regulates and monitors private employment agencies islandwide. 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 for 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. Patrice Hylton, former Director of the Employment Agencies Unit of the Ministry, encouraging licensed members to maintain transaction records, during a session in 2015.

## 13.2.1 TARGETS 2015/2016

13.2

- a) Inspect 160 PEAs, to ensure compliance.
- b) Conduct bi-annual meetings with PEAs to ensure Operators are aware of changes required and updates.
- c) Implement action to regularize illegal Operators.
- d) Maintain liaison with Embassies to be informed of new visa requirements.
- e) Participate in at least three (3) job fairs to increase awareness about the Ministry's role and awareness of the EARA.

#### 13.2.2 PERFORMANCE

## a) Inspect 160 PEAs to ensure compliance

- As at March 31, 2016, 82 PEAs were licensed and registered with the Ministry; 51 are registered to place applicants overseas and 31 locally.
- Fifty six (56) licenses were issued for FY 2015/2016, 11 new and 45 renewals (See Table 14). This was 24.3 per cent less than the previous year. The decline was due to late submission of renewal applications, non-conformity to regulations, migration and economic conditions.

# LICENSES (NEW AND RENEWAL) ISSUED: 2014/2015 AND 2015/2016

**TABLE 14** 

		NO. OF LICENSES ISSUED											
QUARTER		2014/2015		2015/2016									
	NEV	V RENEWAL	TOTAL	NE	W RENEWAL	TOTAL							
APR-JUN	1	18	19	0	3	3							
JUL-SEPT	2	12	14	6	18	24							
OCT-DEC	3	13	16	3	10	13							
JAN-MAR	6	19	25	2	14	16							
TOTAL	12	62	74	11	45	56							

 For the period under review, 209 visits to PEAs were conducted; an increase of 66 or 42.6 per cent, when compared to the previous financial year. These visits were conducted for routine inspections (148), investigation (35) as well as to identify illegal agents (26). Illegal agents identified were informed of the process to become legal Operators, however only three (3) or 7.5 per cent complied.

### b) Maintain partnership with Embassies to be informed of new visa requirements

A meeting was held with representatives from the US Embassy's Fraud Unit. The meeting highlighted some salient points, as it pertains to changes in the business of sourcing and placing of persons in employment. Mention was made of the revision of the EARA, which will incorporate some of these changes.

However, in pursuant of the Government's mandate, the Ministry continues to enforce all laws to ensure appropriate standards of conduct and performance within the entities it regulates. Operators were reminded that there would be no issuance of licenses until all the following requirements are met:

- Submission of an audited report
- Evidence of financial reports to refund jobseekers

- Proof of jobs whether in the form of Labour Market Impact Assessment (LMIA) relating to Canadian employment, Petition for jobs in the hospitality areas or J-1<sup>12</sup> contract for students
- Original receipt from Tax Administration of Jamaica (TAJ)
- Criminal record
- Insolvency status Report

## c) Participate in at least three (3) job fairs

• The Unit participated in 13 job fairs during the year to increase public awareness of the Ministry's role with regards to the EARA.

## **Placements through Private Operators**

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 2015/2016, 2,197 Jamaicans were placed in employment locally and overseas. This was a reduction of 922 or 30 per cent, compared to FY 2014/2015.
- Disaggregation of the data revealed that 897 persons were registered with private Operators to source employment locally; 947 vacancies were reported and 860 placements made.
- An additional 1,337 Jamaicans were placed in employment overseas through these Operators, i.e. 531 H2B and 806 J-1 student work and travel programmes.

### 13.2.3 PROJECTIONS 2016/2017

- a) Inspect and monitor at least 160 PEAs
- b) Conduct meetings with PEAs to improve record keeping
- c) Implement action to regularize illegal Operators
- d) Maintain partnerships with Embassies in order to be informed of new requirements
- e) Conduct on-going public education activities
- f) Amend the EARA (1957)

.

This is a type of visa which is issued by the United States of America Embassy to College/University Students who travels during the summer period (May – September) on the J-1 Exchange Visitor Programme.

#### 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 the 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 2015/2016

## Monitoring of families

13.3

- 1. Visit at least 1,000 families of overseas workers (households and schools), to ensure their spouses are addressing the welfare of their families.
- 2. Seek assistance from the Liaison Service to investigate 50 complaints from families of overseas workers.
- 3. Conduct periodic visits to sick/injured workers and refer 60 persons for medical assistance.

### Provide assistance to families in making them self-reliant

a) Refer 375 persons to other programmes and projects within the Government service.

#### 13.3.2 PERFORMANCE

### Monitoring of families

- a) Visit at least 1,000 families of overseas workers (households and schools), to ensure their spouses are addressing the welfare of their families
  - A total of 2,227 family members of 1,276 migrant workers were visited for the year. Of this total 1,064 were children, 283 adults and 853 comprised of spouses and the elderly.
  - Female dependents accounted for 64.6 per cent of the total number of family members visited for FY 2015/2016.
  - Forty (40) 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.

## Provide assistance to families in making them self-reliant

- a) Refer 375 persons to other Government programmes and projects.
  - Four hundred and thirty nine (439) family members received aid from Government programmes. Approximately 35.8 per cent were referred to NIS, 15.7 per cent to PATH and 10 per cent to HEART Trust/NTA.

### 13.3.3 PROJECTION 2016/2017

#### To provide support for families of migrant workers

- a) Conduct visits to families (households and schools) of overseas workers.
- b) Collaborate with the Liaison Service to seek assistance when investigating complaints from families of overseas workers.

Make referrals to other Government programmes and projects.  Conduct periodic visits to sick/injured workers and refer them for medical assistance.
90

## 13.4 WORK PERMIT

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 or not 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.

In June 2014, there was an increase in the fees charged for an approved work permit. However, unlike in former years when a flat rate was approved per period, fees are now charged based on the sector (See Appendix 1).

## 13.4.1 TARGETS 2015/2016

## To 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
- b) Conduct 100 investigations and site visits

#### 13.4.2 PERFORMANCE

## To 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 2015/2016, the number of work permit applications received increased by 749 or 18.1 per cent, moving from 4,135 in 2014/2015 to 4,884 in 2015/2016. New applications constituted 56.4 per cent of the total (See Table 15).
  - Three thousand two hundred and sixty five (3,265) work permits and 409 exemption applications were processed. These targets were achieved by 72.3 per cent and 44.5 per cent, respectively. In comparison to the previous year, work permits processed reflected an increase of 9.3 per cent, while exemptions showed a reduction by 7.1 per cent.
  - The number of work permit applications approved (4,545) also increased by 335 or 8.0 per cent for the 2015/2016 period.

#### **Applications Approved**

- The largest number of work permits (3,806 or 83.7 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 258 or 5.7 per cent.
- Examination of the data by industry shows that the largest number of work permits approved (1,640 or 36.1 per cent) was for the 'Wholesale and Retail Trade, Repair of Motor Vehicles, Motorcycles and Personal and Household Goods' industry (See Table

16). 'Construction and Installation' was next with 1,024 or 22.5 per cent.

