A GUIDEBOOK ON
LAWS AND RIGHTS RELATING TO MINING AND
QUARRYING IN JAMAICA

GET UP!
STAN’ UP!

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ACKNOWLEDGEMENTS

The Get Up! Stan’ Up! Guidebook was created by the Jamaica Environment Trust (JET) with funding from the Inter-American Foundation (IAF) under the project ‘Strengthening the Capacity of Jamaican Communities to Protect their Environmental Rights’ 2013- 2015.

JET is a non-profit, non-governmental membership organization operating in the island of Jamaica. It is a registered charity under Jamaican law formed in 1991 and our main focus is environmental education and advocacy. Our vision is: Jamaicans are knowledgeable and concerned about the environment and this is reflected in their lifestyles and behaviour, environmental issues are given high priority and are an integral part of national development objectives, and natural areas are valued, protected and properly managed.

IAF is an independent US government agency created by Congress in 1969 to channel development assistance directly to the organized poor in Latin America and the Caribbean. The IAF has carried out its mandate by responding with grant support for the most creative ideas for self-help received from grassroots groups and non-governmental organizations. It also encourages partnerships among community organizations, business and local government directed at improving the quality of life for poor people and strengthening democratic practices.

We would like to thank the IAF for funding this project, Global Community Monitor, Environmental Law Alliance Worldwide and all those who provided information and assistance.

Every effort has been made to ensure the accuracy of this material which will be under frequent review. We invite input, corrections and suggestions for improvement.

March 2015

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Each and every citizen can make a difference in government decisions. This guide is a practical tool to help you participate in community and national events effectively, especially those relating to mining and quarrying.

What you need to know about the Mining & Quarrying Industry

With an estimated contribution of 3.8% to Jamaica’s GDP in 2008, the mining and quarrying sector represents an important component of the Jamaican economy. There are, however, many negative social and environmental impacts associated with this industry:

- Impacts to air and public health from dust and emissions
- Contamination of soil and water from “red mud” (a caustic sludge of by-products from bauxite processing)
- Noise from heavy equipment
- Displacement of people
- Landscape changes, such as loss of farms
- Deforestation and loss of habitat for wildlife

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There are several public bodies involved in the decision-making process for mining and quarrying in Jamaica. The main decision makers include:

- Minister of Agriculture and Fisheries
- Commissioner of Mines, Mines and Geology Division
- Minister of Science, Technology, Energy & Mining
- Jamaica Bauxite Institute
- Conservator of Forests, Forestry Department
- Natural Resources Conservation Authority
- National Environment and Planning Agency
- Water Resources Authority

There are numerous laws governing mining and its impact on the environment and public health. In this guidebook we will discuss the main laws: The Mining Act (1947) and Mining Regulations (1947 amended 2004), and the Quarries Control Act (1984).
What is Public Participation?

**PUBLIC PARTICIPATION** is the involvement of citizens in government decision-making. As a part of the public participation process - the government should consult interested or affected citizens, organisations and government entities before making a decision. As such, it provides you with an opportunity to make your concerns known.

As citizens of Jamaica, we each have the right to be informed about government decisions that affect us. We also have the ability to influence government policies. Getting information, commenting and attending public hearings are all forms of public consultation.

**Why is it important to participate in public decisions?**

If we do not insist on our right to public participation or use those opportunities when they are granted, governments will make all the decisions without consulting those most affected, people like you. If there is no ongoing communication between citizens and the government, officials will not be able to make informed decisions that address the wants and needs of citizens.

In Jamaica, it is common to see people doing marches and street protests but these methods sometimes cause damage and harm – trees are cut down, fires are set and many times there is confrontation with police. This guidebook is about ways you can influence government action without those risks.
General Information on Public Participation

In 1997 the National Environment and Planning Agency (NEPA) published Guidelines for Conducting Environmental Impact Assessments (EIAs) and these were revised in 2007. These guidelines include opportunities for public/community involvement and review.

Citizens, community-based organizations and non-governmental organizations (NGOs) affected by any project or development should be given the opportunity to share information when the EIA study is being done. This will facilitate obtaining views and perceptions of the proposed development, as well as the inclusion of local knowledge and expertise. Very often, local knowledge helps project developers identify which impacts are of major importance in the local context and those which are not.

Information obtained from NGOs and community groups can be of invaluable assistance in providing approaches to problem solving and resolving conflicts. This information obtained as part of the public consultation process should be documented in the EIA study.

Apart from being directly involved in the conducting of the EIA study, the public may also be involved in the review of the EIA. Depending on the nature of the project, the EIA may be the subject of a public hearing or presentation, and/or posted on the website of NEPA. The public is generally given 30 days after the date of the public hearing to send in written comments to NEPA.
How can I get involved?

There are many ways you can participate in government decision-making:

- Pay attention to what is happening in your community. Ask questions.
- Stay informed about the activities of local and national government agencies.
- Read the national and local newspapers.
- Listen to the news on television or radio.
- Participate in or start a discussion about current affairs with your friends, family, and neighbours.
- Write a press release and send to the media to inform people of an issue that you are concerned about.
- Write a letter to elected representatives (your MP & councillor) about your concerns.
- Participate in local and national elections.
- Volunteer for an organization that represents your ideas and beliefs.
- Attend public meetings and consultations to gain information, discuss issues, and give your opinion, support, or objection.
- Attend Parliament to hear laws that affect you being debated. Parliament is open to the public.
Voice your support for laws that are of special interest to you.
Sign petitions.
Attend a march or other form of peaceful protest.
Your right to information

Jamaica’s *Access to Information (ATI) Act* of 2002 gives everyone the general right to get official documents held by Public Authorities (governmental institutions), subject to some exemptions.

