



GOVERNMENT OF JAMAICA

ASSIGNMENT OF SUBJECTS AND DEPARTMENTS

September 2007

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**OFFICE OF THE PRIME MINISTER
PLANNING, DEVELOPMENT AND DEFENCE
PRIME MINISTER BRUCE GOLDING
PERMANENT SECRETARY: Mrs. Patricia Sinclair McCalla
DIRECTOR GENERAL (Local Government): Mr. Devon Rowe**

SUBJECTS (GENERAL)

Bauxite Production Levy
Capital Development Fund
Defence
Development
Development Projects (including Anti-Crime Social Interventions)
Inner City Renewal
Planning
National Honours and Awards
National Symbols
Long Service Awards

DEPARTMENTS (GENERAL)

Development Bank of Jamaica
International Centre for Environmental and Nuclear Sciences (ICENS)
Jamaica Defence Force
Jamaica Social Investment Fund (JSIF)
National Housing Trust (NHT)
National Council on Science and Technology
National Council on Sports
National Disaster Committee
Planning Institute of Jamaica (PIOJ)
Social, Economic and Support Programmes (S.E.S.P.)
Statistical Institute of Jamaica (STATIN)
Urban Development Corporation (UDC)

SUBJECTS/LOCAL GOVERNMENT

Disaster Preparedness and Emergency Management
Fire Services
Minor Water Supplies and Social Water
Municipal Parks and Beautification
Parochial Markets
Parochial Roads
Poor Relief Services
Local Governance
Local Government Amenities (abattoirs, pounds and cemeteries)
Local Sustainable Development Planning
Solid Waste Management
Street Lighting

OFFICE OF THE PRIME MINISTER cont'd.

DEPARTMENTS/LOCAL GOVERNMENT

Board of Supervision

Jamaica Fire Brigade

Kingston & St. Andrew Corporation

National Solid Waste Management Authority

Office of Disaster Preparedness and Emergency Management (ODPEM)

Parish Councils and Portmore Municipality

Vineyard Town Golden Age Home

**OFFICE OF THE CABINET
PRIME MINISTER BRUCE GOLDING
PERMANENT SECRETARY & CABINET SECRETARY:
Dr. the Hon. Carlton Davis O.J. C.D.**

SUBJECTS

Business of Cabinet
Corporate Planning for Government
Human Resource Management Policy
Human Resource Management Information System
Job Evaluation
National Security Strategy Implementation
Organisational Design and Staffing
Performance Management, Monitoring and Evaluation
Policy Formulation and Coordination for Government
Public Sector Modernisation
Regulation of Utilities
Standards and Efficiency
Succession Planning including Strategic Training and Development

DEPARTMENTS

Management Institute for National Development (MIND)
Office of Utilities Regulation (OUR)

MINISTRY OF AGRICULTURE
MINISTER DR. CHRISTOPHER TUFTON
PERMANENT SECRETARY: Mr. Donavon Stanberry

SUBJECTS/AGRICULTURE

Agricultural Commodities
Agricultural Research
Agricultural Marketing
Fisheries
Forests
Irrigation
Livestock Industry
Plant Protection/Quarantine
Produce Inspection
Public & Botanical Gardens
Sugar Industry
Veterinary Services

DEPARTMENTS/AGRICULTURE

Agricultural Credit Board
Agricultural Development Corporation
Agricultural Marketing Corporation
Commodity Boards (*incl. Banana, Coffee and Coconut Industry Boards and Tobacco Industry Control Authority*)
4 H Clubs
Forestry Department
National Irrigation Commission Limited
Rural Agricultural Development Authority (RADA)
Sugar Corporation of Jamaica
Sugar Industry Authority
Veterinary Board

SUBJECTS/LAND

Emancipation Lands
Estate Management/Property Management
Land Reform
Land Registration
Land Surveys
Land Titling
Lands (including Crown Lands and Land Settlements)
National Geographic Data Management
National Land Policy
Public Sector Estate Management

DEPARTMENTS/LAND

National Land Agency (NLA)

MINISTRY OF EDUCATION
MINISTER ANDREW HOLNESS
PERMANENT SECRETARY: Mrs. Maria Jones

SUBJECTS

Child Care & Protection (Day Care Centres)
Education Policies and Programmes Management
Libraries

