

CIRCULAR No. 7/2008
REF. NO. 8682/18 Vol. XVII

FROM: CABINET SECRETARY


TO: Director, Finance and Economic Affairs
Auditor General
Permanent Secretaries
Related Grades
Heads of Departments
Chief Information Officer
Clerk of Parliament

DATE: 26th November, 2008

Assignment of Responsibilities

Further to my Circular No. 6/2008 Ref. No. 8682/18 Vol. XVII of 24th November, 2008 and consequent on the changes in Ministerial Portfolios attached is a new listing of Ministerial Responsibilities effective 24th November 2008.

2. Adjustments have been shown in red for easy reference.
3. Kindly circulate to all Boards under your Ministry.


Cabinet Secretary (ag.)

ASSIGNMENT OF MINISTERIAL PORTFOLIOS
WITH EFFECT FROM 24TH NOVEMBER, 2008

The Hon. David John Howard Thompson, M.P.

Prime Minister
Minister of Finance and Investment,
Labour, Civil Service and Energy

The Hon. Freundel Jerome Stuart, M.P.

Deputy Prime Minister
Attorney General and
Minister of Home Affairs

Dr. The Hon. David Cleveland Estwick, M.P.

Minister of Economic Affairs, Empowerment, Innovation,
Trade, Industry and Commerce

The Hon. Ronald DaCosta Jones, M.P.

Minister of Education and Human Resource Development

The Hon. Michael Andrew Lashley, M.P.

Minister of Housing and Lands

The Hon. Richard Llewellyn Sealy, M.P.

Minister of Tourism

The Hon. Steven DeCoursey Blackett, M.P.

Minister of Community Development and Culture

The Hon. John David Edward Boyce, M.P.

Minister of Transport and Works

Dr. The Hon. Esther Rosenna Byer-Suckoo, M.P.

Minister of Youth, Family and Sports

2.

The Hon. Edwin George Hutson, M.P.

Minister of International Business and International Transport

Dr. The Hon. Denis Stevenson Lowe, M.P.

Minister of the Environment, Water Resources and Drainage

The Hon. Christopher Peter Sinckler, M.P.

Minister of Social Care, Constituency Empowerment, Urban and Rural Development

The Hon. Donville O'Neil Inniss, M.P.

Minister of Health

Senator The Hon. Maxine Pamela Ometa McClean

Minister of Foreign Affairs and Foreign Trade

Senator The Hon. Haynesley LaVere Benn

Minister of Agriculture

The Hon. Patrick Martin Tyrone Todd, M.P.

Minister of State
Ministry of Education and Human Resource Development

Senator The Hon. Darcy Walton Boyce

Minister of State
(Finance, Investment, Telecommunications and Energy)

Senator The Hon. Arni Bernarto Walters

Minister of State (Labour and Immigration)

3.

PARLIAMENTARY SECRETARY

Senator Virginia Irene Sandiford-Garner

Assigned to the Prime Minister's Office

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

PRIME MINISTER

Cabinet Office

Appointments under the Constitution of Barbados
(e.g. Governor-General, Ministers and
Parliamentary Secretaries, Judges, Senators,
The Services Commissions, The Electoral and
Boundaries Commission)

Cabinet Matters in General

Electoral Matters

Government Ceremonial and Protocol for Official
and State Occasions

Honours

Justices of the Peace

Liaison with Parliament

National Emblems

Liaison with Government House

Judiciary

Electoral Department

The Electoral and Boundaries Commission

The Judicial Council

Prime Minister's Office

Single Market and Single Economy

Defence

Government House

Prime Minister's Official Residence

Printing

Security, including Airport and Seaport Security

Information and Broadcasting

Town Planning

Prime Minister's Office (Cont'd)

The Barbados Defence Force
Commonwealth Matters
Press Liaison and Public Relations

The Government Printing Department
The Government Information Service
The Town Planning Department
The Barbados Defence Board
The Private Investigators and Security Guards
Licensing and Advisory Board
The Broadcasting Authority
The Caribbean Broadcasting Corporation
The Town and Country Planning Advisory Committee
The Ombudsman

Betting and Gaming
The Betting and Gaming Committee

Civil Service

Conditions of Service
Personnel Matters
Staff Relations in the Civil Service
Training
Public Sector Reform
E-government
Establishment Services
Governance

Personnel Administration Department
Training Administration Division
Office of Public Sector Reform
The Services Commissions
The Data Processing Department

Labour and Immigration

Labour

Employment
Labour, including Factory Inspections and
Labour Relations

Occupational Training
The Labour Department

3.