## **Work Permit Exemptions**

- The Ministry granted 894 work permit exemptions during 2015/2016. This is a decrease of 41 or 4.4 per cent when compared to the previous year (See Table 17). For 2015/2016, the category 'B' Foreign Husbands of Jamaican wives received the highest exemptions with 227 or 25.4 per cent. This category covers persons who did not fall in any of the stated categories. On the other hand, no exemption was granted for 'Persons covered by {14} or {30} days clause' (Category E).
- The Foreign Nationals and Commonwealth Citizens Act was amended in May 2011, to make the legal frame work more user friendly to business interests. This accommodates business travellers of a preferred class<sup>13</sup>, who come to do business not exceeding 30 days.

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

- Work permit recipients originated from North America, Latin America, Caribbean, Europe, Africa, Asia and Oceania (See Table 18). The largest number of recipients was from Latin America with 1,810 or 39.8 per cent of the total. This was 873 or 49.3 per cent over Asia that was the largest recipients for the 2014/2015 period. Work permits granted to Latin Americans moved from 336 in 2014/2015 to 1,810. This is a significant increase of 438.7 per cent, while Asian recipients reflected a significant decrease in numbers, moving from 2,575 to 917; a 64.4 per cent reduction.
- An examination of the data revealed a significant shift in the number of work permits granted from Asian to Latin American applicants. This may be due to an influx in the number of work permits granted to the Construction and Tourism Industry where several projects are being executed. Some of these developments include the expansion and construction of hotels e.g. Spanish hotels. The decrease in the number of work permits granted to Asians on the other hand may be attributed to the North-South leg of the Highway 2000 which is soon to come to a close.

### **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 2015/2016, 353 investigations were conducted to ensure workers were adhering to the conditions of their work permit.

This applies to Directors, Inspectors, Auditors, Technicians, persons who visit Jamaica on behalf of an external organisation for the purposes of consultations as well as, those who visit to inspect plants, machinery or equipment or to give other technical advice.

## 13.4.3 PROJECTIONS 2016/2017

- 1. Process at least 75 per cent of applications (work permit and exemptions) received during the year.
- 2. Collaborate with the ELE to advertise job openings from work permit applications on the LMIS website.
- 3. Collaborate with other Departments to sensitize the public on work permit matters and Trafficking in Persons (TIP).
- 4. Conduct investigations to ensure adherence to the conditions of their work permit.
- 5. Modernize the work permit processing system, linking work permit approval to skills shortages in the labour market through the LMIS.

# NUMBER OF WORK PERMIT APPLICATIONS RECEIVED AND APPROVED BY OCCUPATION: 2014/2015 AND 2015/2016

## **TABLE 15**

		RECEIVED		APPROVED			
OCCUPATION		NEW	RENEWAL	TOTAL	NEW	RENEWAL	TOTAL
PROFESSIONALS, SENIOR OFFICIALS	2014/2015	1,479	1,451	2,930	1,586	1,536	3,122
& TECHNICIANS	2015/2016	2,353	1,803	4,156	2,140	1,666	3,806
CLEDIC	2014/2015	12	25	37	8	23	31
CLERKS	2015/2016	12	10	22	13	10	23
CERVICE WORKERS & SUOP & MARKET SALES WORKERS	2014/2015	151	112	263	136	111	247
SERVICE WORKERS & SHOP & MARKET SALES WORKERS	2015/2016	130	133	263	128	130	258
CKILLED ACDICILITATION & FIGUEDA WORKERS	2014/2015	114	29	143	88	22	110
SKILLED AGRICULTURAL & FISHERY WORKERS	2015/2016	28	48	76	39	46	85
	2014/2015	217	104	321	213	113	326
CRAFTS & TRADE RELATED WORKERS	2015/2016	150	66	216	165	65	230
DIANT O MAGUINE OPERATORS O ASSEMBLEDS	2014/2015	58	35	93	50	19	69
PLANT & MACHINE OPERATORS & ASSEMBLERS	2015/2016	33	48	81	34	35	69
FI FA FENTA DV OCCUPATIONS	2014/2015	246	102	348	200	105	305
ELEMENTARY OCCUPATIONS	2015/2016	51	19	70	55	19	74
	2014/2015	2,277	1,858	4,135	2,281	1,929	4,210
TOTAL	2015/2016	2,757	2,127	4,884	2,574	1,971	4,545

# NUMBER OF WORK PERMIT APPLICATIONS RECEIVED AND APPROVED BY INDUSTRY: 2014/2015 AND 2015/2016

## **TABLE 16**

INDUSTRY	YEAR		RECEIVED			APPROVED	
		NEW	RENEWAL	TOTAL	NEW	RENEWAL	TOTAL
AGRICULTURE, HUNTING FORESTRY & FISHING	2014/2015	100	26	126	107	28	135
	2015/2016	73	60	133	67	52	119
FISHING	2014/2015	58	8	66	56	11	67
	2015/2016	16	30	46	15	23	38
MINING AND QUARRYING	2014/2015	37	7	44	31	9	40
	2015/2016	11	5	16	8	6	14
MANUFACTURING	2014/2015	39	32	71	36	27	63
	2015/2016	67	24	91	61	21	82
ELECTRICITY, GAS & WATER	2014/2015	56	8	64	61	8	69
	2015/2016	127	15	142	103	10	113
CONSTRUCTION AND INSTALLATION	2014/2015	666	499	1,165	651	523	1,174
	2015/2016	618	441	1,059	611	413	1,024
TRANSPORT, STORAGE & COMMUNICATION	2014/2015	162	81	243	131	70	201
	2015/2016	245	76	321	246	77	323
FINANCE INTERMEDIATION	2014/2015	18	11	29	19	11	30
	2015/2016	7	8	15	6	9	15
OTHER COMMUNITY, SOCIAL & PERSONAL SERVICES ACTIVITIES	2014/2015	108	83	191	112	72	184
	2015/2016	147	137	284	120	106	226
WHOLESALE & RETAIL, REPAIR OF MV.C, PERSONAL & HH GOODS	2014/2015	531	792	1,323	599	847	1,446
	2015/2016	830	922	1,752	750	890	1,640
HOTELS AND RESTAURANTS SERVICES	2014/2015	391	268	659	381	278	659
	2015/2016	509	330	839	509	314	823
REAL ESTATE, RENTING & BUSINESS	2014/2015	32	11	43	33	10	43
	2015/2016	17	17	34	15	10	25
PUBLIC ADMINISTRATION & DEFENCE, COMPULSORY SOCIAL	2014/2015	4	2	6	3	2	5
SECURITY	2015/2016	5	0	5	5	0	5
EDUCATION	2014/2015	38	9	47	34	13	47
	2015/2016	28	20	48	24	17	41
HEALTH & SOCIAL WORK	2014/2015	31	13	44	20	12	32
	2015/2016	43	27	70	28	11	39
PRIVATE HOUSEHOLDS WITH EMPLOYED PERSONS	2014/2015	5	5	10	5	5	10
	2015/2016	6	8	14	2	10	12
EXTRA-TERRITORIAL ORGANIZATIONS & BODIES	2014/2015	1	3	4	2	3	5
	2015/2016	1	3	4	1	1	2
N/A	2014/2015	0	0	0	0	0	0
	2015/2016	7	4	11	3	1	4
TOTAL	2014/2015	2,277	3,716	4,135	2,281	1,929	4,210
	2015/2016	2,757	2,127	4,884	2,574	1,971	4,545

