



Government of the Republic of Trinidad and Tobago  
Ministry of Trade and Industry

A photograph of a modern building facade with large glass windows and a perforated metal ceiling. The building is set against a bright sky with a lens flare effect on the left side.

# ANNUAL ADMINISTRATIVE REPORT

# 2016

# Contents

<b>1.0 INTRODUCTION</b>	<b>1</b>
<b>2.0 VISION, MISSION AND STRATEGIC OBJECTIVES</b>	<b>2</b>
2.1 MTI Strategic Goal	2
2.2 Vision of MTI	2
2.3 Mission of MTI	2
2.4 Strategic Framework of the MTI	2
<b>3.0 ORGANISATIONAL STRUCTURE</b>	<b>6</b>
3.1 Organisational Profile	6
3.2 Corporate Structure	7
3.3 MTI's State Agencies	7



#### **4.0 POLICY INITIATIVES**

4.1 Creating the Enabling Environment	9
4.2 Diversification and Transformation of the Economy	9
4.3 Expanding Market Access	11
4.4 Attracting Investment	14
4.5 Improving the Ease of Doing Business	15
4.6 Enhancing Consumer Empowerment	16

#### **5.0 FINANCIAL OPERATIONS**

5.1 Capital Expenditure	17
5.2 Internal Audit	18

#### **9**

9

9

11

14

15

16

#### **17**

17

18

#### **6.0 HUMAN RESOURCE DEVELOPMENT PLAN 19**

6.1 Organisational Establishment and Employee Categories in MTI	19
---	----

#### **7.0 PUBLIC AND COMMUNITY RELATIONS 20**

#### **8.0 THE WAY FORWARD 21**

#### **9.0 CONCLUSION 23**



# Introduction

The MTI is responsible for the implementation of government policy for business development, trade, investment and consumer empowerment.

To implement its mandate throughout Fiscal 2016, the MTI assessed the new National Policy Framework of the Republic of Trinidad and Tobago (GoRTT), which outline the blueprint for the Trinidad and Tobago's socio-economic transformation. This framework steered the MTI's Annual Work Plan for Fiscal 2016. This plan identifies initiatives to create an enabling environment to support economic diversification and international competitiveness; support the growth of exports and investments, as well as, empower consumers.

During Fiscal 2016, the MTI successfully executed a number of initiatives identified within its work plan. These initiatives included pursuing reforms to improve the ease of doing business reforms and expanding markets access through partial scope agreements with Latin countries. To further stimulate investments in Trinidad and Tobago, the MTI developed an Integrated Investment Promotion Strategy which will ensure a coordinated approach between government and agencies executed for investment promotion initiatives in Trinidad and Tobago. To ensure consumer rights are protected, the MTI developed a National Consumer Policy which will initiate a new Consumer Protection and Empowerment Act for consumers.

In Fiscal 2016, the MTI Work Plan also sought to increase exports through the expansion of Trade between Trinidad and Tobago and Venezuela. This Cabinet approved revolving Facility of US\$50 million will provide opportunities for domestic manufacturers and exporters to increase non-energy exports to a large market and expand product coverage in that market. Additionally, the MTI established a National Trade Facilitation Committee which will assist local manufactures to gain entry into the huge Latin American market. Through exporTT, the MTI continued the implementation of the Food and Safety Modernization Programme and Export Capacity Building Programme.

To contribute to Trinidad and Tobago's economic diversification, the MTI developed a Cabinet approved framework for the maritime sector. This framework will address the challenges faced in the sector to increase growth and development in the maritime subsectors. The MTI also pursued initiatives in the creative sector through workshops on enhancing skillsets within the fashion, film and music sectors.

Other accomplishments of the MTI during Fiscal 2016 are outlined in this Annual Administrative Report 2016.

The MTI Annual Administrative Report for Fiscal 2016 covers the following areas:

1. Introduction;
2. MTI Vision, Mission and Strategic Objectives;
3. Organisational Structure;
4. Policies and Development Initiatives;
5. Financial Operations;
6. Human Resource Development Plan;
7. Public and Community Relations;
8. The Way Forward; and
9. Conclusion

# MTI Vision, Mission and Strategic Framework

On 17 September 2015, the Cabinet approved a new National Policy Framework for the Government of the Republic of Trinidad and Tobago (GORTT), which outlined the blueprint for Trinidad and Tobago's socio-economic transformation. This framework guided the MTI's Annual Work Plan during Fiscal 2015/16.

## 2.1 MTI Strategic Goal

*The overall goal of the MTI is to expand non-energy exports; attract and facilitate investment; develop globally competitive businesses to achieve sustainable growth; ensure consumer empowerment; and diversify the economy.*

## 2.2 Vision of MTI

*"A dynamic, client oriented organisation delivering integrated, quality services for business growth, trade and investment expansion and consumer empowerment"*

## 2.3 Mission of MTI

*"To work as an innovative team, championing business growth, trade and investment for enhanced global competitiveness and promoting consumer interests for improved wellbeing"*

## 2.4 Strategic Framework of the MTI

With respect to achieving the MTI's mandate, the Ministry and its State Agencies formulated a detailed one (1) year Action Plan which reflected the various policy initiatives contained in the National Policy Framework of the GORTT, relevant to Trade and Industry. The policy initiatives and their respective measures were as follows:

The table below outlines the MTI's strategic framework for the period. The successful targets are further outlined within the report.