Literacy

Regulation of Educational Institutions:

- (a) Pre-Primary
- (b) Primary
- (c) Secondary
- (d) Tertiary
- (e) Independent Schools

Vocational Training (including Apprenticeship and Industrial Training)

DEPARTMENTS

College of Agriculture, Science and Education (CASE)

Community Colleges

Edna Manley College of the Visual & Performing Arts

Educational Institutions

G. C. Foster College of Physical Education

Human Employment and Resource Training/HEART Trust/NTA

Jamaica Library Service

Jamaica Movement for Adult Literacy

National Council on Education

National Youth Service (NYS)

Teacher Training Colleges

University Council of Jamaica (UCJ)

University of Technology, Jamaica (UTECH)

University of the West Indies (UWI)

MINISTRY OF ENERGY, MINING AND TELECOMMUNICATIONS
MINISTER CLIVE MULLINGS
PERMANENT SECRETARY: Dr. Jean Dixon C.D.

SUBJECTS/ENERGY

Development of Energy Resources
Energy Policy
Gas and Oil Exploration
Light and Power
Petroleum Refinery Haulage, Storage and Distribution
Rural Electrification

SUBJECTS/MINING

Bauxite and Alumina
Bauxite Community Development Projects
Non-Bauxite Mining
Quarries and Non-Bauxite Minerals

SUBJECTS/TELECOMMUNICATIONS

Telecommunications

DEPARTMENTS/ENERGY

Electricity Authority
Petrojam/Ethanol Company Limited
Petrojam Limited
Petroleum Company of Jamaica
Petroleum Corporation of Jamaica
Rural Electrification Programme
Wigton Windfarm Limited

DEPARTMENTS/MINING

Bauxite and Alumina Trading Company (BATCO)
Clarendon Alumina Production Limited (CAP)
Jamaica Bauxite Institute (JBI)
Jamaica Bauxite Mining (JBM)
Mines & Geology Division
Quarries and Mining

DEPARTMENTS/TELECOMMUNICATIONS

E-Learning Company
Spectrum Management Authority
Universal Access Fund Company Limited

MINISTRY OF FINANCE AND THE PUBLIC SERVICE
MINISTER AUDLEY SHAW
FINANCIAL SECRETARY: Mr. Colin Bullock

MINISTER WITHOUT PORTFOLIO DON WEHBY
MINISTER WITHOUT PORTFOLIO DWIGHT NELSON

SUBJECTS

Bank Inspection
Banking and Currency
Betting, Gaming and Lotteries Act 1965 (*excepting sections 51 (1) (a) and 43*)
Budget
Classification System and Standards
Collective Bargaining/Industrial Relations
Compensation Policy and Pay Planning
Debt/Equity Conversion
Debt Management
Economic Planning and Monitoring
Employee Assistance (Counselling)
Employee Benefits
Equity Investments
Establishment Control
EXIM Bank
Finance
Financial Administration, Management & Fiscal Policy
Financial Investigation (Money Laundering & Financial Law Enforcement)
Govt. Investment in Companies & Statutory Corporations
Industrial and Provident Societies Act
Insurance
Loan Negotiations
Monetary Policy
Pensions
Public Accountancy Act
Recognition and Reward Schemes
Regulation of the Financial Sector
Scholarships and Assistance
Special Employee Benefits (Health Insurance, Bus Service, Canteens, Day Care)
Staff Orders and Conditions of Service
Taxation
Technical Assistance
General Training and Development for the Public Sector

MINISTRY OF FINANCE AND THE PUBLIC SERVICE cont'd.

DEPARTMENTS

Accountant General

Bank of Jamaica

Betting, Gaming and Lotteries Commission

Caymanas Track Limited

Culture, Health, Arts, Sports & Education (CHASE)

Container Services Limited

Customs Department

Financial Services Commission

Fiscal Services Limited

Inland Revenue Department

Jamaica Racing Commission

Tax Administration Services Department

Taxpayers' Appeals Department

Taxpayer Audit & Assessment Department

MINISTRY OF FOREIGN AFFAIRS AND FOREIGN TRADE
DEPUTY PRIME MINISTER KEN BAUGH
PERMANENT SECRETARY: Ambassador Douglas Saunders C.D.