The objective of any access to information law is to promote democracy and a culture of openness, and accountability in public authorities. Without access to information, citizens cannot know about, understand, or question the decisions made by the government on their behalf.

**What kind of information can I ask for?**

**Some examples of information you have a right to know:**

- The quality of the air that you are breathing
- Whether the water you are drinking or the water you are bathing in is safe
- How solid, liquid and chemical waste is handled
- Whether the fertilizer you receive from the government is safe to use
- What kind of permits the government has issued for developments near you

**With information, you can:**

- Hold the government accountable for decisions and policies made about health, housing, education or the environment
- Prevent or act against corruption
- Give your opinion on government decisions
- Inspect, copy or hear official documents held by Public Authorities
- Take action when the Public Authority does not give you access to a document
What kind of information am I entitled to receive?

All documents held by Public Authorities including any:

- Paper document
- Map
- Plan
- Graph or drawing
- Photograph
- Disc
- Tape
- Sound track or other device
- Any film (including microfilm), or negative
- Tape or other similar device
Exempt Documents

There are some exempt documents that you are not entitled to receive. This is to protect essential public interests or the private/business affairs of others.

The main exemptions include:

- Information that would prejudice security, defence, or international relations
- Information that is subject to legal privilege or would be a breach of confidence, contempt of court or infringe the privileges of Parliament
- Information that could harm the national economy
- Information that would reveal trade secrets or other confidential commercial information
- Information relating to the personal affairs of any person alive or dead

**BUT**, if the document was created twenty years ago then it is no longer exempt. Also, parts of the document which contain exempt information can be deleted and the rest of the document given to you.
Which Public Authorities can I get information from?

You **CAN** get information from almost all Public Authorities in the public sector including:

- Government Ministries
- Executive Agencies and Departments
- Statutory Bodies
- Parish Councils
- Companies owned entirely by the Government
- Companies in which the Government has more than 50% shares

You **CANNOT** get information from:

- The Governor General where he is exercising his powers and duties under Jamaica’s Constitution
- Judges
- The Jamaica Constabulary Force (JCF) and Jamaica Defence Force (JDF) in relation to their intelligence gathering activities
How do I make a request under the Act?

Making a request for an official document is simple! It can be made in writing, by telephone, fax or email. You can make a written request using an Application Form (sample at the back of this guidebook and available online at http://www.ati.gov.jm/).

Your request must be addressed or directed to the Responsible Officer for Access to Information for the Public Authority that has the information. A list of Responsible Officers for the Ministries and other Public Authorities is at the back of this guidebook and available online at http://www.ati.gov.jm/ where it is updated from time to time.
When making your request you must:

- Include your name and address. This will make it easy for the Public Authority to contact you and keep you updated on the progress of your request.
- Describe the document you want. You must give some information about the document that will allow the Authority to be able to identify it. You do not have to know the name of the document or the author.

**YOU DO NOT HAVE TO GIVE A REASON FOR YOUR REQUEST!**

Is there a cost for obtaining information?

It costs $10.00 per page to make a copy of the information and a minimum of $300.00 for photographs. You can apply to the Minister responsible for the Public Authority receiving your request to have the fees waived, reduced or remitted. A schedule of fees is available at the back of this guidebook.

Applications and Timelines

Write down the date you requested the information. This is very important if you need to request an Internal Review or Appeal a decision.

A Public Authority must:

a. Inform you in writing that it has received your request
b. Inform you within 30 days of receipt of the request whether the information will be:
   - Granted
   - Refused; or
   - Deferred (given to you at a later date)
The Public Authority can also extend the time period for giving you the requested information. The initial 30-day period can be extended for an additional 30 days, where there is reasonable cause for an extension.

**What happens if the Public Authority does not have the information?**

A Public Authority can **transfer** a request if it believes the document is held by another Public Authority or is more closely connected to another Authority’s function. **A transfer must be made within 14 days of receipt of the request.** The Public Authority receiving the transferred request has 30 days after the receipt of the request to decide whether or not to give you the information. No more than three transfers are allowed unless you agree.

**What do I do if the Public Authority does not give me the information?**

You have the right to apply for an **Internal Review** or **Appeal** if:

- Access to any document is refused
- Only some of the documents requested are provided
- Access to any document is deferred
- A fee is charged, or if you object to the amount of the fee

**How do I apply for an Internal Review of a decision?**

You can apply for an internal review by making a written request to the responsible Minister, Permanent Secretary or the Principal Officer of the Authority (e.g. Chief Executive Officer). This application for internal review must be made within 30 days after the date the Authority notified you of its decision, or if you do not receive a decision within 30 days of making the request.
How do I Appeal a decision?

You can appeal a decision after you have made an application for an internal review:

1. If you have received no response after 30 days, or
2. If there is a refusal to provide you with information.

An appeal must be made no more than 60 days after the date you were notified or should have received a response.