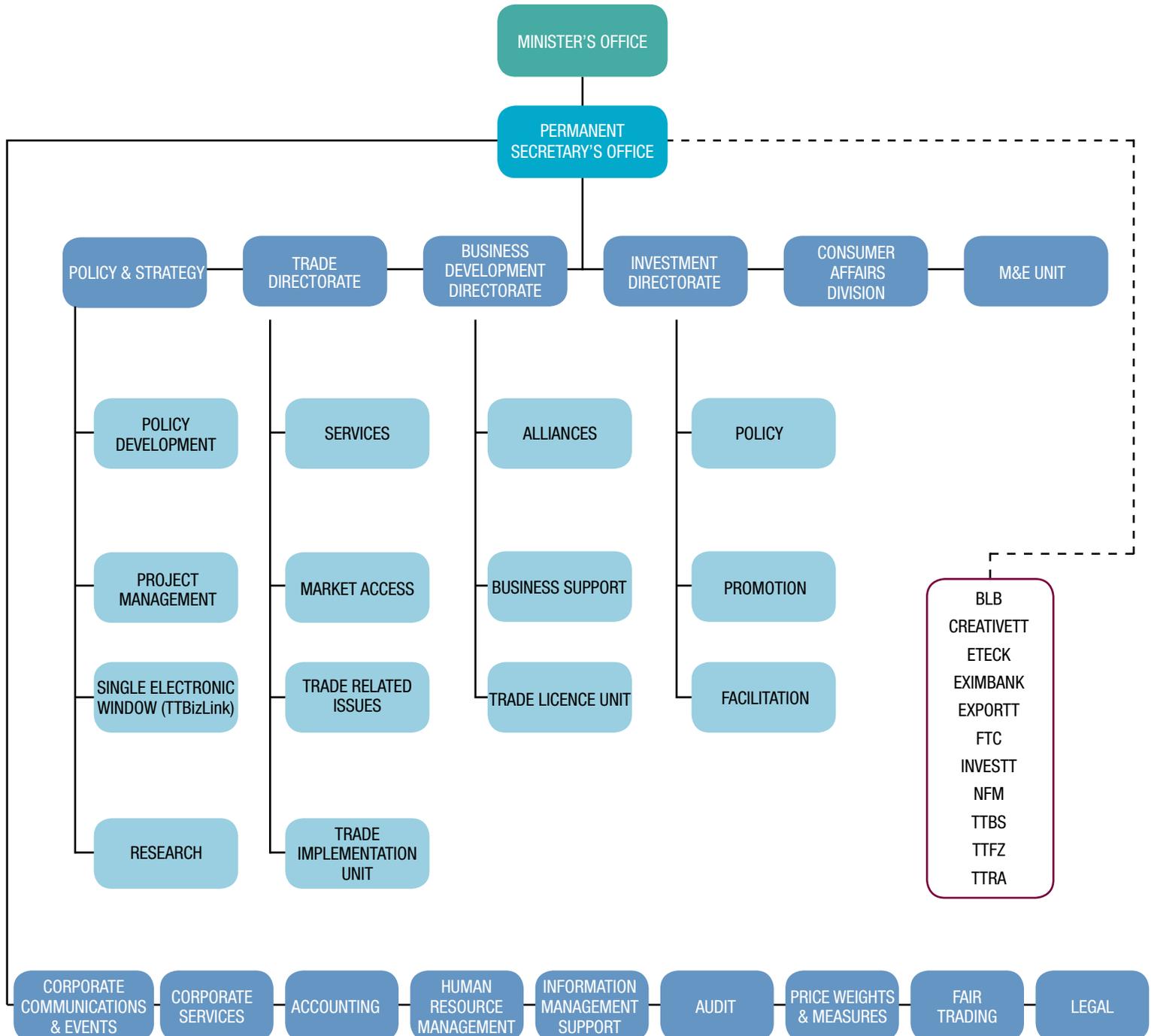
Policy Initiatives	Measures
<p><b>Policy Initiative 1</b></p> <p>Ensure that appropriate strategies are developed in partnership with local manufacturers to create and sustain a more enabling environment to facilitate increased global competitiveness of local businesses.</p>	<ol style="list-style-type: none"> <li>1.1 Implement capacity building activities through exporTT and TTBS, to improve business processes that are compliant with international standards.</li> <li>1.2 Develop and implement a new Consumer Policy for Trinidad and Tobago.</li> <li>1.3 Develop and implement a National Corporate Social Responsibility Policy.</li> <li>1.4 Facilitate the development and implementation of projects by the private sector under the Enabling Competitive Business Strategy.</li> <li>1.5 Develop and implement a National Export Strategy.</li> </ol>
<p><b>Policy Initiative 2</b></p> <p>Implement a system of constant dialogue and feedback with all stakeholders in the commercial, manufacturing and industrial sectors to proactively address challenges such as shortages of skilled labour, difficulties in obtaining foreign exchange, government bureaucracy, slow processing of customs documentation, insufficient trade liberalisation and other regulatory issues affecting competitiveness and the ease of doing business.</p>	<ol style="list-style-type: none"> <li>2.1 Review and modernize national trade laws to complement Trinidad and Tobago's trade policy, inclusive of the amendment of the Antidumping and Countervailing Duties Act and Regulations.</li> <li>2.2 Implement reforms to improve the ease of doing business and global competitiveness of Trinidad and Tobago.</li> <li>2.3 Automate new e-services for the business sector via TTBizlink.</li> <li>2.3 Enact legislation to permit the temporary importation of goods under the Istanbul Convention (ATA Carnet).</li> <li>2.4 Proclaim the remaining parts of the Fair Trading Act; Implement the Metrology Act and Metrology (Quantities of Goods) Regulations.</li> </ol>
<p><b>Policy Initiative 3</b></p> <p>Encourage and facilitate linkages between local manufacturers and exporters with the diaspora in Canada, the USA and the UK, as a catalyst to entry and penetration in these markets.</p>	<ol style="list-style-type: none"> <li>3.1 Establish commercial offices in select markets.</li> <li>3.2 Pursue Bilateral Trade Agreement with Canada.</li> <li>3.3 Pursue market studies with these countries.</li> </ol>
<p><b>Policy Initiative 4</b></p> <p>Create synergies between our energy, manufacturing, services and creative sectors to promote diversification of the economy.</p>	<ol style="list-style-type: none"> <li>4.1 Host stakeholder meeting with related institutions (TTMA, Business Chambers, CreativeTT etc) to promote the diversification of the economy.</li> <li>4.2 Develop and implement Trade Negotiating Strategy for Energy Services.</li> </ol>
<p><b>Policy Initiative 5</b></p> <p>Assist manufacturers to gain entry into the Latin American market through trade facilitation, market access, investment treaties, promotional tours, trade diplomacy and government to government arrangements.</p>	<ol style="list-style-type: none"> <li>5.1 Establish new lines of credit for Trade Financing through EXIM Bank.</li> <li>5.2 Develop a Trade Missions Strategy for market penetration.</li> <li>5.3 Implement WTO Trade Facilitation Agreement.</li> <li>5.4 Implement Aid for Trade Strategy.</li> <li>5.5 Negotiate and implement trade agreements as a member of CARICOM with Costa Rica, Cuba, Dominican Republic, Panama, Venezuela, El Salvador and Guatemala.</li> </ol>