SUBJECTS

Aviation Affairs (ICAO)

Bilateral Relations (all countries)

Consular Affairs

Economic and Technical Cooperation (including energy security)

Hemispheric Relations (OAS, SELA, Rio Group)

International Political, Social, Humanitarian and Cultural Affairs (UN, UNESCO, UNIDO, etc.)

International Economic Relations (UN, IFAD, FAO, UNEP, HABITAT, etc.)

International Trade Policy and Negotiations:

- Bilateral
- Regional (CSME and CARICOM Bilateral Agreements)
- Hemispheric (FTAA, CBI, CARIBCAN)
- Inter-regional (ACP/EU Economic Partnership Agreement (EPA))
- Commodity Agreements (ISO, ICO, ICCO, Common Fund)

Inter-regional Cooperation (ACP, ACP/EU, Commonwealth, NAM, G/77 and China, G/15, South Centre)

Investment and Double Taxation Agreements

Jamaican Diaspora and Overseas Communities

Maritime Affairs (IMO, Coastal Zone Management, Maritime Agreements)

Protocol Affairs

Regional Affairs (including CARICOM, ACS & Regional Energy Policy)

DEPARTMENTS

Embassies (Beijing, Berlin, Bogota, Brussels, Caracas, Havana, Mexico City, Santo Domingo, Tokyo, Washington)

Consulates-General (Miami, New York, Toronto)

High Commissions (Abuja, London, Ottawa, Port of Spain, Pretoria)

Honorary Consulates (86 world-wide)

Permanent Missions (Brussels, Geneva, New York, Washington)

MINISTRY OF HEALTH AND ENVIRONMENT
MINISTER RUDYARD SPENCER
PERMANENT SECRETARY: Dr. Grace Allen-Young

SUBJECTS/ENVIRONMENT

Air Quality and Control
Beach Control and Coastal Management
Land Development and Utilisation
Marine Conservation and Protection
Meteorology
National Environmental Protection
Subdivision of Land
Town and Country Planning
Watershed Management
Wildlife Protection

Beach Control Act
Land Development & Utilisation Act
Local Improvements Act
Real Estate (Dealers and Developers Act)
Town & Country Planning Act
Watershed Protection Act
Wildlife Protection Act

SUBJECTS/HEALTH

Adoption of Children & Act
Child Care and Protection & Act
Professions Supplementary to Medicine Act
Drug Abuse
Experiments on Animals
Family Planning
Food and Drug Control
Health Facilities (Hospitals and Health Centres)
Juvenile Advisory Council
Medical Services
Mental Health Services
National Health Fund
National Registration System
Pesticides Control
Public Health
Registration of Births and Deaths
Specialist Committee on Child Abuse

MINISTRY OF HEALTH AND ENVIRONMENT cont'd.

DEPARTMENTS/HEALTH

Child Development Agency
Adoption Board
Bellevue Hospital
Central Board of Health
Dental Auxiliary School
Dental Council
Government Chemist
Health Centres
Health Corporation of Jamaica
Hope Institute
Medical Appeals Tribunal
Medical Council
National Council on Drug Abuse
National Family Planning Board
National Health Fund
Nurses Training Schools
Nursing Council
Nursing Home Appeals Tribunal
Nutrition Advisory Council
Pesticides Control Authority
Pharmacy Council
Professions Supplementary to Medicine Council
Quarantine Advisory Council
Regional Health Authorities
Registrar General's Department
Registration Appeal Tribunal (Pharmacy)
Sir John Golding Rehabilitation Centre (Mona Rehab.)
University Hospital of the West Indies

DEPARTMENTS/ENVIRONMENT

Beach Control Authority
Earthquake Unit
Meteorological Department
National Environmental and Planning Agency (NEPA)
(includes National Resource and Conservation Authority, Town
Planning Department, Town & Country Planning Authority, Negril
& Green Island Planning Authority and Land Development &
Utilisation / Negril and Green Island Development)
Real Estate Board

MINISTRY OF INDUSTRY, COMMERCE AND INVESTMENT
MINISTER KARL SAMUDA
PERMANENT SECRETARY: Dr. Jean Dixon C.D. (Interim)