### **WORK PERMIT EXEMPTIONS APPROVED BY SELECTED**

## CATEGORIES AND QUARTER: 2014/2015 AND 2015/2016

#### **TABLE 17**

					QUA	RTER				
CATEGORY		NOU ILINE	HHV C	DTEMBER	OCTORER	DECEMBED	10011101	N MADCH		
	AF	PRIL – JUNE	JULY - SE	PTEMBER	OCTOBER	- DECEMBER	JANUAI	RY – MARCH	10	TAL
	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016	2014/2015	2015/2016
Α	56	46	47	24	19	21	6	15	128	106
В	31	73	7	66	10	47	35	41	83	227
С	25	61	36	40	16	25	23	24	100	150
D	31	16	39	31	20	29	9	44	99	120
E	48	0	79	0	0	0	71	0	198	0
I	0	0	0	1	0	0	0	1	0	2
K	83	0	110	2	97	0	0	0	290	2
V	1	2	0	0	0	0	0	6	1	8
W	11	23	21	5	0	2	0	25	32	55
Z	1	0	3	2	0	39	0	22	4	63
Q	0	0	0	0	0	2	0	2	0	4
Other	0	65	0	65	0	23	0	4	0	157
TOTAL	287	286	342	236	162	188	144	184	935	894

- 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
- EMPLOYEES AT U.H.W.I
- I 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: 2014/2015 AND 2015/2016

**TABLE 18** 

REGION OF ORIGIN			NEW			RENEWAL		тот			
		M	F	Т	М	F	Т	M	F	Т	
NORTH	2014/2015	79	40	119	112	28	140	191	68	259	
AMERICA	2015/2016	371	54	425	204	44	248	575	98	673	
LATIN AMERICA	2014/2015	171	45	216	99	21	120	270	66	336	
	2015/2016	777	194	971	631	208	839	1408	402	1810	
CARIBBEAN	2014/2015	222	57	279	86	44	130	308	101	409	
	2015/2016	269	40	309	152	71	223	421	111	532	
EUROPE	2014/2015	195	87	282	181	53	234	376	140	516	
	2015/2016	303	71	374	158	37	195	461	108	569	
AFRICA	2014/2015	46	8	54	44	2	46	90	10	100	
	2015/2016	14	7	21	16	1	17	30	8	38	
ASIA	2014/2015	742	574	1316	952	307	1259	1,694	881	2,575	
	2015/2016	387	81	468	368	81	449	755	162	917	
OCEANIA	2014/2015	15	0	15	0	0	0	15	0	15	
	2015/2016	5	1	6	0	0	0	5	1	6	
	2014/2015	1,470	811	2281	1,474	455	1,929	2,944	1,266	4,210	
TOTAL	2015/2016	2126	448	2574	1,529	442	1971	3,655	890	4,545	

## 13.5 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.

### 13.5.1 TARGETS 2015/2016

1. Continue to report on movement of skills under the CSME arrangement.

#### 13.5.2 PERFORMANCE

- There were 455 certificates issued for FY 2015/2016 period (See Table 19). This reflects an increase of 23 or 5.3 per cent over last year.
- Jamaicans accounted for 93 per cent of certificates issued.
- Guyanese was the second largest nationality that received CSME certificates. They accounted for 2.2 per cent of the total.
- No certificates were issued to Grenada, St. Kitts & Nevis, St. Lucia and St. Vincent for the period under review.

## CARICOM SINGLE MARKET CERTIFICATES ISSUED BY NATIONALITY AND SEX: 2014/2015 AND 2015/2016

**TABLE 19** 

NATIONALITY		2014/2015		2015/2016					
NATIONALITY	M	F	Т	M	F	Т			
Antigua	0	1	1	2	0	2			
Barbados	0	0	0	7	1	8			
Dominica	0	0	0	0	2	2			
Grenada	1	1	2	0	0	0			
Guyana	3	5	8	5	5	10			
Jamaica	219	186	405	244	179	423			
St. Kitts & Nevis	1	1	2	0	0	0			
St. Lucia	0	2	2	0	0	0			
St. Vincent	0	1	1	0	0	0			
Trinidad And Tobago	8	3	11	2	3	5			
Belize	0	0	0	3	2	5			
TOTAL	232	200	432	263	192	455			

<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.

# **INDUSTRIAL RELATIONS (IR)**

The Industrial Relations section is responsible for the promotion and maintenance of industrial harmony in the nation. During FY 2015/2016, the MLSS family lost several stalwarts who made sterling contributions to IR in Jamaica. These include: Mr. Alvin Sinclair, Bustamante Industrial Trade Union (BITU) Vice President, Mr. Clive Dobson, former President, National Workers' Union (NWU), Mr. Lloyd Goodleigh, President, Jamaica Confederation of Trade Union (JCTU), Mr. Hopeton Caven, General Secretary of the Trade Union Congress, Mr Roosevelt Walker, Officer, NWU and Mr. Edward Dixon, member of IDT.

14.



Minister of Labour and Social Security, Hon. Shahine Robinson (seated), signs the condolence book in honour of the late Alvin Sinclair, Senior Vice-President, at the BITU Head office in Kingston on March 18, 2016. Looking on are members of the Ministry Team (left to right) Mr. Karl Wedderburn, Senior Director of Industrial Relations, Mrs. Colette Roberts Risden, Permanent Secretary, and Mr. Gresford Smith, Senior Labour Consultant, along with BITU President General Mr. Kavan Gayle and Mr. Colin Virgo, Chief Organizer.

### 14.1 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. Accordingly, the Department seeks

to implement measures geared at being proactive in relation to industrial disputes and attempt to foster and facilitate a more cooperative 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.

### 14.1.1 TARGETS 2015/2016

- 1. Dispose of at least 75 per cent of disputes reported to the Ministry;
- 2. Monitor 160 wage contracts due to expire through pre-conciliation activities; and
- 3. Conduct 60 sensitization sessions with employers, employees, unions via the Outreach Programme.

#### 14.1.2 PERFORMANCE

### **Industrial Disputes**

- For FY 2015/2016, the number of industrial disputes reported to the Ministry increased by 89 or 25 per cent, moving from 356 in 2014/2015 to 445 (See Table 20). The leading cause of industrial disputes reported was 'Dismissals and Suspensions', accounting for 361 or 81.1 per cent of all causes. Bargaining Rights represented the smallest with nine (9) or 2 per cent of the total.
- The industry which had the largest number of disputes was "Wholesale & Retail Trade; Repair of Motor Vehicle, Motorcycles and Personal & Household Goods" with 86 or 19.3 per cent.

### **Disputes Reported by Union**

 Of the 445 cases of industrial disputes reported, 322 or 72.4 per cent were from non unionized workers who were represented by Lawyers or Individuals (self); IR Consultant was next with 24 cases or 5.4 per cent, the BITU 21 or 4.7 per cent and the NWU and UAWU with 17 or 3.8 per cent.

### **Disputes Disposed of**

- During FY 2015/2016, there were 784 disputes to be disposed of; 445 were reported for the FY and 339 brought forward from the previous year.
- Of the 784 disputes, 311 were disposed of: 176 were settled through conciliation, 45 referred to the IDT, 52 returned to local level, one (1) sent to the Director of Public Prosecution and 37 petered out. At the end of the year, there were 473 outstanding disputes.
- For FY 2014/2015, 39.7 per cent of cases within the Ministry were disposed of.