Policy Initiatives	Measures
<p><b>Policy Initiative 6</b> Improve and streamline operations at the air and sea ports for easy import and export of materials and goods.</p>	<p>6.1 Implement new mobile inspections module for oorts on TTBizLink programme</p>
<p><b>Policy Initiative 7</b> Complete and fully operationalise the Tamana Intech Park and the Piarco Aero Park, upgrade all existing industrial estates and establish new industrial estates in designated new growth areas throughout Trinidad and Tobago.</p>	<p>7.1 Develop value proposition strategy for Tamana Intech Park and the Piarco Aero Park. 7.2 Populate Tamana Intech Park and the Piarco Aero Park with tenants that will contribute to the diversification of the economy related to the seven sectors. 7.3 Complete refurbishment works of all existing industrial parks. 7.4 Establish the Point Fortin Business Park. 7.5 Develop a new Special Economic Zones Policy.</p>
<p><b>Policy Initiative 8</b> Revive and rebuild the CSME process including facilitating the controlled movement of skills and labour within the region.</p>	<p>8.1 Formulate and advocate Trinidad and Tobago's position on strategic initiatives in the Council for Trade and Economic Development (COTED). 8.2 Develop a Regional Strategic Plan for Services (RSPS).</p>
<p><b>Policy Initiative 9</b> Maximise benefits under the Economic Partnership Agreement with the European Union</p>	<p>9.1 Ratify the Economic Partnership Agreement. 9.2 Establish a National EPA Monitoring Committee and System. 9.3 Implement outstanding Articles under the EPA Act. 9.4 Develop a National EPA Monitoring system. 9.5 Communicate benefits of the EPA.</p>
<p><b>Policy Initiative 10</b> Support regional initiatives and joint action for diplomacy and commercial relations with extra-regional markets in South and Central America, Asia and Africa.</p>	<p>10.1 Negotiate new Bilateral Investment Treaties and Double Taxation Agreements. 10.2 Formulate and advocate Trinidad and Tobago's positions at the WTO 10.3 Formulate and advocate Trinidad and Tobago's positions on projects implemented by the Association of Caribbean States (ACS).</p>
<p><b>Policy Initiative 11</b> Achieve sustainable growth and diversification by supporting the expansion of the following industries for successful penetration of international markets: Agriculture and Agro-processing; Maritime Services (shipbuilding, ship repair, dry-docking and yachting services); Fishing and Fish Processing; the Creative Industries (film, music, entertainment, fashion and design); Financial Services (making Trinidad and Tobago a regional financial centre); and Software Design and Applications.</p>	<p>11.1 Develop Project Profiles for the seven sectors for investment promotion. 11.2 Implement business and export oriented projects under CreativeTT with a focus on distribution, capacity building, and marketing and promotion. 11.3 Develop an incentives regime for the Creative Industry. 11.4 Operationalise Standing Committee on the Development and Growth of the Non-energy Sector. 11.5 Develop Technical Market Study on the Ship Repair, Dry Docking and Small Ship Building Industry. 11.6 Develop administrative systems and implement infrastructural programmes to improve the operations of the yachting sector. 11.7 Develop new strategic plans for the Music and Film Sectors. 11.8 Pursue implementation of projects within the Fashion Strategic Plan.</p>

# Organisational Structure

## 3.1 Organisational Profile

The MTI's structure is designed to allow for strategy delivery, efficient processes and the achievement of planned outcomes. The structure comprises:



### **Core Directorates/Divisions:**

The Directorates are core portfolio areas of the MTI with main responsibility for formulating policy, developing strategies and ensuring execution of the technical mandate of MTI. The MTI has five directorates. They are as follows:

1. **Business Development Directorate (BDD)** - plans and executes the business development portfolio of the MTI in order to contribute to the country's macroeconomic business development performance measures.
2. **Consumer Affairs Division (CAD)** – plans and executes the consumer guidance, protection and empowerment initiatives of the MTI in order to contribute to a fair business environment.
3. **Investment Directorate (ID)** – formulates and effects the investment portfolio of the MTI in order to contribute to the country's macroeconomic investment performance measures.
4. **Policy and Strategy Directorate (PSD)** - provides strategic planning, policy development and coordination services to the MTI. Through project management services, the PSD also ensures the efficient mobilisation of resources and execution of strategic projects such as the Single Electronic Window (SEW).
5. **Trade Directorate (TD)** - formulates and effects trade policy, legislation, agreements and strategies to plan and execute the trade portfolio of the MTI in order to contribute to the country's macroeconomic trade performance measures.

### **Support Units**

The Support Units provide essential services to the core directorates and the overall MTI through the development and management of the corporate-wide activities. The Support Units are as follows:

1. **Accounting Unit (AU)** - oversees and coordinates all financial operations of the MTI. The Unit ensures that accurate financial information is reported in a timely manner.
2. **Corporate Communications and Events Management Unit (CC&EMU)** - provides information to key internal and external stakeholders on a timely basis. The unit also enhances the MTI's corporate image, and manages the MTI's relationship with key stakeholders.
3. **Corporate Services Unit (CSU)** – provides office management, procurement and facilities management services.
4. **Legal Unit (LU)** – provides legal advice and support to the MTI.
5. **Fair Trading Unit (FTU)** – ensures that the business environment is fair and free from uncompetitive business practices which hinder growth and development.
6. **Human Resource Unit (HRU)** – manages the selection and development of the human capital of the MTI.
7. **Information Management and Support Unit (IM&SU)** - provides technical and network support services to the MTI. The department is also responsible for transforming the MTI through information and communication technology.
8. **Internal Audit Unit (IAU)**- ensures conformity of the MTI with financial rules and regulations, instructions, policies and contract plans.
9. **Trade Licence Unit (TLU)** - administers the import and export of goods in accordance with applicable Laws and Government Policy.