Labour (Cont'd)

The Barbados Vocational Training Board
The Technical and Vocational Education and
Training Council

Immigration

The Immigration Department

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

**MINISTER OF FINANCE, INVESTMENT, TELECOMMUNICATIONS
AND ENERGY**

Finance

Banking and Currency
Central Purchasing
Insurance
Public Finance
Relations with the International Monetary Fund
Taxation
Pensions

The Audit Department
The Central Purchasing Department
The Customs Department *including* Value-Added
Tax Unit
The Inland Revenue Department
The Land Tax Department
The Treasury
Supervisor of Insurance

The Central Bank of Barbados
The Catastrophe Fund

The Barbados Agricultural Credit Trust Ltd.
Land Tax Relief Board
The Barbados Cane Industry Corporation
Collections, Recoveries, Liquidation Limited (CRL)
The Barbados Agricultural and Management Company

Investment

Public Enterprise Investment Fund
The Enterprise Growth Fund Limited Capital Projects
The Barbados Tourism Investment Incorporated
Needhams Point Development Incorporated
Southern Golf and Country Club Limited
Hotel and Resorts Ltd. (HRL)
Invest Barbados

2.

Investment (Cont'd)

Public Investment Unit
Investment Facilitation Unit

International Economic Relations *including*
International Bank for Reconstruction and
Development (World Bank)
Inter-American Development Bank
Caribbean Development Bank

Securities Commission

Social Security

Severance Payments
National Insurance, *including* Old Age Pensions
National Insurance Board
National Insurance Department

Telecommunications and Energy

Telecommunications

Energy and Natural Resources
Quarrying and Mining

National Petroleum Corporation
Barbados National Oil Company
Barbados National Terminal Company Limited

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

ATTORNEY GENERAL

Principal Legal Adviser to the Government
Legislation, including Law Reform and Law Revision

Court Administration
Legal Aid
Legal Affairs
Process Serving
Arms and Ammunition

Police Administration and Preservation of Public Order
Forensic Services

Court Process Office
The Magistrates' Courts
The Registration Department
The Supreme Court

The Police Department

The National Task Force on Crime Prevention
The Police Complaints Authority
The Community Legal Service Commission
The Financial Intelligence Unit

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

MINISTER OF HOME AFFAIRS

Emergency Relief
Authentication of Documents
Fire Services
Marriage Licences
Postal Services
The Penal System
The Correctional Services
The Probation Services

The Department of Emergency Management
The Fire Service Department
The Post Offices
The Prisons
The Government Industrial Schools
The Probation Department

The Prisons Advisory Board
The Prisons After Care Committee
The National Council on Substance Abuse
The Reformatory and Industrial Schools Advisory Board

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

**MINISTER OF ECONOMIC AFFAIRS AND EMPOWERMENT,
INNOVATION, TRADE, INDUSTRY AND COMMERCE**

Commerce
Co-operatives and Friendly Societies
Internal Trade
Electronic Commerce

Consumer Affairs
Metrication
National Information Technology Strategic Plan
Price Control
Science and Technology
Utilities Regulation

The Co-operatives Department
The Liquor Licensing Authority

The Barbados National Standards Institution
The Metrication Board
The National Council for Science and Technology

Fair Trading Commission

Supervisor of Insolvency
Office of Public Counsel

Industry

Economic Empowerment and Social Development
Economic Research and Reports
Small Business
Productivity
Statistical Services
Technical and Financial Assistance Programmes
Strategic and Development Planning

Barbados Investment and Development Corporation
The Barbados Agency for Micro-Enterprise Development
(Fund Access)

The Statistical Services Department

The National Productivity Council
Centre for Policy Studies

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

**MINISTER OF EDUCATION AND HUMAN RESOURCE
DEVELOPMENT**

Education
University of the West Indies

The Audio-Visual Aids Department
Erdiston College
The Samuel Jackman Prescod Polytechnic
The School Meals Department

Human Resource Development

The Barbados Community College
The Boards of Management of Educational Institutions
other than Private Schools
The National Advisory Commission on Education
The Student Revolving Loan Fund Management
Committee
The Barbados Accreditation Council
The National Commission for UNESCO

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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MINISTER OF HOUSING AND LANDS

Housing
Land and Property Acquisition
Lands
Surveys
Property Management

The Land Registration Department
The Lands and Surveys Department
The Property Management Unit
Housing Planning Unit

The National Housing Corporation
The Land Surveyor's Board

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
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MINISTER OF TOURISM

Tourism

The Barbados Tourism Authority
The Barbados Conference Services Limited

Barbados Tourism Advisory Council

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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MINISTER OF COMMUNITY DEVELOPMENT AND CULTURE

The Department of Archives
The National Library Service

The Commission for Pan-African Affairs
The National Cultural Foundation
The Cinematograph Film Censorship Board
The Barbados Museum and Historical Society

Community Development

Connect Barbados

The Community Development Department

Culture:

Archives
Cultural Affairs
Film Censorship
Libraries
Museums

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
WITH EFFECT FROM 24th NOVEMBER, 2008**

MINISTER OF TRANSPORT AND WORKS

Transport and Works

Electrical Installations
Highways and Other Roads
Public Works

The Electrical Engineering Department

The Electrical Wiremen's Licensing Board
The Engineers' Registration Board

Licensing

The Licensing Authority

Transportation

The Transport Board

Transport Authority

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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MINISTER OF YOUTH, FAMILY AND SPORTS