### **Work Stoppages**

- For FY 2015/2016, five (5) work stoppages were recorded by the Ministry, similar to the previous year (See Table 21).
- There was a significant increase in the number of workers involved in work stoppages for FY 2015/2016, i.e. 1,336 or 240.3 per cent, moving from 556 in 2014/2015 to 1,892.
- The number of man-days lost totalled 7,616, an increase of 5,724 or 302.5 per cent over the previous year.
- The 'Electricity, Gas and Water Supply' sector recorded the largest number of mandays lost, with 7,316 or 96.1 per cent of the total.

### Wage contracts due to expire

- An intervention strategy of the Pre-conciliation Unit is to monitor contracts slated to expire. Two hundred and twenty nine (229) contracts were monitored for the April– March period. The target was surpassed by 43.1 per cent, an increase of 14.3 per cent over FY 2014/2015.
- For the period, 70 sensitization sessions on industrial relations matters were held islandwide by the Outreach Department. They were held at 35 Organizations and 35 Schools/Institutions with approximately 3,668 persons. This target was surpassed by 16.7 per cent.

### **Representational Rights Polls**

- During the year under review, 10 representational rights polls were held, three (3) less than the previous year.
- The number of workers involved in the polls increased by 352 or 135.4 per cent when compared to the previous year, moving from 260 in 2014/2015 to 612. Four (4) unions were involved, with the UCASE and NWU each having four (4) or 40 per cent of the polls held, representing 497 and 83 workers, respectively. The BITU and UAWU were involved in one (1) or 10 per cent each, representing eight (8) and 24 workers, respectively.

# 14.1.3 PROJECTIONS 2016/2017

- 1. Dispose of at least 55 per cent of disputes in the Ministry by the end of FY;
- 2. Monitor at least 160 wage contracts that will expire in FY.

# CONCILIATION INDUSTRIAL DISPUTES REPORTED BY INDUSTRY. AND CAUSE: 2014/2015 AND 2015/2016

TABLE: 20

TABLE. 20	ALL CAUSES			ES & OS.OF		AINING/	DISMISS SUSPENS		MISCELL	ANEOUS*
			EMPLO	YMENT		IGHTS				l
	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016
AGRICULTURE, HUNTING & FORRESTERY	5	13	0	0	0	1	5	9	0	3
MINING & QUARRING	4	1	1	0	1	0	1	1	1	0
MANUFACTURING	46	45	3	3	3	0	36	35	4	7
ELECTRICITY, GAS & WATER SUPPLY	12	9	1	1	4	1	7	5	0	2
CONSTRUCTION	12	5	1	1	2	0	6	3	3	1
WHOLESALE & RETAIL TRADE; REPAIR OG MVC & PERSONAL & HH GOODS	37	86	0	0	0	1	36	83	1	2
HOTELS & RESTAURANT SERVICES	24	52	0	1	2	2	22	47	0	2
TRANSPORT, STORAGE & COMMUNICATIONS	30	42	4	2	4	0	18	32	4	8
FINANCIAL INTERMEDIATION	26	21	3	1	4	1	14	15	5	4
REAL ESTATE, RENTING & BUSINESS ACTIVITIES	85	82	3	3	3	2	76	70	3	7
PUBLIC ADMINISTRATION & DEFENCE; COMPULSORY SOCIAL SECURITY	29	26	4	0	4	0	14	20	7	6
EDUCATION	23	37	2	4	1	0	15	26	5	7
HEALTH & SOCIAL WORK	14	15	2	3	1	1	8	5	3	6
OTHER COMMUNITY, SOCIAL & PERSONAL SERVICE ACTIVITIES	6	10	0	0	0	0	4	9	2	1
PRIVATE HOUSEHOLDS WITH EMPLOYED PERSONS	1	1	0	0	0	0	1	1	0	0
EXTRA-TERRITOTIALS ORGANIZATIONS & BODIES	2	0	0	0	0	0	2	0	0	0
ALL INDUSTRIES	356	445	24	19	29	9	265	361	38	56
*includes lavoffs_re										

<sup>\*</sup>includes layoffs, redundancies, vacation, pension and all other compensation.

# WORK STOPPAGES REPORTED, MAN-DAYS LOST AND NUMBER OF WORKERS INVOLVED BY INDUSTRY: 2014/2015 AND 2015/2016

### TABLE 21

INDUSTRIAL	WORK STOPPAGES			NO. OF WORKERS INVOLVED		MAN-DAYS LOST		
CLASSIFICATION	TO	TAL	REPO	RTED*				
	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016	2014/ 2015	2015/ 2016
AGRICULTURE, HUNTING AND FORESTRY	1		1		250		500	
MANUFACTURING	1	1	1	1	137	120	274	120
ELECTRICITY, GAS AND WATER SUPPLY		3		3		1829		7316
CONSTRUCTION	1		1		100		1000	
WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VECHICLES, MOTORCYCLES AND PERSONAL AND HOUSEHOLD GOODS	1		1		20		20	
TRANSPORT, STORAGE AND COMMUNICATIONS	1	1	1	1	49	90	98	180
TOTAL	5	5	5	5	556	2039	1,892	7616

# 14.2 THE INDUSTRIAL DISPUTES TRIBUNAL (IDT)

The 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 unionized or non-unionized 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 unionized 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-unionized 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 unionized employees.

In December 2014 a new conference room and Steno pool was opened, providing additional space for staff and allowing for the three (3) panels to sit concurrently. It is anticipated that this will assist in clearing the backlog of unsettled disputes.

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.

### 14.2.1 TARGETS 2014/2015

• Dispose of at least 30 per cent of the total disputes at the Tribunal.

### 14.2.2 PERFORMANCE

- During FY 2015/2016, the IDT dealt with 115 industrial disputes. Of this number, 70 were carried forward from the previous year and 45 referred to the Tribunal.
- Forty nine (49) industrial disputes were disposed of during the year: 38 Awards were handed down, seven (7) more than 2014/2015, nine (9) industrial disputes were

settled by agreements and two (2) withdrawn (See Figure 5).

- At the end of the year, 66 cases were outstanding.
- Approximately 42.6 per cent of disputes at the IDT were disposed of. This target was surpassed by 12.6 per cent.

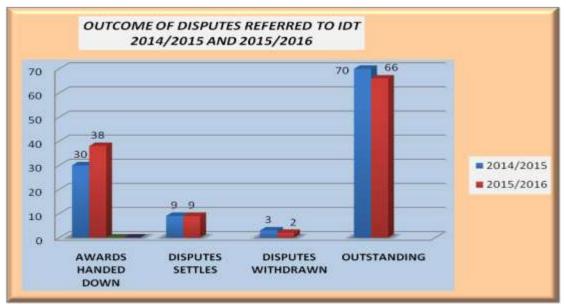


Figure 5

### 14.2.3 PROJECTIONS 2016/2017

- Settle at least 45 per cent of disputes at the Tribunal by the end of FY.
- In order to treat with the increase in the number of disputes referred, a decision was taken to establish an arm of the IDT in Montego Bay 2016/2017. A location has been identified.

### 14.3 THE PAY AND CONDITIONS OF EMPLOYMENT BRANCH (PCEB)

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:

- 4. Ensure establishments/employers are compliant with the provisions of the Labour Laws of Jamaica.
- 5. Conduct investigations and inspections of establishments in accordance with the provisions of the Labour Officer's Powers Act.
- 6. Disseminate information to the general public in relation to the Labour Laws of Jamaica.
- 7. Respond to labour relations queries from persons including the legal fraternity, Human Resource Managers, Chief Executive Officers, Associations and others.
- 8. Advise prospective employers (Foreign investors) on the provisions of the Labour Laws.
- 9. Interview clients (employees and employers) and determine whether formal complaint(s) should commence.
- 10. Document complaints in relation to pay and conditions of employment and follow up on a timely basis until the complaints are settled/resolved.
- 11. Conduct mediation sessions with complainants and employers.
- 12. Review and reassess complaints /cases and determine whether a court referral should be initiated.
- 13. Accept monetary settlements on behalf of complainants via the Accounts Department or a Manager's Cheque drawn in the name of the Permanent Secretary.