## 3.2 Corporate Structure

The MTI structure is designed to allow for strategy delivery, efficient processes and the achievement of planned outcomes. The structure comprises:

1. Minister's Office
2. Office of the Permanent Secretary
3. Directorates
4. Support Units
5. State Agencies

### Core Values

MTI commits to live by the following Core Values and seeks to be judged by the manner in which they influence organisational and individual behaviour and performance.

- Respect
- Trust
- Results Oriented
- Commitment & Dedication
- Professionalism
- Integrity

## 3.3 MTI's State Agencies

The implementation of the MTI's policies is primarily facilitated through the work of its state agencies. The roles, responsibilities and services provided by these state agencies are outlined below:

### 1. Statutory Boards and Other Bodies:

- i. Betting Levy Board (BLB)* develops and improve every aspect of horse and dog racing, including the breeding of racehorses and dogs and the provision of benefits for jockeys and stable lad, and monitoring compliance with any rules relating to the operation of pool betting offices and pool betting outlets, including their opening and closing hours. The Betting Levy Board Act No. 35 of 1989 came into force on November 15, 1989, upon proclamation by the President of the Republic of Trinidad and Tobago. It has since been amended by Act No. 31 of 1991, and the Finance Act No. 5 of 1995.
- ii. Fair Trading Commission (FTC)* is an independent statutory body responsible for implementing the Fair Trading Act. The main objectives are to promote and maintain effective competition throughout the economy, and to ensure that competition is not distorted, restricted or prevented, either by private business conduct or by public policy.
- iii. Trinidad and Tobago Bureau of Standards (TTBS)* is a corporate body established on July 8th, 1974 and governed by the authority of the Standards Act No. 18 of 1997. It has a statutory responsibility to promote and encourage the development and maintenance of standards for the improvement of goods produced or used in Trinidad and Tobago (except food, drugs and cosmetics).
- iv. The Trinidad and Tobago Racing Authority (TTRA)* regulates and controls racing and the operation of race courses. As such, the Racing Authority plays a critical role in the administration of Horse Racing, in particular, in ensuring that the integrity of the sport is upheld.

## 2. Wholly Owned Enterprises:

- i. *The Export-Import Bank of Trinidad and Tobago Limited (EXIMBank)* is the premier financial institution facilitating the expansion of regional enterprises, by providing the highest quality services, thereby enabling them to take advantage of global trade opportunities.
- ii. *Evolving TecKnologies and Enterprise Development Company Limited (eTecK)* develops and improves the infrastructure and operations of new modern economic zones through, *inter-alia*, public private partnerships that can expand and diversify Trinidad and Tobago's economic base. The company also optimises the use of its existing industrial parks on a commercial basis and manages the assets of the Hilton Trinidad and Conference Centre and Magdalena Grand Beach Resort.
- iii. *invesTT Limited (invesTT)* acts as a "one-stop-shop" for investors ensuring that they are provided with all the knowledge, tools, linkages and facilitation needed to efficiently navigate the way to new business opportunities in Trinidad and Tobago.
- iv. *The Trinidad and Tobago Creative Industries Company Limited (CreativeTT)* stimulates and facilitates the business development and export activities of the creative industries in Trinidad and Tobago in order to generate national wealth. The company is responsible for the strategic development of the three niche subsectors under its purview, namely, music, film and fashion.
- v. *Trinidad and Tobago Free Zones Company Limited (TTFZ)* is governed by the Trinidad and Tobago Free Zones Act Chapter 81:07 and is responsible for the operation of Free Zones in Trinidad and Tobago.

## 3. Majority Owned Enterprises:

- i. *exporTT Limited* is designated the sole National Export Facilitation Organisation of Trinidad and Tobago. Its mandate is to generate export growth and diversification in the goods and services sectors.

## 4. Indirectly Owned Enterprises:

- i. *National Flour Mills Limited (NFM)* is a local manufacturer in Trinidad and Tobago's flour and feed milling industries. The company commenced trading activities in 1966 and has grown to provide services such as flour milling, rice milling, animal feed production, dry mix blending and packaging related thereto. NFM is a publicly traded Company and is partly owned by the GoRTT.

## 5. Other Related Agencies

- i. *The Trinidad and Tobago Coalition of Services Industries (TTCSI)* is a national umbrella body that brings together all services sector organisations and associations. It functions as a focal point to lobby, channel and address trade in services issues and services development issues, which are critical for the sector to thrive in the competitive global environment.

# Policy Initiatives

The MTI's work programme during 2015/16 was structured around eleven (11) Policy Initiatives defined in the Official Policy Framework of the GORTT. The Policy Initiatives under the remit of the MTI can be organised under the following main themes:

- i. Creating an enabling environment
- ii. Diversification and transformation of the economy
- iii. Expanding market access
- iv. Attracting investment
- v. Improving the ease of doing business
- vi. Enhancing consumer empowerment

The accomplishments for the MTI under each theme are outlined in the subsequent sections.

## 4.1 Creating the Enabling Environment

### The National Special Economic Zones (SEZs) Policy

A new Special Economic Zones Framework was developed to replace the current Free Zones Regime and support the thrust to re-establish sustained growth and development and transform the economy. The National Special Economic Zones Policy was submitted to Cabinet in August 2016.

### Policy and Procedures to Regulate the Fully Assembled Right Hand Drive Foreign Used Car Industry

The MTI revised the new policy and procedures to strengthen the regulation of the foreign used car industry. This was approved by Cabinet in January 2016.

### Anti-Dumping

The MTI successfully coordinated Trinidad and Tobago's interest before hearings at the US International Trade Commission in the matter of exports of melamine to the United States of America. In addition, the Minister of Trade and Industry made a Final Determination and Order, imposing duties on aluminium extrusions, which were deemed to have been dumped from the People's Republic of China by Legal Notice No. 29 and No. 30 of 2016. The Order is in effect from 21 February 2016 to 20 February 2021.

