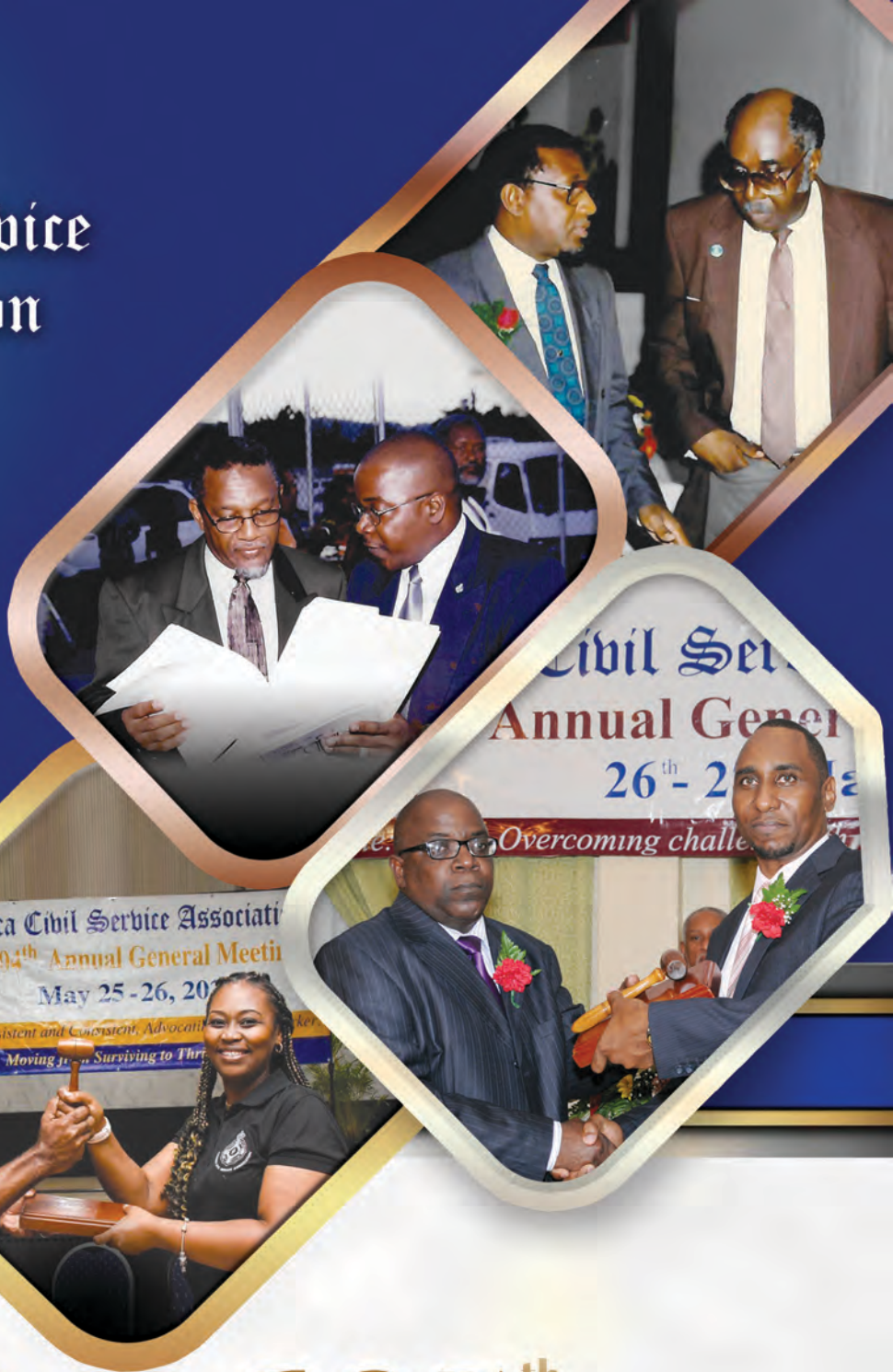




Jamaica Civil Service Association



105th

Annual General Meeting

"Honouring our Legacy, Shaping our Future:
105 years of Impacting Workers' Lives"

ANNUAL REPORT 2023-2024

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Jamaica Civil Service Association

Annual Report 2023 - 2024

Presented
to the

105th

Annual General Meeting

May 30-31, 2024

Theme:

***"Honouring Our Legacy, Shaping Our Future:
105 Years of Impacting Workers' Lives"***





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Mission Statement

The Jamaica Civil Service Association seeks to uphold the highest qualities of professional service to the nation, through the guarantee of a highly trained workforce of competent and committed persons whose legitimate interest are safeguarded and affirmed through membership in the organization.

Vision Statement

The Jamaica Civil Service Association offers excellent advocacy service and support to its members who are from all areas of the Public service of Jamaica.

Motto

Duro de cortis fructus quam dulces
"How sweet the fruit the hard rind yields."

CORE VALUES (GREATT)

The core principles that are important to the JCSA and which will govern its conduct and guide its actions are:

GOOD GOVERNANCE

We are committed to a decision-making process that is participatory, free from corruption and abuse and in accordance with the regulations of the JCSA.

RESULTS ORIENTED

We are an output-centred organisation that strives to achieve our targets at all levels.

EFFICIENCY

We aim to make the best use of time, effort and cost with a view to accomplishing our mandate.

ACCOUNTABILITY

We accept our individual and collective responsibilities, and we meet our commitments to our members.

TRANSPARENCY

We emphasise constant communication that is accurate, open and honest.

TEAMWORK

We are committed to an environment where every employee and member is valued.





Jamaica Civil Service Association

Notice of Annual General Meeting

**The Jamaica Civil Service Association
hereby gives notice of its
105th Annual General Meeting
May 30-31, 2024**

Opening Ceremony

The Opening Ceremony of the Jamaica Civil Service Association 105th Annual General meeting will be held on **Thursday May 30, 2024**, in the **O'Neil W. Grant Auditorium, 31 Molynes Road, Kingston 10** at **3:00 p.m.**

Business Session

The meeting will continue on **Friday May 31, 2024**, with the Business Session in the **O'Neil W. Grant Auditorium, 31 Molynes Road, Kingston 10**, commencing at **10:00 a.m.**

- 1) To discuss the ordinary business of the Association.
- 2) To present the Annual Report and Financials for the period 2023/2024.
- 3) To move any motions and resolutions.
- 4) To discuss any other business of the Association.
- 5) To conduct the JCSA Election of Officers.

An electronic copy of the 2024 Annual Report for the Jamaica Civil Service Association, including the Notice of the 2024 AGM and Financial Statements for the year ending December 31, 2023, will be made available on our website. Hard copies of the 2024 Annual Report will also be available free of cost at our Secretariat located at 10 Caledonia Avenue, Kingston 5, after the AGM.

For further information on attendance, registration, and the voting process, please contact our Secretariat at **876-968-7087**.

Signed: Tifonie Powell-Williams, JP (Mrs.)
General Secretary



ELECTORAL OFFICE

43 DUKE STREET, KINGSTON, JAMAICA

TEL: (876) 922-0425-9

FAX: (876) 922-0458

7/05/2024

Mrs. Tifonie Powell-Williams
General Secretary
Jamaica Civil Service Association
10 Caledonia Avenue P.O. Box 106
Kingston 5,

Re: Final Election Results

Dear Mrs. Powell-Williams,

As a result of no other nominated candidate accepting nomination to contest for the positions that were available in the 2024 Election of Officers Exercise, I hereby submit the names of the officers who have been returned by acclamation:

1. **1st Vice President:** Frater, Clarence
2. **3rd Vice President:** Roberts, Alrington
3. **Honorary Treasurer:** Mrs. Melaini Mullings Arnold

Please be guided accordingly.

Yours faithfully,

The Electoral Office of Jamaica

Andrew A. Smith, JP
Honorary Election Officer

Agenda

Opening Session: Thursday May 30, 2024 at 3:00 P.M.

Call to Order	Sis. Techa Clarke-Griffiths President
Reading of Convening Notice	Sis. Tifonie Powell-William, JP General Secretary
Invocation	Bishop Dr. Clement Clarke Senior Pastor, Eastwood Park New Testament Church
Welcome/Introduction/Apologies	Sis. Techa Clarke-Griffiths President
Greetings	The Hon. Audrey Sewell, OD, JP Cabinet Secretary
President's Address	Sis. Techa Clarke-Griffiths
Declaration/Official Opening	The Most Honourable Andrew Holness, ON, PC, MP Prime Minister of Jamaica
Presentation of Awards	
Vote of Thanks	
Benediction	
National Anthem	

**Business Session:
Friday May 31, 2024 at 10:00 A.M.**

Resumption

Prayer

Welcome & Opening Remarks

Confirmation of Minutes (104th AGM)

Matters Arising

Lunch

Presentation of Annual Report

Financial Statement

Motions/Resolutions

Awards of Honoraria

New and other Business

Appointment of Auditors

Declaration of Officers

Termination



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MESSAGE:

HIS EXCELLENCY THE MOST HONOURABLE SIR PATRICK ALLEN ON, GCMG, CD, KSt.J GOVERNOR-GENERAL

As you convene for the 105th Annual General Meeting of the Jamaica Civil Service Association (JCSA), it is a moment to recognize and honour the unwavering dedication of Civil Servants. Their commitment to excellence and advocacy for Jamaican workers has been the cornerstone of our nation's progress. The JCSA, with a rich legacy of over a century, stands as a testament to the resilience and professionalism of our workforce.

This year's theme, *"Honouring our Legacy, Shaping our Future: 105 years of Impacting Workers' Lives"*, aptly reflects the JCSA's pivotal role in shaping employment policies and safeguarding the interests of our workforce. Since its inception in 1919, the Association has been a beacon of hope and a driving force for positive change, advocating for workers' rights and better socio-economic conditions.

In recent times, challenges such as equitable compensation have tested the resilience of our Civil Service. Despite these hurdles, the JCSA's steadfast representation and advocacy have been commendable. The dedication of Public Health workers, Security Personnel, Educators, and other members of the Civil Service has been instrumental in maintaining Jamaica's strength and resilience.

The JCSA's mission to ensure a competent, committed workforce whose rights are



protected remains paramount. This Annual General Meeting is not only a reflection of your past achievements but also a platform to outline the future direction of the Association.

Your contributions are invaluable to the fabric of Jamaican society. I encourage you to continue your advocacy and support for workers, and help to steer our nation from merely surviving to thriving. I trust that this AGM will reinforce your commitment to service, excellence, and advocacy for the betterment of Jamaica.

God bless you all.

MESSAGE:

THE MOST HON. ANDREW HOLNESS, ON, PC, MP PRIME MINISTER

Congratulations to the Jamaica Civil Service Association (JCSA) on the occasion of its 105th year of service in Jamaica. This significant milestone serves as a testament to the dedication, resilience and unwavering commitment of the JCSA, to partnering to help build Jamaica and its people.

As we commemorate this historic achievement, it is imperative to reflect on the remarkable journey of the JCSA and its profound impact on the nation. For over a century, the JCSA has been at the forefront of shaping Jamaica's future, advocating for the rights and wellbeing of civil servants and contributing to the socio-economic development of our beloved country.

The theme of this anniversary: *"Honouring our Legacy, Shaping our Future: 105 years of Impacting Workers' Lives"*, encapsulates the essence of the JCSA's enduring mission. By acknowledging and celebrating our past achievements, we draw inspiration and wisdom to navigate the challenges of tomorrow. Through forward thinking initiatives and innovative strategies, we continue to shape an ever-brighter future for Jamaica and its citizens.

A key component of the way forward is increasing productivity. As a government, we have laid the foundation through enhancing the job environment and strengthening the economy. Productivity is now at the heart of the progress of our people.

One cannot overlook the pivotal role that the JCSA has played in advancing Jamaica towards economic independence, through its steadfast advocacy in several areas including improved working conditions and professional development opportunities. The JCSA



has partnered with the government to empower civil servants to contribute effectively to the nation's growth and prosperity, by fostering a conducive environment for public service excellence. The Association has been a crucial stakeholder in the government's move to drive efficiency, transparency and accountability within the civil service, thus laying the foundation for sustainable economic development.

As we join in celebrating 105 years of service to Jamaica, let us reaffirm our commitment to upholding the principles of integrity, equity and inclusivity that have guided the JCSA for over a century. This year, let us redouble our efforts to increase productivity and growth through the service sector. Together, let us continue to work tirelessly towards a future where every Jamaican can thrive and prosper.

Once again, congratulations to the JCSA on this auspicious occasion. May the next 105 years be filled with even greater achievements and milestones.

MESSAGE:

THE HON. MARK GOLDING, MP LEADER OF THE OPPOSITION

It is a privilege for me to once again extend greetings to each of you as you convene for the 105th Annual General Meeting of the Jamaica Civil Service Association under the inspiring theme, *"Honouring Our Legacy, Shaping Our Future: 105 Years of Impacting Workers' Lives."*

As we reflect on over a century of unwavering dedication and service, it is imperative that we take a moment to honour the remarkable legacy of the JCSA. For 105 years, this esteemed association has been a steadfast advocate for the rights and welfare of our nation's workers, playing a pivotal role in shaping the landscape of labour rights and social justice in Jamaica.

Today, as we stand on the shoulders of giants who have paved the way before us, we are reminded of the sacrifices and contributions of countless individuals who have dedicated their lives to the noble cause of improving the conditions of workers across our nation. Their tireless efforts and unwavering commitment have left an indelible mark on our society and have set the stage for the continued advancement of workers' rights and social progress.

Recent events in Parliament show how important it is that basic norms and legal rules governing employment in the public sector be respected and upheld, and that vigilance and courage are required to resist any inclination on the part of elected officials to trespass beyond their constitutional roles



and the proper limits of their power and authority.

In the years to come, let us remain steadfast in our commitment to championing the rights and dignity of workers in Jamaica. Let us continue to strive for inclusivity, fairness, and justice in all aspects of our work. And let us never forget the profound impact that our collective efforts can have in shaping a brighter future for generations to come.

I close by thanking all civil servants for your unwavering dedication and commitment to the mission of the Jamaica Civil Service Association. Here's to another 105 years of impacting workers' lives and shaping a future that we can all be proud of.

MESSAGE:

AUDREY V. SEWELL

CABINET SECRETARY

It is a privilege to extend greetings on this year's Annual General Meeting 2024, which is being commemorated under the theme: *"Honouring our Legacy, Shaping Our Future: 105 Years of Impacting Workers' Lives"*.

Celebrating 105 years is a significant milestone/achievement for any organisation. Such longevity amidst an ever-evolving global landscape, serves as a testament to the foundation that was laid by the founding officers of the Jamaica Civil Service Association (JCSA); namely Mr. H. Bryan - President, Mr. Walter Fraser - 1st Vice President, R.H. Fletcher - 2nd Vice President and F. P. Bond - Honorary Secretary.

The achievements of their successors encapsulates the belief, commitment, dedication and relentlessness to the Vision and Mission of the JCSA, offering excellent advocacy service and support to its members who are from all areas of the Public Service of Jamaica; and upholding the highest qualities of professional service to the nation, through the guarantee of a highly trained workforce of competent and committed persons whose legitimate interests are safeguarded and affirmed through membership in the Organization.

The intricate fabric of the JCSA's century-long legacy is meticulously woven by the principles of commitment to integrity and excellence, empowerment, equity and inclusiveness and transformation and modernisation.



Honouring legacies is crucial, as it encompasses institutional memory, learning from past mistakes and leveraging best practices in problem-solving. It also involves cultural adaptation and maintaining the core purpose and actions of the Association.

The proverbial expression, "Hard work without continuity is like building a sandcastle at high tide; without a solid foundation, it's bound to wash away", captures the encouragement I want to leave with you today. By empowering its members and building leaders, the JCSA will ensure that the legacies created today are sustained and the values, principles and achievements that define the organisation's legacy, are carried forward to and by the next generation.

The Government has been on a path of transformation of its people, its places, and its processes to deliver quality public services and to manage the competing demands and priorities within a global landscape. To realise this endeavour, the Government and the JCSA must be seen as partners, not adversaries.

The capacity I hold as the Cabinet Secretary embodies the dual aspect of this year's theme, "Honouring Legacies, Shaping Futures and Impacting Workers' Lives." I acknowledge the legacy created by my predecessor and strive to further shape the future of our country and significantly impact the lives of Public Service workers.

As the most senior policy adviser in the Public Service, I maintain an unwavering commitment to the continuity and integrity of governmental processes, ensuring the effective operation of the Cabinet and its Committees and the Permanent Secretaries Board. In so doing, I am assured that these multifaceted responsibilities, not only will sustain the legacy of effective governance but will also realise the vision of a transformed and modernised Public Service capable of executing government business efficiently and effectively to satisfy the demands of an ever-evolving global landscape.

As we honour the legacies created, let us recognise the value of collaboration between the Government and the JCSA which is key to realizing even greater achievements, as it leverages and harnesses the collective strengths, perspectives, and resources. The African proverb, "If you want to go fast, go alone. If you want to go far, go together" encapsulates the essence of collaboration, highlighting the transformative power of working together towards a common goal.

The COVID-19 pandemic has demonstrated the importance of togetherness and collaboration between the government and the JCSA and the resilience of the Public Service in navigating crisis and safeguarding the well-being of citizens.

In the face of unprecedented challenges, the public service exhibited remarkable strength, resilience, and adaptability, working tirelessly to implement public health measures, provide essential services, and support communities in need. This collective effort reflects the strength of society, with individuals and institutions coming together to overcome adversity and protect the common good.

This foundation of togetherness will create more legacies worth honouring and will shape a brighter and more prosperous future for generations to come.

Special thanks to all those involved in the planning and execution of this year's Annual General Meeting.

FROM THE PRESIDENT'S DESK

Honouring our Legacy, Shaping our Future: 105 Years of Impacting Workers' Lives

In a milestone celebration of 105 years, the Jamaica Civil Service Association (JCSA) stands as a testament to dedication, resilience, and the relentless pursuit of workers' rights. Since its inception on May 6, 1919, the JCSA has been an unwavering advocate for the welfare and empowerment of civil servants, leaving an indelible mark on Jamaica's labour landscape.

This legacy of impact is built upon the dedication and vision of the forefathers who laid the foundation for the JCSA's enduring contributions. Figures like Samuel Stewart, Edward Bailey, Wayne Jones and O'Neil Grant tirelessly championed the rights of civil servants and set the tone for over four (4) decades of advocacy.

We also recognise the contributions of past female Officers such as Marva Ximines, Georgia Mogg, Paulette Bruce-Williams, Sharon Anderson, Gillian Corrodus and the late Marcia Higgins and Una Samms, who fearlessly fought for gender-equality within the Association. They have given selflessly and are also integral to the JCSA's legacy. Their commitment to fairness, justice, and the well-being of civil servants, paved the way for progress and shaped the values that define the JCSA today.

Through their perseverance and unwavering dedication, these stalwarts and many others made a lasting impact on the lives of workers and labour rights in Jamaica. Their legacy continues to inspire current and future generations of union leaders, reminding us of the importance of standing up for workers' rights and shaping a brighter future for all.



As we honour this legacy, we recognize the pivotal role the JCSA has played in shaping the lives of countless workers. From championing for fair wages and working conditions, to advocating for professional development opportunities, the union has been at the forefront of progress, ensuring that the voices of workers are heard, and their rights protected.

From healthcare workers on the frontline to educators shaping young minds, from the public administrators driving policy initiatives to law enforcement officers ensuring safety and security, from sanitation workers to local government practitioners, the dedication of all public servants directly impacts the daily lives of the citizens of

Jamaica. The JCSA's advocacy for fair treatment, professional development, and adequate resources for civil servants translates into improved public services, ultimately benefiting communities across the nation. Can you imagine a world without them?

At the heart of the JCSA's mission lies the commitment to delivering quality public service. Recognizing that the well-being of the nation is intricately tied to the efficiency and effectiveness of public institutions, the JCSA has been instrumental in ensuring that civil servants are equipped with the resources, support, and recognition they need to excel in their roles.

As we celebrate this momentous occasion, let us reaffirm our commitment to delivering quality public service that uplifts and enriches the lives of all Jamaicans. Let us embrace the spirit of excellence and improve productivity as we continue to fight for better wages, fringe benefits and improvement in occupational health and safety for all public servants. This is against the background that our jobs are at risk with the increased privatisation of public services and with the use of artificial intelligence in the public sector. Though the use of artificial intelligence can help to improve efficiency, safety and service delivery, the potential threat to eliminate the jobs of public servants is real. Therefore, it is important that workplace transition plans are in place to reskill

and upskill public sector workers, to work alongside AI technologies to mitigate job displacement concerns. We should also seek to create new job roles and functions that will focus on the management, oversight and maintenance of AI technology. We should embrace the use of technology for future advancements as it holds the potential for even more profound changes in service delivery, but they must be managed carefully to address ethical, privacy and workplace challenges.

Looking ahead, the JCSA continues to be a beacon of hope, guiding the way towards a future where every worker is valued, respected, and empowered. Let us reaffirm our commitment to building a more equitable and prosperous society for all.

As we celebrate 105 years of impactful service, let us honour the legacy of these visionary leaders and reaffirm our commitment to upholding the values they held dear. Here's to a century of impact and to the ongoing journey of shaping a better tomorrow for workers across Jamaica.

Techa Clarke-Griffiths (MBA)
President
Jamaica Civil Service Association



MESSAGE:

Jamaica Civil Service Mutual Thrift Society Ltd.

Human Resources is the most valuable asset of any organization, but this simple fact is often ignored. It requires deliberate focus to ensure that it is secured and preserved and this has been the forte of the Jamaica Civil Service Association. For the last 105 years, you have been advocating on behalf of civil servants, impacting their lives and ensuring that their welfare is protected. It should be no mean feat to be able to continue the task these many years and still remain relevant, but you have.

As you host your 105th Annual General Meeting under the theme *“Honouring our Legacy, Shaping our Future: 105 Years of Impacting Workers’ Lives”* and as you reflect on the heritage of the Association, you must be proud and appreciative of the many individuals who have journeyed with you, to make this vision possible. They no doubt deserve to be recognized and honoured.

The Members of the Committee of Management, staff and members of the Jamaica Civil Service Mutual Thrift Society use this opportunity to congratulate the Jamaica Civil Service Association on the holding of your 105th Annual General Meeting . As you remain on this journey with the resolve to not only continue shaping the future of the workers you represent, but ultimately to impact our nation as a whole, we wish for you continued success in all your efforts.

As your 85 years old sister organization and financial partner for the workers we both serve, we pledge to continue walking together on the journey for the future and we resolve to ensure that the way is made that much easier by our innovative loans and savings products and services.

Hearty congratulations and all the very best for a successful Annual General Meeting!

Errol Miller
Chairman



MESSAGE:

Jamaica Government Pensioners Association

I wholeheartedly wish to congratulate the Jamaica Civil Service Association (JCSA) on attaining your 105th year of existence, on the occasion of your Annual General Meeting.

Despite the many challenges you have faced over the years, the Association has remained steadfast and unwavering in its commitment to champion the cause of improving the socioeconomic conditions and the overall upward mobility of government workers. Your many sacrifices, persistence and perseverance toward achieving this goal, is indeed commendable and noteworthy.

The theme of this year's AGM: "**Honouring our Legacy, Shaping our Future: 105 years of Impacting Workers' Lives**", befittingly describes the role played by the Jamaica Civil Service Association over the years and we are confident you will continue in your efforts to defend and advocate for this very worthy cause. You have remained true to the mission as you seek new and innovative ways towards the transformation of our nation.

We, at the JGPA, remain committed to work hand in hand with you, as we strive to improve the quality of life and general welfare of individuals as they proceed into retirement from the Jamaica Government Service. Once again, we extend our invitation to your members to join us.

All the best for a very rewarding and successful AGM!

June Spence Jarrett (Mrs.)
President



SOLIDARITY MESSAGE: Public Services International

Sisters, Brothers, Colleagues

On behalf of PSI's President, Britta Lejon and PSI's General Secretary, Daniel Bertossa, I congratulate the Jamaica Civil Service Association on its 105th anniversary. For over 100 years, the membership has played a key role in shaping public policy in Jamaica. You have effectively used your bargaining power to make significant changes to the lives of workers and their families and undoubtedly you have learnt over the years that the work never ends. At every turn there are new challenges, new things to learn, other workers to organize and mobilize. The struggle continues especially in these times of multiple and cascading crises.

Winning improvements to workers' wages and working conditions requires active union shop stewards/union representatives and members at the workplace. This means that there must always be an active and engaged membership. To have this, you must invest in constant and continuing trade union education and training. The myriad of challenges facing workers and the relentless attacks on trade unions, require that unions build their power by increasing membership and strength. Never let us forget our principles and the three pillars of trade unions: democracy, independence and solidarity. We can only win if we are strong.

As you, the members of the Jamaica Civil Service Association, start your deliberations that will shape the future of your organization, critically review the elements that have

made you successful over the years. At the same time, do not forget the fundamentals: review your organizing and growth strategies remembering that active members created unions and that members control their own destiny by being involved and active.

When workers see that unions are addressing the issues they care about, and that they have the opportunity and are empowered to "participate in democratic decision making, planning and action", unions will become stronger.

An African proverb states, "Every morning in Africa, an antelope wakes up. It knows it must outrun the fastest lion or it will be killed. Every morning in Africa, a lion wakes up. It knows it must run faster than the slowest antelope or it will starve. It doesn't matter whether you're the lion or an antelope - when the sun comes up, you'd better be running."

As the JCSA plans for the next period of its development and is preparing to build an even stronger membership and ultimately a more powerful trade union, rejoice in your accomplishments and your victories. Note too that "when the sun comes up, you'd better be running."

Amandla! In solidarity Sisters, Brothers, Colleagues

Sandra Massiah
PSI Sub-Regional Secretary
for the Caribbean

SOLIDARITY MESSAGE: Caribbean Public Services Association

Dear Sisters and Brothers,

As you meet today for your 105th Annual General Meeting, let me, on behalf of the Caribbean Public Services Association of which your union is an affiliate, bring you fraternal greetings and solidarity.

Over the years, the Jamaica Civil Service Association has been blessed with good leadership which has contributed to its success. We appeal to the membership to solidify its support to the leaders; staying on the sideline and whispering will not assist. Everyone needs to be an integral part of the activities which will ensure that the JCSA does more than it is already doing.

The CPSA is indeed impressed with the programs and projects which have been initiated by the JCSA and remains confident that the JCSA will never allow complacency to find its way into the organization. There is a lot to celebrate but there's still more to be done.

I implore every member of the JCSA to live up to the theme which has been selected for this meeting which is *"Honouring our Legacy, Shaping our Future: 105 years of Impacting Workers' Lives"* and to leave the conference more committed, more disciplined and more prepared to take the JCSA to greater heights.

SOLIDARITY!
Thomas Letang
General Secretary

GENERAL SECRETARY'S OVERVIEW for the Year 2023-2024

The year 2023-2024 marked a historic milestone in the continued transformation of the Jamaica Civil Service Association (JCSA), as we welcomed our first woman President into office. Her leadership ushered in a different perspective indicative of her own personal style, steering the Association through a year filled with both opportunities and challenges.

Throughout this dynamic period, and as is the culture of the Association, we demonstrated resilience and a steadfast commitment to our mission of advocating for and advancing the interest and welfare of our members. The achievements we celebrated are a testament to our legacy of collective dedication and hard work.

One of the significant milestones was the renovation and opening of the "O'Neil W. Grant" Auditorium. This state-of-the-art facility honors the legacy of a distinguished leader of not only the JCSA, but of Jamaica as well. It was purposely redesigned to also provide a modern space for our members to convene, collaborate and engage in professional development activities. The Auditorium symbolizes our commitment to fostering a strong and united Civil Service community.

Another notable achievement was the completion of the renovation of the bar and kitchen at JACISERA Park to complement the Centenary Garden, Auditorium, Minimart, Fitness Centre and Wellness Centre. This project has enhanced the facilities available to our members, their families and guests, ensuring that they have access to improved amenities that support their well-being and social engagement.



In our continued efforts to advocate for fair and just compensation, we successfully secured an increase for mechanics and drivers at the Jamaica Fire Brigade, after a long 14 years wait. This victory underscores our unwavering commitment to ensuring that all members receive equitable treatment and recognition for their invaluable contributions to the delivery of quality public services.

A significant indicator of our efficiency and effectiveness is the establishment of our delegate body, the General Council. We effectively conducted Chapter and Departmental meetings, which were crucial for maintaining open lines of communication and ensuring that our members' voices were heard from the ground up. These meetings facilitated the election of our delegates, who play a vital role in representing the concerns and interests of our members across various departments and sectors islandwide.

Despite the myriad of challenges that arose during the year, our Association remained united, strong and proactive in addressing them. We navigated these obstacles with a clear and deliberate strategy built on advocacy, collaboration and a shared vision for a stronger, more resilient public service.

We are celebrating 105 years and as we reflect on this remarkable year, we are filled with pride for the continued progress we have made and we express our gratitude to our members for their unwavering support. The accomplishments of 2023-2024 continue to build on the solid foundation and the legacy already established, as we pursue future growth and success. Together, we will continue to build on these achievements, guided by the pioneering spirit and innovative leadership of our first woman President, Techa Clarke-Griffiths.

To all our stakeholders, thank you for your support, dedication and commitment to the Jamaica Civil Service Association and most of all, to my support team, thank you wholeheartedly. We look forward to another year of progress and prosperity.

Tifonie Powell-Williams, JP, MBA
General Secretary



DID YOU KNOW...

The Jamaica Civil Service Association (JCSA) emerged from a scenario which presented itself immediately following the First World War?

In 1918, there was a meeting of prominent public officers on the island to address concerns regarding poor salaries and unacceptable working conditions. At this meeting it was decided that a select group be entrusted with the responsibility of preparing and taking the petition to the government. This group included persons from the various departments of central government and was referred to as the "Public Officers Memorial Committee". It was this Committee that made a recommendation for an association to be formed. Hence, on May 6, of the following year (1919), the Jamaica Civil Service Association (JCSA) was formed with full governmental approval. During that year, the Public Officers Memorial Committee worked alongside the newly formed JCSA and obtained the salary improvement that the public officers were seeking.

From its inception, the JCSA realised that its membership is deserving of more than just a salary and so the establishment of the Whitley Council to treat grievances became a reality. Up to the commencement of the 1940's, the JCSA, though trying to secure the best working conditions for its membership, faced an uphill task in which women, who interestingly today, constitute a greater portion of the labour force in the civil service/public service, were known to encounter harsh victimisation in the service as they were not allowed to occupy any clerical or administrative posts, regardless of their qualification. They were seen simply as secretaries. This became a main concern of the JCSA.

This 'glass ceiling' was eventually shattered when during the (mid 50's) three women were allowed to do administrative work. They were termed "Administrative Cadets", however, this did not deter Gloria Knight, Carmen Paris and Pat Levy (now Lady Golding), as they made their historic mark. Prior to this, the JCSA would have already made its achievement regarding the treatment of women, owing to the fact that in the 1950's the Association had its first female elected officer, Edna Collymore-Woodstock, who is also named among the first set of female Resident Magistrates in Jamaica.

*Source:- JCSA Handbook 2001 - Mrs. Elaine Roulston, Education Coordinator
(Special acknowledgement to Past Officer, Sis. Georgia Mogg for submitting info from Handbook)*

REPORTS

GENERAL COUNCIL RETREAT 2023

The General Council Retreat 2023 was held at the Holiday Inn Hotel. The retreat aims to foster an environment where the delegates could assess the JCSA's performance and explore innovative ways to improve its effectiveness and impact.

Overview of Objectives

President Techa Clarke-Griffiths shared the objectives of orienting the General Council on the roles and responsibilities as Departmental Representatives.

Roles and Responsibilities of the Secretariat

Sister Patrice Porter - Administration and HR Manager

Before highlighting the role and function of the Secretariat, Porter outlined the structure of the Association. She indicated that The General Council is the highest decision-making body outside the Association's Annual General Meeting and that council members are elected by their constituents in the various Ministries, Departments and Executive Agencies (MDA's) on a two (2) year period to represent the members. She added that the General Council meets quarterly and has the responsibility to elect ten members from its Council to form part of the Executive Committee and to ratify the selected members to serve on the National Staff Relations Council (NSRC). These members along with our Immediate Past President, Bro. O'Neil Grant formed the full complement of the Executive Committee.

Porter highlighted that there were two arms of the Association: the political arm & administrative arm. The JCSA's *Political branch* consists of Officers of the Association, headed by the President Sis. Techa Clarke

Griffiths, the first woman president in the organization's 104 years of existence. The *Administrative branch* consists of all staff of the Association, headed by our General Secretary, Sis. Tifonie Powell-Williams. The General Secretary also forms part of the Policy/decision-making and directs all matters of the Association.

She ended her presentation by outlining the various units of the Secretariat: Human Resource and Administration, Industrial Relations, Member Services, Finance and Accounts and the newly established Public Relations & Communications.

Roles and functions of Departmental Representatives

Brother Raymond Poyser

Departmental Representative of the Year for 2023

Brother Allan Carter was awarded the prestigious title of Department Representative of the Year. He shared insights on re-engaging and reenergizing representatives, emphasizing the importance of passion, and maintaining a positive and pleasant attitude.

Bro. Carter challenged departmental representatives to transform into the best version of themselves and to approach their roles with dedication and enthusiasm. Bro Carter shared his challenges as a young departmental representative and encouraged those with similar challenges to engage and find suitable mentors. He ended his presentation by thanking his co-rep Michelle Henry-Richards who has continuously and consistently supported him.

Approach to Grievance Treatment

Brother George Thorpe, Industrial Relations Manager, captivated the audience with his humorous and engaging presentation on

treating grievances within the public sector. Brother Thorpe explained the purpose and objectives of the grievance policy within the public sector and emphasized that its primary function is to maintain a peaceful and harmonious industrial relations environment. By allowing all employees to formally and objectively air and resolve their grievances within the workplace, the policy creates a transparent and fair process for conflict resolution.

Inclusivity and Compliance

During his presentation, Brother Thorpe highlighted the all-encompassing nature of the grievance policy. He emphasized that it applies to all government employees, regardless of their position or rank within the public sector. This commitment to inclusivity ensures that every employee has an equal opportunity to address and resolve their concerns. Furthermore, Brother Thorpe emphasized that the policy aligns with the Labour Relations and Industrial Disputes Act and the Labour Relations Code, ensuring compliance with legal frameworks and reinforcing transparency and fairness.