### 14.3.1 TARGETS 2015/2016

- 1. Investigate 3,000 establishments, based on complaints from non-unionized workers;
- 2. Inspect 2,500 establishments to ensure that organizations are adhering to the labour laws.

### 14.3.2 PERFORMANCE

### **Complaints**

a) Three thousand eight hundred and seventy two (3,872) complaints were received

- during FY 2015/2016, a decrease of 2,860 or 42.48 per cent when compared to 2014/2015;
- b) The largest number of complaints was in relation to the Employment (Termination and Redundancy Payments) Act (1,662 or 42.9 per cent); next was the Holidays with Pay Act with 1,482 or 38.3 per cent, National Minimum Wage Order (Household Workers) with 300 or 7.5 per cent and National Minimum Wage Order (Other Workers) with 239 or 6.2 per cent; and
- c) As was the case in the previous year, the majority of the complaints were received from females. For FY 2015/2016, complaints were 2,261 or 58.4 per cent of the total.

### **Investigations**

a) Seven hundred and eighty six (786) investigations were conducted, 56.4 per cent less than 2014/2015. The majority was undertaken in relation to Minimum Wage Act (227 or 28.9 per cent), ETRPA with (199 or 25.3) and Holiday with Pay Act with 188 or 23.9 per cent.

### **Inspections**

- a) The number of inspections undertaken totalled 973, a reduction of 1,135 or 53.8 per cent compared to the previous year;
- b) Breaches of the Minimum Wage Act accounted for the largest number of inspections, 332 or 34.1 per cent, followed by the ETRPA, with 227 or 23.3 per cent of the total.

#### Settlements

### **Payments made by Proprietors**

- a) Settlements made by proprietors in relation to breaches of the Labour Laws accounted for J\$85M in settlements. This was 27.1 per cent more than 2014/2015 (See Table 22).
- b) Settlements for breaches of the ETRPA constituted the largest amount, representing 58.5 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 worker. This was followed by the Holidays with Pay Act with 28.7 per cent;

### **Deposits by Employers**

- a) There was a significant increase of \$2.3M or 89.8 per cent in deposits made by employers to the Ministry in 2015/2016, moving from \$2.5M in 2014/2015 to \$4.8M. Those made with respect to breaches of the ETRPA accounted for the largest deposits with J\$4M or 83.2 per cent. A total of 25 employers made deposits for the year under review. This was 70.4 per cent less than FY 2014/2015.
- b) Two thousand and twenty (2,020) persons were paid by proprietors for the FY of which 1,190 or 58.9 per cent were females; the number of persons who directly received payments as compensation from employers for infringement of their rights increased by 68 or 6.1 per cent (See Table 23). Twenty five (25) persons received payments from deposits for FY 2015/2016. This amounted to J\$4.8M which is a significant increase of 12 per cent over 2014/2015.

### 14.3.3 PROJECTIONS 2016/2017

- a) Computerization of critical procedures and processes for treating with complaints and queries;
- b) Implement computerized registration process;
- c) Computerization of registry to facilitate easy retrieval of files;
- d) Investigate at least 2,500 complaints; and
- e) Inspect 2,500 establishments regarding various Labour Laws to ensure adherence.

# SETTLEMENTS MADE BY PROPRIETORS, AMOUNTS DEPOSITED AND NUMBER OF EMPLOYERS WHO MADE DEPOSITS THROUGH THE MLSS BY LEGISLATION: 2014/2015 AND 2016/2016

### TABLE 22

		SETTLEMENTS BY EMPLOYERS (J\$)					DEPOSITS BY EMPLOYERS (J\$		NUMBER OF EMPLOYERS	
LEGISLATION		2014/2015			2015/2016		2014/2015	2015 /2016	2044/2045	2045/2046
	М	F	Т	М	F	Т	2014/2015	2015/2016	2014/2015	2015/2016
EMPLOYMENT [TERMINATION AND REDUNDANCY PAYMENTS]	20,259,453.35	13,644,263.08	33,903,716.43	22,210,870.49	27,738,842.92	49,949,713.41	1,877,710.71	4,019,172.31	26	8
HOLIDAYS WITH PAY	9,817,002.97	9,610,985.61	19,427,988.58	12,302,864.39	11,412,443.51	23,715,307.90	252,114.82	515,719.68	24	9
MINIMUM WAGE	6,483,774.74	6,291,045.26	12,774,820.00	1,755,417.54	8,963,505.93	10,718,923.47	417,133.21	298,245.66	21	8
MATERNITY LEAVE	0	75,290.76	75,230.76	0	138,024.17	138,024.17	0	-	0	-
TOTAL	36,560,231.06	29,621,524.71	66,181,755.77	36,269,152.42	48,252,816.53	84,521,968.95	2,546,958.74	4,833,137.65	71	25

# NUMBER OF PERSONS PAID BY PROPRIETORS, PERSONS PAID FROM DEPOSITS AND AMOUNT PAID FROM DEPOSITS BY LEGISLATION: 2014/2015 AND 2015/2016

**TABLE 23** 

LEGISLATION [ACT] PERSONS PAID BY PROPRIETORS						P	ERSONS PAID F	ROM AMT. F	AID FROM DEPOSITS	
		2014/2015	2015/2016			2014/2015	2015/2016	2014/2015	2015/2016	
	М	F	Т	M	F	Т				
EMPLOYMENT [TERMINATION AND REDUNDANCY	324	467	791	347	497	844	50	8	404,381,.49	4,019,172.31
HOLIDAYS WITH PAY	347	624	971	325	435	760	51	9	243,114.82	515,719.68
MINIMUM WAGE	332	31	363	158	258	416	32	8	47,229.66	298,245.66
MATERNITY	9	0	9	0		0	0	0	0	0
TOTAL	1012	1122	2134	830	119	0 2020	133	25	5,493,169.13	4,833,137.65

### 15. OCCUPATIONAL SAFETY AND HEALTH (OSH)

This Section 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, Legislation and Programmes, the section 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**.

### 15.1 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 organizations are requesting the services of the Department to develop programmes and provide auditing services for OSH. In 2007, on recognizing 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 OSHD 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.

### 15.1.1 TARGETS 2015/2016

### To promote safe, healthy and productive work in all occupations in Jamaica

- Given the remit and scope of the new OSH Act, increase the number of registered enterprises from 3,000 to an estimated 20,000. It is anticipated that with the passage of the new OSH Act, the OSHD will receive at least 130,000 requests.
- Implement an effective framework for the administration of the new OSH Act.
- Campaign for dealing with "Asbestos in the Workplace", in keeping with International Agenda to manage the process of removal and prevention.

### 15.1.2 PERFORMANCE

### To promote safe, healthy and productive work in all occupations in Jamaica

• Given the remit and scope of the new OSH Act, increase the number of registered enterprises from 3,000 to an estimated 20,000.