## 4.2 Diversification and Transformation of the Economy

### Framework for the Development of the Maritime Sector

A framework to address challenges within the maritime sector and to advance the growth and development of the various maritime sub-sectors was developed by the MTI and approved by Cabinet in May 2016. A phased approach was proposed for the development of the sub-sectors in the short, medium and long-term. In the short to medium-term emphasis will be placed on the following sub-sectors:

- yachting
- marina development
- ship repair
- dry docking
- cold stacking
- transshipment
- bunkering

In the medium to long term, focus will be placed on the following sub-sectors:

- port operations
- new maritime investment projects

### **Development and Population of the Piarco AeroPark**

The MTI collaborated with the Airports Authority of Trinidad and Tobago (AATT) to develop and populate the Piarco AeroPark. The AATT is currently in the process of evaluating Requests for Proposals (RFPs) and negotiating with companies that submitted Expressions of Interest (EoI) regarding the following facilities at the AeroPark:

- aviation related services,
- warehousing,
- a hotel and conference centre,
- indoor and outdoor entertainment,
- retail shopping, and
- an office complex.

### **Strengthening the Music Sector through MusicTT**

The MTI, through MusicTT, developed and implemented the following capacity-building initiatives:

- Over one hundred (100) music practitioners participated in a Music Intellectual Property Valuation workshop in March 2016.
- Approximately one hundred (100) local musicians, artists, sound engineers and producers were trained at a Songwriting, Production, Mixing and Mastering Camp in August 2016.
- One hundred and twenty (120) participants were trained and certified in Music Publishing in October 2015.
- Seven (7) music practitioners were awarded sponsorships under the Open Call for Proposals project as follows:
  - The marketing and promotion of the remix single “What is Love” by Ziggy Ranking and V. Bozeman (TEMPO Networks).
  - The development of Chune Caribbean Music Portal by Kewsplus Limited.
  - The international commercialisation and marketing plan for the new Calypso Rose Album by the Caribbean Music Group.
  - Ten (10) city American Tour by Chromatics Music Limited.
  - Musical showcase in NYC by 5 Miles to Midnight.
  - Hosting of the Caribbean Performing Arts Championships by Caribbean Print and Display Solutions.
  - Production of the One Caribbean Voice album by Sanch Electronix Limited.

### **Strengthening the Fashion Sector through FashionTT**

- Fifty (50) persons, comprising of designers, seamstresses and business persons within the fashion industry were trained at a Garment Production Standards Workshop in February 2016.

## **4.3 EXPANDING MARKET ACCESS**

### **Expansion of Trade between Trinidad and Tobago and Venezuela**

During the period May to June 2016, the MTI and Officials from Venezuela successfully negotiated Framework Contract Agreements between the Corporación Venezolana de Comercio Exterior SA (CORPOVEX) and various Trinidad and Tobago manufacturers to supply twelve (12) food and nine (9) personal hygiene products to Venezuela. A US\$50 Mn revolving fund was established by Venezuela to finance purchases of these items.

Two (2) shipments of goods were dispatched on 23 June and 9 July 2016 with additional shipment of goods conducted in September 2016. The total value of the first negotiated 3-month contract was US\$26,977,370. This trade cooperation initiative between Trinidad and Tobago and Venezuela has provided opportunities for domestic manufacturers and exporters to increase non-energy exports to a large market and expand product coverage to that market.

### **Trinidad and Tobago-Chile Partial Scope Agreement**

In May 2016, Cabinet approval was obtained for the re-engagement of exploratory discussions between Trinidad and Tobago and Chile towards a bilateral Partial Scope Trade Agreement, with a focus on energy based products. In preparation for exploratory discussions and all negotiating rounds, the MTI will continue to undertake research and consultations with private sector stakeholders and relevant organizations.

### **Trinidad and Tobago-Panama Partial Scope Agreement**

On 06 June 2016, the Trinidad and Tobago-Panama Partial Scope Agreement was ratified. Later, on 05 July 2016, the Trinidad and Tobago Panama Partial Scope Agreement Act came into force. An implementation plan is being prepared to guide the execution of the agreement. The agreement stipulates that the Joint Administration Commission is to be convened one year after entry into force. The MTI will put necessary arrangements in place for the convening of the Joint Administration Commission meeting in 2017.

### **Suspension of the Common External Tariff (CET)**

In December 2015, Cabinet approved the suspension of the Common External Tariff (CET) on a selected list of basic food items, medicaments, audio compact discs and compact flourescents for the purpose of reducing prices to industry and consumers.

### **National Trade Facilitation Strategy**

The MTI established a National Trade Facilitation Committee (NTFC) in March 2016. The Committee is in the process of developing a facilitation roadmap that will assist in the implementation of the WTO Agreement on Trade Facilitation (TFA). The implementation of the TFA will assist manufacturers to gain entry into the huge Latin American market through trade facilitation, enhancing competitiveness and the ease of doing business.

### **Passage of Resolutions in Parliament**

In December 2015, the Minister of Trade and Industry piloted two resolutions in Parliament. The Minister sought exemptions from import duties to be granted to the class of goods imported or entered for use in Trinidad and Tobago for approved industry and offshore petroleum and exploration.

The purpose of the resolutions was to provide an incentive to individuals and companies by ensuring that their inputs are acquired at world market prices and that they are not placed at a competitive disadvantage with their international counterparts. The continuation of this benefit is integral to the success of the manufacturing sector, through greater employment, additional investment and increased output.

### **Trade Financing for Exporters**

In May 2016, Cabinet approved a US\$10Mn Export-Import Bank of Trinidad and Tobago Limited (EXIMBANK) revolving loan facility to on-lend to local export oriented companies for the purpose of export and import financing. The facility was operationalised in July 2016.

### **Expansion into the Cuban Market**

In August 2016, approval was obtained for a ministerial delegation to attend the 2016 Havana International fair (FIHAV) and activate a Line of Credit between the EXIMBANK and the Central Bank of Cuba to support Trinidad and Tobago exports to that country.

### **Enabling Competitive Business Strategy**

#### **ProNet**

ProNet is a practical skills training programme for small and medium sized enterprises (SMEs) to provide business development and export marketing training based on their own resources. The aim of the ProNet project is to raise the level of productivity and profitability within the SMEs, allowing owners and managers to operate their businesses more efficiently and effectively. Some objectives of the project include: increasing the competitiveness of SMEs in the medium to long term; understanding the problems, challenges and needs of SMEs in the Caribbean; and increasing the export readiness of SMEs.