The Appeal is heard by a five-member independent Tribunal called the Access to Information Appeal Tribunal. You must fill out a Notice of Appeal Form and submit it to the Chairman of the Access to Information Appeal Tribunal c/o the Access to Information (ATI) Unit.

The Public Authority must justify the decision to refuse your request or explain its failure to respond. If the Appeal before the Tribunal is unsuccessful, then you can have the right to challenge the Tribunal’s decision by filing an action for judicial review in the Supreme Court. You will need the assistance of a lawyer to do this.
Access to Information Act

Request information from the agency

Written acknowledgement

Information provided within 30 days of acknowledgement

Information refused, deferred, time extended (30 days), no response, refuse to amend or annotate, excessive fee charged

Internal Review within 30 days

Appeal within 60 days if no response

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OFFENCES AND PENALTIES

The Act makes it an offence for anyone to:

- Alter or deface
- Block or erase
- Destroy
- Conceal

any document with the intention of preventing its disclosure. As at the date of publication of this booklet, the maximum fine is $500,000.00 or imprisonment for up to 6 months or both fine and imprisonment.
Where can I get access to public information?

Information can be obtained from ordinary news sources such as the radio, newspapers and television.

There is also a government publication called the Gazette which publishes new laws, changes and other government business. Copies of the Gazette can be obtained at:

The Jamaica Printing Services Limited

77 1/2 Duke Street, Kingston, JAMAICA
Tel: (876) 967-2250 -3; (876)967-2279-80; (876) 922-3957
Fax: (876) 967-2225
Email: jps_1992@yahoo.com

Information on air quality surrounding major industrial facilities (e.g. alumina refineries) can be obtained from the Pollutant Discharge Register maintained by the National Environment and Planning Agency (NEPA). To visit the register contact NEPA to make an appointment. The viewing of information is free but it costs $50 per page for photocopies of documents.

NEPA Head Office – Kingston
Postal Address: 10 & 11 Caledonia Avenue
Kingston 5
Telephone: (876) 754-7540
Toll Free: 1-888-991-5005
Fax: (876) 754-7595/6
Email: pubed@nepa.gov.jm

NEPA Laboratory and Pollutant Discharge
Registry – Kingston
Postal Address: 191 Old Hope Road,
Kingston 6
Telephone: (876) 927-1552
Email: pubed@nepa.gov.jm
MINING

The Mining Act is an old piece of legislation passed in 1947 when Jamaica was still a colony, and regulates the procedure for mining and prospecting for minerals in Jamaica. Under the Act, it is not lawful to mine unless you have a mining lease which usually lasts no longer than 25 years, although it can be renewed. Minerals covered under the Act include: aluminium, bauxite and coal among other things.

There are two kinds of mining activities: **Prospecting** and **Mining**.

**Prospecting** is the first phase of mining and involves the grant of a Prospecting Right, Exclusive Prospecting Licence (EPL) or a Special Exclusive Prospecting Licence (SEPL). A prospecting right is granted by the Commissioner of Mines and allows a person having such a right to search for minerals in the soil. The EPL grants the same rights, with the exception that the person has the sole or exclusive right to search for minerals in a
specified area. This is granted by the Minister responsible for mining ("the Minister"). The SEPL is different because, unlike the EPL, the terms and conditions of this licence can only be varied by the Minister.

**Mining:** Once a person has prospected, he or she is entitled to apply for either a Mining Lease or Special Mining Lease. As with the EPL and SEPL, the difference between a regular Mining Lease and a Special Mining Lease is that the Minister can vary the terms and conditions of a Special Mining Lease.

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**Landowner or Occupier rights**

A mining company does not have to own the land in order to mine or prospect. However, the laws give mining companies the right to take the minerals beneath the soil. As an owner or occupier of land where prospecting or mining operations are to take place, you have a right to:

- **NOTICE:** 14 days’ notice from the holder of prospecting or mining rights before operations begin.

- **COMPENSATION:** you can demand that the holder of prospecting or mining rights pay ‘fair and reasonable compensation’ for any disturbance of your surface rights and for any damage done to the surface of the land or to any live or dead stock, crops, trees, buildings or works, caused by prospecting or mining operations.
If a land owner or occupier does not agree with the amount of compensation offered by the mining company then he or she can take the matter to the Resident Magistrate’s Court for their parish. You will need a lawyer to help you with this.

**Responsibilities of the Mining Company**

**REHABILITATION** - Under the Mining Act, the mining company’s duty is limited to removing top soil (only 15cm or 6 inches) before mining, replacing it afterwards and then restoring the land for agricultural, pastoral use or afforestation purposes.

- **PROSPECTING**: After the mining company has completed prospecting or mining over the land they have a duty to restore it.
• MINING: The Miner’s Duty is more extensive. They are required to return the land to a productive state after mining (or not more than three years thereafter).
• SECURITY: The Commissioner of Mines, landowner or occupier can require the holder of prospecting or mining rights is required to lodge with the Commissioner of Mines, the sum of or security for the payment of compensation payable to you.

What happens if the mining company does not restore the land after mining?

• Once a mining company has successfully completed restoration, they are entitled to receive a Certificate of Compliance. If they fail to obtain this certificate after concluding mining operations, then they are liable to pay a fine of US$25,000.00 or Jamaican equivalent for each hectare of land.
• Failing to restore a pit within a three-year period attracts a fine of US$2,500.00 or Jamaican equivalent, for each hectare of land for every year that the pit remains unrestored.