### **Inspections and Investigations**

- As at March 31, 2016, 2,460 inspections were carried out by OSH Inspectors. This represents an increase of 600 or 32.3 per cent more than 2014/2015.
- Inspection of registered factories increased by 349 or 29 per cent, when compared to the previous year.
- Registered factories comprised 63.1 per cent of the total inspections conducted, with the majority occurring in the second quarter (Jul-Sept).
- Twenty four (24) special investigations were conducted in 2015/2016; an increase of two (2) or 9.1 per cent over the previous year.

### Accidents reported and investigated

- The number of accidents reported (280) in FY 2015/2016, declined by 21 or 7 per cent. Of this number, 174 qualified for investigation while 127 were investigated. This was due to the lack of adequate human resource to conduct these investigations. The majority of accidents (32.1 per cent) were reported in the last quarter of the year.
- Four (4) deaths were associated with the accidents reported for the 2015/2016 period, one (1) more than 2014/2015.

### **Public awareness**

- Seven (7) in-house sensitization sessions and workshops were conducted throughout FY 2015/2016; 236 individuals participated. This was to equip MLSS' staff with the knowledge as it relates to administrative responsibilities under the Act.
- Fifteen (15) OSH Inspectors were sensitized to the final draft of the OSH Bill received from the Chief Parliamentary Council (CPC).
- Six (6) sensitization sessions were conducted, i.e. three (3) with IR representatives and

Government HR Practitioners, two (2) with Shortwood Teachers' College Ancillary staff and one (1) with MPhil. students in the Department of Medicine. These sessions were conducted to increase awareness of the requirements of the Act and the roles that are required.

### Implement an effective framework for the administration of the new OSH Act;

- Implementation of the framework is a work in progress and will be contained in three (3) documents:
  - The National profile;
  - The country programme (work in progress); and
  - The legal framework to include Act, Regulations (21) ILO Conventions and Code of practices (work in progress).

# Campaign for dealing with "Asbestos in the Workplace", in keeping with the International Agenda to manage the process of removal and prevention.

 A draft National Asbestos Abatement Strategy and Action Plan, 2015 was developed in conjunction with NEPA and other stakeholders. This draft was presented to the MLSS' OSH Department. It is currently being reviewed by for comments and suggestions.

### 15.2 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, have made significant progress in stemming the spread of HIV/AIDS in Jamaica.



Director of OSH, Mr. Marlon Mahon explains the importance of occupational health and safety to an interested client on "World Day for Safety and Health at Work', observed on April 28, 2016.

### 15.2.1 TARGETS 2015/2016

### To integrate HIV/AIDS as a workplace issue that will be monitored by the Department.

• 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.

### 15.2.2 PERFORMANCE

- 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 18 sensitization sessions conducted for FY.
  - Four (4) companies received assistance to develop their Workplace HIV Policy, namely Betting Gaming & Lotteries, the Norman Manley International Airport, the Urban Development Corporation and Poly Foods Ltd.
  - Representatives from the Unit participated in two (2) workshops: Safe Sex Week and Sustainability Index and Dashboard (SID) construction. The SID is a workshop where representatives from different organizations meet to assess the current state of sustainability of the national HIV/AIDS response in countries and track its progress over time. This is to inform investment decisions around sustainability.

### 15.3 PROJECTIONS 2016/2017

- 1. Promote the requirements of the pending OSH legislation.
- 2. Develop and finalize the draft National OSH Policy.
- 3. Develop the draft Public Sector OSH Policy.
- 4. Continue to roll-out the Workers' OSH Passport, with focus on construction.
- 5. Conduct an OSH and HIV public awareness campaign for informal, small and medium size businesses.
- 6. Complete and table the Hazardous Installation Policy.
- 7. Process approximately 13 per cent of outstanding applications for VCP.
- 8. Conduct inspections and investigations of workplaces under the ambit of the Factories Act.
- 9. Process Factory registration applications.
- 10. Measure the key Industrial Hygiene (IH) standards noise level, indoor air sampling, indoor temperature and humidity.
- 11. Assist in training Labour Officers in the Ministry in HIV/AIDS redress and referral system re: stigma and discrimination.

### 16.

### **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 <a href="https://www.facebook.com/pages/Child-Labour-Jamaica/564382173626281">https://www.facebook.com/pages/Child-Labour-Jamaica/564382173626281</a>)
- 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.

#### 16.1 TARGETS 2015/2016

### 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.

### 16.2 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.
  - The St. Catherine Child Protection Committee hosted Sympar to observe World Day Against Child Labour. Some of the activities which took place included:
    - The Frontline Responders Workshop, sponsored by the ILO which was conducted in four (4) parishes. One hundred and fifty (150) Law Enforcement Officers, along with other major stakeholders were exposed to building cases for prosecution and conviction.
    - Work Plans were developed for South Cooperation by Regional Initiative (RI) to target the eradication of Child Labour in Latin America and the Caribbean for the 2016 period.
    - Informal discussions, held with Sub Regional Office to conduct two (2) additional workshops for the Surrey and Middlesex Counties.
    - A capacity building workshop, conducted with members of the Jamaica Constabulary Force (JCF), Child Development Agency (CDA), Office of the Children Advocate (OCA) and Office of the Children's Registry (OCR).

### b) Finalize and implement the National Policy on Child Labour

• The Child Care and Protection Act which includes child labour related provisions is being amended. Detailed instructions were forwarded to the Ministry of Youth and Culture, including streamlining of the process for applying for permits in relation to children in artistic performance. In addition, request for funding was submitted to the Labour Market Reform Commission (LMRC) to complete the process and to finalize the Policy.

### 16.3 PROJECTIONS 2016/2017

Develop a comprehensive and integrated policy framework to combat child labour.

- Develop and implement policies, systems and procedures in keeping with ILO Conventions 138 & 182;
- Finalize and implement the National Policy on Child Labour; and
- Conduct the 2nd National Survey on Child Labour under the guidance of the ILO with funding from the US Department of Labour. The Study will be conducted by STATIN.

### 17. INTERNATIONAL LABOUR AGENCIES AND INFORMATION (ILA&I)

This section continues to carry out the mandate of the ILO in executing Jamaica's duties and responsibilities that are in keeping with Labour Treaties and Agreements to which Jamaica is a signatory.



Minister of Labour and Social Security, Honourable Shahine Robinson with Guy Ryder, ILO Director General, at the 105<sup>th</sup> Session of the ILO Conference held in June 2016.

### 17.1 TARGETS 2015/2016

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

- a) Complete and dispatch reports on seven (7) ILO Conventions, nos. 29, 87, 98, 105, 138, 144 and 182;
- Prepare responses to questionnaires on "Employment and Decent Work for Peace and Resilience" and "Evaluation of the Impact of the Declaration on Social Justice for a fair Globalization'; and
- c) Prepare and dispatch reports on six (6) ILO Conventions, nos. 11, 26, 94, 100, 111 and 122.

### 17.2 PERFORMANCE 2015/2016

- **1.** Preparation and submission of Reports to the ILO on the Country's application of the following ILO Conventions:
  - C029 Forced Labour Convention, 1930
  - CO87 Freedom of Association and Protection of the Rights to Organize Convention,

1948

C098 - Right to Organize and Collective Bargaining, 1949

C105 - Abolition of Forced Labour Convention, 1957

C138 - Minimum Age Convention, 1973

C144 - Tripartite Consultation (International Labour Standards) Convention, 1976

C182 - Worst Forms of Child Labour Convention, 1999

These reports consist of responses to questions from the 'Report Form' as well as Direct Requests and observations on each of the listed Conventions. The responses may be backed by charts, graphs, pamphlets, statistical information or other documents which may serve to bring greater clarity to each response.