Navigating Grievances: Individual and Collective:

Brother Thorpe delved further, shedding light on both the individual and collective grievance processes. He elucidated the stages involved in addressing individual grievances, emphasizing the importance of proper documentation, mediation, and resolution. Additionally, Brother Thorpe highlighted the significance of collective grievances, which represent concerns shared by a group of employees. He provided insights into the steps involved in collective grievance handling, including consultation, negotiations, and potential arbitration. His humorous anecdotes and relatable examples made the complex processes accessible and understandable to the delegates.

Through engaging presentations and

interactive sessions, the council members discovered new perspectives, forged meaningful connections, and set the stage for the transformative journey that lay ahead

Men's Group Breakout Session

Newly elected representative Michael Coward from the Child Protection and Family Services Agency brought the house down with his presentation from the Men's Group Breakout Session. The groups were Young Workers and Chapter Chairs.

He noted that all genders were facing violence in the home and discussed the points that were gathered in the breakout session. The review of the legislation and policies that affect males in their place of work was the first course of action, with focus on The Paternity Leave and the Sexual Harassment Bill.

He argued that they would be lobbying for an increase in the number of days given for paternity leave which was met with agreement. They would also be leading the discussion to raise the awareness of men's mental health and lobby for the holistic development of men in the workplace. He noted that along with the responsibility that men have at home, they also had the responsibility to improve themselves, citing that statistically, more women return to further their education than men. He mentioned that the development of programmes to assist young men to transition from the secondary level to tertiary level to include skills-training would be one of their initiatives. In closing his presentation, he indicated that they would be promoting Men Talk 101: How Men Should Be Better Able to Manage their Finances.

JCSA's Recruitment and Retention Strategy President Clarke-Griffiths Unveils the Vision

President Techa Clarke-Griffiths made her presentation entitled *Building on the*

Vision/Recruitment and Retention Strategy.

In it, she outlined the association's plans to expand its membership, identify key priorities, and introduce new projects and benefits. President Clarke-Griffiths' forward thinking approach aims to propel the JCSA to greater heights and create a positive impact on its members and the wider community.

Expanding Membership

With an ambitious goal to increase membership from 30,000 to 35,000 within the next two years, President Clarke-Griffiths outlined a comprehensive recruitment and retention strategy. This strategic approach aims to identify the priorities and projects that resonate with potential members, ensuring their active participation in shaping the future of the organization.

Strategic Priorities

The president highlighted the JCSA's strategic priorities, which encompass service delivery and operational efficiency, human capital development and revenue enhancement. By focusing on these core areas, the Association aims to streamline its operations, foster professional growth among its members, and explore innovative avenues for generating sustainable revenue.

President Clarke-Griffiths' strategic vision ensures that the JCSA remains a dynamic and responsive organization in an ever-evolving public sector landscape.

Revitalizing JACISERA Park

President Clarke-Griffiths unveiled an exciting plan to restore the cricket pitch at JACISERA Park and transform it into a national venue for cricket. This visionary initiative not only holds significant revenue-generating potential, but also aims to rekindle the passion for cricket within the community. By returning the sport to its rightful place, the JCSA seeks to foster a sense of pride and unity while creating new opportunities for sporting excellence and community engagement.

Establishing a Resource Centre

The President shared plans for a comprehensive resource centre that will serve as a hub for various community oriented programs. The envisioned resource centre will include a care facility for special needs children, a homework centre for children, a skills training centre, and PRE HEART/NSTA courses for both members and their relatives. This multifaceted endeavour demonstrates the JCSA's commitment to holistic development, providing support and empowerment to individuals of all ages within the community.

Future Initiatives

President Clarke-Griffiths highlighted upcoming plans that further solidify the JCSA's commitment to its members. These initiatives include the introduction of a mobile app, which will enhance communication and provide convenient access to services and information. Additionally, the association plans to offer high school and PEP scholarships to foster educational opportunities for deserving students. A proposed life insurance policy for members reflects the JCSA's dedication to ensuring the well-being and financial security of its valued members.

President Techa Clarke-Griffiths' presentation on "Building on the Vision/ Recruitment and Retention Strategy" showcased her pioneering leadership and transformative vision for the JCSA.

DAY TWO

Throughout the morning, the presentations delved into topics that directly aligned with the retreat's theme.

Immediate Past President, O'Neil Grant's compelling presentation on the review of public service regulations proved to be a pivotal moment during the General Council Retreat. With a deep understanding of the

ever evolving nature of the sector, IPP Grant expertly provided the attendees with crucial updates and insights.

Through a dynamic and interactive activity orchestrated by Sis. Melaini Mullings-Arnold, the General Council members developed a deeper understanding of one another, strengthening their bonds and promoting a spirit of collaboration.

Second Vice President Kelvin Thomas then expanded on the JCSA Committee and Volunteerism Structure, presenting avenues through which members could actively contribute to the organization's initiatives.

General Secretary Sis. Tifonie Powell-Williams and Third VP, Bro. Alrington Roberts stressed the importance of personal branding and professionalism in enhancing one's image, providing practical guidance for re-energizing and advancing one's career. The inclusion of Bro Robert Chung's online presentation on occupational safety and health further highlighted the retreat's focus on well-being. Participants were reminded of the significance of prioritizing their physical and mental health, reinforcing the importance of maintaining a safe working environment.

Nomination and Election of the New Executive Committee

The 25 General Council members who stepped forward as candidates, demonstrated their commitment to re-engaging with leadership roles and contributing to the organization's vision. The electronic voter app, *Election Runner*, facilitated a smooth and efficient voting process, ensuring an inclusive and transparent election. The newly elected executive reflected the collective voice and aspirations of the General Council, further igniting a sense of commitment and dedication to the JCSA's mission.

Closing Remarks

President Griffiths delivered a powerful charge that encapsulated the spirit of the retreat. Her inspiring words reminded attendees to channel their newfound knowledge and passion into tangible actions that would drive positive change within the organization and beyond. Participants left Day 2 with a renewed sense of purpose, armed with the memories and lessons of an unforgettable retreat experience, ready to embrace the challenges and opportunities that lay ahead.



Members of the General Council pause to take a photo during the retreat.

MEMBER SERVICES UNIT

The Member Services Unit transforms queries into meaningful connections and challenges into opportunities. We are driven by one goal and that is to provide our members with the best possible experience, through prompt response times, personalized interactions or a friendly engaging voice. We strive to make our members feel valued and appreciated.

Our story is one of teamwork, resilience and a commitment to continuous improvement.

STRENGTHS

The Member Services team is made up of seven (7) customer-centric individuals, who put quality service at the top of the daily to do list. The members of the Unit focus on creating a positive and memorable experience for our members. Our strengths are:

- Strong and stable leadership
- Effective worker representation on broad issues
- Strong brand and reputation
- A deep knowledge of industrial relations laws and practices
- A strong history of effective collective bargaining

CHALLENGES

- **Delayed submission of membership subscriptions**

The Unit continues to grapple with delayed submission of membership subscriptions (listing of membership dues) from some Ministries/Department and Agencies.

- **Incorrect Dues**

A few entities are still not submitting the correct dues for our members. This is seen most often in cases where members' salaries change due to increments.

OPPORTUNITIES

- Membership growth and retention
- Excellent advocacy and industrial relations services
- Strengthening IR, mediation, member

service skills and approaches to achieving greater collaboration with management and members.

- The JCSA is named in the Constitution of Jamaica as the body that represents Public Servants. The agency shop is one way of doing so.
- The strength of the Union is in its ability to plan and organize within tight deadlines.
- The structure of the organization with its advisory network gives the organization the ability to be very good at advising on policy change
- Regional and international affiliation with overseas unions

THREATS

- Decrease in membership due to migration
- Some persons have lost confidence in the Union
- Members' benefits being eroded by the collective bargaining process
- Apathy to the union on the part of potential members
- Lack of visibility on the ground by the Departmental Representatives

Member Benefits

The following tables show the breakdown of benefits accessed by members for the period March 2023 – February 2024.

Benefits	Member Access
ID cards	1,697
Help Desk	44
Gym	109
Mini Mart	230
Member Assistance programme	68
J.C.I.A (insurance discount)	88
Tertiary Grant	221
Sam Stewart Scholarship	1
Total	2,458

Samuel Stewart's Scholarship

Miss Tarika Anderson, daughter of our member Mr. Dalton Anderson, a Corporal with the Jamaica Fire Brigade was the recipient of the scholarship valued at \$200,000,

which was paid directly to the University of the West Indies. The handover ceremony was held on September 13, 2023.

Book Vouchers

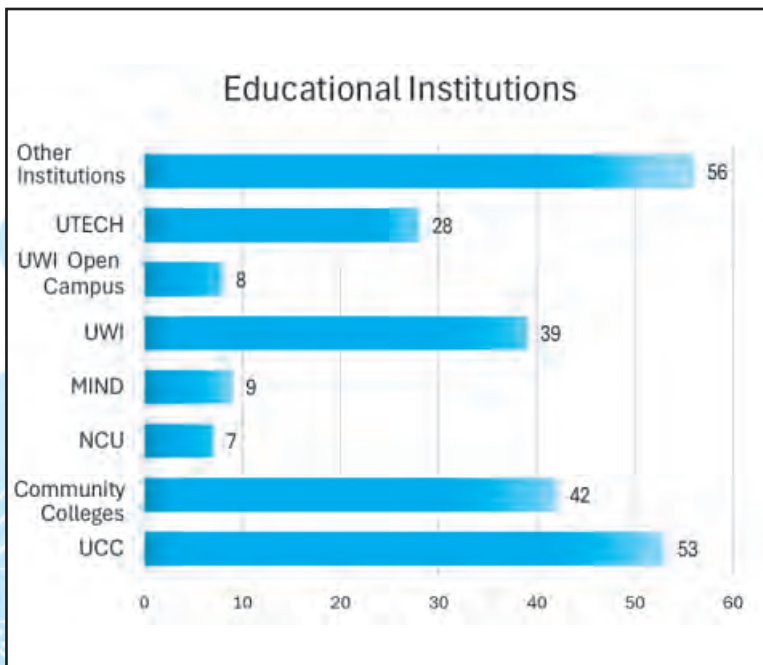
The Association purchased book vouchers valued at \$350,000 from Kingston Book Shop for members who needed back-to-school assistance for their children. The vouchers were distributed by Officers in their respective sector.

Education Grant 2023

We received two hundred and forty-one (241) application forms. Of that number, one hundred and eighty one (181) were processed and thirty-five (35) were incomplete. Payments are being made to the respective institutions on behalf of our members.

Education Grants	No.	Amount
Total Processed by MoFPS	134	\$4,000,000.00
Total Processed by JCSA	87	\$2,669,512.00
Total Applications Processed for 2023	221	\$6,669,512.00

Professional Certificate in Industrial



Relations

Seventy-two (72) council members were sent to do the PCIR Course. Members who did not complete the course would need to get in contact with MIND, complete the required forms and make the relevant payment to be certified. This has also been communicated to the relevant parties. Results are as follows:

Incomplete	17
Incomplete due to ill health	3
Fully Certified in Professional Certificate in Industrial Relations	52
Total	72

Breakdown of ID Cards prepared Monthly

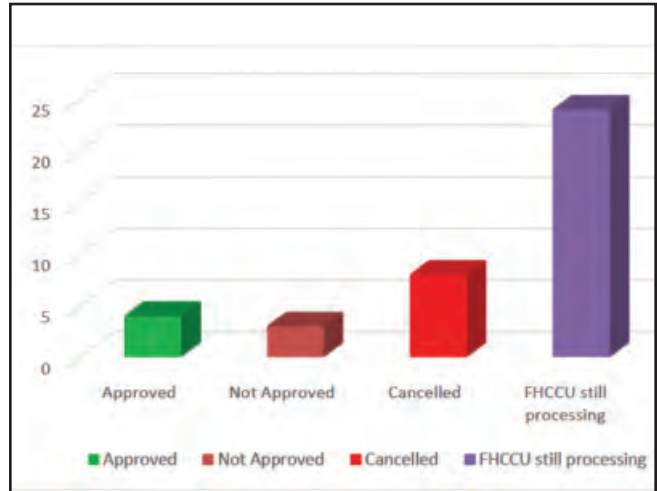
*Membership ID cards continue to be the most sought-after benefit, as this allows access to discounts at several merchants across the island. We provided same day preparation of ID cards and for our members' convenience accepted requests electronically via WhatsApp.

Month	ID Cards Prepared
Mar-23	123
Apr-23	149
May-23	0
Jun-23	0
Jul-23	37
Aug-23	216
Sep-23	207
Oct-23	331
Nov-23	186
Dec-23	60
Jan-24	132
Feb-24	256
Total	1,697

Motor Vehicle Help Desk

The Motor Vehicle Help Desk has strengthened partnerships and curated new business relationships since its initial launch such as the direct linkage formed with BeForward, to get accurate reports of vehicle conditions and other relevant information. We hope to further enhance this benefit with growth strategies to ultimately make the Motor Vehicle Help Desk the product of choice for Government workers who seek to acquire a motor vehicle.

Month	Applications	Submitted to FHCC	Approvals
Mar -23	2	2	0
Apr-23	5	3	0
May-23	6	6	1
Jun-23	15	7	1
Jul-23	1	5	0
Aug-23	3	1	0
Sep-23	2	3	0
Oct-23	1	2	0
Nov-23	2	0	0
Dec-23	4	4	1
Jan-24	2	2	1
Feb-24	1	3	2
Total	44	38	6



For the period March 2023 to December 2023, a total of 38 applications were submitted to FHCCU. Four (4) applications were approved for loan and vehicles secured with the support of GBI Logistics. Three (3) were not approved, eight (8) of the applicants cancelled their application and 24 of applications submitted are still being processed by FHCCU.

Membership Growth

Graphical Representation of Membership depicted in the chart below.



March 2023 recorded the highest number of applications for membership during the period in review. We reaped the fruits of this harvest in June 2023 with the significant increase in confirmed membership.

In June 2023 we collected the highest amount of dues from new member confirmation. This increase is as a result of the review of the subscriptions during the preparation of the Voters' List and dues from the applications received during the period March 2023- May 2023.

New Members by Month

The table below captures information on new members.

Month	Prospective Members	Confirmed Members	Projected Earnings	Actual Earnings	Annualized Earnings
Mar-23	247	171	\$230,874.33	\$255,695.12	\$3,068,341.44
Apr-23	102	176	\$123,786.87	\$224,892.95	\$2,473,822.45
May -23	128	149	\$151,438.98	\$200,151.76	\$2,001,517.60
Jun-23	165	285	\$168,974.52	\$321,926.15	\$2,897,335.35
Jul-23	107	163	\$137,530.07	\$272,906.04	\$2,183,248.32
Aug-23	97	195	\$116,476.54	\$304,815.55	\$2,133,708.85
Sep-23	78	31	\$120,024.10	\$56,446.69	\$338,680.14
Oct-23	161	117	\$216,121.83	\$146,227.85	\$731,139.25
Nov-23	127	66	\$169,277.81	\$122,653.13	\$490,612.52
Dec-23	34	133	\$53,825.36	\$195,525.34	\$586,576.02
Jan-24	107	108	\$179,174.41	\$123,967.73	\$247,935.46
Feb-24	235	147	\$333,704.80	\$278,323.14	\$278,323.14
Total	1,588	1,741	\$2,001,209.62	\$2,503,531.45	\$17,431,240.54



Presentations and “Desk for a Day”

Member engagement is at the core of what we do. The Presentations and “Desk for a Day” allowed us to have direct contact with our members, promoting the benefits of membership, helping to build stronger relationships and aid in membership retention.

Month	Presentations	“Desk for a Day”
Mar-23	7	7
Apr-23	1	4
May-23	1	1
Jun-23	1	2
Jul-23	5	2
Aug-23	4	4
Sep-23	6	5
Oct-23	14	17
Nov-23	9	8
Dec-24	5	2
Jan-24	2	3
Feb-24	16	16
Total	71	71

We are excited for the year ahead and the opportunities that it will present us. We are dedicated to providing timely, efficient and personalized service to our members and remain steadfast in our commitment to provide a memorable and positive experience for all our members.

MEMBER SATISFACTION SURVEY

The following shows truncated results of a survey commissioned by the JCSA’s executive to retrieve empirical information from members, in order to improve the quality of representation and services provided by the departments/units. All responses were kept anonymous and confidential. It should be noted however, that several questions received a low response rate from participants. Despite the rich information retrieved for analysis, there were also

instances where persons chose to give a neutral response for some questions.

Awareness of the Benefits Offered by the JCSA

Interestingly, the findings showed that while 65.3% of participants were aware of the benefits, just over half of the respondents (51.0%) accessed the services offered by the Association, while the remaining portion (49.0%) did not. A more detailed analysis revealed that of all the benefits, a significant number of persons were aware that the JCSA offered Member ID cards (82.8%).

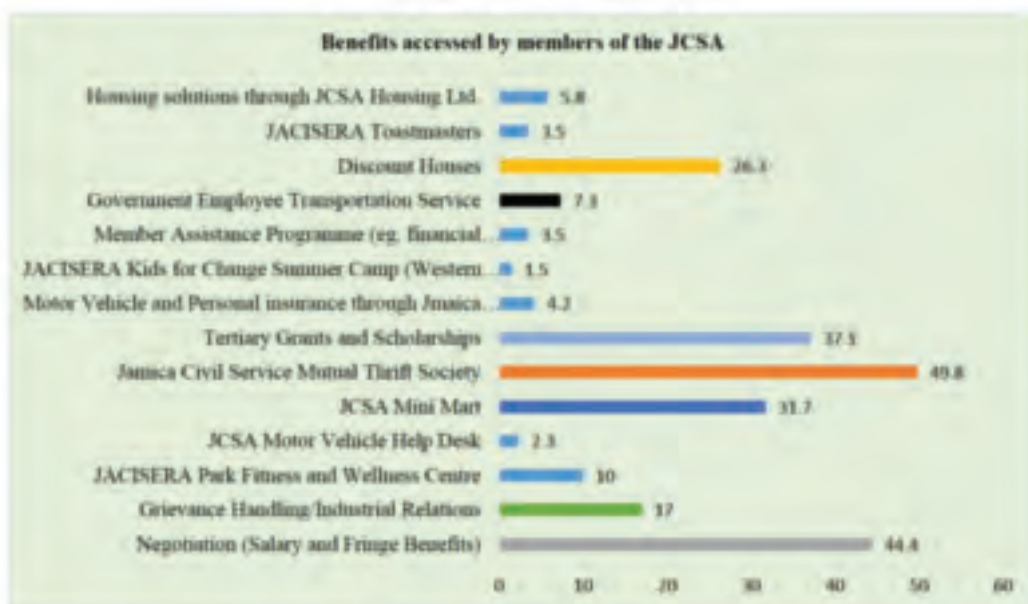
There were also positive responses regarding awareness of JCSA’s Negotiations (Salary and Fringe Benefits), Mini-Mart, Mutual Thrift Society and the Tertiary Grants and Scholarships. Some members expressed that they wanted the JCSA to offer better housing solutions and better representation.

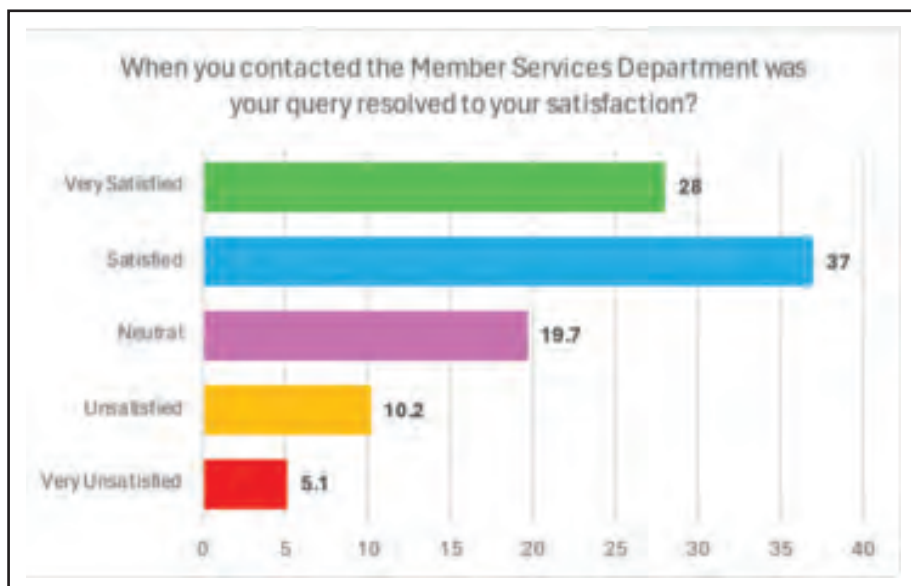
Effectiveness of the Member Services Department

The data showed that most respondents (69.5%) indicated that they have never contacted the JCSA Member Services Department, compared to (31.2%) who said otherwise.

Less than half of the sample believed that the service was fairly good or very good. A small percentage expressed that they were somewhat happy or just not satisfied. It was also found that most respondents confirmed that they were satisfied with how the Industrial Relations Unit dealt with their query.

The survey also assessed the extent to which members believed their queries were resolved when they contacted the Member Services Department. Findings indicated that amongst those that contacted the department, most were satisfied with the experience. More than half of the participants had a departmental representative however, less than fifty percent of the responses indicated that the departmental representative met expected standards.





Effectiveness of the Industrial Relations Unit

Participants were asked if they had contacted the Industrial Relations Unit. A larger portion of the sample (90.1%) indicated that they had not contacted the unit, while a minority (9.9%) expressed otherwise.

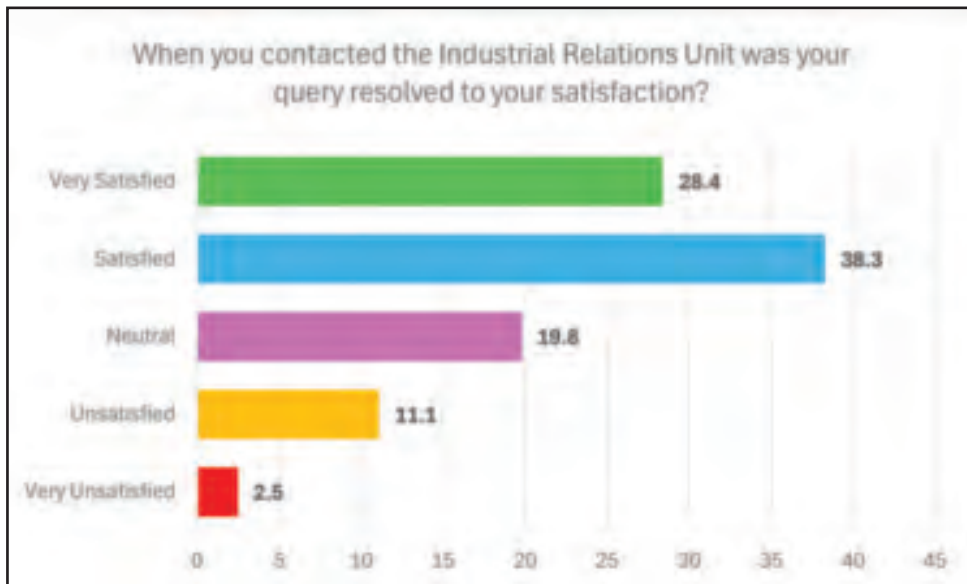
Satisfaction with the JCSA

The data showed that most persons followed the JCSA on Facebook and Instagram. The preferred medium of communication expressed by participants was email. It is important to note that most respondents were not aware that the JCSA puts information on its website (www.jacisera.org).

Recommendations

Based on the findings the recommendations are as follows:

- For the Association to maintain a vibrant presence on the dominant Social Media platforms to promote services and recruit members, especially young people. The recommended platforms are Facebook, Twitter (X), Instagram, LinkedIn and TikTok.
- The Association can also increase sensitization of their benefits and services by visiting members' workspaces where feasible. The Association can also engage Digicel and Flow to send SMS text messages to members' phones or



WhatsApp about new developments and/or upcoming events.

- The JCSA can improve members' satisfaction by utilizing an efficient and easily accessible support platform like live chat/web chat with the aim of providing quick exchanges and instant response to membership queries.

- Additionally, there needs to be customer service training for personnel who interact with members on a regular basis. The training should include interpersonal communication skills, emotional intelligence and problem-solving. This training can be done in partnership with the Hugh Shearer Labour Studies Institute.



STRATEGIC PROJECTS

The following are updates on strategic projects for the period under review.

JACISERA AUDITORIUM – HYDRAULIC LIFT

The lift rails have been installed and are operational to facilitate persons with disabilities.

MULTI PURPOSE COURTS

The Civil Engineering Assessment was done in relation to how to prepare the area at the back of JACISERA Park for the placement of two multi-purpose courts. The primary objective is to provide a solution to manage the high volumes of water that the property is subjected to whenever there is increased/excess rainfall. A re-assessment was done, and the Engineer concluded that the volumes of water that travels through the property should invoke a Government (National Works Agency) response. This matter was raised with the NWA and discussions continue.

RE-ESTABLISHING OF A CRICKET FACILITY

Consideration is being given to the re-establishment of the cricket facility at JACISERA Park. The Ministry of Culture, Gender, Entertainment and Sports is being engaged in this regard.

VIP LOUNGE AT JACISERA PARK

Plans to establish a VIP lounge are underway.

J-PARK AUDITORIUM RENOVATION EXPANSION AND COOLING PROJECT (SOLARIZATION)

With the completion of the renovation of the kitchen and bar area, the solarization of the facility will be explored.

WELL AND IRRIGATION – PHASE 2

The application (to the Water Resources Authority) for the licences have been submitted and all conditions met. The site has since been inspected and the public advertisements were done through the Jamaica Observer on April 25, 2024 and May 3, 2024. Once the licence has been granted then the job to dig the production well will be put to tender.

JACISERA PARK LANDS OCCUPIED BY DIGICEL AND NWC

The National Land Agency had indicated that the JCSA should seek audience with both the NWC and Digicel re their occupancy of a part of the JACISERA Lands. This is in an effort to come to an agreement as to the way forward with both entities. Once an agreement is reached, the JCSA was instructed to advise the NLA of the details of the agreement reached.

JCSA RESOURCE CENTRE

The JCSA has an active MoU with the NWA in relation to the control and use of the building which is to house the JCSA's Resource Centre. All documentation for the construction / re-enforcement of areas of the perimeter wall has been submitted. The documents include a costing from the Quantity Surveyor.

BRACO DEBUSHING PROJECT

The de-bushing exercise is complete and all permanent structures have been demolished.

We are seeking to engage the services of a (periodic) watchman. The location was visited and assessed by the Officers (President, Vice Presidents, Treasurer, General Secretary) on January 31, 2024.



LAND ACQUISITION FOR SUBDIVISION AND SALE TO JCSA MEMBERS

A site visit was done in Westmoreland in September where several parcels of land were viewed; one parcel is 199 Acres and another was in excess of 600 acres. Discussions with the current owners continue.

TWENTY ACRES PER PARISH GOJ/ JCSA/JCTU LAND AGREEMENT

Pursuant to Cabinet Decision 33/95 of September 1995, recall that the JCSA and the JCTU were awarded (jointly) twenty acres of land, per parish, for the purpose of establishing housing for Public Sector employees. In this regard, lands were identified through the National Land Agency (NLA) and letters of possession executed accordingly. Since that time, many of the parcels have either been taken over by squatters, reallocated & utilized by GoJ or used by the JCSA/JCTU in accordance with CD 33/95.

Discussions continue with the Commissioner of Lands on the following:

- How do we get alternate lands for those which have been used/developed by the state?
- How do we get alternate lands for those which have been overrun with permanent structures by unauthorized persons?
- In the case where a portion of any of these parcels of land is unavailable owing to development by the state, unauthorized occupants etc., can the unavailable portion be annexed and replaced with an alternate parcel(s) within the same parish?

The Jamaica Civil Service Housing Company is in dialogue with the Ministry of Finance and the Public Service with a view to re-establish talks and a committee that was previously established in relation to this matter. The committee is said to consist of key members of the various stakeholder groups such as the NLA, NEPA, etc.

IRWIN HOUSING DEVELOPMENT (UNION ACRES), ST. JAMES

This project is a joint venture agreement between the Government of Jamaica, JCS Housing and the JCTU and will be completed during the course of 2024. 144 units are being constructed and will be made available to the membership this year.

ALBION, ST. THOMAS

Discussions continue with the Commissioner of Lands to acquire more lands for ownership as current holdings show evidence of squatting.

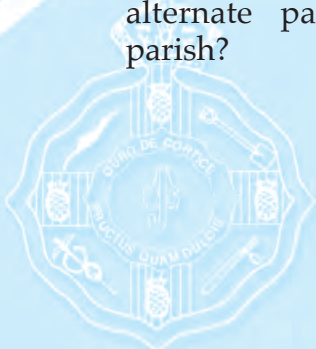
MOBILE JCSA SERVICES AND VISIBILITY UNIT

The proposed design and costing have been submitted for consideration and approval. The proposed vehicle is a Toyota Coaster which is to be procured from Toyota Jamaica Limited

The design is to be done by iPrint Digital and is being led by the PRC Unit. The protocols to manage this resource once acquired is to be determined.

MOBILE MINI MART

The procurement process has begun for a Box Body Truck from Toyota Jamaica Limited and is to be completed in 2024.



ADMINISTRATION AND HUMAN RESOURCE UNIT

The strategic priorities as listed below were the main continued focus for the administrative year as was approved:

- Strategic Priority 1: Improved access to JCSA services
- Strategic Priority 2: To optimise financial performance
- Strategic Priority 3: To improve operational efficiency and service delivery
- Strategic Priority 4: To improve people and performance management for results

We were able to achieve the following outcomes as outlined in the table below.

Chapter Annual General Meetings 2024

All Chapter Annual General Meetings were held in January 2024 where the 14 Chapter Chairs and Executive were elected. A warm welcome was extended to the newly elected Chair, St. James Chapter, Sis. Desoree Powell and her Chapter Executive.

Election of Departmental Representatives

We conducted fifty-eight (58) meetings which resulted in a total of one hundred and six (106) elected representatives thus far. We thank our representatives for their kind cooperation in the necessary planning of the meetings.

Staff Matters

We welcome the following team members and congratulate those who have been appointed to new posts.

New Team Member

- Mr. Trevaughn Reid, Accounts Clerk
- Mr. Sheldon Davis, Groundsman, JACISERA Park

New Staff Appointments

- Sis. Debrett Brown, Executive Assistant to the President
- Sis. Mikhalia Mullings, Administrative Assistant
- Sis. Khandra Blake-Williams, Administrative Assistant

Temporary Assignments

- Sis. Kristol Davis, Office Attendant
- Mr. Verol Brown, Bearer
- Sis. Barbara Haughton, Assistant Records Clerk

Strategic Priority 1	Major Task	Target 2023-2024	Update
Improved Access to JCSA Services	Parish Chapter Annual General Meetings	January 2024	The 14 Chapter Chairs and their Executive were elected at the Chapter Annual General Meetings 100% completed. This will be for a period of two years.
	Departmental Representative Meetings	February – May 2024	Departmental Meetings were held to elect Representatives for a period of two (2) years
	Chapter Meetings	Chapter quarterly meetings	Quarterly Regional Chapter Executive Meetings and Parish Chapter Meetings.
	Orientation Session - Chapter Executive	March 2024	The orientation session for the Chapter Executive took place as follows: – Northeast Region March 13, 2024 – South Central Region March 21, 2024 – Western Region March 19, 2024

The temporary engagement of Sis. Claudette Walcott has now ended (as at October 2, 2023) and we thank Sis. Walcott for her service.

Contractual Employment

Sis. Dellaceta Drummond and Bro. Junior Latibeaudiere were re-engaged as Regional Administrator and Senior Industrial Relations Officer respectively.

We wish our team members all the very best in their new roles and welcome our new team members. We look forward to a very productive working relationship.

Resignation

Howard Hutchinson, Bearer tendered his resignation effective December 11, 2023. Mr. Hutchinson has served this noble institution for over ten (10) years and now moves on to greener pastures in the field of Electronic Maintenance and Solar Photovoltaic Installment. We wish him all the best.

Congratulations

Congratulations are in order for:

- Sis. Kadia Green-Blair on the safe delivery of her daughter in the month of December
- Sis. Mikhalia Mullings on the safe delivery of her son in May.
- Sis. Natasha Wright Rankine on successfully completing her Bachelor's Degree in Human Resource Management.
- Sis. Crystal Lee-Brown, Manager - Accounts on successfully completing her MBA in Accounting.
- Our General Secretary, Sis. Tifonie Powell-Williams, on successfully completing her Masters Degree in Business Administration.
- Our team members who successfully participated in the public speaking course:

Sisters Helen Hutchinson-Mason, Natasha Wright-Rankine, Dellaceta Drummond, Marlyn Hines, Denisha Smith, Joy Tucker-Harriott and Alecia Pusey. The session was conducted by Communication Excellence Training (CET).

- Our team members, who are now fully certified in the Professional Certificate in Industrial Relations.
- Michael Dixon who successfully completed a course in Preparing Cabinet Submissions

Obituaries

We express sympathy to all members and staff of the JCSA who have lost family members. Our sincere condolences to you and your families.

Sports Day

The staff of the JCSA held its Annual Sports Day on November 3, 2023, at JACISERA Park. It was a very exciting day for the teams with great team spirit and enthusiasm from Dickson and Frazer House. Many thanks to our Officers for fully participating and to IPP Grant for stopping by. Special thanks to our Judges Sisters Sandra Cameron and Stephanie McGregor and Bro. Carvel Banton.

JCSA's 104th Anniversary

The JCSA celebrated its 104th Anniversary on Saturday, May 6th, 2023 which started with our first ever Farmers Market at JACISERA Park. Under the Theme: "From the Farm to the Market" we had over twenty (20) farmers selling their produce. Our partners from First Heritage Cooperative Credit Union, RADA, Jamaica Civil Service Mutual Thrift Society and Jamaica Customs also showcased their products and services. Greetings were brought by the Minister of State Hon. Franklyn Witter, MP, JP.

The entertainment segment of the celebrations, the “Birthday Bash”, took place in our brand new Auditorium. Featured Artiste Laa Lee and ‘The Captain’ Colin Hines helped make the event a memorable one, which started at 6:00 p.m. and went past our midnight end time. Special thanks to all who participated and supported this event and to our coordinators, President, Officers and Staff.