NOTE: The Government of Jamaica can exempt the mining company from the duty to restore the land or even extend the time period for restoration.

Are there any lands that cannot be mined?

Some lands cannot be mined under the Mining Act without the permission of the Commissioner of Mines. These are:

• Land dedicated or set apart for a public purpose (other than mining), a burial ground or within 100 yards of these places
• Any area within a town or village
• Land reserved for the purpose of any railway or situated within 100 yards of any railway
Any area which is the site of or is within 100 yards of any building, works, reservoir or dam owned or occupied by the Government or by a public authority

Any street, road or highway or any land within 50 yards of the centre line of any street, road or highway

Land within 100 yards of any building, except with the permission of the occupier

Where permission is refused, the Commissioner of Mines can allow prospecting or mining on such land subject to specific conditions

Any area closed to prospecting or mining by the relevant Minister

The Minister can declare an area closed to prospecting and mining either generally or by specific persons and for a specific time or for a specific mineral. A notice of this declaration must be published in the Gazette.

Offences and Penalties

It is against the law to:

- interfere with any prospecting or mining operations authorized under the Mining Act
- obstruct any person who is carrying out a prospecting or mining right
- interfere with any mining machinery, plant, works or property
- break, deface or remove any boundary mark, sign or post

Any person who does any of these activities is guilty of an offence and can be found liable by a Resident Magistrate to pay a fine of not more than $200 Jamaican or imprisonment with hard labour for a term not exceeding six months or both fine and imprisonment. These fines may seem small but defending yourself against a court case can be quite costly and difficult. The fines can also be increased by government.
Quarrying is similar to mining in that it involves the removal of minerals from the earth. Mining extracts minerals from below the earth’s surface, while quarrying extracts materials and minerals from above the surface of the earth. Materials and minerals covered by the Quarries Control Act include: rock, stone, marl, clay, gypsum, limestone, sand and shale.

The Quarries Control Act

The Quarries Control Act of 1984 is a much newer piece of legislation than the Mining Act. It governs the procedure for quarrying in Jamaica and permits the Minister to declare a specified area as a quarry zone. Under the Act, no person is allowed to open or operate a quarry without a licence. However, if the quarry material or mineral to be extracted will not exceed 100 cubic metres, the responsible Minister can waive the need for a licence.
Landowner or Occupier rights

As an owner or occupier of land where quarrying operations are to take place, you have a right to:

- **NOTICE:** The quarry company seeking to open a new quarry must display a notice on the proposed site 21 days before applying for a quarry licence.

- **COMPENSATION:** If you experience any excessive dust or other impact from the quarry operations that interferes with your health or property you can seek compensation in court. You will need a lawyer to help you with this.

Quarries must maintain a buffer zone of 15m between the land on which the quarry is located and adjoining properties unless they have written permission from the owner or occupier of that land.
Responsibilities of the Quarry Company/Operator

REHABILITATION: the holder of a quarrying license must:

- deposit with the Commissioner of Mines, a sum of money as security to cover rehabilitation of the land on which a quarry is located.

Are there lands that cannot be quarried?

A licence holder can only operate a quarry within a designated quarry zone.

Offences and Penalties

1) The offences for operating a quarry without a licence are:

   a) First offence – maximum of $1 million Jamaican or imprisonment for a year.

   b) Second offence – maximum of $2 million Jamaican or imprisonment for a year. If the operator fails to pay, he may be imprisoned for an additional year immediately following the first year.

   c) Continuation of an offence (with or without interruption) – fine of $10,000 Jamaican per day for each day or two years imprisonment.

2) If an operator is convicted under any of the above offences, any quarry material or quarry mineral extracted can be taken by the Government.

What can you do if you learn prospecting, mining or quarrying is planned on your land?

1. Consider all the issues carefully before you sell your land to mining or quarrying companies
2. Let your voice be heard! You can:

- Write a letter to the newspapers
- Write to the Minister responsible for mining asking that the area be declared closed to mining
- Write to the Minister responsible for Water, Land, Environment and Climate Change asking for the area to be declared protected
- Write to your Member of Parliament
- Share your concerns with other mining communities and ask for information on their experiences
- Keep informed by observing what is going on in your community and keeping up with current events
- Attend any public consultation or community meeting and ask questions or voice your objections
- Get a copy of any licenses or leases granted and make sure the conditions or requirements are being followed
- Request a meeting with the mining or quarrying company to find out what they are planning to do
- If mining or prospecting begins and you see breaches to the license, make sure you write down the date and time and take photographs if possible. Report these breaches to the Commissioner of Mines and the Environment Ministry.
This Appendices section contains resources and tools to help you participate easily and effectively.

List of Appendices:

Appendix I - Sample letter (Access to Information)

Appendix II - Access to Information Form

Appendix III - List of Responsible Officers

Appendix IV - Schedule of Costs for Reproduction of Official Documents

Appendix V - Sample Letter (Request for Internal Review)
Date

Ms. Nola Wright
Responsible Officer, Access to Information
National Environment and Planning Agency
10 Caledonia Avenue
Kingston 5

Dear Ms. Wright,

RE: Access to Information Request for x________________________________________

This is a request under the Access to Information Act.