As is customary, the preparations of these Reports were carried out with the input of the Social Partners: Jamaica Employers' Federation, the Jamaica Confederation of Trade Unions and other relevant bodies, during the period June 1 to August 30, 2015.

- Response to Questionnaire entitled "Evaluation of the Impact of the ILO Declaration on Social Justice for Fair Globalization, 2008", was duly prepared and submitted to the ILO in June 2015.
- **3.** The ILO, in collaboration with the MLSS, conducted workshops and Seminars (Formalizing the Informal Economy) during the months of July, September, October and November 2015. A twelve (12) month ILO Project on Formalizing the Informal Economy in Jamaica, concluded on 11<sup>th</sup> November 2015.

The Project (Formalization of the Informal Economy) was one through which the ILO, in collaboration with the MLSS targeted two (2) pilot communities in the parish of St. James in an effort to address the vulnerabilities associated with the informal economy in employment and business. The pilot communities included Granville (inclusive of Retirement and Pitfour) and Garland (inclusive of Horseguard, Mocho and Red Dirt).

Constituents in both communities have benefited from a range of activities which underscored the importance of a local Economic Development approach. The Project was also linked to National Policies and Initiatives. Under the Project, a number of participants and institutions including SMEs have received capacity building training in areas such as Entrepreneurship, Skills Development, Cooperatives and the Multinational Declaration (MNE), Workers Rights and Social Protection. Essentially, this Project is expected serve in strengthening conditions for the formalization of the informal economy in Jamaica.

**4.** Preparation for the ratification of the Maritime Labour Convention (MLC), 2006 continues.

The main thrust for the ratification of the MLC rests upon the formulation and amendment of certain legislation which are currently being put in place. In addition, input from various constituents (Maritime Authority, Shipping Association, OSH, Ministry of Transport etc.) are of importance to the ratification of the Convention and as such, are being employed in addressing the recommendations of the Convention.

**5.** The ILO has requested that consideration be given to:

The ratification of:

- C189 Decent Work for Domestic Workers Convention, 2011; and
- C188 Work in Fishing Convention, 2007.

Adoption of the Recommendation of:

- R200 on HIV/AIDS and the World of Work; and
- R187 Promotional Framework for Occupational Safety and Health Convention (2006).

Consideration is being given to these unratified Conventions and Recommendations.

### APPENDIX 1

# Schedule of Work Permit Fees

	PARTI	
CATEGORY OF EMPLOYMENT	DURATION OF WORK PERMIT	FEE PAYABLE
1. Wholesale and	(a) A work	\$42,500.00
Retail Trade,	permit	
Repair of Motor	granted for	
Vehicles and	a period of	
Personal and	not more than	
Household Goods.	three months	
2.Other Community	(b) A work permit	\$85,000.00
Social and Personal	granted for a	
Services Activities	period of more	
	than three months	
	but not more	
	than six months	
3. Private Households	(c) A work permit	\$127,500.00
with Employed	granted for a	
Persons	period of more	
	than six months	
	but not more	
	than nine months	
	(d) A work permit	\$170,000.00
	granted for a	
	period of more	
	than nine months	
	but not more	
	than twelve months	
	(c) A work permit	\$170,000.00
	granted for a	for the first
	period of more	twelve months
	than twelve months	and \$42,500.00
		for each three
		month period
		thereafter, or
		any part thereo

CATEGORY OF EMPLOYMENT	DURATION OF WORK PERMIT	FEE PAYABLE
1.Hotel and Restaurant Services	(a) A work permit granted for a period of not more than three months	\$37,500.00
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. 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
	(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**

ART III

CATEGORY OF EMPLOYMENT	DURATION OF WORK PERMIT	FEE PAYABLE
1.Finance	(a) A work	\$32,500.00
Intermediation	permit granted	
	for a period of	
	not more than	
	three months	
2.Transport,	(b) A work	\$65,000.00
Storage and	permit granted	
Communication	for a period of	
	more than three	
	months but not	
	more than six	
	months	
3.Real Estate	(c) A work	\$97,500.00
Renting and	permit granted	
Business	for a period of	
Services.	more than six	
	months but not	
	more than nine	
	months	
	(d) A work permit	\$130,000.00
	granted for a	
	period of more	
	than nine months	
	but not more	
	than twelve	
	months	
	(e) A work	\$130,000.00
	permit granted	for the first
	for a period of	twelve months
	more than twelve	and \$32,500.00
	months	for each three
		month period
		thereafter, or
		any part thereo

CATEGORY OF	DURATION OF	FEE PAYABLE
<b>EMPLOYMENT</b>	WORK PERMIT	
1. Manufacturing	(a) A work	\$27,500.00
	permit granted	
	for a period	
	of not more	
	than three	
	months	
2. Agriculture,	(b) A work	\$55,000.00
Forestry and	permit granted	
Fishing	for a period	
NOTIFIED .	of more than	
	three months	
	but not more	
	than six months	
3. Health and	(c) A work	\$82,500.00
Social Work	permit granted	
	for a period	
	of more than	
	six months but	
	not more than	
	nine months	
4. Education	(d) A work	\$110,000.00
	permit granted	
	for a period	
	of more than	
	nine months	
	but not more	
	than twelve	
	months	
5. Extra-territorial	(c) A work	\$110,000,00
organizations	permit granted	\$110,000.00 for the first
and bodies which	for a period	twelve months
are not exempt	of more than	and \$27,500.00
by virtue of the	twelve months	for each three
Foreign Nationals	AND THE PROPERTY OF	month period
and Commonwealth		thereafter, or
Citizens		any part thereof
(Employment)		any part increor
Exemptions		
Regulations, 1964		

### **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, 2015

	Unaudited	Unaudited
	2015	2014
	J\$'000	J\$'000
Mortgage Receivables	295	395
Loans and Promissory Notes	1,824,663	1,246,126
Quoted Ordinary Shares	11,872,810	6,974,389
Preference Shares	420,000	367,549
Unlisted Preference Shares	45,000	15,000
Unquoted Ordinary Shares	869	10,435
Unit Trusts and Giltedge Fund	675,226	584,572
Repurchase Agreements	1,745,178	912,292
Foreign Currency Bonds and Repos	11,976,053	2,118,174
BOJ Certificate of Deposits US\$	1,501,211	2,118,174
GOJ Fixed rate Investment Notes	1,567,532	1,581,198
GOJ Variable Rate Investment Notes	-	-
GOJ CPI Linked Investments Notes	4,308,983	4,203,888
Investment Properties	10,544,862	10,118,619
Investment in Subsidiary Companies	3,205,299	1,160,371
Investments in Associated Companies	257,250	391,344
ENROCC H2K Bonds	3,785,691	3,710,207
GOJ-FRAN	25,283,214	25,005,642