Annual General Meeting 2023

Our Annual General Meeting was held during the period May 25-26, 2023, under the theme “*Persistent and Consistent, Advocating for the Worker: Moving from Surviving to Thriving*” and was well attended by our members. MC was Bro. Dave Noel Williams.

On Day 1, our opening session was called to order by President O’Neil Grant, with the convening notice read by General Secretary, Sis. Tifonie Powell-Williams. Dr. Hon. Nigel Clarke, MP, Minister of Finance & the Public Service declared the AGM officially open and Long Service Awards were presented to our Officers, Council Members and Staff.

On Day 2, the Business Session was held with the tabling of our Annual Report and Election of Officers which resulted in the first female President of the JCSA, President – Sis. Techa Clarke Griffiths with the 1st Vice President, Bro. Clarence Frater.

Congratulations to our Officer Corp! We wish them all the best during their period of service.

Mini Mart

Mr. Travil Plummer, casual worker at the Kingston Mini Mart, is no longer with the JCSA effective July 31, 2023. Mr. Tyreik Dunn was temporarily engaged to carry out functions in the storeroom effective August 9, 2023.

Welcome Back

We welcome back Sister Barbara Haughton to work after being on sick leave since December 2022, due to an accident where her right leg was broken.

Sexual Harassment Policy

The JCSA has implemented its Sexual Harassment Policy. The staff and the Executive have been sensitised.

Members’ Appreciation Day

The Members’ Appreciation Day for all our Regional Offices was held Friday, November 24 2023. The activity was a success, thanks to our Regional Administrators, Chapter Chairs and Officers.

Civil Service Week 2023

Civil Service Week 2023 was celebrated during the period Sunday, November 19th to Saturday, November 25, 2023, under the theme “*Raising the Bar, Strengthening the Bond*”. Services were held at 11 churches islandwide.

Christene Rowe, Ruth McGrowder and Opal Bryan were awarded the 2023 FHC Civil Servants of the Year in the Technical Support, Mid-Managerial and Managerial categories. The ceremony was held at the Terra Nova All-Suite Hotel in St Andrew on November 17, 2023. They beat nine other nominees who were highlighted for their outstanding contributions to the public service.

Inaugural School’s Debate Competition

The Debate Competition was held on November 20, 2023, at the O’Neil W. Grant Auditorium at JACISERA Park. After fierce competition, Montego Bay High school for Girls emerged the Winner. Congratulations to all twelve (12) schools that participated

and we look forward to next year. Results are as follows:

- 1st - Montego Bay High for Girls
- 2nd - Cornwall College
- 3rd - Ocho Rios High

Ms. Kimberly Simms from the Montego Bay High School for Girls won the Best Debater Award and also the Spirit of the Competition

Award. Special thanks to sponsors RUBIS Jamaica and First Heritage Co-operative Credit Union Limited (FHCCU) for contributing Two Hundred Thousand Dollars (\$200,000.00) and One Hundred Thousand Dollars (\$100,000.00) respectively. FHCCU will also be engaging the 12 schools to create Youth Savings Accounts for any interested student.



INDUSTRIAL RELATIONS REPORT

The Industrial Relations' Unit continues to fulfill its mandate in keeping with the 2023/2024 JCSA strategic plan.

The IR Team was featured in the Radio Broadcast "How Sweet the Fruit" in September 2023. This period showed an increase in the number of callers to the Association seeking information regarding Industrial Relations Matters.

Industrial Relations Climate

	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
Cases Settled	26	15	19	20	11	6	7	9
Pending Hearings/Appeals	19	22	21	18	15	9	15	20
New Cases	21	12	14	10	6	2	17	21
Office Visits/Call-ins	74	82	84	75	68	50	94	87
Outstanding Cases	88	85	80	70	65	61	71	83
Average Cases Settled per IRO	4	3	3	3	2	1	1	2

Office Visits and Call-Ins Details 2023/24								
Categories	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024
Non-Payment of Benefits/Allowances	13	18	13	13	10	13	13	13
Performance Appraisal Issues	7	11	12	12	4	3	8	8
Non-Appointment	5	5	10	10	7	4	7	10
Other Issues/Queries	49	48	49	49	47	30	66	56
Total	74	82	84	84	68	50	94	87

	Jan 2024	Feb 2024
Court Cases b/f	1	2
Court Cases received	0	1
Interdiction b/f	7	6
Interdiction Received	1	1
Legal/Financial Asst. Cases	0	1



PUBLIC RELATIONS AND COMMUNICATIONS UNIT

The following report is in keeping with our strategic objectives to increase the awareness and deepen the engagement of our members.

Social Media Reach and Engagement

Social media enhances communication with our stakeholders as it indicates how much and how often our audience interacted with our content in real time.

MailChimp

In September 2023, the Association started using Mailchimp, a marketing automation and email marketing platform. For the entire period, over Three Hundred and Thirty-two Thousand (332,000) emails were sent out to our members using Mailchimp.

The performance metrics are as follows:

Deliveries	332,933
Total Opened	126,704
Clicks	3,204

There was a 0.11% unsubscribe rate, which suggests a relatively low level of disengagement. We encourage our members to check their spam or junk mail for emails from the Association and to ensure that they open, read and interact with the contents of the emails, when necessary.



Scan to join email listing

Email campaigns included those sent congratulating education grant awardees, press releases and statements from the President and graphic birthday cards for our members. This has been well received by our

members who oftentimes will reply by email to the team expressing their appreciation.

Weekly vlog - JACISERA Insights

In March 2024, the PR & C Unit created a weekly vlog titled 'JACISERA Insights', to add another avenue of communication to the JCSA and its stakeholders. The vlog highlights and captures various happenings and events that have occurred in the previous week using video format and are uploaded to our YouTube page. Potential and existing members are provided with an opportunity to learn more about the activities of the JCSA. We have produced four (4) series thus far.



Scan for JCSA Youtube

Subscribers currently stand at Five Hundred and Fifty-Nine (559). This represents a 34% increase or 142 new subscribers. The PR&C Unit is looking at utilizing vlogs to provide updates on the compensation in a Q & A format. Stay tuned!

Website

The following table shows an increase of 99.1% in page views and a 35% increase in unique visits when compared to the same period last year. The general uptick (table 3) in visits could be attributed to an increase in the need for information surrounding our new president and the compensation restructuring.

The data is reflective of the period between June 2023 and April 2024.

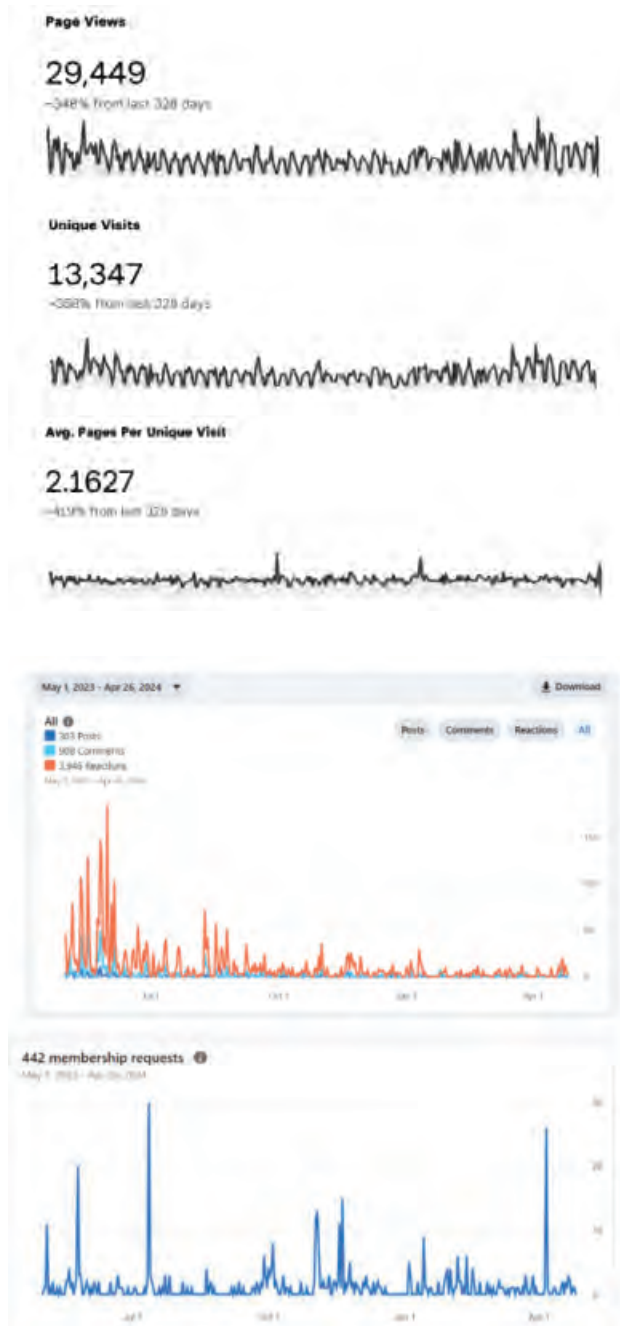
Facebook

Between the period of May 2023 and April 2024, requests for membership to our Facebook page increased by



Scan for Facebook Group

100% compared to the corresponding period last year.



Instagram and Twitter

The total audience for our Twitter and Instagram platforms grew by 36.5%. Twitter grew by ninety-nine (99) while Instagram grew by five hundred and twenty-eight (528) followers.



Below are some of the activities of the PR & C Unit for the period:

RJR 94 Feature – “How Sweet the Fruit”

“How Sweet the Fruit” is a 15-minute segment during the Hotline Programme on Radio Jamaica 94FM, that airs every Monday at 10:15am. Each week there is a different presenter and an opportunity for us to speak on any topic. The show started in March 2023 and its name is a shortened translation of our motto “Duro de Cortice Fructus Quam Dulcis” (Latin) which means ‘How Sweet the Fruit the Hard Rind Yields’. This is seen as fitting as it seeks to highlight the hard work of the JCSA and the “sweetness” that comes as a reward from the efforts of the Association. It also used to educate and inform, using as a guide, the Public Service Regulations, staff orders and Labour Relations code. President Techa Clarke-Griffiths continues to use this medium to update our members on Compensation Restructuring matters. Feedback has been mainly positive.

Podcast

The podcast is a monthly series produced by the JCSA PR & Communications Unit, where topical issues within the Public Sector and the JCSA will be discussed. The podcast will not exceed 30 mins and will be published on the JCSA YouTube page and in audio format on JCSA’s Anchor and Spotify accounts. 3 episodes have been produced thus far.

TV Ad

President Techa Clarke-Griffiths, her Officers, and the staff of the Jamaica Civil Service Association conveyed Christmas and New Year greetings via a television advertisement which ran for 3 weeks on TVJ.

Chapter AGMs

The PR&C Unit actively participated and covered all the Chapter AGMs which took place in all 14 parishes.

Certificates

Certificates were created for the Men's Coalition Committee "Ready fi di Road" Workshop on April 18, 2024, and the Chapter Executive Orientation Sessions.

Breast Cancer Awareness

The Unit produced a flyer and videos which were posted to all our platforms. Special commendations to Co-chair Geraldine Miles and General Council Member and Breast Cancer Survivor Lorian Roberts who assisted in the creation of videos. PR&C Manager Helen Hutchinson-Mason developed the script for the voice over (delivered by Public Relations Officer Shanee Grant and Chapter Chair for St. Thomas Jody-Ann Williams) which was used as a commercial and aired on Radio Jamaica 94FM.

#WeAreABigDeal JCSA High School's Debate

Flyers were designed and posted to various WhatsApp groups and uploaded on our social media pages. Matches were played online and were aired live on our YouTube channel.

The O'Neil W. Grant Auditorium Dedication

A significant task in October was the drafting of an article commemorating the naming and dedication of the auditorium after IPP O'Neil Grant. The article titled, "The O'Neil W. Grant Auditorium: A Tribute to Legacy and

Leadership", was well-received by members and served as a tribute to an outstanding leader.

Print Media

The organization gained significant exposure and mileage generated from the press release on Interdiction as several radio interviews and newspaper articles in the Daily Gleaner and the Jamaica Observer followed. The January 30 headline in the Jamaica Observer quoted our President Techa Clarke-Griffiths, lambasting public sector managers for "vindictively" using the interdiction procedures under the Public Service Regulations to "punish" workers. They highlighted that the association has had to be rescuing its members reeling from the financial and psychological fallout of the action.

Press releases are also posted on our social media platforms and the website at: <https://www.jacisera.org>.

On-going projects***Development of the JCSA App***

Development of the Mobile App and Administration Portal will accommodate membership sign up, ID card appointment requests, news and updates etc. It is currently in the initial phase as they continue to work with the team to develop all the needed functionalities.

Revamping of the JCSA Website

It's Pixel Perfect has been engaged to review and revamp our current website. Some progress has been made, with the PR Unit compiling essential information to aid web developers create a more comprehensive and user-friendly online platform.

In conclusion, the Public Relations and Communications unit demonstrated exceptional dedication and proficiency in fulfilling its duties, thereby contributing significantly to the organization's objectives and fostering stronger relationships with stakeholders.

JACISERA PARK

The following is a synopsis of activities, events or work done for the period January 1, 2023, to February 28, 2024 at JACISERA Park

Operation of the Gym

For the period January 2023 to December 2023, the average number of attendees was 227 per month or 9 per day. This was with an average of 26 operational days per month. The highest and lowest number of attendees per day were 21 and zero respectively. Fridays and Saturdays were generally recorded as having the lowest usage, while Mondays and Tuesdays were recorded as the highest.

Activities for the Period

The facilities at JACISERA Park (outside of the regular usage of the gym and field), were booked solidly throughout the year with functions ranging from JCSA Committee and Association Meetings and Sports Day to birthday parties, Division and Constituency meetings for political parties and the hosting of the Farmer's Market.

The JACISERA Park Board of Management Committee hosted after work events on Friday evenings in the month of January 2023 which was put on hold because of ongoing work for the auditorium project.

Field usage, rehabilitation, and maintenance

The field was used six (6) times per week on average and occasionally on Sundays, by the members of the Molynees United Football Club. In June, the club used the field on average once per week for training activities when half of the entire field was aerated, and sections of the same half were reseeded and watered. No other person(s) or entity has been commissioned to use the field.

NWC Supply

The compound is serviced by 2 NWC accounts:

- Account #1 which provides water for the irrigation of the field
- Account #2 which supplies the building at JACISERA Park

Account #1

This account consistent water supply with excellent pressure.

Account #2

This account suffered from irregular supply from the NWC. During the period January - October 2023, water was trucked to the premises 34 times, the highest number being in May, when water was trucked to the premises 9 times.

To better provide the building with a more reliable source of potable water, this account was connected to the building on June 28th, 2023. Despite the addition of a separate water source, the facility still experienced water capacity issues for the month of July during which NWC potable water was trucked 4 times to the premises. Each time the NWC delivery teams supplied 1,600 gallons of water. Inspections were done to ascertain if there were any leakages, but the result was inconclusive.

Tarrant's Drainage System

The drainage system was cleaned and maintained according to the schedule.

Maintenance of green spaces at JACISERA Park

Maintenance of the green spaces (including the Centennial Garden) comprised:

- cutting the green areas
- including small trees around the premises pruning
- tilling/teasing the exposed soil in the garden
- planting out the areas on the garden floor that are yet to be covered by grass and
- spraying requisite chemicals in a timely manner to significantly lessen the white fly population at least twice monthly.

REGIONAL REPORTS

NORTH EAST REGION

Activities of the North Eastern Region are highlighted below for the reporting period June 1, 2023 to February 29, 2024.

Civil Service Week

As part of the activities for Civil Service Week, November 19-25, 2023, five (5) church services were hosted by churches within the region. All Chapters were represented by their respective Chapter Chairs along with members and the JCSA Officer Corps.

A Customer Appreciation Day was also hosted at the Regional Office in Port Maria, on Friday, November 24, 2023. Members enjoyed refreshments, received tokens and enjoyed a full day of fun and excitement.

St. Mary Chapter Highlights

Discount House Walk Through

The St. Mary Chapter visited discount houses in Highgate and Port Maria on August 29, 2023. Present were Zonal Chairman 2nd VP Kelvin Thomas, St. Mary Chapter Chair Karen Coleman Clarke, Administrator for the NE, Marilyn Hines along with 4 persons from the Members Service and Affiliates Team, Ann Marie Campbell Bell, Netollia Fairweather Simms, Karen Lewis Atkinson and Livingston Barnett.

St. Mary Chapter Walk-Through

A total of fourteen (14) departments were visited during a walk-through conducted on December 4th and 5th, 2023. Zonal Officer, 2nd VP Kelvin Thomas, Honorary Treasurer with responsibilities for the region Melaini Mullings Arnold, President Techa Clarke

Griffiths, 1st VP Clarence Frater, 3rd VP Alrington Roberts, Industrial Relations Manager George Thorpe, Chapter Executives Cozloy Langrin (Treasurer), Deon Ayres (Assistant Treasurer) and Administrator Marilyn Hines were in attendance.

Brown's Town Chapter Highlights

Brown's Town Chapter Project

The Brown's Town Chapter hosted their 5th Annual Beach Cleanup on September 16, 2023 at the Red Cross Beach in Discovery Bay, St Ann where 177 persons (22 children, 155 adults) volunteered. Second VP Kelvin Thomas and Honorary Treasurer Melanie Mullings Arnold were present at the event. One hundred and three (103) bags of garbage were collected with Thirteen (13) entities participating. The event was covered by JIS and featured on their various platforms. The Chapter also conducted another beach cleanup in December 2023 at the same location.

Giveaways

The Brown's Town Chapter had prizes for its members in their WhatsApp group during their Customer Service Week celebration which was held in the first week of October. The Chapter engaged members with a quiz relating to the history of the JCSA where winners were rewarded accordingly with various prizes including JCSA tokens, gas vouchers, household articles among other items. The giveaways were concluded in December 2023.

International Day of Elimination of Violence Against Women

For the third year running, the Brown's Town Chapter joined the campaign for the fight

against gender-based violence by wearing their JCSA branded T-shirt which read “Stop Violence Against Women”.

No parish meetings were held for the reporting period. A number of Executive meetings were held as follows:

Chapter Annual General Meetings

The North Eastern Region hosted its face-to-face Annual General Meeting in all five chapters in January 2024. Please see the details below.

Chapter Annual General Meetings - North Eastern Region			
Chapter	Date	Venue	Attendees
St. Thomas	22/1/2024	Morant Bay Anglican Church Hall	46
Brown's Town	25/1/2024	Brown's Town Community College	34
St. Ann's Bay	25/4/2024	Marcus Garvey Tech. High School	28
Portland	26/1/2024	Port Antonio Methodist Church Hall	39
St. Mary	26/1/2024	Port Maria Anglican Church Hall	25
Total			172

Executive Meetings	
St. Ann's Bay Chapter	2
Brown's Town Chapter	2
St Mary Chapter	3
Portland Chapter	2
St. Thomas Chapter	3
Total	12

Office Visits and Activities for June 1, 2023 to February 29, 2024.

Chapter	Office Visits+	Presentations	Desk for a Day	Applications* collected	Thrift	Email added
St. Mary	47	16	8	15	1	13
St. Ann's Bay	47	3	18	124	-	95
Browns Town	6	1	1	13	-	13
Portland	31	2	9	46	-	40
St. Thomas	16	1	6	34	1	13
Total	147	23	42	232	2	189

*Additional applications were submitted directly to the Secretariat by Chapter Chairs and individuals.

+Follow-up visits were done periodically to departments



ST. ANN'S BAY CHAPTER VISITS	
Women's Centre of Jamaica	Steer Town Academy
RGD	St. Ann's Bay Post Office
St. Ann Parish Court	St. Ann's Bay Post Office
St. Ann's Bay Fire Department	Moneague Health Centre
Ministry of Labour	Claremont Health Centre
St. Ann's Bay Post Office	Ocho Rios Post Office
St. Ann's Bay Hospital	Ocho Rios Primary
Marcus Garvey Tech High School	Min of Growth and Job Creation
Child Development Agency	St. Ann Parish Library
Jamaica Customs Agency	NERHA Office
St. Ann Health Department	Island Traffic Authority
Victim Support	EOJ-St. Ann
Steer Town Primary School	

Brown's Town Chapter Visits	
Ministry of Education - Region 3	Jamaica Agricultural Society
St. Hilda's High School	Brown's Town Fire Brigade
Electoral Office of Jamaica	Brown's Town Community College

St. Thomas Chapter Visits	
Yallahs High School	Seaforth Health Centre
Yallahs Health Centre	Seaforth Post Office
Women's Centre of Jamaica	Seaforth High School
Princess Margaret Hospital	Paul Bogle High School
St. Thomas Health Department	Morant Bay High School
St. Thomas Parish Court	

St. Mary Chapter Visits	
Jamaica Foundation for Lifelong Learning	St. Mary Health Department
Annotto Bay Hospital	Retreat Health Centre
Annotto Bay Primary School	Retreat Post Office
Annotto Bay Post Office	Retreat Primary and Junior High School
Annotto Bay Branch Library	St. Mary Parish Court
Annotto Bay Health Centre	Boscobel Post Office
Parish Council (Planning)	Ministry of Labour
Parish Council (Accounts)	Oracabessa High School
Parish Council (Municipal Police)	Highgate Police Station
Parish Council (Roads and Works)	Tower Oil Post Office
Port Maria Hospital	Area 2 Police
Port Maria Post Office	Oracabessa Branch Library
TAJ- Port Maria	Oracabessa Health Centre
JCDC	St. Mary Parish Library
Port Maria Fire Station	Richmond Farm Correctional Centre

Portland Chapter Visits	
Island Traffic Authority	RADA
Portland High School	Port Antonio Parish Court
Roads and Works	Portland Health Department
Buff Bay Health Department	Portland Municipal
Buff Bay Post Office	Portland Parish Library
Buff Bay Court House	Portland Fire Station
Hope Bay Post Office	Port Antonio Hospital
Hope Bay Branch Library	Hope Bay Health Centre
College of Agriculture, Science and Education	

Members' Benefits

During the period June 2023 to February 2024, fifty-seven (57) ID cards and six (6) Tertiary Grants were accessed by the members.

New Discount Providers

Eighteen (18) new discount providers signed contracts in the NE region for the reporting period.

Grievances for the period

Twenty-seven (27) grievances were reported as follows:

Chapter	Amount
St. Ann's Bay	2
St. Mary	2
Browns Town	4
St. Thomas	19
Total	27
<i>NB. Members may have also communicated directly with the JCSA Secretariat.</i>	



SOUTH CENTRAL REGION

The following is the report of activities for the South Central Region for the administrative year 2023-2024. Our strategic priorities were upheld and delivered as follows:

Office Updates

South-Central has been active in reaching out to our members by attending all the JCSA General Council Meetings held quarterly by Zoom, Toastmasters, JCSA Men Coalition Webinars, etc. Matters discussed at these meetings include Wage Negotiations, Pension Reform, Contract Employment among other issues affecting the Public Sector workers.

Member Services

Services provided for the period under review are stated in the table below.

Service	Number
Department Visits*	124
Identification Cards Issued	100
Housing Benefit	-
Education Grant	5
Presentations	-
Settled Grievances	36
Total	265
*Departments visited are listed at the end of the report	

Members utilised the services offered by the Union by dropping off application forms, sending in grievances and making requests to the Mutual Thrift Society.

Chapter Annual General Meetings

Chapter Annual General Meetings (AGMs) were held in St. Catherine, Clarendon, Manchester, Santa Cruz and Black River supported by members and potential members.

Chapter	Date	# of Attendees
St. Catherine	Jan 12, 2024	65
Clarendon	Jan 19, 2024	48
Manchester	Jan 16, 2024	90
Santa Cruz	Jan 17, 2024	23
Black River	Jan 17, 2024	25
Total		251

The meetings, held face to face, were attended by President Techa Clarke-Griffiths, 1st Vice President and Zonal Chairman, Brother Clarence Frater, General Secretary, Sister Tifonie Powell-Williams, Staff from the Secretariat, The Officer Corps, Chapter Chairs and their Executives.

Elections for Chapter Executive Members were conducted by our Industrial Relations Manager, Brother George Thorpe, which

Office Visits and Activities for June 2023 - February 2024					
Chapter	Office visits	Presentations	Desk for a Day	Applications collected	Thrift Applications
St. Catherine	35	8	12	44	8
Clarendon	29	4	19	66	4
Manchester	26	10	12	100	15
Santa Cruz	21	4	9	15	5
Black River	13	4	7	16	4
Totals	124	30	59	241	36

resulted in the Region moving forward with all Chapter Chairs remaining and all posts filled. The Elected Chapters' Executive Members are as follows:

St. Catherine

Sis. Peta-Gaye Williams - Chairman
Sis. Coral Clayton - Vice Chairman
Sis. Shanica Ashman - Secretary
Sis. Sharon Hyde - Asst. Secretary
Bro. Adrian Williams - Treasurer
Sis. Alecia Blake - Asst. Treasurer
Sis. Nicola Thompson - Public Relations Officer
Bro. Moneve Dixon - Asst. PRO

Clarendon

Sis Yanike Sancko Valentine - Chairman
Sis. Sherine Akins - Vice Chairman
Sis. Dionne Neufville-Fraser - Secretary
Bro. David Davis - Asst. Secretary
Sis. Ashley Williams - Treasurer
Bro. Cleon McIntosh - Asst. Treasurer
Sis. Corgen Givans - Public Relations Officer

Sis. Tennelle Campbell-Williams - Asst. PRO

Manchester

Members of the Chapter asked for the election of the positions to be returned en-bloc except for the Public Relations Officer. Sister Anesha Banton was elected for the position.

Black River

Returned to their posts:

Sis. Fay Ann Mitchell - Chairman
Sis. Christine Jackson - Secretary
Sis. Sybil Tarrant - Treasurer
Sis. Nicola Beadle Murray - Public Relations Officer

Bro. Oneil Daley - Asst. PRO

Newly elected:

Sis. Alecia Darling - Vice Chairman
Sis. Orita Robinson Smith - Asst. Treasurer
Sis. Julie Brooks - Asst Secretary

Santa Cruz

Sis. Karen Williamson - Treasurer
Sis. Opal Robinson - Asst. Treasurer
Sis. Claudine Mitchell - Public Relations Officer

Bro. Michael Ebanks - Asst. PRO
Chapter Chairman, Vice Chairman, Secretary and Assistant Secretary positions were returned to their posts.

ACTIVITIES

Civil Service Week

The South-Central Region celebrated Civil Service Week with activities running from November 19th to November 25th, 2023, under the theme: *"Raising the Bar Strengthening the Bond"*. It started off with church services held as follows:

November 19th

- St. Catherine - Ensom City Gospel Chapel
- Manchester - Mandeville Baptist Church
- Black River - Black River Holiness Christian Church

November 25th

- Clarendon - May Pen Seventh Day Adventist Church
- Santa Cruz - Balaclava Seventh Day Adventist Church

All activities were supported by Chapter executives, the Officer Corps and members. For the Manchester Chapter, representatives from the Custos Garfield Green's Office and the Prime Minister's Office delivered messages from the Governor General and the Prime Minister respectively. Official messages were read from our President Techa Clarke-Griffiths.

Celebrations for the Region were held at the RADA Conference Room in Mandeville. Members enjoyed a fun filled event with everyone participating in the cutting of the cake.

Manchester Chapter Long Service Awards

The Awards Ceremony was held on November 23, 2023 during Civil Service Week. Fifteen (15) persons were awarded with Long Service Awards while One (1) person was honoured for outstanding contribution to the Manchester Chapter. General Secretary, Sis. Tifonie Powell Williams was present for the evening.

Greetings were brought by our President Techa Clarke-Griffiths, Bro. Clarence Frater, Mayor Donovan Mitchell and Councillor Jones Oliphant. Guest Speaker was Mr. Glenroy D Castle, - ACS SLU. Item was rendered by Sis Sasha Rankine-Sweeny from the Mandeville Health Centre. The event was featured in the Mandeville Weekly and on TVJ.

PROJECTS

Manchester Chapter

Sydney L. Blake Basic School

The Manchester Chapter Project for 2023 was launched on November 30, 2023, as part of the activities for Civil Service Week. The project which included the fitting of an outside hand wash station and sinks for males, females and the principals, cost over seventy eight thousand dollars (\$78,000.00)

President Techa Clarke Griffiths was the Keynote Speaker while 1st VP and Zonal Chair, Brother Clarence Frater brought greetings. General Secretary Sis. Tifonie Powell-Williams and Sis Natasha Wright Rankine handed over gift packages to the children. Sis Shanique Grant, PRO along with members from the Secretariat and the Committee, Mrs. Sherline Swaby-Rowe, representative for Counsellor Rohan Kennedy and School Board Chairman, Mrs. Faye Dawkins were also in attendance.

Plaques were presented to Mrs. Rearie, a caterer from the area, for her outstanding contribution to the children by supplying them with hot porridge every morning and Counsellor Rohan Kennedy for his outstanding contribution to the school.

Gifts were presented by the school to all the Executive members of the Manchester Chapter, for their involvement and Mile Gully Primary School presented an item. The launch was well attended by the community and parents and was featured in the Observer and Mandeville Weekly.

Santa Cruz Chapter

Dorjan's Prep School

Located in Cameron Hill, Maggotty, the school was started by two teachers to promote early childhood stimulation in the district. The Chapter assisted the school with the donation of supplies and a black water tank as there was no piped water in the area. A Christmas treat was also held for the children. The projects were activated on December 14, 2023.

Black River Chapter

Parrottee Basic School

The Chapter donated a black water tank to the school on November 22, 2023. The hand-over was supported by 1st Vice President and Zonal Chair, Brother Clarence Frater, Regional Administrator Sister Natasha Wright Rankine, Chapter executives, teachers, students and parents.

OUTREACH PROGRAMME

Manchester Chapter

The Chapter-Chair and the Regional Administrator visited the Sydney L. Blake Basic School at the start of the new school term in January 2023 as part of Do a Day of

Kindness, and gave out snacks and other school resources. The team joined in a special prayer for the beginning of the school term with the Principal, teachers and students.

The Chapter also visited the Windsor Lodge Children’s Home, Ebenezer Golden Home and the Manchester Infirmary with cash donations made by different companies, agencies, departments including the Jamaica Biscuit Company. The employees and wards were all presented with goodies and were engaged in various activities. President Sis. Techa Clarke-Griffiths, Past President Bro O’Neil Grant, Bro Kelvin Thomas our 2nd VP and Sis Helen Hutchinson-Mason our Public Relations Manager were in attendance. The events were featured in the Mandeville Weekly.

Reading Programme Fiesta

General Secretary, Sis. Tifonie Powell Williams, Zonal Chair, Bro. Clarence Frater, P.R.O. Shanae Williams, Regional Administrator, Sis. Natasha Wright Rankine and Sis Paulette Ferguson and her Executive Team visited the Sydney L. Blake Basic School to read stories to the children. Greetings were done by our Zonal Chair, outlining the benefits of the JCSA. Books were handed out by the Women’s Action Committee.

The Principal, Board Chairman, Regional Officer for the school, children and parents were fully appreciative and participated fully. Gifts were handed out to everyone present.

Santa Cruz Chapter

The Chapter Chairman and the Executive Members responded to the needs of a Spina Bifida patient in the community of Jerusalem. The Chapter donated groceries and a wheelchair to Javani Parker who is unable to walk because of his illness.

MINI-MART

The Santa Cruz and Black River Chapters continued to support the Mini-Mart with purchases totaling approximately six hundred thousand Dollars (\$600,000).

MEMBERSHIP GROWTH & BENEFITS

Email Data System for South Central Region Contacts were added to the database as follows:

JCSA INFORMATION CORNER

Chapter	Email Added	New Recruits
St. Catherine	430	44
Clarendon	572	66
Manchester	928	100
St. Elizabeth (Santa Cruz)	226	15
St. Elizabeth (Black River)	134	16
Total	2,290	241

The JCSA Information Corner was established via WhatsApp for all Chapters for the period in review.

Status of established Information Corners is as follows:

Status	Number
Installed to date	206
Installation Pending	35
Unable to accommodate due to lack of space	-
Total	241

OFFICE & SITE VISITS

During the reporting period, one hundred and twenty four (124) Departments were visited. (See Tables overleaf)

St. Catherine	
Eltham High School	Waterford Health Centre
Ministry of Labour and Social Security	Waterford Branch Library
St. Catherine Municipal Corporation	Waterford Telecommunication
St. Catherine Branch Library	Bog Walk Health Centre
Registrar General Department, Spanish Town	Bodles Research Station
St. Jago Health Centre	Bodles Telecommunication
Spanish Hospital	Old Harbour Branch Library
Spanish Town Tele-Communication	Old Harbour Tax Administration
Police Academy	Old Harbour Health Centre
Linstead Health Centre	Old Harbour Electoral Office Jamaica
Linstead Tax Administration	Gregory Park Telecommunication
Linstead Hospital	Christian Pen Health Centre
Linstead Telecommunication	Christian Pen Electoral Office Jamaica
Great Portmore Tax Administration	Spanish Town Electoral Office Jamaica
Greater Portmore Branch Library	Ewarton Health Centre
Greater Portmore Telecommunication	Charlemont High School
Greater Portmore Health Centre	RADA Linstead

Clarendon	
Electoral Office	Ministry of Labour and Social Service
May Pen Tax Administration Jamaica	Social Development Commission
May Pen Health Centre	Clarendon Health Department
May Pen Hospital	4 H Club
May Pen Telecommunication	National Work Agency
Lionel Town Tax Administration	Raymond Health Centre
Lionel Town Health Centre	Milk River Health Centre
Lionel Town Telecommunication	Summerfield Place of Safety
Lionel Town Hospital	Racecourse Post Office
Lionel Town Branch Library	Racecourse Library
St. Augustine Place of Safety	Darlow Health Centre
Chapelton Health Centre	Fairfield Community Health Centre
Chapelton Tax Administration Jamaica	Bustamante High School
Clarendon Branch Library	Vere Technical High School
Clarendon Municipal Corporation	

Black River	
Black River Hospital	Black River Tax Administration
Black River Health Centre	Black River Court Office
Black River Parish Library	New Market Post and Telecommunication
Police Convalescence Centre	Black River Municipal Corporation
Black River Post and Telecommunication	Transport Authority
Electoral Office Jamaica	Black River High School
Black River Municipal Corporation	

Manchester	
New Broughton Sunset Rehabilitation Centre	Tax Administration Jamaica (Christian)
Mandeville Regional Hospital	Manchester Municipal Corporation
Mile Gully Health Centre	Manchester Parish Library
Sydney L Blake Basic School	Electoral Office Jamaica (Mandeville)
Mandeville Comprehensive Clinic	Kirkvine Post Telecommunication
Mile Gully Branch Library	Porus Health Centre
Mile Gully Electoral Office Jamaica	Williams Field Post Telecommunication
Ministry of Labour and Social Service	Porus Branch Library
Social Development Commission	Cross Keys Health Centre
Percy Junor Hospital	National Work Agency
Spaulding Health Centre	Newport Branch Library
Christian Branch Library	Newport Health Centre
Electoral Office Jamaica (Christian)	Spaulding Branch Library

Santa Cruz	
Balaclava Health Centre	Electoral Office Jamaica
Social Development Commission	Rural Agricultural Development Authority
Tax Administration Jamaica	Manning's Place of Safety
Victim Support	Southfield Health Centre
Child Protection and Family Agency	Goshen Health Centre
Santa Cruz Telecommunication	Munro College
Santa Cruz Branch Library	Junction Branch Library
Ministry of Labour and Social Service	Maggotty High School
St. Elizabeth Technical High School	Women's Centre of Jamaica (Junction)
St Elizabeth 4H Club	Junction Health Centre
Lacovia Health Centre	

Thanks to our President and the Officer Corps of the JCSA for continuing to share information with our members as we negotiate and represent them.