SUBJECTS

Agro Business
Anti-Dumping
Building Inspection
Commercial Business
Commodity Supplies
Companies Act
Consumer Affairs
Co-operatives and Friendly Societies
Copyright Act
Customs Duties (Dumping and Subsidies) Act
Design Act
Distributive Trade
Factory Construction
Fair Competition Act
Food Storage and Prevention of Infestation
Free Zone Development
Hire Purchase
Import and Export Licensing
Industrial Apprenticeship
Industrial Development
Intellectual Property
Investment Promotion
Manufacturing
Marketing and Advertising
Merchandise Marks
Metrification
Patents
Registration of Business Names Act
Science and Technology
Small Business Development
Standards
Trade Act
Trade Marks
Weight and Measures

MINISTRY OF INDUSTRY, COMMERCE AND INVESTMENT cont'd.

DEPARTMENTS

Anti-Dumping and Subsidies Commission
Bureau of Standards
Central Information and Technology Office (CITO)
Companies Office of Jamaica (Office of the Registrar of Companies)
Consumer Affairs Commission
Factories Corporation of Jamaica
Fair Trading Commission
Food Storage and Prevention of Infestation Department
Free Zones
Jamaica Business Development Centre
Jamaica Commodity Trading Company (JCTC)
Jamaica Exotic Flavours and Essences Company Limited
Jamaica Export Trading Company (JETCO)
Jamaica Intellectual Property Office
Jamaica Trade and Invest (JTI) formerly JAMPRO
Micro Investment Development Agency (MIDA)
Post and Telecommunications Department
Registrar of Co-operatives and Friendly Societies
Scientific Research Council
Self-Start Fund
Trade Board Limited

MINISTRY OF INFORMATION, CULTURE, YOUTH AND SPORTS
MINISTER OLIVIA GRANGE
PERMANENT SECRETARY: Mrs. Maria Jones (Interim)

SUBJECTS

Arts and Culture
Entertainment and Motion Pictures
Gender Affairs
Information
Publications (Legal Deposits) *per Legal Deposits Act 2002**
Special Commemorative Events: Labour Day, Emancipation Day,
Independence Day, Heroes Day

Sport
Youth

DEPARTMENTS

Access to Information
ACIJ
Archives
Broadcasting
Broadcasting Commission
Bureau of Women's Affairs
Cinematograph Authority
Copyright
Creative Production and Training Centre (CPTC)
Entertainment Board
Independence Park Limited
Information
Institute of Folk Culture
Institute of Jamaica
Institute of Sport
Jamaica Archives and Records Department
Jamaica Cultural Development Commission
Jamaica Intellectual Property Office (JIPO)
Jamaica Information Service (JIS)
Jamaica National Commission on UNESCO
Jamaica National Heritage Trust (JNHT)
Liberty Hall
National Centre for Youth Development
National Gallery
National Library of Jamaica
National Youth Policy
Public Broadcasting Corporation
Social Development Commission
Sports Development Foundation
Values and Attitudes

MINISTRY OF INFORMATION, CULTURE, YOUTH AND SPORTS cont'd.

Women's Centre Foundation of Jamaica
Youth Development Programme

MINISTRY OF JUSTICE
MINISTER DOROTHY LIGHTBOURNE, ATTORNEY GENERAL
PERMANENT SECRETARY: Mrs. Carol Palmer

SUBJECTS

Administration of Justice
Business of the Senate
Conditional Discharge of Forensic Psychiatric Inmates (*under amendment to Criminal Justice (Administration) Act 2006*)
Constitutional Reform
Coroners
Dispute Resolution
Enquiries into the causes of Fire and Accidents
Extraditions
Justices of the Peace
Legal Education
Legal Profession
Marriage Licences
Mutual Legal Assistance in Criminal Matters
Notaries Public
Obscene Publication Act
Protection of Human Rights
Victim Support

DEPARTMENTS

Administrator General's Department
Attorney General's Department (*subject to the provision of Section 79 of the Constitution of Jamaica*)
Court of Appeal
Director of Public Prosecutions (*subject to the provision of chapter VI of the Constitution of Jamaica*)
Family Court
Law Revision
Legal Reform
Office of the Parliamentary Counsel
Police Public Complaints Authority
Resident Magistrate Court
Revenue Court
Supreme Court
Trustee in Bankruptcy

MINISTRY OF LABOUR AND SOCIAL SECURITY
MINISTER PEARNEL CHARLES
PERMANENT SECRETARY: Mr. Alvin McIntosh C.D.