The major achievement under this project for Fiscal 2015/16 was as follows:

- Fifty (50) persons from twenty six (26) companies within the manufacturing, services and food and beverage sectors were trained in key areas of Business Management.

#### **Tobago Good Foods**

The Tobago Good Foods Project is aimed at facilitating the expansion and upgrade of producers and agro processors in Tobago who practice sustainable and natural agriculture consistent with eco labels that target more natural and high quality specialty foods for the tourism sector.

For Fiscal 2015/16 this project targeted twelve (12) firms, which benefitted as follows:

- Completed business and investment plans.
- Received expert assistance in the areas applicable to them (dairy goat farming; beekeeping; cocoa, fruit and coconut production; permaculture; organic certification; environmental certification and food safety).
- Market support through the establishment of Facebook accounts, hosting of green/slow food/organic markets, tastings and displays.

#### **Food and Safety Modernisation Act Programme**

The Food Safety Modernization Act (FSMA) Programme enabled local companies to conform to the regulations and laws required under the US Food and Drug Administration (FDA) which allowed them to strengthen their food safety system, and therefore the quality of their exports. Under this project for Fiscal 2015/16 seventeen (17) companies received assistance for compliance in the areas of Food Safety Standards and Testing to export to the USA.

### **Business Development Programme (Export Capacity Building Programme)**

The Business Development Programme (Export Capacity Building Programme) aims to build export capacity and competitiveness for local existing and potential exporters within Trinidad and Tobago. The achievements under this project for Fiscal 2015/16 were as follows:

- Five (5) companies standardised their production facility to meet international standards.
- Twenty nine (29) exporter training programmes were conducted with 756 persons participating from 209 unique companies.
- Ten (10) firms accessed/benefitted from the co-financing facility under exporTT to export their products to new markets.

### **International Market Development - Country Promotion & Marketing Assistance to Exporters**

This project is an export support programme designed to assist exporters in the non-energy sector to improve their performance in international markets. The achievements under this project for Fiscal 2015/16 were as follows:

- Two (2) Trade Missions executed:
  - ▶ American Chamber Trinidad and Tobago (AMCHAM) Trade Mission to Dominican Republic and Haiti (09 to 22 June 2016).
  - ▶ Three (3) domestic firms participated in a total of 36 meetings with firms from France, the Netherlands and the United Kingdom as part of the *Fit 4 Europe* - Goods Trade Mission (26 June to 7 July 2016)
- One (1) In-buy Mission executed:
  - ▶ Forty-four (44) registered exporters participated and 16 buyers attended (16 to 17 September 2015)
- Two (2) Trade Fairs Participation:
  - ▶ Twenty-four (24) companies participated in the Havana International Fair (FIHAV) in Havana, Cuba (02 to 7 November 2015).
  - ▶ Outsource 2 Latin American and the Caribbean (12 to 14 November 2015).

### **Standards**

- At least forty five (45) persons were trained in conformity assessment in the areas of energy efficiency schemes, conformity assessment as a tool for business and regulators and risks associated with counterfeit goods.
- Through TTBS six (6) Standards were declared as national standards:
  - ▶ TTS/UL 1703:2015, Flat-plate photovoltaic modules and panels.
  - ▶ TTS/UL 1741:2015, Inverters, converters, controllers and interconnection system equipment for use with distributed energy resources.
  - ▶ TTS 171:Part 1:2015, Trinidad and Tobago Electrical Wiring Code – Part 1 - Low voltage installations (1st Revision).
  - ▶ TTS/ISO 9001:2015, Quality management systems – Requirements;
  - ▶ TTS/ISO 14001:2015, Environmental management systems – Requirements with guidance for use.

- ▶ TTS 76: Part 13:2016, Requirements for labelling – Part 13: Labelling of electrical appliances (3rd Revision).

- A project concept document was developed and provisionally accepted by the Caribbean Development Bank for the development of a National Quality Policy.
- Academic course on metrology and regulatory standards was developed by TTBS through its Metrology Division for the Faculty of Engineering, as part of the University of the West Indies' BSc. Biomedical programme.
- Regulations were adopted in November 2015 to operationalise the 2004 Metrology Act.
- Verification of weighing devices in the shipping and export sector began on 01 June 2016 in keeping with the implementation of the International Convention for the Safety of Life at Sea (SOLAS) on 01 July 2016.

## 4.4 Attracting Investment

### Facilitating Investment

- The MTI granted an import duty concession to one (1) company for the manufacturing and packaging of food products with a total investment of approximately TT\$23Mn and employment of eight-four (84) persons.
- The MTI processed two (2) applications under the Income Tax Exemption Act for two newly-constructed commercial buildings costing TT\$34 Mn. The certificates were both granted to a commercial and industrial real estate development company for two newly-constructed commercial buildings costing TT\$7,301,494.00 and TT\$26,373,790.00 respectively.
- The Ministry of Trade and Industry, through the grant of Fiscal Incentives and Customs Duty Exemptions, facilitated a proposed investment of approximately TT\$6,196,927,100.00 in a Methanol and Di Methyl Ether (DME) complex at Union Industrial Estate, La Brea. The project will create permanent employment for 139 nationals and construction and employment opportunities will be created for 1,800 nationals.
- In February 2016, investTT closed the expansion of an existing investor at the Tamana Flagship Building at a value of TT\$21.4Mn (US\$3.4Mn). The expansion of the call centre created an additional 150 jobs at the Tamana Intech Park.

### Partnered with the Private Sector to host the 17th Annual Trade and Investment Convention (TIC 2016)

The Ministry of Trade and Industry (MTI) partnered with the Trinidad and Tobago Manufacturers' Association (TTMA) to host TIC 2016 which was themed Creating Pathways for Success. Overall, TIC 2016 attracted over 10,000 attendees, with over 210 booths and ten pavilions. The exhibitor population consisted of one hundred and seventy-five (175) local companies and fifty-five (55) international firms. TIC 2016 saw participants from Antigua & Barbuda; Bangladesh; Barbados; Belgium; Belize; Canada; Cuba; Costa Rica; Dominica; Dominican Republic; El Salvador; France; Grenada; Haiti; India; Jamaica; Martinique; Mauritius; Mexico; Panama; Peru; Suriname; St. Kitts and Nevis; St. Vincent and the Grenadines; Tunisia; Turkey; the United Kingdom; the USA; Venezuela.