WESTERN REGIONAL REPORT

The Western Region held its Chapter Annual General Meetings for all Chapters in the Region - Hanover, St James, Trelawny and Westmoreland.

These meetings were attended by the Officer Corp, The General Secretary, Sister Tifonie Powell-Williams and other Staff members from the Secretariat. The General Secretary read the Convening Notice while the first female President of the Organization's 105 years of existence, Sister Techa Clarke-Griffiths was Keynote Speaker.

In her address, she announced the first time benefit of a Scholarship valued at fifty thousand dollars (\$50,000.00), which will be awarded to two members' children attending High School in each Chapter. She also did a comprehensive presentation on the handling of the various anomalies coming out of the implementation of The Compensation Review.

The table below shows the result of each Chapter's Meeting.

JCSA's Birthday Celebration

In recognition of The JCSA's 104th Birthday celebrations, four (4) Members received Gift Vouchers valued at five thousand dollars (\$5,000.00) each, to shop at the Mini Mart. Members across the Region who visited the Office on the 6th May 2023 also received tokens such as pins and pens.

Chapter	Chairman	Date	Venue	Attendees
Westmoreland	Sis. Delsie Malcolm (Returned)	29/01/24	The Source Community Centre	80
Hanover	Bro. Brandon Clarke (Returned)	30/01/24	Hanover Municipal Conference Room	45
St. James	Sis Desoree Powell (Newly Elected)	30/01/24	RADA Catherine Hall	75
Trelawny	Bro. Clance McGhie (Returned)	31/01/24	Trelawny Baptist Church	50
Total				250

Executive & Quarterly Meetings

Three (3) Regional Executive meetings were held on the following dates: March 30th, June 21st September 20th, 2023. Two (2) Quarterly meetings were done for the Region.

St. James Chapter Project

The St. James Chapter successfully hosted their Annual Summer Camp under the theme "JACISERA Kids for Change" from August 21- 25 for children aged 6 – 13 years. Approximately twenty (24) children attended the camp which included activities such as Art and Craft.

ID Sessions

Staff from Members' Services Unit visited the region on October 19th and 20th, 2023. The following table shows the results accordingly

Date	Dept	Members Logged	IDs Distributed
19/10/23	CRH	62	42
20/10/23	WHD	31	29
Total			71

Civil Service Week

In commemoration of Civil Service Week, Regional Chapters attended a Church Service at the Falmouth United Church, Rodney Street, Trelawny. The 3rd Vice President & Monitoring Officer Brother Alrington Roberts, journeyed from Kingston to participate in the day's

worship. He greeted the congregation, and then read the President’s Message. Trelawny Chapter Chair, Brother Clance McGhie, read the Governor General’s Message followed by Hanover Chapter Chair Brother Brandon Clarke who read the Prime Minister’s Message.

A Members’ Appreciation day was held on November 23rd, 2023 at the Western Regional Office. Activities included a bun eating contest, treasure hunt and much more. Entertainment was done by the 3rd Vice President & Zonal Chair who sang. There was a ceremonial cake cutting conducted by Brother Clance McGhie - Chairman of Trelawny Chapter, Sister Delsie Malcolm - Chairman of Westmoreland Chapter, Sister Annette McKenzie - PRO Hanover Chapter and Sister Elaine Edmondson - PRO St. James Chapter.

Membership Growth & Retention

A total of Three Hundred and Ninety (390) emails were added to our database for the year 2023, making a total of Four Thousand and Twenty Two (4,022) emails to date. The Region’s database now carries that total since the office has been established.

Chapters	Added For The Year	To-Date
St. James	107	1757
Hanover	41	643
Trelawny	38	688
Westmoreland	78	838
Total	364	4,022

Parish	Office Visits	Presentations	Desk For A Day	Applications Collected	Thrift Application
Hanover	77	15	31	30	11
Trelawny	53	10	26	25	17
St. James	99	15	30	103	26
Westmoreland	98	15	33	105	15
Total	327	55	120	265	69

Grievances

A total of thirty five (35) grievances were logged during the year under review with fifteen (15) of these grievances being resolved at the local level.

Chapter	Grievances
St. James	14
Hanover	5
Trelawny	8
Westmoreland	8
Total	35

Mutual Thrift Society

Sixty nine (69) applications were collected through the Region’s Office for the year 2023.

Chapter	Thrift Applications
St. James	26
Hanover	11
Trelawny	17
Westmoreland	15
Total	69

Western Mini Mart

The Mini Mart’s first Sale Day was held at The Cornwall Regional Hospital on February 26th, 2023 which was supported by The Mini Mart’s Committee. Several members from various departments enjoyed low prices with an additional fifteen percent (15%) discount on their purchases. Four Members (4) spending a minimum of \$5,000 on the day were given the chance to be the recipient of a \$5,000 gift voucher. Special thanks to Sister Desoree Powell of Cornwall Regional

Hospital who was very instrumental in the success of this pilot project.

Since then, meetings have been held with the Region's Chairs to discuss a schedule for sale days in the various Chapters for 2024.

Four Hundred and Eighty Seven (487) members shopped at the Mini Mart during the year under review. Members located in various Parish Chapters continue to be facilitated by having their orders delivered to them.

Photo Highlights – Regional Activities

South Central Region Activities



Saluting President Grant



Congratulations to Clarendon Chapter



Black River Outreach Project



Santa Cruz Chapter Outreach project



Attending JCSA Civil Service Week Church Service



Attending Black River's Civil Service Week Church Service



Attending May Pen's Civil Service Week Church Service

Photo Highlights – Regional Activities

Western Region Activities



Western Region Church Service



Summer Camp Activities



Summer Camp Activities



Summer Camp Activities



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COMMITTEE REPORTS

MINI MART MANAGEMENT COMMITTEE

The Committee comprises the following individuals:

Clarence Frater – Monitoring Officer
 Pauline Anderson – Co-Chair
 Latoya Brown – Co-Chair

Members:

Suzette Grant, Vincent Allen, Junior Dunn, Charmaine Hamilton, Sandra Mendez, Sandra Cameron, Garcia Williams, Dwayne Goodison, Crystal Lee-Brown (Staff Assigned)

The Mini Mart is managed by the JCSA Secretariat with the assistance of a Management Committee. The objective of the Mini Mart is to provide nonperishable consumer goods at a reasonable cost to the general membership of the Association. The Management Committee monitors the operations of the Mini Marts to ensure efficiency and is expanding the service to our members across the island.

During the period under review, the Minimart Management Committee planned and executed scheduled activities for the Administrative Year as follows:-

Meetings

The Mini Mart Management Committee Meetings are convened on the first Tuesday of each month. During the Administrative Year, a total of nine (9) meetings were held between July 2023 and March 2024 with the main items discussed as follows:

- the implementation of a brochure outlining the purpose, items sold, discount prices, opening/closing hours, objectives and other important information about the Mini Marts for our members.
- the financial status of both Mini Marts
- planning and hosting of preorder sale days at the Electoral Office of Jamaica (EOJ), Ministry of Local Government and Community Development (cancelled) and Black River and Santa Cruz Chapters.
- planning and hosting on-site sale days at the Jamaica Library Service (JLS), MOFPS, Kingston Public Hospital, Post and Telecommunication Department (CSO) and Bustamante Hospital for Children in March 2024
- a sale day collaboration with the Women’s Action Committee (WAC)
- the implementation of the Saturday opening of the Kingston Mini Mart on a trial basis
- the introduction of Grace and Nestle Jamaica products to the Mini Mart
- price list and pricing mechanism and the request for an urgent meeting with the relevant personnel to address the matter.
- The removal of items not being sold presently at the Minimart.
- the preparation of the Budget and the Calendar of Events
- the amendment of the Terms of Reference
- the implementation of a survey system with the introduction of new products.

Site Visit to the Western Region Minimart

Purpose/Objectives of the Visit

The Co-Chairs of the JCSA Mini Mart Management Committee, Sisters Pauline Anderson and Latoya Brown, visited the Western Mini Mart location on Thursday, November 30, 2023 in an effort to:

- Fulfil the Committee's mandate to oversee the operations of the Mini Marts and to make recommendations to the Secretariat regarding its operations.
- To meet with Chapter Chairs for the regions to plan Marketing and Promotional Strategies for the Western Mini Mart
- To ascertain the feasibility of hosting On-Site and Pre-Order Sale Days.
- Discuss the possibility of promoting the Western Mini Mart based on the increased flow of members and potential members to the JCSMT Society.

Actions to be taken

Mr. Clarence McGhie, Trelawny Chapter Chair, indicated his willingness to host an On-site sale day preferably on the grounds of the Falmouth Hospital. It was noted that

there were several Government entities within that vicinity, to include the Jamaica Library Service, TAJ, Public Health Department, among others.

The necessary arrangements will need to be put in place for this activity to materialise. Mr. McGhie also stated that after the on-site sale day, individual entities could be targeted for pre-order sale days.

Recommendations

- More communication with the JCSA Chapter Chairs in the Western Regions regarding the Mini Mart and the benefits to JCSA members and for an indication of their interest in organising On-Site and Pre-Order Sale Day events within their areas.
- Utilise the PROs to promote the Mini Mart across the Regions
- Member request to submit orders to be packaged and delivered at regional meetings.
- Institute a system where the Chapter Chairs can also take orders from their members and have the items packaged, paid for and delivered and/or collected.

Events and Activities for 2023/24				
Date	Venue	Event	Total Sales	Notes
August 25, 2023	Ministry of Education and Youth	Sale events	\$258,900.70	
September 2023	Jamaica Library Services (JLS)	Onsite Sale day	\$257,061.57	
October 27, 2023	The Ministry of Finance and the Public Service Farmers Market	Onsite Sale day	\$235,497.55	Additional volunteers were sought and there was a need for the rental of tents and chairs/tables for use at the MoFPS.
November 24, 2023	Electoral Office of Jamaica (Duke Street)	Pre-order Sale Day	\$139,544.80	The volunteers went to the Mini Mart on Thursday November 23, to write up and package orders.

Date	Venue	Event	Total Sales	Notes
December 22, 2023	Kingston Public Hospital	On site Sale Day	\$313,183.26	Nine (9) volunteers and the Monitoring Officer were in attendance. Grace products launched. Members were receptive when purchasing Grace products despite not attaining the regular 15% discount.
December 20, 2023	Jamaica Civil Service Mutual Thrift Parking Lot	On site Sale Day	\$179,623.25	MMMC/WAC Collab. Assistant at the Mini Mart and the Cashier, Mrs. Natalie Reid Phillips, manned the collection of payments for goods.
February 23, 2024	Black River and Santa Cruz Chapter	Pre-Order Sale Day	\$247,121.00	The volunteers went to the Mini Mart on Wednesday, February 21st, to write up and package orders.
			Grand Total \$1,058.848.17	

Saturday Mini Mart Opening

It was decided by the Secretariat that for September only, the Kingston Mini Mart would open on Saturday between the hours of 10.00am to 2:30 p.m. Both Co-Chairs alternated the dates to facilitate the Saturday openings after attending a training session on how to use the computer system at the Minimart.

Donations made to Mr. Gary Douglas

The Minimart Management Committee (MMMC) and the Men’s Coalition Committee (MCC) jointly assisted Mr. Gary Douglas, a father with a disabled son who reached out for assistance on social media. Monies collected from the MCC and MMMC committee members were used to purchase groceries from the Mini Mart including twenty-three (23) packs of adult diapers. The handing over was done at the Secretariat on Wednesday September 20, 2023. Sister Latoya and Bro Allan made the presentation to Mr. Douglas, who was elated to receive the items.

JCSA’s “How Sweet the Fruit” hosted by RJR

The Secretariat extended an invitation to the MMMC to present information on the “Benefits of Membership” on Monday, September 11, 2023. Sis Pauline Anderson made the presentation hosted by Hotline host, Clive Mullings. She publicised the benefits provided by the JCSA and the sale of goods at reduced market price and the significant benefit for our members.

Loyalty Rewards Program Winners

Four (4) frequent shoppers, 2 from each MiniMart were identified and gifted with Gift Certificates valued at \$5,000.00.

Kingston

- Mrs. Alicia Rose-Richardson, Windward Road Health Centre
- Mr. Ramone Morrison, Administrator General’s Department

Western Region

- Mr. Anthony Guthrie – Post and Telecommunications Department
- Ms. Audrie Walker – Cornwall Regional Hospital

Budget Call

The Mini Mart Management Committee responded to the Budget Call for 2022/2023. This spreadsheet outlined the projected income and expenditure for the administrative year 2022/2023 and was submitted to the Secretariat for approval.

Committee Christmas Lyme

Committee members were treated to a banquet at Ming's Cuisine Restaurant, in the Village Plaza, on Thursday, December 14, 2023 which was also attended by the Monitoring Officer, the 1st Vice President, the JCSA President and members from the Men's Coalition and Policy and Constitution Committee. Participants were appreciative and enjoyed the evening.

JCSA POLICY AND CONSTITUTION COMMITTEE

Chair: Bro. Shawn Mitchell
Monitoring Officer: Bro. Clarence Frater (1st Vice President)
Staff Representative: Sis. Tifonie Powell-Williams (General Secretary)

The Policy and Constitution Committee's (PCC) mandate is to review and draft policies so as to assist in maintaining the relevance of the Jamaica Civil Service Association (JCSA), hereinafter referred to as "the Association", as it relates to local, regional and international standards and best practices and to assist the Association in being "the union of choice".

In an effort to fulfil our mandate, the PCC had eight (8) virtual meetings via Zoom under the *patronage* of the Association's Secretariat. These meetings were held on

Wednesday or Thursday evenings, as agreed upon by the members. These meetings saw members passionately and committedly deliberate structure, relevance, content and grammatical correctness of the Policies being reviewed.

The following policies were reviewed, submitted and approved during the period:

- JCSA Data Protection Policy
- JCSA Sexual Harassment Policy

The following policy has been reviewed and submitted for approval:

- JCSA Closed User Group (CUG) Policy

The policy currently being reviewed is the JCSA Procurement Policy.

Special thanks to:

- Our 1st Vice President and Monitoring Officer - Brother Clarence Frater for being an active supporter at our meetings
- Our General Secretary and her team for the quality background support
- Our dedicated and committed members who despite leading busy lives still saw it necessary to be present at each meeting and to give their all. The sacrifices made have not gone unnoticed.
- Sisters Maud Chambers, Suzzette Grant, Steffanie King-Halstead, Ingrid Edwards and Brother Allan Carter who attended the majority of meetings held.

The PCC to assist in maintaining the relevance of the Association, commit to continuing our efforts to ensure that policies are reviewed and that new ones are established, as per policy directive.



MEN'S COALITION COMMITTEE

Motto: Unity is Strength Among Brothers

Vision:

To become the leading and most sought-after male civil advocacy group in Jamaica and the Caribbean, catering to the holistic development of men in the public service and general population.

Mission:

We will lead talks on male related policies in the public service, with the aim of having male representation at each Executive sitting of the JCSA.

We will grow male membership of the JCSA by 10% by the year 2025.

We will increase the options for men to become more physically and mentally active and healthy.

We will have increased outreach to disenfranchised males annually.

Committee Executive

- Bro. Clarence Frater – 1st Vice President and Monitoring Officer
- Bro. Allan Carter – Co-Chair
- Bro. Nikhail Campbell – Co-Chair & Public Relations Officer
- Bro. Jerry-Neal Richards – Secretary / Fitness Adviser
- Bro. Christopher Scott – Assistant Secretary
- Bro. Andre McLeod – Research Officer
- Bro. Okieve Kerr – Research Officer
- Bro. Denson Riley – Project Officer
- Bro George Thorpe – Staff Assigned

Ex Officio Members

- President: Bro. O'Neil Grant
- 2nd Vice President: Bro. Kelvin Thomas
- 3rd Vice President: Bro. Alrington Roberts

Committee Members

- Bro. Robert Chung
- Bo. Stephen Brown
- Bro. O'neil Thomas
- Bro. Richard Hutchinson
- Bro. Oshane McKaye
- Bro. Michael Kerr
- Bro. Leonard Smith
- Bro. Alphonso Johnson
- Bro. Geoffrey Marshall
- Bro. Joseph Heron
- Bro. Akeem Blair
- Bro. Lloyd Reid
- Bro. Harold McCurbin
- Bro. Junior Nicholson
- Bro. Shawn Mitchell
- Bro. Anthony Cameron
- Bro. Curtis Lawson
- Bro. Damion Scott
- Bro. Bennett Livingston
- Bro. Michael Thompson

Introduction

The period under review, June 2023 - February 2024, saw the continued growth and positive impact of the Men's Coalition Committee since its inception in 2019. The charge to formulate activities and provide the enabling environment to fulfill the Committee's mandate was accomplished through activities which included:

- another installment of our signature Man Talk 101 series
- a collaboration with the Ministry of Culture, Gender, Entertainment and Sport in visiting a Boys' Home
- presence and participation at external meetings
- Monthly Committee meetings (and WhatsApp group chats) which included topical discussions on issues that affect men.

Co-chairs, Bro. Allan Carter and Bro. Nikhail Campbell were both entrusted again with the

leadership of the Committee by the Monitoring Officer, Bro. Clarence Frater. The Committee Executive retained most of its members, which played a major role in the achievement of its mandate for the period of the report. This was evident based on the successful planning and executing of the various activities throughout the period of this review.

Meeting Dates

On June 30, 2023 at 6:00 p.m, the Committee held its first meeting for the new administrative year. Eleven (11) brothers were in attendance. Bro. Clarence Frater, 1st VP and Monitoring Officer of the Committee, expressed his confidence in the co-chairs and executive, and charged them to continue to carry out their responsibilities with renewed determination. Co-chair, Bro. Allan Carter presented the executive of the Committee, as well as the sub committees. He also gave a PowerPoint presentation on the following plans for the Administrative year 2023-2024:

- Formation of a St. James Chapter of the Men’s Coalition Committee
- Launch of a mentorship programme
- Man Talk 101
- The Men’s Garden Project
- Focus groups on issues affecting men

February’s monthly MCC meeting was held on February 29, 2024. The following were among the topics discussed:

- “Ready fi the Road” Workshop
- St. James MCC formation: on hold due to concerns in 2023 regarding the section on the governance structure of the proposal.
- 2024 Men’s Survey Submission.
- Mr. Perkins, a past Government employee who lost the use of a hand, is still being assisted by the Committee.

Committee meetings were scheduled for every last Thursday of each month. The table below highlights those activities done outside the Committee’s monthly meetings

Month	Activities & Events	Focus	Notes
August 27, 2023	Choose Life International: Suicide Prevention Strategies Webinar	Mental Health	Held via ZoomPresenter: Dr. Kevin Goulbourne, Director of Mental Health and Substance Abuse in the Ministry of Health. Committee Rep: Co-Chair Bro. Allan Carter
August 23, 2023	Queens Warehouse (off Spanish Town Road)	Securing, sorting, packing and loading unclaimed books for the Back to School Drive, August 26.	Committee Reps: Co-Chair, Bro Nikhail CampbellSecretary, Bro Jerry-Neal Richards Research Officer, Bro Okieve Kerr and member, Bro Michael ThompsonBro Andre McLeod recorded a jingle to aid in promoting the Book Drive.
August 31, 2023	MCC Quarterly Speakers Meeting	A detailed look at the Sexual Harassment Act and various ways men can avoid going contrary to the Act.	The Guest Speaker was Mr. Nashan Miller, Head of the Special Service Desk for Men (SSDM) at the Bureau of Gender Affairs.
	Appearance on TVJ’s Smile Jamaica at 7:15am	Promote Man Talk 101 and issues affecting men	Reps: 1st VPt/Monitoring Officer Bro. Clarence Frater and Co Chair, Bro Allan Carter

Month	Activities & Events	Focus	Notes
September 28, 2023	Man Talk 101 Seminar on Men's Image and Finance	Personal image management and financial literacy for males in the public service.	Presenters were: Michael Maragh, Principal Financial Officer, Ministry of Health & Wellness Cleon Walchie, Sagicor Financial Advisor, both spoke on Financial Literacy: Permanent Secretary Wayne Robertson, Ministry of Constitution & Legal Affairs, who spoke on Personal Image Management.
October 2023	Proposal submission to the General Secretary	To establish a chapter of the Men's Coalition Committee in St. James	Meetings were held with the Chapter Chair and Brothers from the JCSA St. James Chapter and Brothers from the current MCC.
November 17, 2023	Summerfield Boys Home, Clarendon	To reflect the positive aspects of the International Men's Day theme: "Zero Male Suicide".	Speakers from both MCC and the MCGES
November 19, 2023	Commemorative Church Service at Swallowfield Chapel	International Men's Day	Committee was Represented by Co-chair, Bro Allan Carter due to the budding partnership with the Ministry of Culture, Gender, Entertainment and Sport (MCGES)
November 22, 2023	An IMD observance and celebration held at the Jamaica Pegasus Hotel under the patronage of the MCGES.	To highlight how men need the support of the entire nation as they navigate and balance their lives, while still contributing to nation building.	Committee Rep: Bro Allan Carter
November	Budget Submission		Figures and details used from last year's budget submission
December 14, 2023	Men and Boys Forum staged by the United Nations Women Multi-Country Office - Caribbean	Developing more residential-type schools for boys as part of the solution to rescuing young men who are suffering from a lack of positive male mentorship.	Reps: Co-Chair, Bro. Allan Carter
December 14th 2023 6pm	Ming Cuisine Restaurant at the Village Plaza, Constant Spring Road.	Joint End of Year Lyme (consisting of the Men's Coalition, Minimart Management, and Policy and Constitution Committees)	Rep: Bro. Clarence Frater- Monitoring Officer + Six (6) representatives, two (2) Co-chairs, and four (4) other members.
January 2024	Proposal submission to JCSA Executive Council	Road Safety and Emergency Management Workshop Proposal	A collaborative effort between the MCC and relevant experts to be held in April 2024. The budget of \$150,000 was approved.

MEMBER SERVICES AND AFFILIATION

Committee Members

Sis. Ann-Marie Campbell Bell	- Co-Chair
Sis. Tracy-Ann Sinclair-Stewart	- Co-Chair
3 rd VP Bro. Alrington Roberts	- Monitoring Officer
Bro. Livingston Burnett	- Public Relations Officer
Bro. Junior Nicholson	- Treasurer
Sis. Netollia Fairweather-Sims	- Secretary
Sis. Karen Lewis-Atkinson	- Asst. Secretary
Sis. Carmelita Pessoa McGregor	- Member
Bro. Errol Scott	- Member
Sis. Sandra Cameron	- Member
Sis. Michelle Williamson	- JCSA Assigned Staff

The following is a report on activities for the period June 2023 through to February 2024.

The committee continues to fulfill its mandate to seek and improve benefits for members of the Jamaica Civil Service Association with special attention to discount providers in the rural areas. For the period under review the major activities included:

- Updating of the discount houses listing to include members' requests
- Updating Members Benefit Booklet
- Membership Drive
- Motor Vehicle Help Desk

DISCOUNT HOUSES

The listing is updated and published throughout the year by using the General Council WhatsApp group, the Jamaica Civil Service Association website and through our email streams. The committee conducted discount house drives in Kingston & St. Andrew, St. Mary and Manchester.

MEMBERS' BENEFIT BOOKLET

The booklet was drafted and submitted to the General Secretary. This booklet is geared towards increasing the awareness of the Jamaica Civil Service Association's aims and objectives and the benefits it offers to our membership.

MEMBERSHIP DRIVE

A 'Terms of Reference' document was developed by the Secretariat in relation to the promotion for membership drive. This promotion will see the top three (3) recruiters getting prizes. The proposed target is 2,000 new members. The membership drive is a work in progress as the committee continues to work with the Secretariat to finalize the Terms of Reference to be submitted for approval from the Executive Committee.

MOTOR VEHICLE HELP DESK

A meeting was held in March 2024 between the JCSA and First Heritage Credit Union (FHCCU) to discuss our concerns and agree on solutions. The JCSA now has an assigned person in the FHCCU, who will also provide monthly reports.

WOMEN'S ACTION COMMITTEE (WAC)

The JCSA Women's Action Committee (WAC) was dissolved on May 31, 2023 and a new administration reconstituted in June 2023.

Committee Executive

Melaini Mullings Arnold	- Monitoring Officer
La'Toya Spence	- Co-Chairperson
Geraldine Miles	- Co-Chairperson

Recommended Committee Members

Tashika Johnson (Recording Secretary)
Yanique Ameir-Cummings
Marlene Knight

Maxine Shrouder
 Peta-Gaye Saunders
 Maud Chambers
 Judeen Madden
 Micshica Green
 Lorian Peart
 Petrina Hudson -McIntyre
 Garcia Williams
 Patrice Porter (JCSA Liaison Officer)

Our first meeting convened on June 20, 2023 with a complement of fifteen (15) members including the Monitoring Officer. The meeting was chaired by Geraldine Miles, Co-Chair with new and existing members introduced and welcomed.

The Monitoring Officer congratulated both Co-chairs on their appointment at our first meeting and welcomed the new team. She

stated that there is much to do as women, and that we can achieve anything with good planning and organisation.

Plans for the Upcoming Administrative Year (Calendar of Events)

- Resource Centre – April 2024 (on-going)
- Quarterly Sexual Harassment Policy Sensitization Session (selected MDAs/ Regions in collaboration with BGA) – September 2023 & April 2024
- Engage/ Visit established WAC Chapters – St. Elizabeth Chapter - January 26, 2024 – St. James Chapter - February 25, 2024 – St. Mary Chapter – Date in May TBC
- Fruit Smoothie Week (one week of smoothies to be sold at strategic locations - MDAs). Next proposed date April 2024
- Play (Center Stage/Little Theatre)
- Back to School Book Drive and Fair.

Activities for the Year 2023/2024:			
Date	Event	Location	Notes
May 2023	Public Sector International Sub-Regional Meeting	Antigua	Attended by: Co-chair
July 2023	51st Annual Caribbean Public Sector Association (CPSA) Conference	Belize	Attended by: Delegation inc. President, Co-Chairperson, Young Workers, and Observers
October 29, 2023	ICWI/JCS Cancer Society Pink Recovery Walk/Run	Jamaica	30 JCSA members attended in pink t-shirts. Refreshments were provided and photo opportunities done by our JCSA Communications team.
November 2023	16 Days of Activism (Elimination of Gender-Based Violence)	Jamaica	Proposed activities approved. Blood drive cancelled due to minimum threshold of 70 person not being reached + requisite permissions from JCF not received

Date	Event	Location	Notes
December 20, 2023	Discount Meat Truck (Best Dressed)	JCSMTS Parking Lot.	WAC/JCSA MiniMart Committee (Kingston) partnership Convenient shopping experience to procure meat and other grocery items
March 8, 2024	Skills Training & Upliftment Workshop for International Women's Day (IWD) 2024 Theme: "Invest in our Women, Accelerate Progress"	Jamaica	WAC/Heart Trust/NTSA (Heart College of Beauty Services) collaboration. It included Live practical demonstrations from the practitioners, Q & A, and massage services extended to our women.

Books to be donated by General Council Member – March 2024 to August 2024

Budget Call

The Women's Action Committee responded to the Budget Call for 2023/2024 on November 10, 2023 which outlined the expected income and expenses for the Administrative year 2023/2024.

Accounting for Funds

There was no revenue generated by the Committee as at February 29, 2024 since the last amounts reported. The WAC incurred expenses (as specified in the Treasurer's Report) came from the JCSA's coffers for activities to include the Recovery Pink Run/Walk, IWD Skills Training and Upliftment Workshop and uniforming of Committee Members.

Training

Two (2) members attended the Orientation for Chairperson of JCSA Committees/ Budget Preparation training held on September 17, 2023.

WAC Monthly Meetings Convened (Virtual)

Meeting Date	No. of Attendees
June 20, 2023	15
August 15, 2023	11
September 19, 2023	5
October 17, 2023	6

No meetings were held on January 15 or February 19.



SPORTS COMMITTEE

The following report covers the period November 2023 - February 2024.

Committee Members

Rohan Skyers
 Kenardo Menzie
 Melesia Kerr
 Jerry-Neal Richards
 Carvel Banton
 Raymond Austin
 Ewan Harvey
 Melaini Mullings-Arnold (Monitoring Officer)
 Raymond Poyser (Chair)

The Sports Committee started its preliminary planning activities for 2024 in November 2023.

The budget for the Sports Programme was prepared in November in keeping with the required process for the JCSA.

The Committee met regularly to plan and coordinate the major activities for the annual JCSA Sports Competitions. The submission to host the Sports Competitions was prepared and presented to the Executive Committee in early March.

The major activities the Committee undertook include:

- Engaging MDAs to determine interest
- Contacting match officials
- Soliciting quotations for sports equipment and items
- Preparing budget
- Preparing Submission to JCSA Executive Committee
- Assessment of playing areas
- Preparing flyers
- Meeting with Captains/Managers of MDAs
- Designing registration forms

- Reviewing registration forms after submission
- Preparation of playing areas
- Managing matches
- Prepare documentation for matches

March - May

The March to May period served as the optimal time for JCSA competitions due to several factors - the level of visibility, availability of match officials, readiness of the teams, and procurement issues. The summer temperatures were also a deterrent.

Captains and Managers of the participating MDAs usually meet before the start of competition, to ascertain comprehensive team readiness. The Committee and the teams outline the partnership needed for a successful year.

The start date was pushed back to March 22, to give the teams more time to prepare. This was also necessary to ensure that the image and standard of the Competitions are maintained.

The Committee continues to use the Sports Programme as a major medium to recruit and add members to the JCSA. As a result the Registration Forms now require the Taxpayer registration Number (TRN) for all players for verification purposes and tracking of payment of dues.

The season kicked off with the Opening Ceremony held on March 22, with an estimated 150 persons in attendance with the Judiciary of Jamaica winning the Dress Parade. This year saw 25 teams directly registering and participating, which is a record since the past decade. This speaks to the work being done by the Committee and Monitoring Officer in engaging the members through sports and strengthening the relationship with our key stakeholders.

The first set of football matches began on Monday, March 25 while Netball and Domino competitions started on April 3 and 5 respectively. For the first time, Medical and Emergency services were on board through the assistance of the Ministry of Health and Wellness.

A total of 147 matches were played as follows:

- Netball – 53
- Football – 48
- Domino – 46

The Finals for all competitions were held on May 17 with the top three (3) placings in all competitions as follows:

Netball

- 1st: Jamaica Constabulary Force
- 2nd: Jamaica Constabulary Force (Commissioner’s Office)
- 3rd: Jamaica Defence Force

Football

- 1st: Jamaica Defence Force
- 2nd: Bellevue Hospital
- 3rd: Kingston & St. Andrew Municipal Corporation

Domino

- 1st: Registrar General’s Department
- 2nd: Kingston & St. Andrew Municipal Corporation
- 3rd: Post & Telecommunications Department

The Closing Ceremony is set for May 24, 2024 to include the award presentations for top performances and sporting excellence throughout the season. Overall, the season was a great success!

LEGISLATION AND REGULATIONS COMMITTEE

The following constitutes the committee report for the period July 2023 – May 2024

Members of the Committee

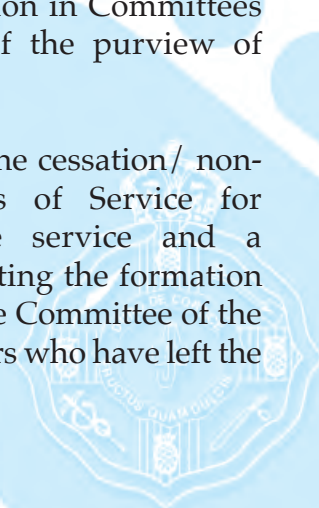
- Alrington Roberts - Monitoring Officer
- Stephanie Lewis Brown - Co-Chair
- Rajeve Johnson - Co-Chair
- Maria Beckford - Member
- Ingrid Edwards - Member
- Sharon Patterson - Member
- La’Toya Spence - Member
- Curtis Lawson - Secretary

Summary

Over the period the Legislation and Regulations Committee conducted several reviews including the Reform of the Public Sector Pension Scheme. A position paper was developed and submitted to the Executive for consideration.

The Committee proposed to conduct a review of the JCSA Constitution which then evolved into a review of the Code of Conduct. The review also discussed the upgrading of the Code of Conduct to reflect electioneering. The Committee also reviewed the Constitution and the Code of Conduct vis a vis the governance risk posed by the extension of the role of Honorary Treasurer into participation in Committees and activities outside of the purview of financial matters.

Other matters included the cessation/ non-issuance of Certificates of Service for employees leaving the service and a recommendation supporting the formation of a Pensioners’ or Retiree Committee of the JCSA to represent members who have left the service.



Meetings were held as outlined below with average attendance of members standing at 80%.