Pursuant to Section 7 of the Access to Information Act, we request copies of x.

We look forward to hearing from you within the prescribed thirty (30) days.

Yours sincerely,

____________________________________

x
THE ACCESS TO INFORMATION ACT, 2002

APPLICATION FORM FOR ACCESS TO OFFICIAL DOCUMENT

(Please use a separate application form for each document requested)

1. Title of Public Authority:

THE NATIONAL ENVIRONMENT AND PLANNING AGENCY

2. Name of Applicant:

………………………………..………………………………

3. Address:

(Please indicate the address to which correspondence related to your application should be sent).

Mailing: ................................. Business: .................................

................................................

................................................

Tel.: .................. Fax: ................. Tel.: .............. Fax .................

Email ........................................ Other ......................................

................................................

................................................

4. Description of Document:

(Please state all information available to you which will assist us in filling your request quickly).

Name/Type of Document (if known)

Copies of X

Reference/File No. (if known) .....................................................

Other .................................................................
5. I would like to:
(Please check the relevant box(es))

[] inspect the document

[] listen to the document

[] view the document

[] have a copy(ies) of the document made available to me in the following format:

[] photocopy

[] compact disc

[] diskette

[] transcript

[] other (please specify)……………………

Number of copies required:………

Please note that:

- payment will be required before copies are made;
- information on available formats and prices per copy may be obtained from the public authority;
- where the provision of copies in the requested format is not possible, an alternative format, as may be agreed between the parties, will be made available.

........................................................................………………… Date ........................................................................

Signature of applicant

Note: Responsible Officers should complete a Memorandum of Attestation and Verification if an Application is completed by him/her on behalf of the Applicant.
## List of Responsible Officers in Ministries and Some Agencies