## **Preparation of an Integrated Investment Promotion Strategy for Trinidad and Tobago**

The Ministry of Trade and Industry developed an Integrated Investment Promotion Strategy for Trinidad and Tobago to ensure a coordinated approach by government ministries and agencies in the execution and implementation of investment promotion initiatives. The Strategy outlines the investment priorities and prioritizes activities of the Government for the next five years to ensure consistency towards its long term goal of sustainable growth and development.

### **eTecK**

#### **Expansion of new Economic Spaces**

Tamana Industrial and Technology Park

- Installation and testing of the fiber optic broad band network completed throughout Phase 1 of the Park.
- Civil engineering works on 21 Lots (over 74 acres) was completed for the tenanting of new investors.

### **Development Works on New Industrial Estates**

#### **Point Fortin Industrial Park**

- In October 2015, the Point Fortin Industrial Park was completed and eleven (11) lots leased.

#### **Agro-Processing and Industrial Park**

- In June 2016, Cabinet approval was provided for the design and construction of a new 20 acre Park in Moruga.

### **Upgrade of Existing Industrial Parks**

- The following four (4) Industrial Parks (IP) were upgraded:
  - ▶ O'Meara: roads paved and roofs and factory shells refurbished.
  - ▶ Plaisance: roads paved and installation works on Waste Water Treatment Plant completed.
  - ▶ Frederick Settlement: all roads on park paved.
  - ▶ Trincity: drainage improvement works completed on park.

## **4.5 Improving the Ease of Doing Business**

### **Single Electronic Window (SEW) for Trade and Business**

- In February 2016, the Pesticides and Toxic Chemicals Inspectorate of the Ministry of Health was brought online on the SEW's e-Goods Declaration Module.
- In May 2016, the MTI introduced the e-Maritime Module which allows shipping agents in Trinidad and Tobago to electronically prepare and simultaneously submit vessel pre-arrival and pre-departure declarations to several government agencies.
- In April 2016, the Pharmacy and Drug Inspectorate of the Ministry of Health went live on the Single Electronic Window with new electronic permits and licences.

### **Enhancement of the Single Electronic Window (IDB Loan)**

A loan contract between the Ministry of Planning and Development and the IDB for the sum of US\$25Mn was signed on 08 April 2016. On 14 September 2016, all of the conditions for first disbursement of loan resources were satisfied.

## **4.6 Enhancing Consumer Empowerment**

### **National Consumer Policy**

To ensure consumer rights are protected in respect of the supply of goods, services and digital content, a New National Consumer Policy (2016-2021) was developed by the MTI and submitted to Cabinet in July 2016. A legislative brief for the drafting of a new Consumer Protection and Empowerment Act was also included in the submission to Cabinet. The policy was referred to the Finance and General Purpose Committee (F&GP) in August 2016 for its consideration.

# Financial Operations

## 5.1 Capital Expenditure

The following table provides a summary on the expenditure of projects under the Development Programme of the MTI. At the end of Fiscal 2015/16, 60 percent of the Ministry's allocation under the Development Programme was spent while 94 percent of Ministry's allocation under the Infrastructure Development Fund was utilised.

### Statement of Capital Expenditure Extract as at September 30 2016 ( End of Financial Period)

Project No.	Item/Sub-item/ Group/Project	2016 Estimate	2016 Revised Estimate	Expenditure as at September 30, 2016	Unspent Balance	% of Funds Unutilised
F304	Development of a Business Development Programme	1,000,000	1,000,000	1,000,000	-	0
R001	Investment Promotion Initiatives and Development	2,000,000	2,000,000	2,000,000	-	0
R005	International Market Development- Country	1,000,000	1,000,000	1,000,000	-	0
R007	Establishment of Research and Development Facility	500,000	500,000	250,000	250,000	50%
R011	Support to Enabling Competitive Businesses.	5,000,000	5,000,000	3,548,692	1,451,308	29. %
R014	Business Development of the Creative Industries	10,000,000	10,000,000	6,000,000	4,000,000	40%
R016	Enhancement of the Single Electronic Window (IDB Loan)	5,000,000	5,000,000	266,892	4,733,108	94.7%
B212	Providing Reliability to Quality Infrastructure	1,500,000	1,500,000	1,250,000	250,000	16.7%
B216	Procurement of Equipment	1,000,000	1,000,000	1,000,000	-	0
B218	TTBS- Building Capability for Sustaining Export	500,000	500,000	125,000	375,000	75%
A003	Upgrading of Information Technology and Systems	1,000,000	1,000,000	549,228	450,772	45.08%
<b>Total of Development Programme</b>		<b>28,500,000</b>	<b>28,500,000</b>	<b>16,989,812</b>	<b>11,510,188</b>	<b>40.39%</b>

### Statement of Capital Expenditure Extract as at September 30 2016 ( End of Financial Period)

Project No.	Item/Sub-item/Group/Project	2016 Estimate	2016 Revised Estimate	Expenditure as at September 30, 2016	Unspent Balance	% of Funds Unutilised
Q276	Development Works on Industrial Estates	20,000,000	8,880,636	7,631,465	1,249,171	14.07%
Q293	Wallerfield Industrial and Technology Park	12,000,000	23,119,364	23,051,890	67,474	0.29%
Q297	Business Investment	3,000,000	3,000,000	1,226,728	1,773,272	59.1%
Q303	Single Electronic Window for Trade & Business	24,000,000	24,000,000	23,560,411	439,589	1.83%
<b>Total of Infrastructure Development Fund</b>		<b>59,000,000</b>	<b>59,000,000</b>	<b>55,470,494</b>	<b>3,529,506</b>	<b>5.98%</b>
<b>GRAND TOTAL</b>		<b>87,500,000</b>	<b>87,500,000</b>	<b>72,460,306</b>	<b>15,039,694</b>	<b>17.19%</b>

## 5.2 Internal Audit

The overall objective of the functions of the Internal Audit Unit is to assist the Accounting Officer in the effective discharge of his/her responsibilities as defined in the Exchequer and Audit Act, Chapter 69:01 by furnishing objective analyses, appraisals, recommendations and pertinent comments on the activities reviewed.