July 13, 2023

1. Review of the JCSA Constitution regarding the motion that was brought to the General Council Meeting on February 28, 2023. This is subject to discussion(s) with the current JCSA President, whilst extending the scope to include a review of a JCSA's code of conduct and the Constitution with regards to election-eering.
2. The assignment of a Committee Secretary.
3. Discussion of a position paper on the reform of the Public Sector Pension System, to be completed for submission by August 31, 2023.
4. The limitation of the JCSA's Constitution relating to the administration and monitoring of officers' responsibilities within the Union.
5. Timelines were established for proposed activities to be undertaken in the current administrative year. Committee members were assigned to execute such assignments to include, but not limited to, the review of the Public Service Regulations of 1961, scheduled to commence in November 2023.
6. Publication of several articles relating to employees' retirement and pension, commencing with the first one entitled, "What does my father have to do with my Pension".

August 10, 2023

1. Discussion on JCSA Constitution and recommendations for Code of Conduct for Executive Committee members during elections.
2. Finalization of Position Paper on Pension reform.

3. Discussion on articles to be drafted on Pension reform.
4. Governance Risks identified and recommendations for amendment of the Constitution to address same.

September 14, 2023

1. Draft position paper on the reform of the Public Sector Pension System.
2. Discussion with President regarding the governance risk concerns.
3. Production of the article entitled "What Does my Father Have to do with my Pension."
4. Presentation - The JCSA's Constitution – A critique (Code of Conduct for Election Activities).
5. Recommendations for changes and amendments to the JCSA Constitution.
6. Certificates of Service are not being issued to employees leaving the Public Service.
7. Office of the Services Commission Circular No. 411 dated November 26, 2021, re: Resignation from the Public Service – guidance 5 which stated that "Resignation should take effect the (calendar) day following the last day of work or end of vacation leave or any other leave, whether it is a weekday, weekend or public holiday."

October 12, 2023

1. Discussion on the Code of Conduct (CoC) for election activities.
2. Recommendation for an introduction of a CoC for election activities.
3. General Secretary to adjudicate and apply remedy for breaches forthwith.
4. The need for a character assessment where candidates should undergo fit and proper tests.

November 9, 2023

1. Concerns relating to the non-issuance of Certificates of Service for employees leaving the Public Service.
2. Recommendation for an introduction of a Code of Conduct (CoC) for election activities.
3. Amendment and modernization to the JCSA CoC.

January 11, 2024

1. Concerns relating to the non-issuance of Certificates of Service for employees leaving the Public Service.
2. Recommendation for an introduction of a Code of Conduct (CoC) for election activities/amendment and modernization.
3. A recommendation to the JCSA Executive to form a union sub-committee to advocate for retiree /pensioners with committee members being past JCSA affiliates.
4. Governance issue regarding the role of the Honorary Treasurer.

February 8, 2024

1. Certificates of Service for employees leaving the Public Service.
2. Formation of a JCSA Pensioners' Sub-Committee.

JACISERA TOASTMASTERS COMMITTEE

Members of the Committee

- | | |
|----------------------------|--|
| Techa Clarke- Griffiths | - Monitoring Officer |
| Stephanie Lewis Brown | - Chair/ President |
| Claudia Powell | - Vice President, Education |
| Stacy Clarke | - Vice President, Membership (<i>resigned</i>) |
| Jonoi Thomas | - (<i>Resigned</i>) |
| Brittany Stewart | - Vice President, Public Relations |
| Tracy Ann Beckford-Love | - Secretary (<i>resigned</i>) |
| Tracy Ann Sinclair-Stewart | - Secretary |
| Janet Plummer | - Treasurer |
| Tamika Small | - Sergeant-At-Arms |

The Club participated in the various Club speech contests carried out annually. Members were encouraged to improve competencies in speech presentation, organizational and communication skills.

During this period, we attracted approximately 207 visitors to the Club; many were repeat guests from other Toastmasters' Clubs as well as prospective members who were sold on the benefits of Toastmasters. The Committee sought to encourage participation from the wider membership of the JCSA and attracted interest from various MDAs including the SDC. It is expected that the mobilization effort will bear fruit in the coming period.



The highest attendance was recorded on March 11, 2024 when 87 persons attended; the lowest was recorded on November 13, 2023 when 15 persons attended the session. On average the meetings had 30 persons in attendance. When compared with previous periods, Club attendance has remained relatively high when compared with many other Toastmasters' Clubs. JACISERA Toastmasters' remains a club of choice.

Toastmaster Meetings	Total Participants	Members Attendance	Guest Attendance
July 17, 2023	21	15	6
July 24, 2023	27	12	15
August 14, 2023	25	10	15
September 11, 2023	17	10	7
September 28, 2023 SPEECH CONTEST	54	-	-
October 23, 2024	24	7	17
November 13, 2023	15	7	8
November 27, 2023	17	6	11
December 11, 2023	16	6	10
January 8, 2024	17	9	11
January 22, 2024	25	8	17
February 12, 2024	30	7	23
February 26, 2024 Joint meeting with One Love Communicators		4	
March 11, 2024	87	8	79
March 26, 2024	49	6	43
April 8, 2024	31	11	29
April 22, 2024	35	9	26



The 31st World Congress of Public Services International (PSI)

October 12-18, 2023
Geneva, Switzerland

There were a series of pre meetings which were necessary to set the tone for the start of Public Services International (PSI) Congress 2023, which was attended by President Clarke-Griffiths and General Secretary Powell-Williams.

The focus of the meetings was the crisis faced by Health and Care workers in various countries across the world, after which Health and Care workers gathered at the United Nations Headquarters in Geneva ahead of the World Congress. The Jamaica Civil Service Association (JCSA) showed solidarity with colleagues from across the globe.

According to a survey of over 2,000 workers conducted by the PSI, frontline Health and Care sector workers around the World have been grappling with inadequate supplies of Personal Protective Equipment (PPE's) and have also seen patients in their care die due to a lack of adequate staff. The findings were communicated by the PSI ahead of its World Congress in Geneva. More than half of respondents to the survey said they regularly think about quitting. Seventy Five percent (75%) of respondents drawn from 50 countries, said they felt increasing pressure to accomplish more tasks with fewer resources. Eighty percent (80%) are working over

capacity and nearly a quarter work double their expected workload.

PSI also issued a letter to the World Health Organisation (WHO) Member States' Health and Finance ministers, calling for Governments to implement improved employment conditions and increase investment in Public Sector healthcare services, to prevent a dangerous potential mass resignation.

The discussions covered the following:

- Putting people over profit in a world of crisis
- The continued struggles of the post COVID era
- Unions taking the lead on climate action
- The ongoing war in Israel and Palestine
- The Pandemic Treaty
- The revolutionizing and transformation of care workers
- The effects of digitalization of Public Services
- Advancing the rights of Indigenous workers and their communities

Our General Secretary, Tifonie Powell-Williams was elected as the Woman Titular representing the Caribbean Sub-Region. The Congress ended with the election of a new PSI General Secretary, Daniel Bertossa and PSI President, Britta Lejon.



The 51st Annual Caribbean Public Service Association (CPSA) Conference

July 16-21, 2023
Belize

A delegation of eight (8) persons participated in the 51st Annual Caribbean Public Service Association (CPSA) Conference held in Belize. The theme, *“Fortifying Public Service Unions, Safeguarding Workers for a More Resilient Caribbean Labour Movement”* aimed to create synergies among affiliate unions across the region to address challenges posed by digitization, climate change and demographic shifts.

Key Events and Highlights:

- **Opening Ceremony (July 16, 2023):** The conference commenced with a church service at St. John’s Cathedral, followed by an opening ceremony and cocktail reception at the House of Culture, featuring a flag ceremony and entertainment.
- **Workshops (July 17-18, 2023):** The pre-conference activities included workshops for the Women’s Committee of the affiliate unions, joined by Young Workers’ Delegates, focusing on creating safe spaces within the organization and workplace. Key topics included *“Violence and Harassment in the World of Work”* and *“The Impact of Digitalization on unions”*. Workshops provided a platform for interactive sessions on developing workplace

policies, eliminating violence and harassment in the trade union movement, and preparing for the impact of digitalization.

- **Panel Discussions (July 18, 2023):** Engaging discussions on women empowerment and leadership featured panelists from various sectors, sharing experiences and strategies for overcoming challenges and advocating for women’s roles in public service and unions.
- **Business Sessions (July 19-21, 2023):** Business sessions included the adoption of the agenda, reading and confirmation of the previous conference minutes, and the presentation of reports from the General Secretary, Treasurer, and affiliate unions. Key discussions focused on fortifying unions, succession planning, re-engaging young workers, and increasing union capacity.

The conference reiterated the need for unions to press for the ratification of International Labour Organization (ILO) Convention 190 on violence and harassment in the workplace. It also emphasized the importance of solidarity, networking, and advocating for public service issues beyond collective bargaining.

The conference concluded with the handing over of the presidency to Bermuda, setting the date and venue for the 52nd Annual Conference in 2024, and an exchange of country gifts, fostering camaraderie and solidarity among the affiliates.



JAMAICA PRINTING SERVICE (1992) LTD.

The Board of Directors for the Jamaica Printing Service convened approximately 17 meetings from November 2021 to April 2024. Patricia Jackson represented the JCSA as a shareholder and attended all 17 meetings. The Management of the Jamaica Printing Services (1992) Limited, requested that dividends be declared based on profits for the Financial Year September 2022 to August 2023. The recommended dividend was \$1.50 per share for registered shareholders as at August 31, 2023.

EXECUTIVE AGENCIES PENSION SCHEME

The Executive Agencies' Pension Scheme is a defined contribution scheme which was approved by Parliament on July 19, 2002. The scheme commenced operations effective August 1, 2002 with the stipulation that all executive agencies have an appointed trustee representing the members' interests. The Board of Trustees met quarterly and were also invited to attend an NCBA trustees' briefing with Chairman Michael Lee Chin.

The trustees looked at the overall performance of the Fund and even though there was a lot of uncertainty in the market, the Fund was able to return a positive yield, which was an improvement when compared to December 2022. The Actuarial Valuation Report for December 31, 2022 and a Ratification Sheet for executed transactions from the Fund were presented to the Trustees.

In our last quarterly meeting in September 2023, it was highlighted that some Executive Agencies still needed to appoint representatives to the Retirement Committee/Trustee. remain outstanding. It was noted that the agencies - AGD, CDA, MIND, NEPA, NLA - are in the process of identifying suitable representatives. Some agencies were late in submitting contribution listings.

Currently NCBA/WITCO is in the process of preparing and manually dispatching statements for 2022. Statements are to be dispatched electronically for 2023 onward however hard copies will be available on request through HR.

The Trustees have requested that an audit of the financial statements be conducted which would comprise the statement of net assets available, any changes to benefits as at December 31, 2023 and a summary of significant accounting policies. The objectives of our audit are to obtain reasonable assurance that the financial statements are free from material misstatement due to fraud or error and to issue an auditor's report.

The next quarterly meeting was provisionally scheduled for May 6, 2024 at 2:00 pm via Zoom.



GOVERNMENT EMPLOYEES ADMINISTRATIVE SERVICES ONLY (GEASO) REPORT 2023/24

The Government Employees Administrative Services Only (GEASO) Monitoring Committee meets quarterly to examine the performance of the Government of Jamaica (GoJ) Health Plan for GoJ employees.

The plan continues to perform as expected and remains financially viable generating a quarterly surplus of \$924M and a year to date surplus of \$434M, having seen a deficit of \$490M in Quarter 1 of 2023/2024. The plan year began in August 2023. Utilization is high but within the expected range. As at January 2024 enrollment is as follows:

Category	Number
Individual	26,997
Family	54,362
Total Employees	81,359
Dependents	99,370
Grand Total	180,729

The following are concerns to be addressed:

- The administrators (Sagicor) are still grappling with plan participants not updating their banking information to allow for online payment of settled claims. The plan is now approximately 80% up to date with banking information. This is mainly concentrated in the Ministry of Education.
- Sagicor reported that they will no longer be providing coverage under MediGap and indicated that all MediGap subscribers will be transitioned to MediGap Plus, which offers superior benefits.

The rates under the MediGap plan was last increased 12 years ago so effective **May 1, 2024**, the new rates will be:

- **Individual** - \$1,162 increasing to \$1,654
- **Family** - \$2,077 increasing to \$2,940

There have been reported issues with beneficiaries upon the death of a member. The last global update in 2018, so another is now due. The plan is to do a beneficiary update drive electronically.

Overseas Medical Emergencies have become a sore point with persons falling ill overseas and not knowing how to manage the benefit under the plan, thereby incurring thousands of dollars in medical expenses. The GEASO Committee has asked for more education to be done around this aspect of the plan and to make access easier.

Education Session

Education Sessions conducted during the period August 2023 to January 2024 are as follows:

Period	JCSA & NURSES	POLICE	TEACHERS	TOTAL
1st Quarter	31	4	108	143
2nd Quarter	49	4	229	282
Total	80	8	337	425

Photo Highlights

JCSA on the move



JCSA Office Corp 2024



JCSA delegation to Caribbean Public Services Association Conference



President Clarke-Griffiths speaks



Bro. George Thorpe takes the mic



Sis. Melaini Mullings-Arnold hands out a token



Bro. Kelvin Thomas makes a presentation

Photo Highlights

JCSA on the move



Pres. Griffiths Clarke poses with Ambassador Rocky Meade (4th left) and other guests



Sir Alexander Bustamante seems to watch over Pres. Techa Griffiths-Clarke during her presentation



Pres. Griffiths Clarke makes her point



Healthcare workers getting their updates

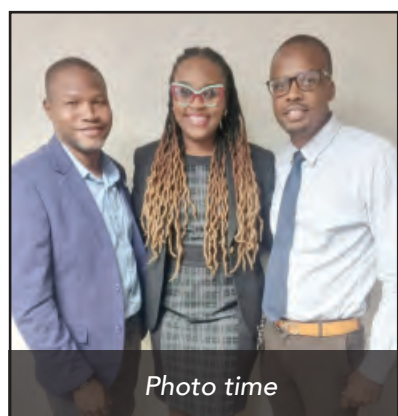


Photo time

Photo Highlights

105th Birthday Celebrations



President Techa celebrating the milestone year



Sweet reward for 105 years



Bro Kelvin leads the birthday song



Cutting the cak



The selfie frame was a hit



Say cheese

Photo Highlights

Civil Servant's Week Church Service



Civil Servants in attendance



Praise and worship



Bro. Clarence shares the word.



General Secretary Powell-Williams at the lectern



Delivering a spirited rendition



Time for a photo opportunity.

Photo Highlights

Health Fair



JACISERA Kids for Change Summer Camp



MINUTES of the 104th Annual General Meeting of the Jamaica Civil Service Association

Opening Ceremony held at JACISERA Park on Thursday, May 25, 2023

CALL TO ORDER

Bro. O'Neil Grant called the meeting to order at 3:30 p.m.

THEME

NOTICE CONVENING THE ANNUAL GENERAL MEETING

General Secretary, Sister Tifonie Powell-Williams read the notice.

INVOCATION

Superintendent A. Leslie Campbell, Minister of Religion said the opening prayers.

(Moment of silence observed for dearly departed comrades)

ACKNOWLEDGEMENTS

President Grant recognized Judith Maloney for being one of his mentors in the service. He acknowledged past and current fellow officers, the General Council, Chapter Chairmen and members of the executive of the Chapters and all attendees. He also acknowledged the General Secretary and staff of the Association for their hard work. President Grant delivered apologies from The Cabinet Secretary.

GREETINGS

M.C. Noel Williams former departmental rep at the OPM welcomed the attendees and reminded them of the commitment of the JCSA to its members. He invited Minister Nigel Clarke on stage.

EXCERPTS FROM PRESENTATIONS:

Minister of Finance and the Public Service, The Hon. Nigel Clarke, DPhil., MP

[Salutations]

Let me congratulate you once again for the endurance that you have shown. 104 years! You have an illustrious history, a proud history, and whoever is elected tomorrow ... that illustrious history of the Jamaica Civil Service Association will continue, and you will go from achievement to achievement and from height to height.

Our precious country that we are privileged to be in, to grow up in and to work in, is a country of tremendous potential. It's something that we know innately, deep inside. However, for a long time we have been stymied by chronic macro economic difficulties over many decades, in a way that really has not been chronicled. Through blood sweat and tears, and in particular the sacrifice of members of the Jamaica Civil Service Association, we have been able to restore macro economic order to our finances. While it is not sufficient, it is a prerequisite for the growth and development that we seek. Now that we have achieved that prerequisite foundation, we have to build on it and ensure that we can use it to achieve our aim.

[But] to realize it, we are going to have to take strategic advantage of this new found stability that we have achieved together and use it as the springboard for which to improve the delivery of public services and bring greater progress and prosperity throughout our country.

When I talk to the Chief Justice, he reminds me that since Independence ... we have renovated court houses in Port Antonio, we swap the old courthouse for a new building, but how many new courthouses has the Government of Jamaica built? Our population has expanded threefold or more. How many brand new ... hospitals have we built over five decades? With this new found stability, what we are doing, ladies and gentlemen, with your support and your help, is to modernize the Jamaican state, ... by modernizing the systems of Jamaica in a way that we can improve the delivery of public service. I want you to see our reforms not as a single policy, but ... look at them [combined]. It is an unmistakable trend that we are taking on tough and difficult challenges in order to modernize the Jamaican state and [to] put us on a platform where we can deliver the improved public services and the growth and development that our country is crying out for.

We modernized the public pension system a few years ago, which was tough and difficult, but it's for our long term good. We are modernizing the HR and payroll systems across Government, where we have over 13 payroll systems. Many people get paid from a spreadsheet. If you want to know how much leave you have, you have to write a letter to your boss, [then] wait two weeks. If you want a job letter to go and apply for a loan you have to write to your supervisor and when they feel like give you the letter is when you get it. You have no charge over your own internal remuneration and conditions of work affairs. We are addressing that by implementing, across all ministries and departments and agencies, an integrated HR system, *MyHR+*, which will bring all of this information to your fingertips. It will allow you much more flexibility and certainly [to] those who are in supervisory management roles [and] much more information as you make decisions in the allocation of human resources within your charge.

We have transitioned over 50 departments and agencies and ministries but have many more to go. It's a challenging [change] because people are used to the current way of doing things. We have made changes to the way in which we appoint or nominate persons to serve on 'Public Body' Boards. Up until the present time, the service on a Public Body Board has been cloaked in mystery and its archaic procedures that no one is really aware of. It is the personal Rolodex of the Minister that he has to consult and say, "What about so and so and so and so. That's not fit for purpose for a country that has the ambition that we have, where people want to have confidence in the stewardship and the governance of resources.

Our public bodies administer \$548 billion of expenditure each year, \$582 billion of revenue each year and over \$1 trillion of assets. We set out to reform how persons are nominated and selected and appointed to serve on 'Public Body' Boards. Last week we opened the online portal, whereby Jamaicans who have the requisite skills and experience to offer, can nominate themselves for inclusion in the database of prospective directors. We would ask the various professional groups - the engineers and accountants and lawyers, retired groups, the community groups and indeed the political parties, to nominate persons who can be available to serve on the board of public bodies. Once this database has reached a particular level, the regulation kicks in, that no person who serves on a board of a public body can get to that position if they are not first included in the directory of prospective directors.

So the first rule of a transparent system is that everybody who ends up on the board of public bodies goes through exactly the same route. Once this database is populated, no person would be able to be appointed to the board of a public body who is not in this database of prospective directors, and by opening nominations up to the public, we are saying to Jamaicans that you can volunteer

to play your role in the governance of your country - a revolutionary step in the governance of our democracy. That change was not easy either. You would have seen that there is great concern among many, including the political directorate, about the impact of that reform. But through dialogue, through debates, we were able to push it along and get it passed. Now the online database is open and available and takes nominations from Jamaicans who want to serve their country.

We are modernizing the Jamaican state with the putting in place of an independent Fiscal Commission that provides transparent data to the Jamaican people, that can allow Jamaican citizens to hold their Government to account.

Indeed, one of the most ground breaking reforms that we have engaged in for a long time, has been the restructuring of the entire compensation system in the Public Sector. It was you, who through your leadership, would have pointed out that this was a necessity. This was not a reform of choice but something that you had realized and that the Government had become convinced was absolutely necessary because we had a broken system. It was as if each and every person had their own compensation system, so we had to reform it ... and because of our history and because of the fact that we have started and stopped before, **we** [the Government] have made promises in the past that have not been fulfilled. The thrust wouldn't have existed for us to say let us deal with doctors and nurses this year, teachers and police the following year, firemen and correctional services the next year and then the civil service after that, and after we finish with that we go to the public body. That couldn't work in Jamaica, because everybody would say "me want to be first". I remember ... we started with one group and ... nobody else came after. So with that history, and you always have to be true to your own history, ... we had no choice ... but to do the entire thing in one go.

Despite all the challenges that we have had, the fact that by the end of March we were able to have 99 percent of persons in the public service under the umbrella of the reform, speaks to the depth of the social capital in our country.

Now, I want to address a few things. Progress, in this regard, is only possible through dialogue. We have had some really intractable problems in elements of the Public Sector as we have gone about this reform. Remember we are talking about almost 45 different bargaining groups that range in size, so we're talking about 140 public bodies. I was personally involved in the vast majority of these and certainly in all of the large ones, and we had very touchy moments on a number of occasions. We had problems at times that seemed absolutely insurmountable, that there was no way we were going to get past it. But through dialogue, through conversations in multiple places, wherever it was convenient to talk through that kind of interaction, we were able to make some progress. I want to say that I treasure the relationship that the Minister of Finance and the Public Service has with the Jamaica Civil Service Association. It's a relationship where we can be honest with each other and more than that, I treasure the relationship that we have been able to build between the executive of your organization and myself in particular. It's no secret that Brother O'Neil and Brother Nigel get along, it's no secret. That's a source of strength, and it is my hope and certainly my intention that ... whichever Sister it is, it is my considered hope that the ability to talk and to dialogue any hour of the day, any hour of the night, to put meetings together on short notice if required, that that ability ... to converse will continue.

(Applause)

We make substantial progress, that was hitherto seen as not feasible, not possible, insurmountable, when we can sit down together, lay out our concerns, our

vulnerabilities and our context and facts and have dialogue ... and come to [an] agreement.

Now, as I was beginning to say, despite the best efforts of the leadership of the many unions in Jamaica and the best efforts of the Ministry, we do have some issues that continue to be of concern. We have cases where there are anomalies ... on the payslip, and when that happens to an individual dem nuh want hear that "meeting going to happen to sort it out. When it happens to you it is the most disturbing, upsetting and concerning experience, because you feel powerless in the moment and you don't know whether or not it's going to be addressed. And so it stirs up deep emotions and that is completely understandable and natural. The evidence and the data will show that the Transformation Implementation Unit has received concerns about individual anomalies, and in many cases ... those have been resolved in a quick[ly]. So what we want to do is to make sure that we continue to have an established process for those concerns to be raised and for those anomalies to be brought to the fore and to be resolved. It's only through process and procedures that we can address these situations. What happens is, if everybody shouts, nobody gets heard, so the process is important in delivering the result ... In addition to anomalies there are some issues that your leadership would have raised and issues that are common across much of the Public Sector. I want to give you the assurance that we have heard you on those issues, that we are in dialogue, and that dialogue started on the 13th of April with a joint meeting. We had some problems on both sides but dialogue continues. We have meetings set up next week to discuss further some of those issues and matters. Those issues that we have, we are obliged, around the conference table, to ventilate, to discuss and to come to resolution. I want to confirm that is what I am committed to do.

In Jamaica there are people including those in the public service, who are having challenging times, not all related to compensation.

Problems in life require, in many cases, resources to resolve. The same kind of courage that has to be brought to the fore to work on this reform with you, is the same courage that will be there to address the other issues that affect members of the public service. We can't forget that as members paid by the public service, by the Consolidated fund [that] we are a small fraction of Jamaica. Together we are 3% of Jamaica, and as we strive to modernize our space, we have to always remember that there are persons who have played by the rules, work hard, and yet still find it difficult to make ends meet.

I had a call today with a young man who did what he was supposed to do in the education system. [He] did well enough in High School to be able to qualify to enter University. [He] got his University Degree, and not everybody who gets a University Degree is fortunate enough to land a level one or two in the Central Government where ... Level 2 is over a Million dollars. He ended up in a job where his salary was substantially less than that. [He] was relating to me the challenges he has to make ends meet, having played by the rules, having done his part, studied ... passed his exam, went and got a job. That is the reality for a lot of people and it is not something we can ignore. We want to address some of these broader concerns that don't necessarily fall into the category of the anomalies or into the categories of the issues. One of things we have to do is ensure that the delivery of public services to the citizens of the country is done at a level in terms of quality and cost that makes life easier for citizens. Life would be much easier for this young man if he did not have to supplement public services with private investment, if our public transportation system was such that he did not need to spend more money privately in order to

reach work everyday and back and his quality of life would be improved if there was a provision of affordable housing within his income band. By addressing public policy and the delivery of public services, what we aim to do is to improve quality of life by creating an environment that accommodates more investment and by investing in skills training and education, creating the atmosphere for more value added investments in the future.

Your organization has brought to our attention a desire for us to address the threshold and cost implications. I give you my commitment that the analysis that goes into this will be transparent. You can certainly put your trust in those who have done it before. [They] certainly know how to get it done and if they have done it before they certainly have the capacity to do it again.

So, ladies and gentlemen, I come to you today acknowledging your concerns - that we have anomalies and that we have issues. I give you my commitment that we are listening, that we have a process that was established and has been working, and abiding by that process, will deliver results as in the past. We have a meeting set up for next week.

So I know over the past year within your organization you have given me a tough time for sure, but I know you gave Brother O'Neil just as tough a time. Your outgoing administration has delivered something that nobody thought possible - a compensation system which is far more transparent ... and one in which we hope to have a better chance at attracting the time that we need to run the public bureaucracy.

In every [admirable] country, the civil service, the public service is seen as a premium organization, one to aspire to. It is seen as the place where those with many options *choose* to go. It's an ambition that we all share and we are putting our money where our mouth is with the compensation restructuring. The

compensation restructuring for the civil service would have cost between \$20 billion and \$30 billion in the first year. By definition, the bulk of those resources go where the numbers are. I want to be very clear that I come here today acknowledging issues, anomalies and committing to you to resolve them.

Now, as I said, we [are] putting our money where our mouth is. The total amount that we would have added to compensation in any year over the last ten years has not exceeded between \$12 and maximum \$15 billion for the entire public service. In this year, in a single year, we have added for the entire civil service \$100 billion of expenditure. For the compensation restructuring alone ... it's costing somewhere between \$20 billion to \$30 billion more than we would have applied to the entire public service in any year over the previous ten years. Now, if what we had done was to use that and say everybody is going to get the same increase, then we would not have had any issues at all. A lot of the issues have emerged from the fact that there is a differential movement, and people sometimes wonder how.

Recall that we asked for the four year period to do the analysis and the work. We are talking about 100,000 jobs across the public service and what happened. A detailed market study would have been conducted, jobs in the public service would have been scored using an AIM job evaluation tool, unlike what happened in the past, where we had multiple job evaluation tools and those jobs would have been benchmarked against their private sector equivalent. Having regard for resources that were available, we could have gone to the level of \$100 billion, and significantly more than that.

The quartile in the market against which the benchmark was chosen and the compensation aligned to that quartile, would have been arrived at for all the jobs in the public service.

What has happened to us over many years, which should not be a surprise, is the way in which we have done prior rounds of settlement to now. We have had constraints, the resources have been short, and what we have done is to end up with settlements where on a percentage basis, the top end of the civil service scale has moved by less than the middle and the bottom. We would have the settlement where there would be a percentage and then we'd take a dollar value figure and we would add it to those at the very bottom. Over a decade, the different elements of the civil service moved by different amounts away from established benchmarks.

We do not have a problem filling jobs at the entry levels in the public service. At the entry level we are over subscribed, meaning advertisements lead to many applicants that are qualified for the post, but the further you go up in the rank of the civil service, that dynamic changes. We go to market and we cannot fill the positions.

In the Ministry of Finance I will give you the real example prior to this change of having seven positions in the Economic Unit, five of which have been vacant for more than two years and this is the Economics Unit in the Ministry of Finance, not a dynamic that serves anybody's interest.

So the anecdotal experience that our compensation system prior to this reform would have been completely uncompetitive at the higher end of the scale, is irrefutable and it was supported by the very detailed analysis provided by Ernst & Young during the period that we took to put this reform together. So we ended up with a situation ... that the agitation over years has been focused on where the numbers are, and the numbers (in terms of people) are not at the top, the numbers are in the middle. So what happened over a number of years, is that the way in which we went about the allowance system, meant that when you look now at total compensation relative to the market

benchmark that was seen as affordable, certain elements of the scale would have been closer to the market than others. Again the anecdotal evidence supports that. There are jobs in the public service that we had no problem filling but there are other jobs that we struggle to fill. If we want to achieve what we have started this conversation by talking about - that we might be an ant economically now, but we have elephant DNA - then we need the courage to face and address these realities.

We need the management talent in the right places across the public service - in the Legal Department, the Managerial Department, the Accounting, IT, etc, in order to be this first in class organization that can deliver for the Jamaican people, and ensure that even though somebody may not be earning a lot in the private sector, because public services are delivered at such a level, their quality of life is an enjoyable one. Because certainly outside of Government, compensation alone does not determine one's quality of life. What determines quality of life to a large degree is the standard, the quality, the state of public service and public service delivery. The more economically challenged one is, the more important public service delivery is. So in order to address the needs that we have in our society radically, ramping up the way in which public services are delivered is critically important to the wellbeing of our people. We have a situation where we have the jobs that allocate human resources and financial resources, and are making choices and decisions that affect ... hundreds of thousands and even millions of people, but we cannot fill those jobs, we can't find the people to put in those jobs. Who suffers from that? It's the people who suffer from that, because we get sub-optimal decisions ... and allocations, and in this reform it was absolutely necessary for this to be addressed. It is challenging, because it is not what we are used to.

We are used to moving together in a locked step, but it is not going to solve the problems

that we have. I want to put it to you that the same devotion, the same commitment, drive, energy and courage that we have put to the task of solving the problems with this reform, we will put to the task to solve the problems that you have. It's the same DNA that's addressing this problem.

So I ask of you ... to have confidence in the process for addressing those issues and anomalies.

Member Stephanie King Alstead from the Ministry of National Security, stood as proxy for thousands of Public Sector workers while Minister Clarke reiterated his commitment to addressing the concerns and issues of our members. Minister Clarke then thanked the members for their attention and *declared the 104th AGM of the Jamaica Civil Service Association open.*

(Applause)

ENTERTAINMENT

Brother Yashi performed.

M.C. Noel Williams invited President O'Neil Grant to give his address.

PRESIDENT'S ADDRESS

Brother O'Neil Grant

[Salutations]

ACKNOWLEDGEMENTS

The President acknowledged the Mr. Harold, the Executive Director of the Institute of Jamaica, Danny Roberts, formerly of the Hugh Lawson Trade Union Education Institute, Brother Glen Bromfield, Medallion Hall, JCSA's first General Secretary, Sister Shelly Vernon, Brother Errol Miller, Chairman of the JCSMTS (The Thrift Society), Brother Sebert, Brother Clarke and all members of sister organization The Jamaica Civil Service Mutual Life Society. He made special acknowledgement of Sister Stephanie Powell and the "ladies in blue", the community health aides.

Colleagues, in 1996 I was working at a certain entity as an accountant and I was also the Board secretary; at the time I was 25 years old. The manager there was swapping products for dogs, which I discovered and I reported it to the Board. Instead of the Board taking the appropriate action against the manager because of the corruption that was there, they told me that they had no confidence in me and asked me to resign. Young and naive as I was, and not knowing my rights as a worker, I resigned. After resigning I contacted the Ministry of Labour, but I acted on my own accord and so they said that there was nothing that could be done.

In 1997, having learned from that experience I started working at the Administrator General's Department, and the first thing I did was to seek out the union rep and applied for membership within the Jamaica Civil Service Association. I recall that there was an election of delegates in or around 1999, and when I examined the individual who was ...

[Break in transmission]

Any endeavour that I am involved in ... I become active in that organization, and so my activism at the Administrator General's Department and the JCSA, led me to become a member of the Executive in 2002 and by 2004 I was elected the Honorary Treasurer of the Union. As the Treasurer I studied the JCSA and did not confine myself to just matters of accounting and writing articles and letters under the oversight of then President Brothers Wayne Jones. [I] served on sector wide policy committees and working groups and showed interest in working beyond the shores of Jamaica and would have attended my first Caribbean Public Service Association Conference that was held in Belize in 2006.

Now, can you imagine, the Jamaica Civil Service Association, and my attendance at this conference allowed me to get my first visa. This work in the JCSA continued with

me writing the first strategic plan of the Jamaica Civil Service Association in 2009 to anchor the overarching direction of the Union. In 2010 at a meeting of officers, Brother Wayne Jones, then President, indicated that he will not be seeking re-election. The officers canvassed [and] they threw their support behind me becoming President. To prepare me for office I was sent on a developing leaders tour of the Caribbean and Canada in 2011, thus broadening my horizon as part of my preparation for the JCSA presidency.

I have learned copiously about the history of the JCSA and I would have seen the evolution of the organization and the struggles it went through, especially emerging from the 70's and into the 80s. The Union had to deal with wage guidelines under strict IMF austerity programmes and continued economic tightening in the 1990s. I read about and discussed the various negotiations ... to preserve employment in the Public Sector. Recall, colleagues, that under every instance there was always a threat that in order to pay us more they are going to have to cut the Public Sector. I'll never forget these things; it was a constant threat.

In 2000, the prospect seemed to be getting better. After decades of poor wage adjustments, we started to implement the 80 percent of market that the Minister referred to. Then fiscal tragedy struck once again. The Gulf War and further economic tightening meant that we had to suspend our 80 percent of market agreement and we entered the first in a series of MOUs, again to preserve employment in the Public Sector. As workers we sacrificed and said that we were willing to forego wage increases to ensure that we kept employment in the Public Sector, because as Danny will tell us, we strongly believe in wage led growth. You can't grow the economy without workers getting paid - something I subscribe to.