<table>
<thead>
<tr>
<th>MINISTRY/AGENCY</th>
<th>PRINCIPAL OFFICER</th>
<th>RESPONSIBLE OFFICER</th>
<th>TEL. #</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of the Prime Minister</td>
<td>Miss Onika Miller</td>
<td>Ms. Sandra Braimbridge</td>
<td>946-4443</td>
<td><a href="mailto:sandra.braimbridge@opm.gov.jm">sandra.braimbridge@opm.gov.jm</a></td>
</tr>
<tr>
<td>Office of the Cabinet</td>
<td>Ambassador Douglas Saunders, CD</td>
<td>Mrs. Jacqueline McGibbon</td>
<td>926-5116</td>
<td><a href="mailto:info@cabinet.gov.jm">info@cabinet.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Agriculture &amp; Fisheries</td>
<td>Mr. Donovan Stanberry</td>
<td>Mrs. Claudette Milford Allen</td>
<td>977-9169</td>
<td><a href="mailto:cmilford-allen@moa.gov.jm">cmilford-allen@moa.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Education</td>
<td>Mrs. Grace McLean(Acting)</td>
<td>Ms. Marlene Hines</td>
<td>612-5974</td>
<td><a href="mailto:marlene.hines@moe.gov.jm">marlene.hines@moe.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Science, Technology, Energy &amp; Mining</td>
<td>Ms. Hillary Alexander</td>
<td>Mrs. Julette Wilson</td>
<td>960-7411</td>
<td><a href="mailto:jwilson@mem.gov.jm">jwilson@mem.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Finance &amp; Planning</td>
<td>Dr. Wesley Hughes, CD</td>
<td>Ms. Helen Rumbolt</td>
<td>932-5033</td>
<td><a href="mailto:helen.rumbolt@mof.gov.jm">helen.rumbolt@mof.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Foreign Affairs &amp; Foreign Trade</td>
<td>Ambassador Paul Robotham</td>
<td>Ms. Marion Edwards</td>
<td>930-0902</td>
<td><a href="mailto:marion.edwards@mihaft.gov.jm">marion.edwards@mihaft.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Health</td>
<td>Dr. Jean Dixon, CD</td>
<td>Mrs. Vinnette Dias</td>
<td>967-2390</td>
<td><a href="mailto:diasv@moh.gov.jm">diasv@moh.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Industry, Investment &amp; Commerce</td>
<td>Mr. Reginald Budhan</td>
<td>Ms. Ketanya Laing</td>
<td>920-3417</td>
<td><a href="mailto:klaing@mic.gov.jm">klaing@mic.gov.jm</a></td>
</tr>
<tr>
<td>Ministry of Youth &amp; Culture</td>
<td>Mr. Robert Martin</td>
<td>Ms. Janet Coombs</td>
<td>978-7654</td>
<td><a href="mailto:jcoombs@moys.gov.jm">jcoombs@moys.gov.jm</a></td>
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<tr>
<td>Ministry of Justice</td>
<td>Ms. Carol Palmer</td>
<td>Mrs. Brenda Smith</td>
<td>906-4923-31</td>
<td><a href="mailto:brenda.smith@moj.gov.jm">brenda.smith@moj.gov.jm</a></td>
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<td>Ministry of Labour &amp; Social Security</td>
<td>Mr. Alvin McIntosh, CD, JP</td>
<td>Ms. Ann Marie Dobson</td>
<td>922-9500-13</td>
<td><a href="mailto:aidobson@yahoo.com">aidobson@yahoo.com</a></td>
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<td>Ministry of National Security</td>
<td>Dr. Ann-Marie Barnes</td>
<td>Mrs. Claudette McPherson</td>
<td>906-4908-22</td>
<td><a href="mailto:claudette.mcpherson@mns.gov.jm">claudette.mcpherson@mns.gov.jm</a></td>
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<td>Ministry of Local Government &amp; Community Development</td>
<td>Mr. Robert Rainford</td>
<td>Mr. Barrington Haynes</td>
<td>754-0992-9</td>
<td><a href="mailto:bhaynes@nlge.gov.jm">bhaynes@nlge.gov.jm</a></td>
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<td>Mrs. Jennifer Griffith</td>
<td>Ms. Renee Brown</td>
<td>920-4926-30</td>
<td><a href="mailto:renee.brown@mnot.gov.jm">renee.brown@mnot.gov.jm</a></td>
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<td>Ministry of Transport, Works &amp; Housing</td>
<td>Mrs. Audrey Sewell</td>
<td>Mrs. Myrtle Williams</td>
<td>754-2584</td>
<td><a href="mailto:mwilliams@mntw.gov.jm">mwilliams@mntw.gov.jm</a></td>
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<td>Ministry of Water, Land, Housing, Environment &amp; Climate Change</td>
<td>Dr. Alvin Hales</td>
<td>Mrs. Princess Gordon-Commock</td>
<td>926-1590</td>
<td><a href="mailto:princess.gordon@mplh.gov.jm">princess.gordon@mplh.gov.jm</a></td>
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<td>Jamaica Information Service</td>
<td>Mrs. Donna Marie Rowe</td>
<td>Marsha Gaye-Robinson Celia Lindsay</td>
<td>968-9521</td>
<td><a href="mailto:mrobinson@jis.gov.jm">mrobinson@jis.gov.jm</a></td>
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<tr>
<td>The National Works Agency</td>
<td>Mr. Earl Patterson (Actg.)</td>
<td>Mrs. Houple Modest Ms. Judith Smith</td>
<td>926-3210-9</td>
<td>j <a href="mailto:Judith.smith@niw.gov.jm">Judith.smith@niw.gov.jm</a></td>
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<tr>
<td>Planning Institute of Jamaica</td>
<td>Dr. Gladstone Hutchinson</td>
<td>Mrs. Odean Cole Phoenix</td>
<td>906-4463-4</td>
<td><a href="mailto:ocphoenix@pij.gov.jm">ocphoenix@pij.gov.jm</a></td>
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<tr>
<td>Accountant General’s Dept.</td>
<td>Ms. Millicent Hughes</td>
<td>Miss Janice Landell</td>
<td>922-8320-7</td>
<td><a href="mailto:landell@moj.gov.jm">landell@moj.gov.jm</a></td>
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<td>Bank of Jamaica</td>
<td>Mr. Brian Wynter</td>
<td>Ms. Avlana Johnson</td>
<td>922-0750</td>
<td><a href="mailto:avlana.johnson@boj.org.jm">avlana.johnson@boj.org.jm</a></td>
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<td>Urban Development Corporation</td>
<td>Mr. Desmond Young (Actg.)</td>
<td>Mrs. Marcia Scott-Golding</td>
<td>922-8317-9</td>
<td><a href="mailto:mgolding@udecja.com">mgolding@udecja.com</a></td>
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<td>Administrator General’s Dept.</td>
<td>Mrs. Lona Brown</td>
<td>Mrs. Roxane D’Aguilar</td>
<td>922-1830-3</td>
<td><a href="mailto:roxanne.dagular@adg.gov.jm">roxanne.dagular@adg.gov.jm</a></td>
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<td>National Housing Trust</td>
<td>Mrs. Annette Watson</td>
<td>Ms. Deloris Sicard Ms. Licia ann Gordon</td>
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<td><a href="mailto:dsicard@mht.gov.jm">dsicard@mht.gov.jm</a></td>
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<td>Wigtown Windfarm Limited</td>
<td>Mr. Earl Barrett</td>
<td>Mrs. Wilma Martin</td>
<td>960-3994</td>
<td><a href="mailto:wilma.martin@wwfja.com">wilma.martin@wwfja.com</a></td>
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<td>The Sugar Industry Authority</td>
<td>Mr. Derrick Heaven</td>
<td>Mr. Keith Scott Ms. Stephanie Graham</td>
<td>926-3650</td>
<td><a href="mailto:kscott@cwjamaica.com">kscott@cwjamaica.com</a></td>
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<td>Portmore Municipal Council</td>
<td>Mr. David Parkes</td>
<td>Ms. Roxanne Thomas</td>
<td>740-7440-1</td>
<td><a href="mailto:hrfa.pmc@gmail.com">hrfa.pmc@gmail.com</a></td>
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<td>Broadcasting Commission</td>
<td>Mr. Cordel Green</td>
<td>Ms. Nicole Morrison</td>
<td>929-1998</td>
<td><a href="mailto:nmorrison@broadcastcom.org">nmorrison@broadcastcom.org</a></td>
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<td>Fiscal Services Limited</td>
<td>Mr. Leroy Cooke</td>
<td>Ms. Suzette Nangle</td>
<td>927-1125-8</td>
<td><a href="mailto:snangle@fsl.org.jm">snangle@fsl.org.jm</a></td>
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Updated: 10/10/2012
## List of Responsible Officers in Ministries and Some Agencies (Cont’d.)