(a) **Family**

Ecclesiastical Affairs
HIV/AIDS - Awareness and Education
Gender Affairs

The National AIDS Commission

Child Care
Family Affairs
The Child Care Board

Bureau of Gender Affairs

(b) **Youth Affairs**

Youth Affairs

Youth Affairs Division

(c) **Sports**

Sports

Legacy

The Garfield Sobers Sports Complex

The Barbados Boxing Board of Control
The National Sports Council

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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**MINISTER OF INTERNATIONAL BUSINESS AND INTERNATIONAL
TRANSPORT**

International Business

International Business and Financial Services Unit
The Advisory Committee on International Business

Corporate Affairs
Intellectual Property
Corporate Affairs and Intellectual Property Office

International Transport

Airport Development
Civil Aviation
Shipping, including Port Management,
Harbours and Lighthouses

Air Transport Licensing Authority
Barbados Port Authority

Grantley Adams International Airport Inc.
Caribbean Airways International Ltd.

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
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**MINISTER OF THE ENVIRONMENT, WATER RESOURCES AND
DRAINAGE**

Environment

Coastal Conservation
Environmental Conservation
Environmental Engineering (Environmental
Protection Department)
Botanical Gardens
Sanitation Services
Solid Waste

Caves of Barbados Limited
National Conservation Commission
Environmental Engineering Unit
Coastal Zone Management Unit
Environmental Special Project Unit (Natural Heritage)
Sanitation Services Authority

Water Resources

Water
Sewerage Project
The Barbados Water Authority

Drainage

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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**MINISTER OF SOCIAL CARE, CONSTITUENCY EMPOWERMENT
URBAN AND RURAL DEVELOPMENT**

Welfare Services
Constituency Councils
The Welfare Department
Disability Unit
The National Assistance Board
Poverty Alleviation Bureau
Bureau of Social Policy

Urban Development Commission
Rural Development Commission

Social Investment Fund
Poverty Eradication Fund

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
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MINISTER OF HEALTH

Drug Service
Health Services
Nutrition
Medical Services
Emergency Ambulance Service
HIV/AIDS - Control and Prevention
Environmental Sanitation

The District Hospitals, Out-Patient Clinics
The Health Centres and Polyclinics
The Elroy Phillips Centre
The Psychiatric Hospital
The Queen Elizabeth Hospital
The Animal Control Unit
Children's Development Centre
Environmental Sanitation Unit
Vector Control Unit
St. Andrew's Children's Home

The Dental Council
The General Nursing Council
The Medical Council
The Paramedical Professions Council
The Pharmacy Council
The Mental Health Review Board
The Queen Elizabeth Hospital Board
Drug Formulary Committee

Advisory Committee - Children's Development
Centre

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
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MINISTER OF AGRICULTURE

Agriculture, including Agricultural Marketing
Fisheries
Irrigation
Meteorology
Natural Resources
Analytical Services
Veterinary Services
Soil Conservation

The Meteorological Office
The Public Markets

The Barbados Agricultural Development and
Marketing Corporation
The Pesticides Control Board
The Scotland District Soil Conservation Board
The Sugar Factory Smoke Control Board
Southern Meats
Agricultural Development Fund

**ASSIGNMENT OF RESPONSIBILITY FOR THE BUSINESS OF
GOVERNMENT UNDER SECTION 72 OF THE CONSTITUTION
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MINISTER OF FOREIGN AFFAIRS AND FOREIGN TRADE

(a) **Foreign Affairs**

Consular Affairs
Diplomatic Representation
Enemy Property
Foreign Affairs including Relations with
 The Caribbean Community
Human Rights
Relief of Distressed Barbadians Abroad
Repatriation of Barbadians
CARICOM Matters

(b) **Foreign Trade**

CARICOM Council of Ministers
Foreign Trade Development
International Trade Negotiations

Regional Negotiating Machinery

Abbreviations

Cabinet Office	CO
Prime Minister's Office	PMO
Ministry of Finance, Investment, Telecommunications and Energy	MFIE
Ministry of Civil Service	MCS
Ministry of Labour and Immigration	MLI
Office of the Attorney General	OAG
Ministry of Home Affairs	MHA
Ministry of Health	MH
Ministry of Education and Human Resource Development	MEHR
Ministry of Housing and Lands	MHL
Ministry of Tourism	MT
Ministry of Community Development and Culture	MCDC
Ministry of Transport and Works	MTW
Ministry of Youth, Family and Sports	MYFS
Ministry of Economic Affairs, Empowerment Innovation, Trade, Industry and Commerce	METIC
Ministry of the Environment, Water Resources and Drainage	MEWD
Ministry of Social Care, Constituency Empowerment Urban and Rural Development	MSCUR
Ministry of Foreign Affairs and Foreign Trade	MFA
Ministry of International Business and International Transport	MII
Ministry of Agriculture	MA