In 2011 you would have met the global recession as we entered into a wage freeze. This happened to be the beginning of my tenure as President over a Union then of 13,750 members. I had to navigate the 'how' to balance the interest of public officers with the national interest. I remember having to sit through meetings with then Prime Minister Bruce Golding, to come to various consensuses, having to meet with then Minister of Finance Audley Shaw, to come to certain consensuses and it continued and it continued. In the middle of that era, with efficient cooperation and strong leadership in the tripartite structure that is business, Government and worker representatives, we started seeing the easing of the economic crisis and all the sectors of the economy were recovering; [all] except the labour sector. This is when we negotiated our first increase in a decade when we got 3 percent and 4 percent in the 2015 and 2017 fiscal year. Now, I hear a lot of my colleagues were complaining that the Union was only able to secure a worse position of 20 percent. In the context in which we were dealing with the impact of the compensation restructuring, it was necessary for us to have that cushion as a result of the Government's policy change. At that time we developed a particular mantra to guide our advocacy. It read, "*Persistent and Consistent Advocating for the Worker.*" This was a very conscious decision of the executive then, to ensure that we kept our members at the forefront, that we remained consistent and that we were to be persistent in our advocacy. All this time I was learning as much as I could from stalwarts in and outside the JCSA. Persons like the late Sam Stewart and Lloyd Goodleigh, who exposed me to the inner workings of the ILO and the International Labour Congress in Geneva, going to countries in the Caribbean, to China, Argentina, Mexico, South Africa. As my horizons expanded globally, we could deal with a deeper and wider perspective of the vulnerability of Jamaica as a small island developing state.

The country was again in growth mode and there was the need to again pursue Public Sector transformation. This Public Sector transformation was designed to anchor the growth, and a significant aspect of that transformation was compensation, which was left languishing for many, many years. So [after] negotiation with the Government in 2017, we settled on a four-year wage agreement to facilitate the review of compensation in the Public Sector. This has led to the compensation restructuring that the Minister has spent an entire hour speaking about, the Government side of the perspective. But one thing I know and I understand, is that even though we are looking at the country, Jamaica, the perspective of the employer and the perspective of the worker representative will always be a little different. Amidst all of what was happening, we had to deal with the Covid 19 pandemic and again the JCSA and its members had to show resilience in dealing with our vast membership which now stands at 30,000, having increased from 13,750 at the start of my presidency.

There were some people inside the organization that accused me of running the JCSA like a business, and I would respond and say, "the members pay dues, they expect value." We must create and maintain value and so we *have* to run the union like a business. As the Minister indicated, we had to be very creative in satisfying our membership and so we negotiated during the Covid era, a one off increase of 4 percent, with a one off payment of \$40,000 for persons earning less than \$1.5M per annum. This would have caused some dissatisfaction, because the person who earns \$1.5M plus \$1, would say that, "I am right on the border, it has not impacted me." One of the things we have to do ... is to negotiate within the parameters, and the Government's policy parameters to deal with Covid 19, had a threshold for additional assistance of \$1.5 million, and so we would have gotten that for our members. Now, to manage this large membership of 30,000, we took out what we

referred to as a 'differentiation strategy', and we divided the Public Sector into subsectors and assigned each Vice President a portfolio of entities. This proved to be a tremendous boom for their union as we became a stronger body in our advocacy and reach. This sector focus, which I was exposed to in Mexico, prepared the Union to respond appropriately to the needs of our diverse membership. And so it was that when we started the discussion around the compensation restructuring, we did what we were created to do - protect the legitimate interest and concerns of our members. The compensation restructuring is a significant change in Government policy. We know fully well that the Government of Jamaica can implement any policy that it seeks to. However, where policy change is concerned, as a union we can only seek to ensure that it does not negatively impact the worker, so we set ourselves on a principled journey to ensure that the workers will come out better. Now, better is relative. For the person who is earning \$4 million a year, who is going to see over the three year period a \$800,000 increase in their net pay cumulatively, versus the person who earns \$500,000, who is going to see their salary increased to a million dollars. It's a \$500,000 difference. The person who is earning that \$500,000 is going to feel a lot happier than the person who was earning \$4 million and is now getting another \$800,000. That is the reality that the Union had to contend with among its membership, because we all thought that given where we were, there should have been an equality in the amount of movement that we had percentage wise, but unfortunately the compensation restructuring was not a percentage increase exercise. If it were that then we would have taken a different route. We have just completed or about to complete Phase 1 of the restructuring, and for the most part it was satisfactory. For traveling officers it was difficult to give up a significant non taxable item in exchange for a guaranteed increase on net pay and for the up keep element of traveling to now be included in an increased

rate for mileage, they found it difficult to appreciate that.

We will constantly look at the line item called *income tax* [inaudible] One of the things we would have said to the Minister, and I am being very frank, is that there is a psychological impact that this exercise will have on the workers. You can't have a situation where when you increase the salary in any way that you would have done it, and it means that the Government is taking home more tax than the worker is taking home in increases, it will have a debilitating psychological impact.

So we were pressing the Minister from very early, and we continue to press him even now, for the income tax threshold to be increased. That will be the only way that the persons in the middle band who were traveling officers, will see a proper increase in their take home pay. I am fervently hoping that the promised increase in the income tax threshold will be done soon, to alleviate the tax burden that is now on the emergent Jamaican employed middle class.

Now, colleagues, as signaled two years ago I will not be seeking re-election. It was time to move on and to resume my career as a civil servant. Let me just clarify for the record - there are some persons [saying] I am not employed in the Public Sector, that I don't have a job at the Ministry of Agriculture for the past two years. I am gainfully employed at the Ministry of Agriculture. I just got a call from my Permanent Secretary this afternoon giving me an assignment that I should do on the 1st of June when I resume my duties. So as Danny would say, "Mash down that lie!" Having been seconded to JCSA since 2011, that's 12 years, I spent two years preparing the JCSA by institutionalizing many changes. I spent those two years looking at our finances. It wasn't easy for the members to agree to increase the dues, but it was necessary because to treat with a 30,000 membership meant that there are some things that we just had to do. We were

struggling to meet our members' needs, and as I said, that dues increase was necessary to put us in line with the other unions in the Public Sector Association's 1 percent. We were at half of one percent, we asked to go to one percent, the members agreed.

This modern beautiful auditorium is just one outcome of that. We have established regional offices. We started in Montego Bay at Market Street. We are now at the refurbished accommodation on Thompson Street with a mini mart at the location. We have two mini marts! Actually one is located here at JACISERA Park and I just have to say how proud I am of this. When I conceptualized it, it was around what we call the 'consumers group', where we would buy in bulk and pass on the benefit to our members. That was done in our first strategic retreat in 2009. We have evolved to now having a fixed mini mart and I know that the plans that we have in our strategic plan that is being led by Sister Techa Clarke Griffiths, seeks to expand that to have what I would call a JCSA App, where the members can order their goods online and have it delivered to them without having to leave the comfort of where they work and live.

We have *insurance benefits*. If you or your family member owns a car, you can insure it through the JCSA at significantly reduced premium rates. We have *motor vehicle benefits*. If you want to import a motor vehicle, you can import that through the Jamaica Civil Service Association and members have saved thousands of dollars by importing their motor vehicle through the JCSA. We have *housing benefits*. We are currently building 140 houses at Erwin in St. James called *Union Acres*. The first set of units should be delivered some time around December or so.

Our *Thrift Society* has grown. As much as we are having our difficulties competing with the banks and credit unions, membership in the Thrift has grown but we want to see that dollar saving and the dollar loans increased,

so I know that they are looking at their policies and procedures to make it easier.

One of the things I have recommended was that we needed to look back at the guarantor arrangement and I am getting the feeling we are moving in that direction. I won't say much more on that; I will allow the Chairmen when they come to the Thrift AGM to speak more on that.

We have a *gym*! [For] \$2,500 per month, it is accessible to everyone and their spouses and their children between 18 and 33. We have doubled the amounts of *grants and scholarships* that we give annually, because through the dues that we pay, we are giving out at least \$8 million in grants and scholarships. As a matter of fact it's more than that, it's closer to \$10 million in grants and scholarships annually. You see, one of the weaknesses of the JCSA is that we do not blow our own trumpets enough.

We have started our member assistance programme. We just crafted a new policy to deal with member assistance, so that any issue that any member has, once they come to the Union, our member assistance policy will deal with those. We have links into the various arms of the State to give our members the assistance that they need. We have many programmes on stream to boost the well-being of the membership. But my most significant work that I am really proud of, is the transformation and the modernization of our Secretariat. We have modernized our operations to increase the level of service to our members. We have strengthened our industrial relations machinery and we have expanded our member services arm. We now have a dedicated Public Relations and Communications Unit within the Jamaica Civil Service Association. We conduct Annual Member Satisfaction Surveys to gauge how our members are feeling about the Association and respond as best as we can to what our members are saying. We do that every year. Our only disappointment is

that not enough of our members participate in these surveys. We are ensuring that we maintain relevance and that our messages on 'top things' are carried far and wide. This has been recently enhanced by the launch of our radio programme "*How Sweet the Fruit*", that is aired 10:15 every Monday morning.

As I leave the presidency of the JCSA, I can say without rebuke, that I have not only walked the path that was set out by my fore bearers who removed tracks and paths that have existed ... we have transformed them into two lane roads with good infrastructure. It is now the task of those who come after me, to further the transformation and to turn these two lane roads into highways that can carry the weight of a union 40,000 strong! That is the strategic direction of the Jamaica Civil Service Association.

As we reflect, we have to be honest with ourselves. I know we are going through a difficult period now. Accepting change is never easy and accepting change to our compensation is one of the most difficult things, especially when we are having the level of anomalies. As we reflect, my sisters and brothers, I will ask us in our introspection to be honest. Look at your life 12 years ago, examine it, and compare it to now. Tell me, honestly, have we not grown over these 12 years? Are our circumstances not better because of the work of the JCSA? Are our rights not better protected? Don't we have better working conditions? We now have paternity leave. Who could have dreamt that we would have gotten maternity leave extended to 12 weeks paid, and for those who have not been blessed or would have finished their child bearing years we now can adopt and get leave for that adoption. For me, colleagues, this is what it means to move us from just *surviving to thriving*. This is what it means to be inclusive. When the Union says it looks after the legitimate interests and concerns of our members, we [are] not just talking about the money that we get ... but ... outside of that.

We spend most of our waking hours at work. How are we now going to be pushing for things like what has been taught to us coming out of Covid 19 pandemic? I am proud of my tenure, and despite the struggles that I would have gone through, those persons served their purpose, because they say that it is in the hottest part of the fire that the steel is made stronger.

People, as we achieve quite a bit, a lot is yet to be done - contract work vis a vis decent work, absence management, all forms of leaks have to be looked at. We are currently going through the reform of the Public Service Regulations. It's an outdated document and it needs to be fixed, it is being fixed and we are very close to fixing it. As a matter of fact we received the final draft of the consultant's report for the reform of the public service regulations. There are some things that we've been fighting for like how we deal with interdiction. That is going to be fixed colleagues, because your Union has been at the table dealing with the issues. The Staff Orders have been reviewed, and I am glad that the Minister has come back because the review of petitions ... especially the indexation, is critical. A lot of my retired members are here. They've said, *"Mr. President, we get the regular increases but indexation is important to us as well."* Colleagues, I can be very frank with the Minister. The Minister throws at me hard, I go at the Minister hard, but it is always with respect. I am asking the Minister, please, 'last lick', let us look at the indexation of pension for our pensioners. I know you have to balance the books. It's very important and I know where your passion lies - to ensure that the fiscal prudence issues are properly accommodated, but there is so much cry that I hear from the pensioners that we really need to look at them. I know it's going to cost a lot but it's something we need to look at. Thanks, Minister.

... Colleagues, a lot of people think that compensation restructuring ends in Phase 1. It does not. Compensation restructuring

does not end now. It is a three year exercise and even when it is completed in the three years, we are still going to have to be looking at the outcome of that, because all these anomalies will not be fixed. Those persons who were in the Health Sector reclassification exercise, even to this very day, the appeal process is still ongoing. So we know, we who are in the trenches, that these things won't be fixed overnight, but we will be doing our darndest best to ensure that they are fixed.

Now, that compensation restructuring is presently dominating the minds of the entire Public Sector ... we must not forget that there will be life after Fiscal year 2024/2025, and the leadership of the JCSA must start preparing itself and its machinery for the new type of negotiation, one that seeks to carefully align the interest of all the stakeholders. The JCSA must continue to hold that position as the strategic partner of the Government of Jamaica, as we need efficient cooperation to ensure that we continue to move the Public Sector workers *from surviving to thriving*.

Let me just pause a little bit right here. Some of our members said that the JCSA "run guh sign first". That's not true. When the first set of figures were issued, the JCSA said it was not prepared to sign because what we saw was not benefiting our members. The JCSA had to go back to ... put things on the table, to ensure that all our members got an adjustment. Many people did not understand [or] appreciate that this compensation restructuring exercise was not a wage increase exercise. We had to go and make the case that under what we promised, that there will never ever again be a situation where we go through anything that looked like a wage freeze and so we decided that we were not going to sign. We went back and we negotiated for the minimum increase of 17.5 percent. When the Ministry of Finance issued Circular No. 20, we went back and said to them that the recovery of the traveling allowance is going to put our

officers at a disadvantage. Increase the guarantee amount, and it went up it went up to 20 percent. Were we satisfied? No we were not, but it represented a movement from where we were before.

There are some other things that we are working on. The Public Sector Learning Framework is an enhanced performance management and appraisal system. The deepening of MyHR+ anchored by a robust treasury management system - all this is on an enterprise wide Public Sector digital network - that is not only inward facing, but promises easy business by enhancing the one stop concept utilizing technology. We are the ones that deliver public services and we have long complained that the investment in the establishment has not been enough. Public Sector transformation, my brothers and sisters, is to ensure that the tools and the equipment that we need are there.

I always use the analogy - *If you give a man a tractor to plough five acres of land and you give another man a fork to plough one acre, which one is going to be finished quicker?* The man with the tractor. So we know that we can do more, but we have to be given the resources to do our jobs better, and so we are looking forward to these changes that are going to enhance the delivery of quality public service.

In my presidency I have been blessed. I have a privilege, the good luck, the fortune of service on some of the most important boards and entities such as the National Partnership Council chaired by the Prime Minister and Chairman of First Heritage Cooperative Credit Union Limited. As I stand before you, I am the longest serving director of the National Housing Trust, where I chair the powerful Finance and Technical Committee of the Trust - not just responsible for building the 70,000 houses that the Prime Minister has in his target, but to ensure that the NHT remain fiscally sound as it supports the Government fiscal recovery with that \$11.4 Billion injection that goes into the Consolidated Fund every year. I also

serve on the Board of the Fair Trading Commission and the Consumer Affairs Commission, which is now merging to become one regulatory authority. My network has expanded tremendously and I am now being recognized whenever I leave my house, so I always have to be on my best behaviour. Complete strangers will walk up to me and say "I know you" and call me by my name. I ask them from where, and they say from the TV.

My colleagues, friends, my brothers, sisters, this is my last address as President, and for me it is an exciting time as I set on another path. Yes, I did express an interest in becoming Cabinet Secretary, but we know how that has gone. I know I never 'sell out'. I now set out on another path, colleagues, one that I am sure will be aligned to my role as an advocate for quality public services. I will seek to transfer my persistent and consistent approach to advocacy and apply the varied and rich experiences that I have gained over the many years in enhancing Jamaica's Public Sector. I am resuming my career as a civil servant, having been on secondment for the past 12 years. I am always proud to say that if they look in my passport where it asks for "occupation" it does not say Accountant, Auditor, Financial Analyst, Legal Administrator or Trade Unionist, it says "*Civil Servant*" and I have to pause and just recognize Judith Maloney. When I was moving from the Administrator General (Lona Brown is not here she has retired) to the Ministry of Land and Environment, Mrs. Maloney was my boss and there was a little difficulty. We sat and we spoke about it, and she said, "O'Neil, don't worry yourself. Just come to work on Monday", and that matter was resolved. Thank you Mrs. Maloney.

I am proud of what I do and the service I have given thus far, and at the risk of aging myself, I still have at least 13 years left to give and with the support of my family, friends and loved ones, by the Grace of God I will continue to strive and give my best as I serve

my country. My dream ... and the dream of all of us career civil servants is to see the Jamaican Public Sector regain pride of place and the Minister said it. It's a shared vision that the Jamaican Public Sector regains the pride of place, where everyone who is seeking a job will first look at the Public Sector where in the future, share the vision with me, where in the future only 25 percent of the jobs in the market will pay higher than those in the Public Sector. It's actually stated in the policy document for the Compensation Restructuring. That is the ultimate goal of the compensation restructuring, but we have to go through a little trouble to get to where we want. As a student of [the book] "*The Art of War*", I share with my colleagues all the time, *whilst you have to fight some battles, always keep your eyes on the outcome, which is the war you want to ultimately win*. So don't fight the battles because we have to, that's not where we want to concentrate our energies, we want to ensure that we win the war, and the war that we are fighting is where we, as public officers, epitomize what it means to make Jamaica the place of choice to live, work, raise families and do business. I hope this will be achieved within the 13 years as well.

It is hard to say goodbye, but as I go I am telling you that all I am doing is changing positions, and I will be your elder statesman, mentor and coach. So instead of saying goodbye I will say take care. *Si oonu soon*. Thank you.
(Applause)

MC. Noel Williams thanked the outgoing President then introduced the JCSA Centenary Choir who gave a robust rendition of "*You raised me up*".

(Presentation)

INTRODUCTION OF THE KEYNOTE SPEAKER

Sister Claudia Powell, Departmental Representative from the Ministry of Justice made the introduction.

PRIME MINISTER OF JAMAICA, THE MOST HONOURABLE ANDREW HOLNESS ON, PC, MP
(virtual)

[Salutations]

(Streaming interrupted)

We were able to pay Public Sector workers during the pandemic and importantly not lay off even one person within the public service. These achievements speak both to the resilience and determination of our people and [to] the sound policies and bold actions this Government has put in place. While other countries suffered high global inflation, the Jamaican Dollar appreciated in value relative to the US dollar. This has had the effect of somewhat mitigating inflation in our local currency. In other words, local inflation would have been far worse if in addition to the imported inflation, the Jamaican Dollar was depreciating relative to the US dollar and other currencies. Despite the strong macroeconomic performance, the global economic outlook remains highly conservative. Therefore we must maintain strong fiscal discipline while at the same time implementing policies that encourage Private Sector growth and an improved quality of life. We must therefore continue to pay down our debt and strengthen our buffers to respond to any future crisis, making Jamaica stronger and more resilient than before.

Now your Government has taken on one of the most comprehensive and transformational reforms of the public bureaucracy in independent Jamaica, in the form of Public Sector compensation review. It has been talked about for years, generally agreed to by government, workers and unions as a necessary undertaking. In the 2015 to 2017 contract period between Government and sector workers, it was agreed that the Government will undertake a review of the system of compensation, to establish relations between and among

groups in the Public Sector and to determine a new compensation philosophy to guide Public Sector remuneration going forward. In the 2017 to 2021 Heads of Agreement on wages, it was affirmed that the Unions will be an integral part in steering the review process, and that the results of the review will be used to establish equity in the compensation system across the groups in the Public Sector and between the Public and Private Sector. The review was completed in 2021 and is now being effective in fulfillment of the commitment made, to establish a new equitable and rational philosophy of Public Sector compensation.

The previous mode of compensation was based on a classification system which, over time, became fragmented, complicated, cumbersome and unwieldy. This created opportunities for arbitrariness, incoherence and ineptness. This was compounded by the historical weak fiscal position of the Government, which meant that they were unable to meet the demands for increased compensation and instead substituted allowances for real adjustment in salaries and wages. In effect, breaking the link between salaries and the value of the core effort and function of a job, a dangerous practice has now become entrenched and embraced.

In our social and economic model, the workers' income must contemplate pension for the years when they are unable to earn. Allowances are generally not considered pensionable income. In many instances the Compensation Review revealed that 60 percent of a worker's income was made up of allowances, leaving only 40 percent of that income for contribution towards pension. As the old system tried to accommodate the demands for increasing compensation, it also led to fragmented and localized reclassification with depressed hope for promotion and growth within the reclassified scheme. At the time this was being done and for the particular circumstances for which it was being done,

it may have seemed fair and rational. However, as the classifications and their attendant salary scale grew to a whopping 325, the entire system became irrational, incoherent, inequitable and inefficient. It was always going to be a challenging task to reform this behemoth of a system.

We understand that in any major change there will be persons who consider themselves worse off in the change. Generally, however, this reform process has seen the Wage to GDP Ratio moving from approximately 9.5 percent to around 11.5 percent. Some \$100 billion has been added to the wage bill. The fact is that the Government is paying out significantly more to its workers. Never before has the entire bill for workers compensation moved by this fact. It is also important that workers understand that the implementation of the Compensation Review is not at an end. There may be those who deem that they are going to be left behind, but the process is ongoing. If there are anomalies, the posture of the Ministry of Finance and Public Service will be to interrogate them thoroughly, and where the anomaly is established relative to the overall logic of the reform, the anomaly will be corrected. The Public Sector workers will be better off because this review process opens the opportunity for better pensions. It provides more points on the scale for progress within the career path and there is now a more realistic base on which to negotiate. The country will benefit from a more efficient and equitable system of compensation, which will set the stage for a true performance based system which will map rewards and efforts and increase overall output of the Public Sector. There is an inextricable link between our level of productive output, our efficiency and effectiveness and our national growth. The more productive we are, the more agile and responsive we are, the more we achieve as a country and the greater returns for our people. In short, the better we will be able to pay. While we seek to dramatically improve productivity and efficiency, we are also

introducing policies that are geared towards improving the overall well being of our workers. Working with our trade union partners we introduced paternity leave for Public Sector employees. We also increased paternity leave from 40 working days to 60 working days with pay and introduced adoption.

Ladies and gentlemen, we remain committed to ensuring improved mechanisms for providing pensions to our former Public Sector workers, as well as those transitioning into retirement. In addition, my Administration will be paying close attention to the three-decades old issue of the status of contract workers in Government. Your President, Mr. O'Neil Grant, has consistently raised this matter in several fora over many years, including bringing the matter to my attention at the National Partnership Council meetings. Each time it is raised, I have given him our commitment to address the issue, even as we acknowledge that this is going to be another very complex undertaking.

The Minister of Finance and the Public Service has already announced that the Government will regularize contract workers and bring them into structured permanent employment. This is going to be, as I said, a very significant undertaking, as there are estimated 20,000 individuals currently engaged on contract or temporarily across the public service. We have already begun this process and will continue on a phased basis.

Ladies and gentlemen, as I thank you for your dedicated service, I also want to leave you this morning with an important message: Our taxpayers and citizens, our customers, have made a large investment in the Public Sector Compensation Transformation Programme, and they will demand better performance, better service and better results. In March 2019, the Cabinet gave its approval for the implementation of the Government of Jamaica Service Excellence framework and as

a result, we launched the Service Excellence Policy on July 13th, 2022. Our citizens, your customers, expect and deserve quality service in all interactions, and as the largest service provider in our country, the Public Sector must lead in this regard. When we improve service delivery, we reduce waste, cost, we listen to your complaints, have more satisfied citizens and, of course, you the members of the service team, you are more fulfilled. We, therefore, must set performance standards, improve capacity, promote excellence and establish effective systems of management and accountability.

Across Government there are many significant changes being made to improve services and systems, to create better experiences for all stakeholders. I am asking each of you this morning to embrace and implement service excellence with enthusiasm. Some of the hardest workers in our country are members of the civil service. I use this opportunity to thank you for your dedicated service and to encourage you to continue your commitment to Jamaica through service and excellence. I thank you for inviting me to share some of my thoughts with you today and I wish for each of you a stimulating and productive Annual General Meeting. God Bless each and everyone of you and God Bless Jamaica, Land We Love.

MC Noel Williams thanked the Prime Minister for his address.

(Applause)

PRESENTATION OF THE GENERAL COUNCIL

The President O'Neil Grant acknowledged former Vice President, Gillian Corrodus and presented the General Council for the period 2024.

PRESENTATION OF AWARDS

SPECIAL ANNOUNCEMENT

Brother Glen Bromfield

[Salutations]



Mr. Bromfield acknowledged Mr. Matalon for his initial contribution of \$50,000 to purchase the land that now houses the Glen Vincent Bromfield Resource Centre on Lady Musgrave Road for the purposes of education. This has now grown into the establishment of the Glen Vincent Bromfield Jamaica Civil Service Association Education Trust that helps the needy children of civil servants with back to school expenses. The scholarship amount has been increased this year from \$200,000 to \$330,000 (USD \$2,000).

VOTE OF THANKS

Executive Committee Member Brother Raymond Poyser gave the vote of thanks.

(Applause)

ADJOURNMENT

Pastor Superintendent Leslie Campbell the benediction. The National Anthem was sung and the session was adjourned at 7:51 p.m.

Business Session of the 104th Annual General Meeting of the Jamaica Civil Service Association

JACISERA Park,
Friday, May 26, 2023

RESUMPTION

The Annual General Meeting was resumed at 10:55 a.m. Brother O'Neil Grant opened the session.

PRAYER

Brother Shawn Mitchell

Happy Birthday

Sister Shereen Lester

(Applause)

Discussion on the JCSA's Compensation Restructuring

The following points and outcomes are excerpts from the Chairman's presentation:

Phase 2 of the Compensation Restructuring process has not yet started. We are still dealing with issues under Phase 1. We took a decision that we would offer what we refer to as a no objection to the Ministry of Finance, in relation to the application of the compensation alignment, on the basis that those anomalies and issues that remain unresolved, once they are resolved, any adjustment made will be retroactive to April 1, 2022. Members must understand that the JCSA did not sign off on any salary scale ... what we signed was the MOU to facilitate the payment of the new compensation.

The government wanted to put into the Compensation Restructuring more than just salary scales; they wanted all our benefits and allowances included and we lodged a serious objection. We came to a point that said that every traveling officer who is



entitled to a Duty Concession must be paid an additional \$300,000 a year, on top of what is already in the Compensation Restructuring, as compensation for giving up their Duty Concession. The Union negotiated and came away with a *minimum* protection of 20% on net pay, which is the worst-case scenario. The analogies that have been made about certain groups of workers getting 200% and 300% increases is not a proper analysis, because it does not take the total compensation when doing the comparison. So, if a traveling officer was getting \$2 million a year and their salary went up to \$4 million a year, it does not mean that they got a 100% increase, because they would not have added the travelling to that. So when you add the traveling is more akin to a \$2.8 million moving to \$4 million, about a 50-60% increase.

There are some groups of workers whose increase has been significant - those who had no allowances, but their posts were aligned to people who were already getting traveling. A lot of persons were seeing their salary augmented by a temporary allowance in Year 1, then a lower temporary allowance in Year 2, and then by Year 3 they would not receive any temporary allowance at all. For those persons who will still be getting a temporary allowance after Year 3, that temporary allowance will be converted to a permanent pensionable allowance.

We have individual agencies, public bodies that have been reporting to the union that they are seeing some very serious anomalies in relation to the application of the new system. One entity had officers where their salaries were at the higher end prior to the Compensation Restructuring. When they broadened it to the 16-band structure, it meant that their basic pay would have been reduced because their salaries couldn't fit into the banding that was there. That was never the intention of the Compensation Restructuring, no one should be getting less. We are still having the conversations with the TIU and the Ministry of Finance to see how these can be solved.

We have said to the TIU and the Ministry of Finance that for the entities who have employees that are going to start getting lower pay, then they are going to have to make those persons redundant, pay them redundancy, and then give them the new salaries. That is going to be much more expensive than fixing the issues, and so that conversation, colleagues, is ongoing and we will continue to push that.

Juxtaposing the teachers taking industrial action with the JCSA, we believe that we must exhaust the boardroom before we hit the pavement. The JCSA has always maintained that until discussions break down we will not take industrial action.

We would have written several letters outlining the concerns that we have. All has been well documented and shared with you repeatedly. We have lodged an industrial dispute; we have notified the Ministry of Finance that we have an industrial dispute. We have lodged an industrial dispute with the Ministry of Labour because we believe that we must follow the process, and before we can take industrial action, we must register that there is a dispute. We have lodged the dispute, and the dispute has been acknowledged by the Ministry of Labour. They have indicated to us that we should share the correspondence that we have sent to the Ministry of Finance which we have. The Ministry of Finance has since then convened two meetings with the JCSA and the member unions of the Confederation, who share similar concerns as the JCSA and there are plans to work out a proper mechanism to deal with the anomalies. Is this being done as quickly as we want it to be done? No, and we are not satisfied with the pace. Should we register our protests? We have been, and there are many ways to register a protest. We have been saying publicly and at every opportunity, discussing the concerns that the union has and the way the Government has treated those concerns. We are still in dialogue to resolve our issues. Our advocacy and the consistency of our

argument have brought a lot of attention to our issues.

We would have seen, as one of the solutions to the impact of the Compensation Restructuring on traveling officers is to have the Income Tax Threshold increased. We are going to continue to keep up the pressure. The reality is that our negotiations and Parliament cannot trump the Income Tax Act, and the Income Tax Act says that any income received from whatever source must be subjected to tax.

Mileage Rate

The effective date of the increase in mileage rate has to be from April 1, 2022, not December 1. There are aspects of the Compensation Restructuring that we have gone back to the table to revisit, particularly those that are impacting traveling officers because that is the only group, en masse, that has not seen the level of adjustment that we needed to have seen.

Customs Levels 1 and 2 are having some challenges, because there are certain groups of workers and where they were *before* the Compensation Restructuring, that they would not have seen much adjustment. So even though they were not traveling officers, they automatically had to be getting the temporary allowance to get them an adjustment in their compensation.

Consultant's Report

Last year we did a fifteen (15) page analysis, and we looked at 80% of market agreement. We looked at the system of increments where in the Consultant's recommendation, speaks to the introduction of a higher incremental system, not a freezing of increments. The Consultant recommended the payment of bonuses and that there must be what they refer to as a two-tier progression system. The sixteen (16) Band Structure was given to our members and shared very early at Level 1, Band 1, messengers and grounds men; at Level 2, we had data entry clerks, drivers; at Level 3, customer service officers and the list

goes all the way up. Level 4, secretaries; Level 8 accountants; Level 12, CEO and Level 16 Cabinet secretary, Financial Secretary, Commissioner of Police.

Our initial analysis on the position of CEOs of executive agencies was and still remains. All the CEOs must be given similar treatment, and must all be aligned similarly. We made a special case to the TIU and the Ministry of Finance for Correctional Officers, because CEO 1s were being aligned below the entry level for police and firefighters, which was adjusted even before the first set of scales were sent out.

We spoke about inequity where the Consultants wanted to move only the senior officers to the second quartile and everybody else would be at the first quartile. So we pushed that everybody must be moved along the second quartile. Our position was that Year 1 must not only see people moving laterally, but everybody should see an increase in their salary which is what happened. The consultant's analysis did not factor in the allowances being absorbed or rolled in as they were so they came and offered the special allowance, the temporary allowance.

The initial instance of the temporary allowance was somewhere around 5%, because the government's wage guideline has always tried to keep our salary increase no more than 5% and your Union leaders pushed for it to go to 17.5%. With Circular No. 20 and the impact of the recovery, we went back and asked them to give us a 25% minimum guarantee. We were able to come away with a 20% minimum guarantee.

We looked at the proposal to roll fixed upkeep into basic salaries for some people and offer them a fully maintained motor vehicle and we said to them that if you are going to be doing that then you must ensure that the traveling officer continue to get their Duty Concession, and if you are going to remove the Duty Concession, then you are

going to have to pay every traveling officer \$300,000 a year as compensation for the loss of their concession.

We finally said in our analysis in February/March of last year and I am going to read verbatim:

“There is no indication where TAJ, Auditor General and Customs staff will be placed on the proposed band. However, it appears that the head of the TAJ could be placed on Band 15 where permanent secretaries, solicitor general, auditor general, director of public prosecutions are placed. We will ask where the heads of TAJ and Jamaica Customs Agencies will be placed on the proposed Band Structure.”

Phase 1 of the Compensation Review was what they referred to as the transition and aligning phase. All jobs will be transitioned to the 16-Band structure, all classifications are to be aligned to the new structure and key considerations were that all classifications ranks, levels, or grades, in the core civil service, protective services, education and those budget funded public bodies are to be aligned with the new bands. Individuals were to move to the new bands with the classification rank, level, or grade and that the pay ranges were to be set as agreed for Year 1, and we got them to extend the positioning to cover the three years.

One of the things that we initially claimed, and we relented on, was a point-to-point conversion - meaning that if you were at your 8th point in your current scale, you will convert to the 8th point in the new system. This was in contrast to what the Government initially offered, because I am trying to remind us where we started from. The Government initially was putting in terms of the policy adjustment, that every single public officer will convert to the minimum of the new compensation system, that's where we started. So, the conversion that they had put out initially was that individuals would assimilate to the minimum of the range for the new band based on their current salary *plus* the value of any allowance that we are

paid. We rejected that and said that under no circumstance must anybody convert to the minimum. These are conversations that we had over a year ago. We agreed to an assigning conversion. Was it the best? Was it a perfect solution? No it was not, and so persons are feeling aggrieved that they are not back at the top, but some persons have gone past the top based on their salary.

I am at the maximum at point 13 and I am in receipt of a temporary allowance on top of that. It was also agreed that no individual will receive reduced earnings. If we have negotiated that you will have a guaranteed increase on your net pay and that is not reflected in your salary, then something is wrong.

People don't come to the Union with their concerns. Every time that a member comes to us with a concern, we package it and take it to the TIU, and it is addressed. Some of them are worked out quicker than others, but we have always had them addressed. We agreed that the level of increase will vary depending on the current total compensation that people receive and that has been realized, and we also said that conversion rules will recognize seniority, that was realized, but not to the extent that we wanted it to, because we wanted seniority to be taken more into consideration in moving people into the 16-Band Structure.

We know the GOJ compensation system has been dysfunctional for a long time. We have one accountant who lives and works outside of Kingston; the other lives and works in Kingston. Both carry out the same job but they are not getting the same pay. They are not classified similarly. It is something that the Union would have complained about. We needed to fix the compensation system so that there is equity across the board, so it doesn't matter where you live or where you work, once you are carrying out a job of a similar value, you will get paid for that job. We have some issues to work out - e.g. my colleagues at the National Works Agency are

being transferred to another parish, acquiring new expenses like rent while maintaining expenses like a mortgage for their home parish, and are not being compensated as a transferred officer.

These are some things that are going to take a while to fix but we are committed to ensuring that they are.

We will share the 15-page analysis with the members again, because I think sometimes in the cut and thrust, we often forget that the Union did play the advocacy to fix the issues, especially legacy weaknesses such as leave. We started the conversation, and we are still going to have to deal with the inconsistency in terms of how we earn leave - it is still very much a problem. Initially we had some people earning 14 days, some earning 15, some 20, some 25, some 35; our leave arrangements are all over the place. If we are dealing with a Compensation Restructuring, we have to deal with leave as well, because leave is a part of our compensation and leave has a value.