During the period the Internal Auditors examined the records of the Ministry/Departments in order to ascertain the extent of compliance with established policies and procedures as established by the Treasury and ensured that expenditure incurred and revenue earned conformed to the Estimates of Expenditure/Revenue approved by Parliament. The Unit also ensured that expenditure incurred under the various votes, were made in accordance with Budgeted Allocations and that expenditure did not exceed releases granted.

Additionally, the Unit also audited the employment practices of the Ministry to ensure it operates in accordance with the guidelines set by the Personnel Department.

# Human Resource Development Plan

The Human Resources Unit (HRU) is directed with facilitating the recruitment, retention and development of staff to ensure that a competent pool of skilled professionals at the technical and non-technical levels are employed.

## 6.1 Organisational Establishment and Employee Categories

Total Number of Established Permanent positions	
Actual Number of Persons employed in Established Permanent positions	129
Number of Vacant Established Permanent positions	134
<b>Total Number of Contract Positions</b>	<b>95</b>
Actual Number of Contract Employees currently employed	186
Number of Vacant Contract Positions	90

# Public and Community Relations

To continue the Ministry's good corporate social image in Fiscal 2015/16, the following initiatives were undertaken:

## **World Standards Day 2015**

The Minister of Trade and Industry joined the Trinidad and Tobago Bureau of Standards staff in recognizing the World Standards Day 2015 themed "*Standards, the world's common language*" on 14 October 2015. The Minister emphasized the important role national standards play in supporting national strategies aimed at trade competitiveness, economic diversification and the sustainable development of Trinidad and Tobago.

## **Consumer Affairs Division celebrated World Consumer Rights Day 2016**

World Consumer Rights Day 2016 was celebrated via an outreach activity hosted by the Consumer Affairs Division under the theme "You have the power of choice" on 15 March 2016 at Market Street, Tunapuna. Consumer Advocates spent the day educating commuters, shoppers and residents in the Tunapuna area on their rights and responsibilities and avenues for redress/complaints resolution. Consumers were encouraged to be vigilant and responsible.

Consumer Affairs Division (CAD) joined forces with the Ministry of Community Development, Culture and the Arts in commemoration of Community Development Day, 2016 at the Vessigny Beach Facility on 24 July 2016. The Division again used the opportunity to educate consumers on their rights and responsibilities.

# The Way Forward

It is to be noted that, while these initiatives have commenced in Fiscal 2015/16, the MTI will be focused on completing these initiatives in Fiscal 2016/17:

**Development of a National Services Policy**, which will increase the overall contribution of the services sector to the economy by providing a framework to increase exports, develop human resources and facilitate adherence to international standards.

**Development of a Trade Mission Strategy**, which will create a consistent, coordinated approach towards international Trade Missions.

The continued implementation of the **CARIFORUM/European Union Economic Partnership Agreement (EPA)**, which will involve capacity building, legislative amendments and institutional strengthening, and more specifically:

- Ratification of the agreement;
- Establishment of the National EPA Monitoring Committee; and
- Implementation of outstanding Articles under Chap 2, Act No. 9 of 2013, of the EPA Bill

**The Implementation of the National Export Strategy (NES)** for Trinidad and Tobago, which will strengthen local exporting capacity and competencies; enhance administrative efficiency; and improve export market penetration and support.

**The Negotiation of additional Investment Promotion and Protection Agreements**, which will assure investors of the Government's commitment to promote and safeguard their investments, and promotes a legal investment framework that is stable, transparent, consistent and fair.

**Legislative Changes to the Foreign Investment Act, Chapter 70:07**, which will strengthen and improve the existing institutional and regulatory framework for investment, bring Trinidad and Tobago's investment legislation in line with international standards, and greater leverage when negotiating treaties.

**The Execution Strategic Planning Exercise for the Film and Music Industries.** The MTI will develop strategic plans for the film and music Sectors in an effort to provide the Government with a blueprint to make informed policy decisions to develop these Industries. These Strategic Plans will outline the value chain of these subsectors to determine its economic value to Trinidad and Tobago.

**The Development of a National Local Content Broadcast Policy.** The MTI in collaboration with the Ministry of Planning and Development, Ministry of Community Development, Culture and the Arts and Ministry of Public Administration intends to develop a National Local Content Broadcast Policy for the Audio and Audio-Visual subsectors. This Local Content Policy will state how the government intends to address the limited amount of airplay opportunities provided for the Audio and Audio-Visual subsectors. It will also identify appropriate local content regulations in the broadcasting sector to protect and promote local programming.

**The Implementation of an Incentives Regime for the Creative Industry.** This Incentives Regime will create an enabling environment which will foster the growth and development of the creative industry.

**The Establishment of a Local Production Cooperative.** The Trinidad and Tobago Fashion Company (FashionTT) in collaboration with the University of Trinidad and Tobago (UTT) will establish a Fashion Production Cooperative with the primary objective of increasing the production of fashion designs locally. The proposed production cooperative will serve as a viable avenue through which skilled production staff can collectively increase the available level of local production which can tap into the English Speaking Caribbean market.

**The Implementation of an Artiste Portfolio Development Programme.** This programme aims to create a strong, balanced portfolio of artistes to be readied for international export.

**The Facilitation of an Industry Certification Initiative.** The Ministry through the Trinidad and Tobago Film Company intends to implement a capacity building initiative geared toward training local production crews to bring them up to speed with international standards.

# Conclusion

The progress taken by the MTI during Fiscal year 2015/16 to diversify the economy embarked on a number of initiatives which included the expansion of trade through the negotiation of trade agreements, the enhancement of the non-energy sectors, the strengthening of the legislative framework for investment and business environment and the improvement of the ease of doing business in Trinidad and Tobago.

The MTI is devoted to improving and sustaining the non-energy sector. It can be realized, through the interventions set out in the near future, additional diversification and expansion in the non-energy sector will be attained.





REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF TRADE  
AND INDUSTRY