# STATEMENT OF CHANGES IN NET ASSETS OF FUND FOR THE CALENDER YEAR ENDED DECEMBER 31, 2015

	Unaudited 2015 \$000	Unaudited 2014 \$000
Investment and Other Income Interest Dividends Property Rental Gain(loss) on Investments Bad Debts Recovered	3,860,182 613,699 74,661 6,398,077	3,803,836 599,363 213,812 2,650,450
Other	<u>4,588</u> 10,951,207	<u>2,332</u> 7,269,793
Share of Profit/(Losses)-Subsidiary And Associated Companies	-	(20,096)
Total Investment Income	10,951,207	7,249,697
Contributions Less Allocation to the NHF	16,546,795 (3,325,927) 24,172,075	16,037,823 (3,072,141 20,215,379
Less Pension Benefits Paid	(15,357,308) <b>8,814,767</b>	(15,135,995) <b>5,079,384</b>
Less Administrative Expenses: Secretariat Scheme Provision for Bad Debts	(78,809) (720,236) (24,017)	(251,121) (866,746) (55,427)
Net increase in assets resulting from Operations	7,991,705	3,906,090
Beginning of Calendar Year-Revenue Reserves Fair Value Reserves	<b>69,502,624</b> 878,175	<b>65,596,534</b> 878,175
NET ASSESTS AVAILABLE FOR BENEFITS-End of Year	<u>78,700,385</u>	70,380,799

# NATIONAL INSURANCE FUND STATEMENT OF FINACIAL POSITION AS AT DECEMBER 31, 2015

	Unaudited 2015 \$000	Unaudited 2014 \$000
CURRENT ASSETS Cash AND SHORT-TERM INVESTMENTS Accounts Receivables and Prepayments	5,256,975 1,477,932	5,020,783 1,486,984
CURRENT LIABILITIES Accounts Payable and Accruals	6,734,907 (2,349,558)	6,507,767 (1,697,433)
NET CURRENT ASSESTS	4,385,349	4,810,334
Fixed Assets	84,773	102,743
Investments- Money Market & Other	45,383,989	44,598,925
Investment-Listed Shares & Unit Trusts	13,013,036	7,941,510
Investment-Unlisted Ordinary Shares	869	10,435
Investment-in Subsidiary Companies	3,205,299	1,160,371
Investment-in Associated Companies	257,250	391,344
Investment Properties	10,544,862	10,118,619
Mortgage Receivables	295	392
Loan Receivables	1,824,663	1,246,126
NET ASSETS		
	78,700,385	70,380,799
ACCUMULATED FUND REPRESENTED BY:		
NET ASSETS AVAILABLE FOR BENEFITS	78,700,385	70,380,799
	78,700.385	70,380,799

### **APPENDIX 4**

### **LIST OF TABLES**

TABLES		Pages
1	Total Number of NIS Beneficiaries and Benefit type: 2014/2015 and 2015/2016	7
2	New NIS Beneficiaries 2014/2015 and 2015/2016	8
3	Education Compliance Rates (%): 2014/2015 and 2015/2016	16
4	Health Compliance Rates (%): 2014/2015 and 2015/2016	16
5	Disbursements and Beneficiaries of the STIP: 2014/2015 and 2015/2016	21
6	Disbursements and Beneficiaries of Public Assistance by sex and grant: 2014/2015 and 2015/2016	22
7	Number of Beneficiaries for E&EG: 2014/2015 and 2015/2016	24
8	Number of Youths placed in SIP Employment by parish and sex: 2014/2015 and 2015/2016	25
9	Disbursements of Rehabilitation grants to JCPD Clients: 2014/2015 and 2015/2016	31
10	Referral of children for specialized assistance: 2014/2015 and 2015/2016	35
11	Enrolment in AF training courses by subject: 2014/2015 and 2015/2016	38
12	Registration notified vacancies and placements by quarter and sex: 2014/2015 and 2015/2016	69
13	Movements of Jamaicans workers on the US Programme: 2014/2015 and 2015/2016	83
14	Licences (New and Renewal) issued: 2014/2015 and 2015/2016	86
15	Number of Work Permit applications received and approved	92

16 93 Number of Work Permit applications received and approved by industry: 2014/2015 and 2015/2016 17 Work Permit exemptions approved by selected categories and 94 quarter: 2014/2015 and 2015/2016 18 Work Permit recipients (New and Renewal) by region of origin: 95 2014/2015 and 2015/2016 19 **CARICOM Single Market Certificates issued by nationality and** 96 sex: 2014/2015 and 2015/2016 20 Conciliation Industrial Disputes reported by Industry and 101 cause: 2014/2015 and 2015/2016 21 Work stoppages reported, man-days lost and number of 102 workers involved by Industry: 2014/2015 and 2015/2016 22 Settlements made by proprietors, amounts deposited and 108 number of employers who made deposits through the MLSS by legislation: 2014/2015 and 2015/2016 23 Number of persons paid by proprietors, persons paid from deposits and 109 amount paid from deposits by legislation: 2014/2015 and 2015/2016

by occupation: 2014/2015 and 2015/2016

### **APPENDIX 5**

# **LIST OF FIGURES**

1.	Number of registered PATH beneficiaries by payment period: 2015/2016	15
2.	Number of Jamaican workers employed overseas 2015/2016 and 2016/2017	81
3.	Skilled occupations 2015/2016 and 2014/2015	82
4.	Low skilled occupations: 2014/2015 and 2015/2016	82
5.	Outcome of disputes referred to IDT: 2014/2015 and 2015/2016	104

#### **APPENDIX 6**

### **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 harmonization 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 organizations representing employers and one or more worker or organizations representing workers, where such dispute relates wholly or partly to:-

- a) terms and conditions of employment, or the physical conditions in which workers are required to work; or
- b) engagement or non-engagement, or termination or suspension of employment, of one or more worker; or
- c) allocation of work as between workers or groups of workers; or

d) any matter affecting the privileges, rights and duties of any employer or organization representing employers or of any worker or organization 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 recognized 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 job seekers 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:

- Ministers of Religion

Foreign spouses of Jamaicans

Persons employed by Statutory Organisations

Persons covered by (14) or (30) days clause

- Registered full-time students at U. W. I.

Wives of registered full-time students at U.W.I.

Employees at U. W. I.

- Employees at U. H. W. I.

- CARICOM nationals who are graduates of selected

- CARICOM universities with degrees, diplomas and/or certificates;

 CARICOM nationals who are musicians, media personnel, artists and sports persons.

#### 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

# APPENDIX 7 ACRONYMS

AF - Abilities Foundation

AGC - Attorney General's Chambers

ADHD - Attention Deficit Hyperactivity Disorder

AWOL - Absent Without official Leave
BITU - Bustamante Industrial Trade Union

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

CSME - CARICOM Single Market and Economy

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 Payment Act
ETRP - Employment Termination and Redundancy Payment

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 TribunalIEP - Individualized Education Plans

IH - Industrial Hygiene

ILA&I - International Labour Agencies and Information

ILO - International Labour Organization
IMF - International Monetary Fund

ISP&L - Integrated Social Protection and Labour

IR - Industrial Relations

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
JEEP - Jamaica Emergency Employment Programme

JEF - Jamaica Employers' Federation

JFLL - Jamaica Foundation for Lifelong Learning
JICA - Japan International Cooperation Agency

JIS - Jamaica Information Service's

JLS - Jamaica Library Service

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
 NEO
 New Employment Opportunities
 NEP
 National Employment Policy
 NHT
 National Housing Trust

NI - National Insurance

NI GOLD - National Insurance Scheme Health Plan for Pensioners

NIF - National Insurance Fund
NIS - National Insurance Scheme

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

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
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
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
YES - Youth Empowerment Strategy