Another thing that we pointed out very early was the issue of traveling and subsistence. We made the case that we are not going to be giving up the upkeep without it being replaced by some form of compensation. It has not impacted those persons who actually don't travel at all, and I think those persons are a little bit upset with the JCSA, because they are not bona fide traveling officers.

There are always going to be very tough outcomes whenever we come to agreements and it is always going to be difficult to justify how someone should continue to get the benefit of a traveling officer when they don't travel. We were skilful enough to ensure that everybody who is now deemed a traveling officer, continues to access their Duty Concession, but our members are saying that the \$100 doesn't benefit them, because they don't travel enough to earn. Remember that mileage is a reimbursement; it is not income.

Unfortunately, colleagues, because of the skilful negotiations by the union over time, the upkeep and mileage amounts were so significant that people are now treating them as income rather than as reimbursement, because we have become accustomed to it on our pay every month.

Another member raised an issue regarding the bank and their interpretation of a temporary allowance. This is something that we are pointing out to the Ministry of Finance, and they have promised that they will fix it, but it's not yet been fixed. We are going to have to insist that they fix it urgently because there is supposed to have been a communication to all the institutions indicating to them what a temporary allowance is, and that they factored it as a permanent part of the employee's compensation, so we are going to have to continue to press them on that issue.

QUESTION & ANSWER

Q. Carol Clarke, the Chapter Chair for the Brown's Town Chapter.

I would like you to explain the vacation leave - some members with 15 years and under are getting 15 days vacation leave, and over 15 years, 21 days. I have members who have been getting 21 days since inception, and some have not yet done 15 years.

A: Those persons who are earning a higher rate of leave will not see their leave allocation reduced. The moving from 14 to 15 was to bring up those who are earning 14. The application of the persons over 15 years moving to 21 days is for those persons who are currently earning 15 days. So, if they are earning 21 days already, then they should not be affected by the change. They should continue to earn their 21 days going forward. That shouldn't change. If there is a need for clarification, they should really contact the Ministry of Finance, because we did inform them that there was some confusion around it.

Q: Gen Council. Michael Kerr from the Jamaica Information Service.

Our HR Department says that persons who are getting duty allowance do not get overtime as [it] is now rolled into the salary.

A: Duty was paid in lieu of overtime. We actually said it to the Ministry of Finance when they rolled it in that [it] is tantamount to a breach of the MOU. The Ministry of Finance decided that it is going to roll duty into salaries without replacing it with overtime. Let us see if we can get them quickly to deal with the JIS matter.

Q: They don't allow us to overnight on late assignments out of town so we have to drive in and still work the next day. It is not safe because people would be tired.

A: No, that is a grievance. That is an occupational, safety and health issue. That is something that, as a Union, we are going to have to address.

Q: I was at two "seniorities". On the new scale, I have been put at the 4th level when I should have gone to the top. Is that correct? They gave me the temporary allowance.

A: They ought to have moved you up into the scale to the point that you get the 20%, and it is after that the temporary allowance should be applied, and not before. Lodge [the grievance] with us and let us get them to examine it.

Q: Georgia Edwards, Departmental Rep from Child Protection and Family Services Agency.

We currently cannot claim [transportation] even though we have to transport children, parents, etc. at any time of the night. There is also no compensation for the wear and tear of our vehicles. There is also the issue of insurance for transporting the children

using our private vehicles.

A: The Ministry of Finance has a position that they only pay passenger mileage for transporting workers. We have raised the concern and it is actually part of the discussion that we are having.

Q: Paulette Ferguson, Chapter Chair, Manchester. Managers will go out with a worker who will not get passenger mileage because they don't drive. Going to functions, a subsistence allowance is no longer paid especially if food is being served. Most of the office attendants at Agencies in Manchester are complaining that they don't get uniform allowance.

A: Both issues that you have highlighted are management issues. Management must have put their arrangements in place for the categories of workers to benefit from what is there.

A: The category of workers, ancillary workers and so on, they generally qualify for uniform, tailoring allowances, so that is something that may be specific to that entity that we need to clarify with them. We will have to look carefully at that and see how best we can get the Agency to put something in place for them.

Q: A particular agency in Manchester complained that JCSA dues were no longer being deducted without their permission. Can HR do that?

A: No they can't. This is union busting ... and members are losing their benefits of membership.

We are asking the members to raise the complaint with us. We will contact the agency and ask them to reinstate the dues. It is illegal. If we have evidence of it and we see that it is something that is deliberate, then we can raise a charge on union busting and the individual can be charged \$500,000 or six months in prison.

Q: Janet Bowen, Vice Chair for the Manchester Chapter.

Explain the 20% and the special allowance.

- A. For the persons who are converting at the maximum where you are getting two seniorities, you are to automatically convert to the fourth point in the new scale. However, if when they convert you to the fourth point, you are not seeing an increase — the minimum guaranteed increases of the 20%, they are to move you along the scale to the point that you start to see that 20% minimum guarantee at your net pay. If that's not happening, that means they have not converted you properly and we have to now look into and get it fixed.

Q. Will the temporary allowance come in place after all of those measures are exhausted?

- A. That's what's supposed to happen. The temporary allowance is supposed to be the last thing that happens. So, after you do the conversion if the person's salary doesn't give them the guaranteed net increase, then they move them until they get the 20%. If they reach the maximum and they still don't get the 20%, then the temporary allowance should be there.

Q. We are now at a point where the integration is supposed to be happening and redundancies are being spoken about. We are not certain if all of the steps that are being employed now for us to be integrated are in line.

- A. With redundancy or any conversation around redundancy, there must be a conversation with the union recognizing the entity to include. It is something that we will have to engage them again to include the Permanent Secretary, Mr. Dunstan Bryan, who seems like he is now the head of this integration, and to make sure that they are following the right procedures.

Q. Xavier Hutchinson Departmental Rep for the Ministry of Finance and the Public Service.

The document by Ernst & Young that came out in 2021, that they are using for the basis for this Compensation Restructuring, said they were bringing the public sector within 80% of market value, and that is why some groups didn't see as much of an increase as other groups. Do you concur with this?

- A. No. If it is that the Compensation Restructuring now moves people to 80% of market, then we can say that that agreement has been satisfied, but we have not reached the areas yet, because we are going to have to do our post-mortem.

Based on what has been happening and what we have been hearing, there are some categories that are actually, if not at 80%, are close to or even above 80% of market. Where we continue to have the issues is in the middle Bands, Bands 5 up to Band 12, where we have the bulk of our traveling officers. What the Ernst & Young study said was that all the salaries in the public sector are to be moved to the second quartile where no more than 50% of the jobs in the market is more than the public sector. That's the target that was set. Phase 1 is the alignment, taking people from here to there, working with the anomalies and the kinks, and making sure that everybody gets a minimum increase. The second phase is the job evaluation phase, looking at the actual jobs, to ensure that they are properly scored and valued. That may mean that some jobs are going to be realigned, moved up higher on the 16-band structure because of the value of those jobs. The third phase is the market maintenance phase, where we are going to make sure that the market position that was targeted under the Compensation Review has been maintained, and that is how we are supposed to now position our minds over the next few years.

- Q. The increase for the political directorates doesn't seem in line with any study or any other positions throughout the Caribbean and countries with similar GDP. How can they justify that and not pay civil servants their due amount?
- A. I don't know. There was a tacit agreement by virtue of study that the minister would get a particular salary above the permanent secretary. Once you change that base and then you do the reconciliation, the minister's salary is going to move. I don't think that it ought to be retroactive. I think it is something that we should be looking at carefully as a country. I also believe, as well, that they ought not to have applied the increases to themselves until the anomalies and the issues that we have were all addressed.
- Q. My department doesn't have a canteen and it doesn't have aftercare. Children are not allowed on the compound. When will JCSA address these issues?
- A: Raise as a proper grievance. We have not received a grievance. We would agree to canteen facilities [however] most MDAs have been moving away from having in-house canteens to other forms, because it has been proven to be unsustainable in terms of how it is currently made up. Put forward solutions, because sometimes solutions have to come from the people.
- Q. Nikita Austin of the Auditor General's Department. Persons who have been acting, their salaries contain errors that they are still asking to be addressed. We have posts within our department that do not exist in the Central Government and posts that are no longer aligned after the Compensation Review. At the Auditor General's Departments we never got duty allowance or uniform allowance. Some entities have outstanding financial statements to be reviewed and the boxes are roach infested. We also visit animal farms, mostly without protective clothing and equipment.
- A. That's a grievance. The team should be supplied with protective clothing and equipment. In our analysis, we would have mentioned the TAJ, Customs and the Auditor General as special entities booked out for special treatment under the initial phase of the transformation of the public sector. In terms of the misalignment issues, I am hoping that the Job Evaluation phase will take care of that. We have to ensure that their jobs are properly evaluated and scored against the tool that is being used by everybody so that they can come out at proper levels.
- Q. Re promotions - I have witnessed where persons have been doing the work for several years (in an acting position or otherwise), and to get the post that they have already been working in, they have to apply, be interviewed and pass the case studies. Then they do the very job that they just applied for and I do not think it is correct.
- Q. (Brother Michael) We have a similar situation in my Agency in the Imaging Service where a junior staff member was a Production Assistant, but was doing the work of a producer. The vacancy is there now, but she has to apply for the position. I asked why and they said that it's for auditing purposes, but there are allowances. She resigned frustrated, after having been in that position for over three years.
- A. This demotivates people especially if you have been passed over and you are still doing the job. This is something that we fought. Earlier this week Brother Alrington shared a letter from the Services Commission basically saying that the [process] was unfair and discriminatory. Some things are changing ... We would have had our agreements that said that if somebody is acting in a clear vacancy for at least two years then there must be a view with an intent to determine their suitability for appointment. Because of our

representation, what the Services Commission has done is set out a set of criteria to say that if there is a clear vacancy, the person who is acting must have the qualification for the post, and that nobody is supposed to act more than six months in that post, because if the person goes beyond that then the person now is going to claim that post and that is something that the union would have put together in terms of our advocacy ... but if the persons don't raise the grievance then it is going to be difficult for us to treat it.

Q. Brother Michael. There is a team member who has been acting over the last few years and since this new compensation, his acting allowance has decreased.

A. That might be as a result of the alignment. There is a basic rule that says if you are acting in a higher position the acting allowance is at least one increment above where you are acting. So, if you look at it and the increment is not one, then we have to look at that to determine whether or not the person is actually being paid properly.

Q. Brother Livingston Burnett - Ministry of Health and Wellness

Is it normal for the CEOs of executive agencies to sit at the so-called bargaining table for anything to do with benefits for workers?

A. No. The CEOs don't negotiate. They are part of the consultation. The union who is the representative of the worker is the one that will sign off when we are satisfied with what is going to be applied. We signed a MOU to facilitate the implementation of the 16-band structure, but the various allowances and the nuances, those are things that only the JCSA can properly negotiate, not the CEOs, not the heads of the agencies, only the JCSA, so they don't negotiate. They just have consultations about internal implications of what the Minister of

Finance has put to them as their alignments.

Q. Can we hold public officials accountable to statements they make in the public domain? When the Permanent Secretary met with the contract workers in January of this year, we were told that the posts would be created and everything would have to be in place by the 1st of April.

My contract ended in January, and it was extended to the 31st of March. On the 31st of March an email was sent out which stated that permission was granted to extend the contract to the 30th of April. We received an email this week to say that the post was created and will come into effect on the 1st of June. When I asked the question why it's not the 1st of April, I was told that the contracts were extended until the 31st of May. For the extension of the contract from January to March I was in receipt of a contract showing that extension. I have not been in receipt of a contract showing an extension from the 31st of March to 31st of May, and I am at a loss.

A. It is not to hold them accountable for the utterance or for the statement, it is just the fact that the contract would have been extended and not applied at the rate that it should have, and you now may have suffered some loss as a result of that. That is a grievance. Employment Contract Law is something that we are going to have to apply in this scenario and determine whether or not there is any interest or right that you may have had breached as a result of the shifting in the timeline.

Q. Geoffrey Marshall, Water Resources Authority.

How would a manager deal with the situation if he or she wants to promote someone, but there are other persons there that have been acting in the post. How would you balance that need for using your authority to promote someone

versus giving an opportunity for persons to compete?

A. It comes down to the judgment of the manager and the morale of the staff involved. You will ensure that you give a fair opportunity to everybody to compete for the position - evaluate them, assess them, [then] determine whether or not they are in fact able to carry out the functions of the job, then award the person best suited for the position. Now individuals who have not been selected could still raise an objection to the Office of the Services Commission who will then ask the head of the agency to justify the selection. If the Services Commission objects to the justification, then they can go in and tell the entity that they need to advertise and have other persons apply for the position as well. If there is an appeal they go through the appeal process. If the appeal stands then they go through the recruitment, if it doesn't stand then they confirm the individual.

Q. Looking at the claims that we have made, what is the timeframe for us to be taking action to show our seriousness so to speak?

A. What happens on May 30th is going to be very instructive in terms of the next steps. I am hoping that when we meet on the 30th, that they are able to come out with those agreements to move forward very quickly.

Q. Miguel Wood - Parish Manager at the National Works Agency.

Re: GOJ's policy in terms of housing allowance to persons who they send to another parish. We are given a subsistence for the first three months, thereafter you have to pay rent out of pocket, utilities, etc.

A. It is something that, as a union, we have taken careful note of and we are going to have to press on those issues. There used

to be a system where persons who are parish managers were given government housing or were compensated for the housing outside of what the government provides. That seemingly has fallen away and we need to bring it back.

Q. The salary scales for executive agencies are nowhere to be found on the Finance's website. In March of this year, we were presented with salary scales. The following Monday something else was presented. How can we verify the information presented?

A. Only the salary scale for the central civil service will be published that way. You wouldn't find the agencies' scales being published. It is something that we probably have to look at because a public officer's salary scale is supposed to be public. I will have a talk with my PR and Communications Unit and ask them if we could upload all the various scales onto the JCSA's website and see if our members would appreciate that.

Q. Why is the upkeep amount the same for those who travel and those who don't? Some officers stay at head office while others have to be on the road for four days a week then there's the issue of the deduction for maintaining the vehicle.

A. What you get in the \$100 now is a mix of the regular mileage elements and the elements of upkeep. We have to reset the base, because it is now referred to as a hybrid mileage - it takes the elements of the regular mileage and the upkeep and puts it into one figure. When we were negotiating, we were trying to get them to go up to about \$125 per kilometre, which we think would put us in a new ballpark. We ended up at that \$100. It sets the platform for mileage rates going forward for people like yourself who travel extensively over rugged terrain and incur a higher level of wear and tear on your vehicle than the average person.

I suspect that if we were able to come out at \$150 per kilometre that would have been very good as a target for us. So the team that is coming in now knows the target that they can look at, when they are negotiating in terms of where mileage rates should be in fiscal year 2025-2026.

(PROCEEDINGS SUSPENDED AT 1:45 P.M.)

AFTERNOON SESSION

The Session resumed at 3:25 p.m.

The Chairman continued ...

Re: Circular No. 227 from the Office of the Services Commission, the discontinuation of the operation of the Financial Administration of all its FAA Selection Board - From August 1, 2023, the board will cease to operate, and that under the delegation of Human Resource Function in keeping with Section 127 of Jamaica, the heads of agencies now have full responsibility and accountability or the selection and appointment of officers in the fiscal management, FMG Group, in keeping with the guidelines for the FMG Group. We no longer have to prove to the OSC that we got our qualifications.

The Compensation Restructuring is not the sole core remit of the JCSA. Our remit is industrial relations, and we have to do all that is in our power to ensure that the conditions under which we work, and our working conditions are protected by the advocacy and the work of the Jamaica Civil Service Association. Colleagues, advocacy works, it works, and I know that we will continue to get more victories as we persist, and we continue to be consistent in our advocacy.

Q. (Brother Burnett) What is the union's opinion of the explanation given by the Minister that no money is being taken back?

A. If a minus sign is there, it is a deduction. We will get some remedy for it which is why we are going to look back at the travelling, the mileage, effective April 1, 2022.

Those who earn more than \$1.5 million are now feeling the pinch of taxation and we need to fix that. Some institutions outside of Government have now been calling for the income tax threshold to be increased, because it makes sense.

We have two classes of retirees now - Pre-Compensation Review and Post-Compensation Review. The pre Compensation Review pension is much lower than those post Compensation Review. I have asked the Minister to normalize pension arrangements for those persons who are pre-compensation

APOLOGIES FOR LATENESS

Past President Jones

PRESENTATION OF THE MINUTES of the 103rd Annual General Meeting of the Jamaica Civil Service Association held on Friday, May 26, 2023 beginning at 3:23 pm.

Amendments to the Minutes of the 103rd Annual General Meeting

Page 97, the last two paragraphs on the bottom left-hand side of the page, that should be LOSA, not LOASA, LOSA - Legal Officers Staff Association

Minutes were accepted as read and confirmed.

MATTERS ARISING FROM THE 103RD AGM

Lands/Lands portfolio

Erwin, St. James

140 houses are being built in Erwin, St. James and are just about 25% complete. The first set

of those houses will be ready for delivery in about five to six months' time. The first 50 or so will be available to our members to be selected for those houses.

In honour of Sis. Charmaine Gillette-McLennon, deceased Chapter Chair for St. James one of the streets in the development will be named after.

(Applause)

Albion

Members or former members of this organization are behind the selling of the land in Albion to persons who have been fleeced for up to \$300,000 for a lot without even a receipt. Although we have a beneficial interest, the land is owned by the Commissioner of Lands. The administration is reluctant to give demolition orders based on the experience at Clifton which has affected our ability to clear out the squatters at Albion. A planning team from Can-Cara has visited the land in Albion and are to start getting certain approvals.

Hague in Trelawny

The Hague in Trelawny has 98 to 100 lots with a minor squatter problem. The NHT is to hand over all of the pre-approval and the developmental work they did, for us to take the developmental plans forward. We can then subdivide those lands and have them made available to our members in Trelawny.

Can-Cara

We would have also signed an MOU with Can-Cara, indicating that any lot of land (20+ acres) acquired through negotiation or acquisition, that we will be developing those lots for the benefit of JCSA members.

Public Sector Occupational Safety and Health Policy

The Ministry of Finance has agreed to advance a Draft Occupational Safety and

Health policy. We are now awaiting the first draft for review.

There are entities that have started to put in place issues of Occupational Safety and Health. In November 2016, the JCSA conducted a tour of all the facilities of TAJ and did a comprehensive report. As a result the building at 116 East Street has been refurbished. The Buff Bay Tax office was made to close due to serious breaches.

Q. Churton Bellamy - Departmental Rep at the Constant Spring Revenue Service Centre.

Any advocacy of the Union is not communicated so the Buff Bay closure was seen as the building being a relic.

A. Oftentimes the level of communication back to the constituents is not where it needs to be.

There are some things that we [the incoming administration] are going to have to revisit e.g a focus group that would have been the active part of them getting the concerns, discussing it and then moving it forward. We want to have the same setup in relation to those multi-location entities like Correctional Services that are island-wide.

Q. Rhonda Pryce, Departmental Rep, TAJ.

There are few issues:

The Board. At one point, we took a while to get a board up and running to fast track some of the requests that were made. The Union needs to look at it because when there is a transition process and ... the board is not in place, we can't move the issues forward.

The impression is being given that HR is negotiating for the staff, and it caused some amount of disquiet, because persons are saying, "why do we need a union?"

There is no proper staging of grievances which incites fear;

No approval of current HR Manual so lots of misconceptions.

- A. Members need to report grievances to the Union. The JCSA is the only trade union in the entire Caribbean that sends its delegates on a certified training course. What we want to see manifesting itself coming out of this is that our delegates understand how to manage grievances and matters of discipline in terms of gathering the information and sending them to the union, so that we can deal with the members' issues in a very expeditious way. Their first call is their delegate.

The next phase in our developmental plan is that each regional office will have an Industrial Relations Officer embedded in that office.

- Q. Sis Carol Clarke endorsed what Sis Rhonda said and added that members do not know their rights and support to educate [the members] is frustrating.

- A. It's a process. We have to continue being consistently persistent in our advocacy, because that is how we are going to get the change that we want.

- Q. Brother Burnett - Ministry of Health and Wellness (seconded from NHF) The National Health Fund is one of those executive agencies that is anti-union and that comes from the mouth of the CEO. Some are unwilling to become members because they think that they'll be targeted, although the evidence shows otherwise. We also can't get management to allow the union to come in and speak with them. Is there anything that we can do to help my colleagues at the National Health Fund?

- A. Sure. We used to have a delegate from the National Health Fund, but we don't have one there now. The first thing that we

need to do is to go in, set up a Desk for a Day, organize the membership there then we get a delegate for the location. In terms of the management being anti-union, we know that sometimes they do take these adversarial positions where the union is concerned, but we don't let it deter us, we still go in and do what we have to do. It is not the first time that we have seen an anti-union stance or the mindset of any one entity, but once we get inside there, we are able to do it.

- Q. So, what's the procedure?

- A. We have it on the record now. The Secretariat will now have to make contact with the CEO, Mr. Everton Anderson, telling him that we want to come in to do a presentation to the staff, and to do "A Desk for a Day", a recruitment exercise. That can be done as under Section 124.2 of the Constitution, the JCSA is the recognized body.

We now have close to 150 delegates of Council, so that's just an indicator to us all that the organization has grown well beyond what it was when we would have taken over the reins of the organization. It simply means that there is not a strong resistance or a viable resistance to the JCSA. There is a trend that when we do get the application form for the members and send them to the payroll station, they don't process them.

NEW AFFILIATE

The number of affiliates has grown to include the Jamaica Association of Public Health Inspectors as an affiliate of the Jamaica Civil Service Association.

(Applause)

PRESENTATION OF THE ANNUAL REPORT

GENERAL SECRETARY'S ADDRESS

Sister Tifonie Powell-Williams
[Salutations]

The following constitutes excerpts and highlights from the General Secretary's presentation and covers the period under review June 2022 to April 2023.

Over the past three years, we have embarked, and will continue on a journey to improve our service delivery by focusing on:

- Enhancing our members' experience through improved access to JCSA's services
- Operational efficiency
- Fostering employee engagement
- Revenue enhancement

The strength of our leadership and our community has been essential in manoeuvring through these challenges. The mandate given by the membership to build on the legacy has intensified our involvement in wide-ranging areas that have shown positive results to include the strengthening of our industrial relations.

(Applause)

All targets were met in terms of our strategic plans and our priorities during the period April 2022 to February 2023. All 14 chapters held their Chapter Annual General Meetings and their Chapter Executive elected. Departmental representative meetings were held with 120 departmental representatives (66 women and 54 men) being elected.

IMPROVEMENTS/EXPANSION

We have expanded our services, and we have our Industrial Relations Officers that are assigned in each region to better serve our members. We have made improvements to our Centenary Garden. In keeping with the aims and objectives outlined in the JCSA's Constitution, Rules and Regulations, we have made an indelible mark on the psyche of public sector workers.

COMPENSATION RESTRUCTURING

We continue to be in constant dialogue with the Ministry of Finance and the Public Service to ensure that workers receive the reward that they justly deserve.

GENERAL COUNCIL RETREAT

The General Council Retreat was held at the Holiday Inn Sunspree Resort, Montego Bay, June 9 to 11, 2023 with 123 members. The theme was "Engaging with the New Public Sector Paradigm" and was an opportunity to promote team dynamics while also meeting specific sets of desired outcomes.

JCSA's services, our operational efficiency and service delivery, optimization of the financial performance and performance management were key priorities for discussion. Information was shared on the following:

- The roles and responsibilities of departmental representatives
- The new performance management and appraisal system
- Applications of the ILO Conventions 151 and 154, as well as Recommendations 159 and 163.
- Emerging demands on trade union representatives in a period of change, Public sector learning framework
- The roles and functions of the Secretariat
- JCSA's Committees and Volunteer Structures.

The Executive Committee for the year 2022-2023 was elected and committee, sector and board volunteers approved.

STAFFING

Two new colleagues have been added to our Member Services Team to further increase the quality of service that we offer to our members with an additional member to our Industrial Relations Team. We have established a Public Relations and Communications Unit and promoted a staff member as Manager to optimize our communications machinery within the new staff in the Office of the President.

The following members of staff were placed on a contractual arrangement

- Brothers Junior Lattibeaudiere - Industrial Relations Officer
- Brother Michael Dixon - Strategic projects

To strengthen our Secretariat, new hires were done with promotions as follows:

- Sister Denisha Smith promoted from Accounts Clerk to Member Service Officer
- Sister Natoya Simms - Data Entry Clerk to Member Service Officer
- Brother Carlos Berry - Accounts Clerk to Member Service Officer.

Training continues in Public Speaking and in the Professional Certificate in Industrial Relations Course held at MIND.

RESIGNATIONS

- Sister Raquel Stephenson - Administrative Assistant effective 1st of September 2022 (migration)
- Sister Candice Dennis - Administrative Assistant - October 2022.
- Sister Samantha Taylor - Help Desk Clerk resigned in October but is now with the Thrift Society

UPDATES

Workshops in negotiation were conducted online in February and March by Brother Robert Chung, former 1st Vice President.

Two town hall meetings were held - Northeast Region in November 2022 and South Central in February, 2023.

Congratulations were extended to Sister Shanee Grant, Public Relations Officer and Shanadee McDonald, First Impressions Officer on the birth of their babies.

A minute of silence was held for those members who passed.

The team continues to be guided by the mission statement; it states in part: "The Jamaica Civil Service Association seeks to uphold the highest qualities of professional service to the nation".

The General Secretary identified the following:

Strengths

Members training in customer services, business and personal etiquette

Challenges

- Late subscriptions which impact the confirmation of our membership.
- ID machine being down
- Resignations (210 requests) mainly due to discontent regarding the Compensation Restructuring exercise. Despite the resignations, membership growth during that period was a total of 1,729 new members.

(Applause)

Threats

Union-busting tactics from a small number of officers within the ministries, departments, and agencies who have been delaying the processing of applications from prospective members and the hosting of "Desk for a Day"

MEMBERSHIP GROWTH

We received a total of 2,301 new applications and confirmed 1,679 members. January 2023 showed the highest percentage of confirmation of members for the period.

REVENUE

Projected revenue for June 2022 accounted for 29.02% of the total revenue for the period. This was based on the high number of applications for membership received in the month. The actual revenue in July 2022 accounted for 33.28% of the revenue for the period as a large number of confirmations resulted from applications received in the previous month. The revenue for the period June 2022 to February 2023, was projected at \$1,959,861.49; we actually received \$2,053,041.10! This annualized would have been \$17,455,772.40.

She commended departmental representatives who continue to work using Desk for a Day and giving visibility to the JCSA.

(Applause)

MOTOR VEHICLE HELP DESK

Continues to assist members in acquiring motor vehicles directly from Japan through collaboration with First Heritage Corp Credit Union, GBI Logistics, Leap Forward Limited, and the Jamaica Cooperative Insurance Agency. To date at least seven members have received their motor vehicles through the Motor Vehicle Help Desk.

(Applause)

INDUSTRIAL RELATIONS UNIT

The table represents figures as presented by the General Secretary in the various categories

	Cases Settled	New Cases	Cases outstanding	Pending Hearings /Appeals	Cases per IRO	Office Visits/ Call ins
2018 - 2019	228	189				
2019 - 2020	253	206				
2020 - 2021	191	208				
2021 - 2022	269	244				
2022 - 2023	245	229	86	13	47	1018

The Compensation Review caused a 27.09% increase in the number of call-in office visits for the period when compared to that of the period 2021-2022. This was attributed to the COVID-19 pandemic and the Compensation Review.

During the month of May 2022, the JCSA was dissatisfied with the government response to the 2021-2022 Collective Bargaining Claim and the proposed discontinuation of the JCSA’s negotiated benefits as part of the Compensation Review. Subsequently, the Government was given a 72-hours strike notice, during this period, workers from the NWC, that’s the National Water Commission and the National Housing Trust, took indus-

trial action without giving any notice. Some of the issues we were dealing with in the IR Unit were in breach of our Staff Orders for Public Service.

TRAINING

We have certified industrial relations functionaries amongst us - the third and final cohort: Dwayne Goodison, Alrington Roberts, Xavier Hutchinson, Latoya Brown, Michelle Pryce, Beverly Forbes-Black, Tracy-Ann Sinclair-Stewart, Uton Henry, Peter Plummer, Natasha Wright-Rankine, Sharon Patterson, Lorian Peart-Roberts, Fitzroy Salmon, Nikita Austin, Sebastian Douce, Richard Hutchinson, Sandra Cameron, Opal Brown, Charlene Edwards-Butler, Peter-Gay Williams, Katrina Hudson-McIntyre, Alicia Pusey, and Charmaine Hamilton.

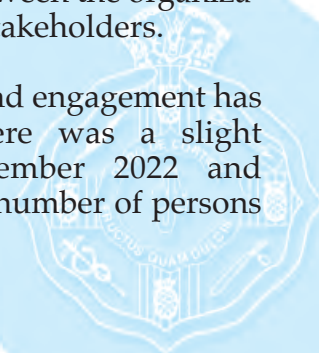
The General Secretary commended them all and wished them the best in their studies.

(Applause)

PUBLIC RELATIONS AND COMMUNICATIONS UNIT

The General Secretary gave special congratulations to the newly formed two-member team, Sister Helen and Sister Shanee, who have created a lot of visibility for the JCSA. In addition to their core PR function, which includes promotion of events, press releases and statements, the PR&C Unit was able to increase the organization’s reach and engagement with our members by conducting our meetings in hybrid format. As a result, members online were able to voice their concerns and queries and receive a response in real time. There is open, clear, and constructive dialogue between the organization, our members, and stakeholders.

Our social media reach and engagement has improved although there was a slight decrease between December 2022 and January 2023 in the total number of persons visiting our websites.



The General Secretary encouraged General Council Members to provide support for the impending podcast and help to boost the visibility of our organization. The team also acknowledged the health care workers on social media during Health Care Workers Appreciation Month.

STRATEGIC PROJECTS

The National Land Agency and the JCSA are now in total control of the beachfront property at Braco, Trelawny. The plan is for us to develop and construct villas. Parameter fencing was erected for both lots 1 and 1A.

WESTERN REGIONAL OFFICE

Minor work continues at the office alongside monthly maintenance of the minimart which is at the same location.

JACISERA PARK

One of the small conference rooms at Jacisera Park was reconfigured into the new Kingston Mini-Mart. The Caledonia Mini-mart operation was relocated to Jacisera Park.

The General Secretary encouraged use of the Jacisera Gym and Wellness Centre which costs only \$2,500.00 per month. She also brought attention to the newly renovated expansion of our auditorium.

(Applause)

REGIONAL REPORTS

Regional administrators, Sister Dellaceta Drummond from the Western Region, Sister Natasha Wright-Ranking from South Central Region, and Sister Marilyn Hines from the Northeast Region continue to work with the Chapter Executive in fulfilling the mandate of the JCSA - recruiting, conducting presentations, Desk for a Day, ensuring that dues are correct and collection is timely, etc.

COMMITTEE REPORTS

Member Services and Affiliation Committee
New discount houses have been added as a result of the advocacy of The Member

Services and Affiliation Committee. The list was updated and published in 2022.

CARE FUND POLICY

The Care Fund Policy, now known as the Member Assistance Policy, seeks to assist members who are experiencing financial challenges. The Member Services and Affiliation Committee along with the Policy Committee have updated the policy and are currently working on an updated Benefits Booklet. Once finalized, it will be available via print and on the website.

INDUSTRIAL RELATIONS COMMITTEE

Our Industrial Relations Committee continues to examine existing Human Resource and IR policy documents and to make appropriate recommendations. They have sought to give some feedback on Public Service Regulations of 1961, the Staff Orders for the Public Service of 2004, and the Grievance Policy for the Public Sector of 2013. They continue to work in assisting the Industrial Relations Unit by undertaking minor grievance matters and to create the environment for departmental representatives, especially for those trained in industrial relations.

MEN'S COALITION COMMITTEE

Brother Alan Carter received the Departmental Representative of the year award last night. The Committee which he co-chairs conducted a myriad of activities during the period. They scheduled the Man Talk One-on-One Health Series; sent Father's Day messages; encouraged men to be focused on their purpose and hosted the Johnnie Walker sponsored Corporate Wellness Workshop.

The Committee also positioned negotiations on maternity and paternity leave, not just in Jamaica, but in the Caribbean. They are also finalizing their Men's Garden here at JACISERA Park.

MINIMART MANAGEMENT COMMITTEE

The committee will continue to work to enhance the work of the minimart. A survey was conducted regarding the feasibility of a delivery service for the MiniMart. Over 80% of our members welcomed the idea. That will be finalized in the new administration.

CITATION

Sister Michelle Richards-Henry read and presented a Citation to outgoing President Brother O'Neil Grant.

(Applause)

A motion for the acceptance of the General Secretary's Report was moved by Sister Carol and seconded by Sister Michelle.

ACKNOWLEDGEMENT

The President acknowledged the presence of the Director of Elections, Brother Glasspole Brown, and Honorary Elections Officer Mr. Andrew Smith.

FINANCIAL REPORT YEAR ENDING NOVEMBER 30, 2022

The President read the Auditor's Opinion as presented by auditor Sister Karen McPherson.

"I have audited the financial statements of the Jamaica Civil Service Association, comprising the statement of financial position as of November 30, 2022. The statements of income and expenditure changes in equity and cash flows for the year then ending and loans comprising significant accounting policies and other expenditure information. In my opinion, the accompanying financial statements give a true and fair view of the financial position of JCSA as of November 30, 2022 and of its financial performance and its cash flows for the year then ending in accordance with international accounting standards. The basis of the opinion is that she has conducted this audit in accordance with international standards of accounting. My

responsibilities in the standards are further described in the auditor's responsibilities for the audit of financial statements section of this report. I am independent of the company in accordance with international ethics standards boards for accountants and code of ethics for professional accountants and I have fulfilled my other ethical responsibilities in accordance with the code. I believe that all the evidence I have obtained is sufficient and appropriate to provide the basis for my opinion".

[Salutations]

The following are highlights and excerpts from the Treasurer's report:

The JCSA continues to strengthen its strategies to respond to the membership needs by providing services that will improve the quality of their lives while significantly improving member satisfaction and confidence in the organization.