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<td>Maritime Authority of Jamaica</td>
<td>Rear Admiral Peter Brady</td>
<td>Ms. Patreina Salmon</td>
<td>754-7260-5</td>
<td><a href="mailto:psalmon@jamaicaships.com">psalmon@jamaicaships.com</a></td>
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<tr>
<td>National Environment &amp; Planning Agency</td>
<td>Mr. Peter Knight</td>
<td>Ms. Nola Wright</td>
<td>754-7540</td>
<td><a href="mailto:nwright@nepa.gov.jm">nwright@nepa.gov.jm</a></td>
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<tr>
<td>Jamaica Library Service</td>
<td>Mrs. Patricia Roberts</td>
<td>Mrs. Mary Bewaji</td>
<td>926-3310-2</td>
<td><a href="mailto:mbewaji1@yahoo.com">mbewaji1@yahoo.com</a></td>
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<tr>
<td>JAMPRO</td>
<td>Mrs. Sancia Bennett-Templer</td>
<td>Mrs. Karene Miller</td>
<td>978-3337</td>
<td><a href="mailto:kmiller@jampcorpcorp.com">kmiller@jampcorpcorp.com</a></td>
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<tr>
<td>Heart Trust/NTA</td>
<td>Dr. Carolyn Hayle</td>
<td>Ms. Tiffany Johnson</td>
<td>929-3340-10</td>
<td><a href="mailto:tiffany_johnson@heart-nta.org">tiffany_johnson@heart-nta.org</a></td>
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<tr>
<td>Child Development Agency</td>
<td>Mrs. Carla Francis-Edie</td>
<td>Ms. Avery Nelson</td>
<td>967-1614</td>
<td><a href="mailto:nelsona@ca.gov.jm">nelsona@ca.gov.jm</a></td>
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<tr>
<td>Road Maintenance Fund</td>
<td>Mr. Clement Watson</td>
<td>Ms. Lisa Rennalls</td>
<td>960-1088</td>
<td><a href="mailto:roadfund@jcadamica.com">roadfund@jcadamica.com</a></td>
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<tr>
<td>National Council on Education</td>
<td>Lt. Col. S. Prendergast</td>
<td>Mrs. Ina Fairweather</td>
<td>948-4032</td>
<td><a href="mailto:corrections@cwjamaica.com">corrections@cwjamaica.com</a></td>
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<tr>
<td>Bureau of Women’s Affairs</td>
<td>Mrs. Faith Webster</td>
<td>Ms. Shaakira Deer</td>
<td>754-8576</td>
<td><a href="mailto:sdeerb@micys.gov.jm">sdeerb@micys.gov.jm</a></td>
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<tr>
<td>Tax Administration of Jamaica</td>
<td>Ms. Viralée Latibeaudiere</td>
<td>Ms. Rosalee Brown</td>
<td>906-2478</td>
<td><a href="mailto:rosalee.brown@ca.gov.jm">rosalee.brown@ca.gov.jm</a></td>
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<tr>
<td>Electoral Office of Jamaica</td>
<td>Mr. Orette Fisher</td>
<td>Ms Christin Senior</td>
<td>967-4956</td>
<td><a href="mailto:eqinfo@eqo.com.jm">eqinfo@eqo.com.jm</a></td>
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<tr>
<td>Transport Authority</td>
<td>Mr. Daniel Dawes</td>
<td>Ms. Marcia McKenzie</td>
<td>968-5906</td>
<td><a href="mailto:marcia.mckenzie@ta.org.jm">marcia.mckenzie@ta.org.jm</a></td>
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<tr>
<td>Fair Trading Commission</td>
<td>Mr. David Miller</td>
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<td><a href="mailto:wduncan@jftc.com">wduncan@jftc.com</a></td>
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<td>Toll Authority</td>
<td>Mrs. Joan Fletcher</td>
<td>Ms. Laura McPherson</td>
<td>929-5119</td>
<td><a href="mailto:lmcperson@mtw.gov.jm">lmcperson@mtw.gov.jm</a></td>
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<tr>
<td>The Port Authority</td>
<td>The Hon. Noel Hylton</td>
<td>Ms. Celia Stephens</td>
<td>948-6801</td>
<td><a href="mailto:cstephens@portjam.com">cstephens@portjam.com</a></td>
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<td>Spectrum Management Authority</td>
<td>Mr. Henry Batson</td>
<td>Ms. Ida-gaye Warburton</td>
<td>967-7948</td>
<td><a href="mailto:iwarburton@isma.gov.jm">iwarburton@isma.gov.jm</a></td>
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<td>Anti-Dumping &amp; Subsidies</td>
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<td>Mrs. Audrey Scott-Stewart</td>
<td>927-8056</td>
<td><a href="mailto:antidump@jadsj.gov.jm">antidump@jadsj.gov.jm</a></td>
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<tr>
<td>Registrar General’s Department</td>
<td>Ms. Yvette Scott (Acting)</td>
<td>Mrs. Hazel Cunningham</td>
<td>749-0550</td>
<td><a href="mailto:hazel.cunningham@grjd.gov.jm">hazel.cunningham@grjd.gov.jm</a></td>
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<td>National Land Agency</td>
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<td>Mrs. Lois Edwards-Bourne</td>
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<td><a href="mailto:lois.bourne@nlia.gov.jm">lois.bourne@nlia.gov.jm</a></td>
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<tr>
<td>Jamaica Deposit Insurance</td>
<td>Ms. Antoinette McKain</td>
<td>Ms. Majorie McGrath</td>
<td>926-5225</td>
<td><a href="mailto:marjorie.mcgrath@jict.org">marjorie.mcgrath@jict.org</a></td>
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<tr>
<td>Jamaica Civil Aviation Authority</td>
<td>Lt. Col. Oscar Derby</td>
<td>Ms. Beverley Gibbs</td>
<td>960-3948</td>
<td><a href="mailto:library@jcic.gov.jm">library@jcic.gov.jm</a></td>
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<td>Kingston &amp; St. Andrew Corporation</td>
<td>Mr. Errol Green</td>
<td>Ms. Violet Haughton</td>
<td>967-4195</td>
<td><a href="mailto:ksacoffice@ksac.gov.jm">ksacoffice@ksac.gov.jm</a></td>
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<td>Clarendon Parish Council</td>
<td>Mrs. Judy Lawrence</td>
<td>Mrs. Shakira Creary-Ragbeer</td>
<td>986-2216</td>
<td><a href="mailto:shakira_ragbeer@yahoo.com">shakira_ragbeer@yahoo.com</a></td>
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<tr>
<td>Hanover Parish Council</td>
<td>Mrs. Alfred Graham</td>
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<td>956-2305</td>
<td><a href="mailto:s.evett@hotmail.com">s.evett@hotmail.com</a></td>
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<td>St. Catherine Parish Council</td>
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<td>Mrs. Shirlene Greenland</td>
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<td>St. James Parish Council</td>
<td>Mr. Winston Palmer</td>
<td>Mr. Garfield Ustanny</td>
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<td>Manchester Parish Council</td>
<td>Mr. Michael Morris</td>
<td>Ms. Darcia Roach</td>
<td>962-2278</td>
<td><a href="mailto:darcias56@hotmail.com">darcias56@hotmail.com</a></td>
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<td>Portland Parish Council</td>
<td>Ms. Joan Thomas</td>
<td>Ms. Marcelene Pitter</td>
<td>993-2765</td>
<td><a href="mailto:portlandpc@yaho.com">portlandpc@yaho.com</a></td>
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<td>St. Ann Parish Council</td>
<td>Mr. Clinton Gordon</td>
<td>Ms. Claudia Carter</td>
<td>972-2615-6</td>
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<td>St. Elizabeth Parish Council</td>
<td>Mr. David Park</td>
<td>Mr. Gregory Ashman</td>
<td>965-2603</td>
<td><a href="mailto:gregorycall@glive.com">gregorycall@glive.com</a></td>
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<td>St. Mary Parish Council</td>
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<td>Ms. Mynel Grant Yvonne Kennedy</td>
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<td>St. Thomas Parish Council</td>
<td>Mrs. Fay Neuville</td>
<td>Ms. Suzette Hyran</td>
<td>982-2227</td>
<td><a href="mailto:stthomasp@cwjamica.com">stthomasp@cwjamica.com</a></td>
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<td>Trelawny Parish Council</td>
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<td>Mrs. Nicolee Henry-Dowin</td>
<td>954-3228</td>
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<td>Westmoreland Parish Council</td>
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<td>Ms. Sonia Glaze</td>
<td>955-2798</td>
<td><a href="mailto:westmorelandpc@mlge.gov.jm">westmorelandpc@mlge.gov.jm</a></td>
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Updated: 10/10/2012
Appendix IV - Schedule of Costs for Reproduction of Official Documents