SUBJECTS

Central Emergency Relief
Central Food Organisation
Charities (including Gray's Charities and Lawson Gifford Charitable Bequest)
Education and Welfare of the Handicapped
Employment Agencies
Food Security Programme
Industrial Safety, Health and Welfare
International Labour Conventions
Labour Legislation
Labour Market Reform
Labour Relations
Migration Advisory Services
National Insurance
Public Assistance
Recruitment of Labour
Services for the Aged
Social Security
Social Welfare
Special Rehabilitation Programme
Workmen's Compensation
National Insurance Fund

DEPARTMENTS

National Council for the Aged
National Council for the Disabled
National Insurance Scheme (NIS)

MINISTRY OF NATIONAL SECURITY
MINISTER DERRICK SMITH (Leader of Government Business)
PERMANENT SECRETARY: Mr. Gilbert Scott O.D.

SUBJECTS

Approved Schools
Correctional Institutions
Deportation
Emigration
Fire Arms
High Security Places of Safety
Internal Security
Immigration
Justice Protection Act
Nationality and Citizenship
Parliamentary Affairs (Business of the House, Electoral Matters)
Parole Act
Police
Probation and After Care
Repatriation
Security of Airports and Seaports
Traffic Ticketing and Points System

DEPARTMENTS

Correctional Services
Island Special Constabulary Force
Jamaica Constabulary Force
Private Security Regulation Authority
Rural Police (District Constable)
Firearm Licence Authority

**MINISTRY OF TOURISM
MINISTER EDMUND BARTLETT
PERMANENT SECRETARY: Mrs. Jennifer Griffith**

SUBJECTS

Spas and Baths
Tourism Marketing and Promotion
Tourism Policy
Tourism Product
Travel Agencies

DEPARTMENTS

Bath of St. Thomas the Apostle
Devon House
Jamaica Reservation Services Limited
Jamaica Tourist Board
Jamaica Vacations Limited
Milk River Bath
River Rafting Authority
Tourism Enhancement Fund
Tourism Product Development Company

MINISTRY OF TRANSPORT AND WORKS
MINISTER MICHAEL HENRY
PERMANENT SECRETARY: Dr. Alwin Hales

SUBJECTS

Air Transport
Airports
Architects' Registration Act
Civil Aviation
Explosives and other Dangerous Substances
Flood Water Control
Land Reclamation
Licensing Authority
Main Roads
Professional Engineers' Registration Act
Public Passenger Transport (Corporate Area) Act
Public Passenger Transport (Rural Area) Act
Road Traffic Act
Sandy Gully Drainage System
Seaports and Shipping

DEPARTMENTS/TRANSPORT & WORKS

Aeronautical Telecommunications Limited
Air Jamaica
Air Transport Licensing Board
Airports Authority
Caribbean Maritime Institute
Civil Aviation Authority
Island Traffic Authority
Jamaica Railway Corporation
Jamaica Urban Transport Company (JUTC)
Maritime Authority
Metropolitan Management Transport Holdings
National Road Operating & Constructing Company (NROC)
National Works Agency (NWA)
Port Authority
Ports Security Corps (PSC)
Toll Authority of Jamaica
Trans Jamaica Airlines
Transport Authority
Urban and Rural Transport Boards

MINISTRY OF WATER AND HOUSING
MINISTER HORACE CHANG
PERMANENT SECRETARY: Mrs. Genefa Hibbert

SUBJECTS

Domestic Water Supply
Landlord and Tenants Act
Land Acquisition/Housing
National Urban Upgrading
Port Royal Brotherhood
Rent Control (Restriction)
Shelter Solutions
Surface and Underground Water Resources

DEPARTMENTS

Jamaica Mortgage Bank
National Housing Development Corporation
National Water Commission
Relocation of Human Settlements
Rent Assessment Board
Rural Water Supply Company
Survey and Titles
Water Resource Authority