THE ACCESS TO INFORMATION ACT

THE ACCESS TO INFORMATION (COST OF REPRODUCTION OF OFFICIAL DOCUMENTS) REGULATIONS, 2003

In exercise of the power conferred upon the Minister by section 37 of the Access to Information Act, 2002, the following Regulations are hereby made:—


2. The cost of reproduction of an official document specified in the Schedule shall be payable by an applicant.

SCHEDULE

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Dated the 5th day of December, 2003.

BURCHELL WHITEMAN
Minister of Information.

Prepared by the Access to Information Unit
Jamaica Archives & Records Dept.
Office of the Prime Minister
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GET UP! STAN' UP! • Page 39
Dear Mr Knight,

RE: Request for Internal Review – request for copies of correspondence regarding X

We write to request an internal review of the failure of the National Environment and Planning Agency to respond to our request for information for “copies of all correspondence from X regarding X subject matter.

We submitted a request for the captioned information on X date which was acknowledged by your agency on the same date. According to the Access to Information Act, (NEPA should have complied with our request within thirty (30) days of receipt of the request. The NEPA notified us that they had exercised their discretion under the Act to extend the time period for responding to our request for an additional 30 days.) We therefore expected to receive this information by X date. NEPA has failed to provide the information within this time frame and we therefore request an internal review.

We look forward to hearing from you within the prescribed thirty (30) days.

Yours sincerely,

X
Jamaica Environment Trust
11 Waterloo Road
Kingston 10, Jamaica
Tel: 876-960-3693; Fax: 876-926-0212
Email: jamentrust@cwjamaica.com
Web: www.jamentrust.org

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