The staff complement increased by three during the period were deployed to improve the services offered in Accounts, the Office of the President, and Administration Coordinator.

A Public Relations Office Manager was engaged to create a unit and to increase communication and to highlight the activities of the organization.

JACISERA Park and the secretariat office space were renovated. Plans to transform JACISERA Park into an income stream for the organization will continue into the next financial year.

The second cohort for the Professional Certificate in Industrial Relations (PCIR) Course for the General Council concluded in April 2022. This brings to a total of 50 General Council members who have completed the course in the financial year.

The Mini Marts in Kingston and Montego continue to operate Mondays to Fridays. Members receive a 15% discount on goods.

Revenue grew by \$33.1 million, or 14% for the year under review. This growth is influenced by the 15% increase in subscription, which was implemented July 2019. Subscription income was increased by \$35.8 million, or 15% during the period. Overall expenses increased by \$26.2 million, or 11%. Salaries and wage related expenses increased by \$29.4 million, or 21%. This was attributable to the increase in the staff complement and by the promotions that took place during the year under review, to better serve our members. Despite all the challenges, we have made a net income of \$23.7 million.

(Applause)

Despite the effects of the COVID pandemic on the economy, JCSA has managed to increase its membership and continues to increase the benefits to our members. The Treasurer thanked members for their support and understanding of her financial prudence with the subscription at 1%.

Special thanks went to the Assistant Honorary Treasurers, Sister Sandra Cameron and Brother Alrington Roberts, Sister Natalie Douglas, the dedicated Audit Team, Sisters Karen McPherson and Shanique Parks and Brother Andre Green, members of the Accounts Unit - Mrs. Crystal Lee-Brown - Accounts Manager, Miss Sherian Boyer - Accounts Technician and Mr. Carlos Berry, Accounts Clerk.

She advised that Sister Karen McPherson will end her tenure as Auditor.

The Chairman opened the floor for questions.

Q. Brother Xavier - Has there been talks to engage a professional auditing firm?

A. Yes, there is some consideration for that now.

Q. Is the large majority of income from subscriptions with only a marginal amount for the total income due to interest from investments or something else?

A. 2021 saw other revenue streams than in 2022. In 2021, we had a raffle and that would have formed part of the income generated for that year. The MiniMart also made a profit of \$1.9 million in that year and unfortunately, we had a loss for the year that we are now reporting.

A. (Chairman) The raffle was a fundraiser so we would not generally account for that in the normal course of business. The minimart is also not for profit.

Q. (Brother Burnett) The same opportunity should be afforded to members whether they want to join or discontinue membership?

A. The only way that we can properly process that request for withdrawal (starting with writing to the General Secretary) is if you are no longer participating in any of our benefit offers.

Once that has been established the members are free to go. We don't like losing any of our members, but we understand that people have choice and freedom of association and if they really insist on going then we allow them to.

Q. How does one become an affiliate member of the JCSA?

A. Once the group has at least 15 persons they will write to the Association expressing an interest in becoming an affiliate of the JCSA. There is a process of interviewing and discussion, a formal agreement on the terms and conditions of affiliation to be signed, then they will become an affiliate of the organization. There's an annual fee to be paid based on the number of members in the group. The affiliation status continues until either we separate, or they decide to separate from us.

Brother Burnett asked that the driveway be asphalted.

Q. Brother Allan Carter - Ministry of Health and Wellness.

If a person is charged with union busting, does that money go to the union?

A. No. It's a criminal offense. There is no civil action as a result of union busting. They are however liable for the value of the dues that have not been deducted and paid over but we have not pressed that issue. We don't want to criminalize people, we use it as a very last resort, and we are hoping that we never reach the stage. What we try to do is to encourage those persons who are acting contrary to the relationship that we have with the Government to discontinue.

(Applause)

A motion to accept the Treasurer's report was moved by Bro McCurbin and seconded by Sister Charlene Edwards-Butler from the 4H.

The Chairman continued

For the first time in our history, we have received several reports of persons offering money for votes and we are going to have to investigate those allegations and take the appropriate action. Our members have been saying that we need to review our dues structure because of membership growth. A Resolution was moved and passed in 2019, that every five years we will review the dues structure of the JCSA. We have to continue to create an atmosphere where the members can continue to see tangible evidence of the use of their dues, and so we have to do that review over the next few years.

Q. (Brother Churton Bellamy from Tax Administration)

Why is it that the election day and the Annual General Meeting are held on the same day? Reason being, I have seen some amount of what I would refer to as separation. It seems a little bit divisive because persons are engaged in campaigning. I believe that all persons engaged in the process who are seeking

election to be leaders of the organization should be in this forum.

(Applause)

A. And that would mean a re-look at our Regulations, our election Regulations. It is something that, you know, as the almost elder statesman, I would have had a discussion with our General Secretary indicating to her that aspects of our Regulations are now outdated. Members have been raising questions to say, for instance, why is it that somebody resigns from the office, but continues to sit in the chair? So, there are some things that we are going to have to work through, ensure that it speaks to some amount of transparency and that people don't think that people are able to manipulate the process by still sitting in the chair while contesting for a seat and so on.

A. So, there are some things that we are going to have to look at in terms of our elections. One of the things that we are going to have to seriously look at, colleagues, and I am taking privilege with this one, we have to seriously look at what are the qualifications for candidacy. It can't be just having to sit on the council for two years or on the executive for a year, it must be more than that, because I can sit somewhere and do nothing at all and then say, hey, I want to be the president. We can't have that situation happen, because that would mean that our candidate pool will be watered down. We want to have a strong, robust candidate pool so that the members will have a difficult time, a really difficult time, determining who they should be voting for. We don't want it to be a one-sided affair every time, because that is where the robustness of the organization will demonstrate itself, where the candidate pool is robust, rich, and there is a high level of participation, because the candidates are highly qualified for the office. All right, let me move on quickly.

AWARD OF HONORARIA

The treasurer recommended that the Honoraria be set at \$5 million, an increase from \$4 million last year.

A motion for the acceptance of Honoraria was moved by Sister Beverly Edwards and seconded by Sister Sandra Brown.

NEW AND OTHER BUSINESS

Committee of the Year was awarded to the Sports Committee. The President presented the award to co-chairs Brother Alrington and Brother Raymond Poyser. Monitoring Officer Sister Mullings-Arnold was invited to be a part of the photo.

A presentation was made to the outgoing President from the St. Thomas Chapter by Chapter Chair, Sister Jodie Bailey-Williams and Sister Sandra. It read: "O'Neil W. Grant, MBA, President, Jamaica Civil Service Association, May 2011 to May 2023, Visionary Extraordinaire."

(Applause)

MUSICAL ITEM

(Applause)

APPOINTMENT OF AUDITORS

The Auditors will not seek to return. A motion was moved by Sister Carol and seconded by Sister Pauline Ferguson that the general meeting to allow the General Council, for efficiency, to preside over the appointment of the Auditors for the next year.

Before handing over the proceedings for the declaration of officers, the outgoing President said his goodbyes and the Director of Elections and Honorary Elections Officer paid tribute to Brother O'Neil Grant's leadership. Mr. Brown also commended the Association for the improvement in turnout - a growth from a little over 700 persons to approximately 1753 persons this year.

DECLARATION OF OFFICERS

Honorary Elections Officer Mr Brown announced the results of the contest for 1st Vice President and President. Clarence Frater was successful as 1st Vice President with 1082 votes while Techa Clarke-Griffiths, polled 1072 votes, a whopping support of 61.2% of the turnout, for President.

(Applause)

The General Secretary announced the Officer Corps for the 2023 to 2024 period:

- President - Sis. Techa Clarke-Griffiths
- 1st Vice President - Bro. Clarence Frater
- 2nd Vice President - Bro. Kelvin Thomas
- 3rd Vice President - Bro. Alrington Roberts

NEWLY ELECTED PRESIDENT SIS TECHA CLARKE GRIFFITHS' ADDRESS

To the Honorary Elections Officer Mr. Andrew Smith, Director of Elections Bro. Brown, to my new Officer Corps, 1st Vice President Clarence Frater, 2nd Vice President Kelvin Thomas, newly minted 3rd Vice President Alrington Roberts, Honorary Treasurer Melaini Mullings-Arnold, my General Secretary Sis. Tifonie Powell-Williams, my immediate Past President Bro. O'Neil Grant, my Executive Chapter Chairs, my husband - can you stand please so everybody can see you - that's the wind beneath my wings, my son who is an Attorney-at-law Richard Goulbourne and to my baby, (I know he doesn't like it) T'Andre Griffiths, my brothers and sisters, the staff of the Secretariat.

(Applause)

I stand here today humbled by the tasks bestowed upon me, grateful for the trust you have invested in me and mindful of the sacrifices borne by my predecessors. There are so many people to thank. No feat as mammoth as this undertaking, can be taken on single handedly and I sincerely thank every single person who had a hand in this.

I am grateful for every prayer, word of encouragement, word of challenge, the brutal honesty, the tears and the hope expressed. I may not be able to name each person but be assured that I appreciate each and every one of you and all you have done to make this historic moment, in this our beloved Union, possible.

(Applause)

I do want to take the opportunity to extend gratitude to my immediate Past President, Brother O'Neil Grant, for his exemplary service to the JCSA and to the nation. He has been dedicated, generous, even-handed and supportive in his leadership. I know, Brother Grant, that you will continue to support us, and we can count on you as we continue the journey of advocacy together. Brothers and sisters, could you please help me give our immediate Past President another round of applause.

(Applause)

Brothers and sisters, we are facing difficult times and dangerous times and it cannot be business as usual. The situation on the ground calls for answers [that] many times we are unable to provide. Too often we, the union, the JCSA, are called on to fix avoidable problems [and to] console those who are hurt by the misdeeds and ignorance of others. Now we must contend with Government overreach with the 16 sessions of leadership. The JCSA has faced many challenges and weathered many storms. Today, the JCSA made a historic, unprecedented statement in the face of these challenges. I do not take it lightly that for the first time in the 104-year history of the Jamaica Civil Service Association, I stand in front of you as the 17th [and first female] President.

(Applause)

Like Esther in the Bible, her people faced possible extinction as forces conspired to destroy them, but with faith, integrity, prayer [and] perseverance, she stepped in her purpose, as I do for such a time as this. God made no mistakes. His appointments are clothed in confidence.

Today, this appointment is no longer my story, but our story - our story of unity, faith, perseverance, and promise. As our forefathers endured together, we will use the resilience and knowledge of the past to build an inclusive and hope-filled future, where the Jamaica Civil Service of tomorrow will benefit from the decisions and dedication of today.

Today, I say to you that the challenges we face in the implementation of the Compensation Review are very real. They are serious and they are many; they will not be met easily or in a short span of time. Let us not be deluded by low-hanging fruits and unreasonable asks, but let us choose faith over fear as we fight together, hope over despair, truth over tricks, facts over fiction, and more importantly, unity of purpose over self - an enlightened interest in our pursuit for a better public sector.

Unfortunately, today we still wrestle with betrayals of yesterday and yesteryear. There are no magic tricks in our arsenal as problems cannot be made to disappear and I make no such promise to anyone. What we can do is to call out evil when we see it; consolidate our efforts in the global fight against indecent work, misguided contract employment, corruption and unfair Human Resource practices in the public sector, lip service to people development and unacceptable working conditions and to add to this, inequality; inequity that has plagued us in the Compensation Review process. We are coming into the strengthening of the capacity within the public sector and our ability to build a better Jamaica and a better JCSA.

We cannot forget for even one second that it is the selflessness and sacrifices of the public sector workers and our members in the JCSA that took this country through the most difficult times. It is the signing of the MOUs that assisted this country to be in the financial position that it is in now. Without us, that would not have been possible. Now it appears that we are just pawns in the quest

for power. Let us, as a trade union movement, not give any more latitude to those who may not have our interests at heart and in their minds. Let us recommit to solidarity and love for each other. Let us continue to build relationships between the Government, trade union and the workers and let us, those of us who would have contested the election, have one aim - and that aim is to make the JCSA a better union. I call on all of my contestants in this election to join us in the fight against all injustices that we are facing in the union. Let us together hold the Government, the Ministry of Finance, accountable to negotiate in good faith and not because of what is expedient, to hammer out an agreement that will make labourers poorer. My brothers and sisters, the challenges we face with the implementation of the Compensation Review are new and some are insurmountable.

The instrument with which we meet them may be new, but those values upon which our success depends is honesty, hard work, courage, fair play, tolerance, curiosity, loyalty and patriotism. These things are old; these things are true. They have been the fighting force of progress throughout our history. What is demanded, then, is a return to our values. What is required of us is a new era of responsibility; recognition on the part of every Jamaican and especially our Jamaican citizens and the Jamaica Civil Service Association Members, that we have a duty to ourselves, our nation and the world, that we do not grudgingly accept but rather seize gladly, firmly, the knowledge that there is nothing so satisfying to the spirit, so defining of character, than giving all of ourselves to this difficult task.

My brothers and sisters there is so much to be said, but it is just yet to work because we have no more time to waste. There is much to do, and we have many bridges to fix; our tolls have been paid. Let us rise as one JCSA because together we can, and granted, we must. Thanks for your endorsement. Thanks for your faith. Let us remind ourselves as we

embark on this journey together that we are a chosen people, a royal priesthood, a holy nation, God's special possession that when we declare the praises of the King who called us out of darkness into his wonderful and marvelous realm. God Bless You! Together let's stand and recite [and reaffirm] the Jamaica Civil Service Association's Mission Statement.

"The Jamaican Civil Service Association seeks to uphold the highest qualities of professional service to this nation, through the guarantee of a highly trained workforce of competent and committed persons, whose legitimate interests are safeguarded and affirmed through membership in this organization".

My brothers and sisters, my heartfelt thank you to all of you.

(Musical selection by Audia)

The President invited Presidential candidate Sis Gillian Corrodus to come forward.

Sis Gillian Corrodus highlighted that there is a serious problem with members leaving the JCSA and that approximately 90% of members (close to 29,000) who have never voted urged a call to action to remedy the situation as part of a greater growth strategy.

Sis Corrodus charged the new President with the responsibility that "a strong voice must be heard" and that the anomalies in the Compensation Review require immediate attention. Sis Corrodus also expressed her good wishes and on behalf of the other candidates.

The President thanked Sis Corrodus and all in attendance.

ADJOURNMENT

The meeting was terminated at 6:53 p.m.

Record of Attendance Executive Committee Meetings for the Period March 2023 – April 2024

OFFICERS	OFFICE	EMERGENCY (0)	SPECIAL (1)	REGULAR (14)	REMARKS
Techa Clarke-Griffiths	President		1	13	
Clarence Frater	First Vice President		1	14	
Kelvin Thomas	Second President		1	14	
Alrington Roberts	Third President		1	14	
Melaini Mullings Arnold	Honorary Treasurer		1	14	
O'Neil Grant	Immediate Past President		1	13	
Camille Buford	RGD	0	0	3	
Allan Carter	MOH&W	0	0	14	
Nikhail Campbell	Office of the Services Commission	0	0	1	
Ann Marie Campbell Bell	Jamaica Custom Department	1	1	13	
Maud Chambers	Ministry of Tourism	1	1	12	
Kevin Cornwall	Passport Immigration and Citizenship Agency	0	0	10	
Dwayne Goodison	Ministry of Education and Youth	1	1	8	
Okieve Kerr	Forestry Department	1	1	3	
Shawn Mitchell	Tax Administration of Jamaica	0	0	10	
Raymond Poyser	Ministry of Economic Growth and Job Creation	1	1	13	
Rhonda Pryce	Tax Administration of Jamaica	1	1	14	
Michael Thompson	STATIN	1	1	13	
Peta-Gaye Williams	Electoral Office of Jamaica	0	0	7	
Sandra Brown NSRC	SERHA	1	1	11	
Sandra Cameron NSRC	Post & Telecommunications Department	1	1	10	
Leslie Campbell NSRC	DCS – Tamarind Farm Adult Correctional Centre	0	0	1	
Robert Chung NSRC	Retired	0	0	8	
Peta-Gaye Hodges NSRC	JIS	1	1	13	
Patricia Jackson NSRC	RGD	1	1	13	
Geraldine Miles NSRC	MFA&FT	1	1	12	
Geoffrey Marshall NSRC	Water Resources Authority	0	0	14	

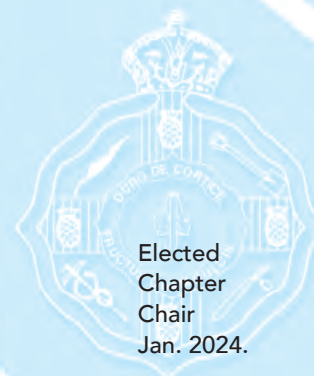
NAME	MIN/DEP/AGENCY	Special Meeting (Jun. 2023)	Regular Meetings Feb. 2023 – Feb 2024	Comments
Clarke-Griffiths, Techa	JCSA	1	5	
Thomas, Kelvin	Min of National Security	1	5	
Frater, Clarence	Min of Industry, Investment & Commerce	1	5	
Mullings-Arnold, Melaini	Tax Administration Jamaica	1	5	
Roberts, Alrington	Min of Finance & the Public Services	1	5	
Grant, O'Neil	Min. of Agriculture, Fisheries and Mining	1	3	
Ameir Cummings, Yanique	Min of Foreign Affairs & Foreign Trade	1	5	
Anderson, Pauline	Min of Industry, Investment & Commerce	1	5	
Austin, Nikita	Auditor General's Dept.	1	5	
Bailey-Williams, Jody-Ann	South East Regional Health Authority	1	4	
Beale, Javette	Min of Education Youth & Information	1	2	
Beckford, Maria	TAJ-Oxford Road	-	-	
Bellamy, Churton	TAJ-Constant Spring	0	2	
Brodber, Andrew	JCDC	0	2	

2 excused

NAME	MIN/DEP/AGENCY	Special Meeting (Jun. 2023)	Regular Meetings Feb. 2023 – Feb 2024	Comments
Brown, Antonio	DCS- Tower Street	1	2	
Brown, Alrick	Min of Labour & Social Security	0	2	
Brown, Carole	ODPEM	-	-	
Brown, Latoya	National Public Health Laboratory	1	5	
Brown, Sandra (NSRC)	South East Regional Health Authority	1	2	1 excused
Brown-Kinghorn, Jacqueline	Kingston St. Andrew Health Dept.	1	4	
Brown-Thompson, Millicent	Bellevue Hospital	1	1	
Bryan, Opal	Administrator General's Department	1	5	
Buford, Camille	Registrar General Dept.	1	5	
Burrell-Rodney, Angela	National Land Agency	0	1	
Byfield, Leo	Min of Labour & Social Security	1	5	
Carter, Allan	Min of Health & Wellness	1	5	
Cameron, Sandra	Post & Telecom Dep.	1	4	
Campbell, Leslie (NSRC)	DCS Tamarind Farm Adult Correctional Ctre	1	0	
Campbell, Nikhail	KSA Parish Library	0	1	
Campbell, Racquel	Min of Local Govt & Rural Development	1	5	
Campbell, Tashema	Electoral Office of Jamaica			No longer Dep Rep
Campbell, Tasheena	Min of Agriculture & Fisheries Division	1		No longer Dep Rep
Campbell Bell, Ann Marie	Jamaica Customs Agency	1	3	
Chambers, Maud	Min of Tourism	1	3	
Coward, Michael	Child Protection & Family Services Agency	1	0	2 excused
Chung, Robert (NSRC)	JCSA	0	2	
Clarke, Brandon	Court Administration Division	-	-	
Clarke, Carol	Brown's Town Community College	1	5	
Clarke, Kevin	Statistical Institute of Jamaica	1	4	
Clarke, Golda	Auditor General's Dept.	1	4	
Clemmings, Sandra	Houses of Parliament	1	5	
Coleman-Clarke, Karen	St. Mary Parish Library	1	3	
Cornwall, Kevin	Passport Immigration, Citizenship Agency	1	4	
Davis, Marcia	JCDC	1	4	
Deslandes-Brown, Keynea	Companies Office of Jamaica	1	1	
Douce, Sebastian	Jamaica Constabulary Force	1	3	
Dunbar-Simmonds, Sheryl	Bellevue Hospital	1	1	
Edwards, Annette	Shortwood Teachers College	1	3	
Edwards, Georgia	Child Protection & Family Services Agency	1	2	
Edwards, Charlene	Jamaica 4H Clubs Staff Association	1	1	
Edwards, Ingrid	Min of Transport and Mining	0	4	
Fairweather, Fitzroy	DCS Tamarind Farm Correctional Ctre	1	2	
Fairweather-Sims, Netollia	Institute of Jamaica	1	3	
Ferguson, Paulette	Jamaica 4H Clubs	1	4	
Forbes-Black, Beverley	Ministry of Labour & Social Security	1	4	
Forbes-Christie, Millicent	DCS-South Camp Road Correctional Ctre	1	5	
Franklyn, Latoya	Electoral Office of Jamaica	1	0	
Goodison, Dwayne	Min of Education Youth & Information	1	4	
Graham, Sheldon	Post & Telecom Dept	1	1	
Grant, Suzette	Min of Local Govt & Rural Development	1	5	
Gray, Herbert	DCS-Horizon Adult Remand Ctre	1	1	
Green, Michsica	JCF Police Computer Centre	1	2	
Green-Livingston, Melva	Bustamante Hospital for Children	1	5	
Hall, Llewellyn	Min of Labour & Social Security	1	4	



NAME	MIN/DEP/AGENCY	Special Meeting (Jun. 2023)	Regular Meetings Feb. 2023 – Feb 2024	Comments
Hamilton, Charmaine	KSA Parish Library	1	4	
Hearne-Wright, Sharon	National Environment Planning Agency	1	2	
Henry, Uton	Water Resource Authority	1	4	
Hodges, Peta-Gay (NSRC)	Jamaica Information Services	1	3	
Hudson McIntyre, Petrina	Freeport Police Station	1	2	
Hutchinson, Leroy	National Chest Hospital	1	2	
Hutchinson, Richard	Office of the Prime Minister	1	5	
Hutchinson, Xavier	Min of Finance and the Public Service	1	4	
Jackson, Patricia (NSRC)	Registrar General Dept	0	6	
James, Denise	TAJ-Constant Spring	0	2	
James, Keisha	KPH/Victoria Jubilee Hospital	1	3	
Johnson, Anthony	Jamaica National Heritage Trust	1	2	
Johnson, Rajeve	Court Admin Division	0	3	
Kerr, Michael	Jamaica Information Services	1	4	
Kerr, Okieve	Forestry Dept.	1	4	
King-Halstead, Steffani	Min of National Security	1	3	
Knight, Marlene	Jamaica Fire Brigade	1	3	
Lawrence, Tamara	Min of Labour & Social Security	1	4	
Lawson, Curtis	Min of Science, Energy & Technology	1	5	
Lester, Sherene	National Works Agency	1	4	
Lewis-Atkinson, Karen	Forestry Dept	1	2	
Lewis-Brown, Stephanie	Social Development Commission	1	4	
Madden, Judeen	Jamaica Dental Nurses Association	1	5	
Malcolm, Megan	TAJ-Kings Street	1	3	
Malcolm, Delsie	Min of Health and Wellness	0	1	
Manning, Chevaun	Companies Office of Jamaica	0	1	
Marshall, Geoffrey	Water Resources Authority	1	3	2 excused
McCurbin, Harold	Bustamante Hospital for Children	1	5	
McGregor, Stephanie	Jamaica Customs Agency	1	3	
McGhie, Clance	Trewlany Municipal Corporation	1	3	
McKay, Oshane	Min of Economic Growth & Job Creation	1	4	
Mendez-Williams, Sandra	Kingston Public Hospital	1	3	
Miles, Geraldine	Min. of Foreign Affairs & Foreign Trade	1	3	
Mitchell, Fayann	Tax Administration Jamaica	1	2	
Mitchell, Shawn	TAJ-Kings Street	1	3	
Morrison, Nicola	Min of National Security	1	1	
Morgan-Stephens, Michelle	Golden Age Home	1	3	
Nicholson, Junior	National Environment Planning Agency	1	4	
Osbourne, Marlon	Food Storage & Prevention of Infestation Div	1	5	
Palmer, Michael	NLA -Estate Management Division	1	5	
Palmer, Pat'Rae	Municipality of Portmore	1	0	
Patterson, Sharon M.	NLA -Survey & Mapping	1	4	
Patterson, Sharon	Supreme Court	1	1	
Peart, Noel	Registrar General Dept	1	1	
Peart Roberts, Lorian	Social Development Commission	1	2	
Pellington, Dona	TAJ-Stamp Office	1	5	
Plummer, Peter	Jamaica Defence Force	-	-	
Pottinger, Keisha	Passport Immigration, Citizenship Agency	1	4	
Powell, Claudia	Min of Justice	1	4	
Powell, Desoree	Cornwall Regional Hospital	0	1	



Elected
Chapter
Chair
Jan. 2024.

NAME	MIN/DEP/AGENCY	Special Meeting (Jun. 2023)	Regular Meetings Feb. 2023 – Feb 2024	Comments
Powell, Stephanie	Practical Nurses Association of Jamaica	1	2	
Poyser, Raymond	Min of Economic Growth & Job Creation	1	4	
Pryce, Rhonda	TAJ-East Street	1	4	
Pryce, Michelle	National Works Agency	1	5	
Reid, Lloyd	Jamaica Defence Force	1	3	
Richards, Jerry-Neal	Jamaica Library Service	0	3	
Richards, Mark	TAJ- Ocean Boulevard	1	3	
Richards-Henry, Michelle	Min of Health & Wellness	1	4	
Roache, Andrea	National Land Agency-Land Title Division	1	0	
Salmon, Fitz-Roy	Municipality of Portmore	1	4	
Samuda, Kimyka	National Library of Jamaica	1	3	
Sancko-Valentine, Yanike	Tax Administration Jamaica-May Pen1	3		
Saunders, Peter-Gay	KSA Health Dept	1	4	
Scott, Christopher	DCS -Metcalfe Street	1	4	
Sinclair-Stewart, Tracy-Ann	Institute of Jamaica	1	4	
Spence, LaToya	Court Administration Division	1	4	
Stewart, Morris	Psychiatric Nursing Aid Association	1	3	
Stewart, Nigel	Min of Agriculture & Fisheries Division	-	-	
Thomas, O'Neil	Min of Justice	-	-	
Thompson, Michael	Statistical Institute of Jamaica	1	3	
Whyte-Bryan, Denise	Min of Industry, Investment & Commerce	1	4	
Williams, Garcia	Office of the Prime Minister-Cabinet Office	1	5	
Williams, Latoya	Administrator General's Department	1	4	
Williams, Peta-Gaye	Electoral Office of Jamaica	1	3	



Sectors, Boards, Committees and Sub Committee

Committee	Proposed Monitoring Officer	Proposed Chairman	Proposed Staff Assigned	Proposed Exco/GC Assignee
JACISERA Park Board of Management	President	Rhonda Pryce Michael Thompson	Fabio Johnson	Sandra Cameron Asst. Hon. Treas
Finance and Planning	President	Melaini Mullings-Arnold	Crystal Lee-Brown	N/A
Sports	Hon. Treasurer	Raymond Poyser	Patrice Porter	
Young Workers	Hon. Treasurer	Cadegia Whyte Okeive Kerr	Mikayla Mullings	Rhonda Pryce Herbert Grey
Policy & Constitution	1st VP	Shawn Mitchell Sheldon Graham	Debrett Brown	
Fundraising	Hon. Treasurer	Stephanie McGregor Sebastian Douse	Crystal Lee-Brown	Geoffrey Marshall
Women's Action	Hon. Treasurer	Geraldine Miles Latoya Spence	Patrice Porter	
Trade Union Education and Training	3rd VP	Sandra Brown Tashema Campbell	Patrice Porter	
Mini Mart Management	1st VP	Pauline Anderson Latoya Brown	Crystal Lee-Brown	
Member Services and Affiliation	3rd VP	Ann Marie Campbell Bell Tracey Ann Sinclair	Michelle Williamson	Sandra Brown
Legislation and Regulations	3rd VP	Stephanie Lewis Brown Rajeve Johnson	George Thorpe	Geoffrey Marshall
Industrial Relations	2nd VP	Peta Gaye Williams	George Thorpe	
Information Technology and Communication	President	Peta Gay Hodges	Helen Mason & Shanee Grant	
Men's Coalition	1st VP	Allan Carter Nikhail Campbell	George Thorpe	
JACISERA Toastmasters Club	President	Stephanie Lewis-Brown Claudia Powell	Candice Dennis	
JCSA/JCSMTS Joint Committee	Hon. Treasurer	Ann Marie Campbell	Michelle Williamson	
Disaster Committee	President	Mark Richards	Patrice Porter/ Fabio Johnson	

Committee	Proposed Monitoring Officer	Proposed Chairman	Proposed Staff Assigned	Proposed Exco/GC Assignee
Greivance & Disciplinary	2nd VP	Robert Chung		
Housing & Development	President	Raymond Poyser		
Compensation Review Committee	President	Kelvin Thomas Maud Chambers		Xavier Hutchinson
Claims Cadre	President	1st VP	IR Manager	All Officers & Geoffrey Marshall
Occupational Health and Safety	1st VP	Robert Chung Sheldon Graham		

JCSA Trustees		
	Edward Bailey	O'Neil Grant
	Wayne Jones	Wayne Jones
	Georgia Mogg	Georgia Mogg

JCSA Advisory Board - National Staff Relations Council 2023-2024		
Proposed 2023-2024	Patricia Jackson	Sandra Cameron
	Peta Gay Hodges	Geraldine Miles
	Robert Chung	Sandra Brown
	Geoffrey Marshall	Leslie Campbell

JCSA Affiliated Organization	Current Representatives	2023-2024 Proposed
JCSA Limited (by appointment ratified by General Council)	Wayne Jones	Wayne Jones
	O'Neil Grant	Techa Clarke-Griffiths
	Georgia Mogg	O'Neil Grant
	Angella Burrell Rodney	Georgia Mogg
	Tifonie Powell-Williams	Tifonie Powell-Williams
		(Maude Chambers - Finance)
JCS Housing Company Ltd.(by appointment ratified by General Council)	Techa Clarke-Griffiths	Techa Clarke-Griffiths
	Wayne Jones	Wayne Jones
	O'Neil Grant	O'Neil Grant
	Tifonie Powell-Williams	Raymond Poyser
	Raymond Poyser	Tifonie Powell-Williams

JCSA Affiliated Organization	Representative 2022/2023	Representative 2023/2024
Public Service Commission Constitutional Nominee	Brenda Cuthbert	Brenda Cuthbert
Jamaica Printing Services (1992) Ltd.	Patricia Jackson	Patricia Jackson
Jamaica Confederation of Trade Unions	O'Neil Grant	Techa Clarke-Griffiths
	Techa Clarke-Griffiths	Clarence Frater
	Tifonie Powell-Williams	Tifonie Powell-Williams
Government Employees Transport Service	Raymond Poyser	Raymond Poyser
	Michael Thompson	Michael Thompson
Government Employees Administrative Services Only (GEASO) Scheme	O'Neil Grant	O'Neil Grant
	Tifonie Powell-Williams	Tifonie Powell-Williams
Board of Trustees Executive Agencies Pension Scheme	Patricia Jackson	Patricia Jackson
Computer Loans Scheme	Allan Carter	Allan Carter
	Richard Hutchinson	Richard Hutchinson
Civil Service Week Planning	Patrice Porter	Patrice Porter
	Beverly Edwards	Beverly Edwards

Body	Appointee 2022/2023	Appointee 2023/2024
Public Service Monitoring Committee	O'Neil Grant	Techa Clarke-Griffiths
National Housing Trust	O'Neil Grant	Appointed by the PM
Partnership for Jamaica	O'Neil Grant	Techa Clarke-Griffiths
Consumer Affairs - Fair Trading Commissions	O'Neil Grant	

External Committees	Appointee 2022/2023	Appointee 2023/2024
National Identification System (NIDS)	O'Neil Grant	Techa Clarke-Griffiths
Public Service Regulations	O'Neil Grant	O'Neil Grant/Techa Clarke-Griffiths
NHT Joint Venture Committee (Irwin Delopment)	O'Neil Grant/ Techa Clarke-Griffiths	O'Neil Grant/Techa Clarke-Griffiths

Sector Leader	Sector	Staff Assigned
Techa Clarke Griffiths	<ol style="list-style-type: none"> Office of the Prime Minister and Office of the Cabinet (and its subsidiaries) Economic Growth and Job Creation (sub divisions) Finance and the Public Service Education and Youth - 3rd VP to Assist Health and Wellness - 3rd VP to Assist Foreign Affairs and Foreign Trade Legal and Constitutional Affairs 	<p>Joy Tucker</p> <p>George Thorpe</p>
Clarence Frater	<ol style="list-style-type: none"> Labour and Social Security National Security Culture, Gender, Entertainment and Sport Agriculture and Mining 	Alecia Pusey
Kelvin Thomas	<ol style="list-style-type: none"> Justice Local Government and Rural Development Industry, Investment & Commerce 	Andrew Lattibeaudiere
Alrington Roberts	<ol style="list-style-type: none"> Energy, Science and Technology - 3rd VP Electoral Office of Jamaica - 3rd VP 	Alecia Pusey
Melaini Mullings Arnold	<ol style="list-style-type: none"> Tourism 	O'Dane Finlayson

Zone 1	Western Region -	Alrington Roberts - Zonal Chair	IRO assigned: George Thorpe Mentee: O'Dane Finlayson
Zone 2	South Central Region	Clarence Frater - Zonal Chair	Alecia Pusey
Zone 3	North East Region	Kelvin Thomas - Zonal Chair	Joy Tucker Harriot
	KSA-at Large, St. Thomas & St Catherine	Techa Clarke Griffiths - President	Junior Latibeaudiere & Rosalind McKenzie



Honorary Treasurer's Report

Sisters and Brothers, it is with pleasure that I present to the Annual General Meeting the Financial Statements for the financial year ending November 30, 2023.

The Year in Review

The current leadership continues to be very optimistic about the future of this noble organization. We will continue "Honouring our Legacy, Shaping our Future: 105 years of impacting worker's lives." The JCSA continues to strengthen its strategies to respond to the membership needs by providing quality services that will improve the quality of their lives while significantly improving member's satisfaction and confidence in the organization. Some of the achievements include increasing the staff complement by three (3) during the period. These team members were deployed to various areas of the organization to improve the services offered in Accounts, Office of the General Secretary and in Administration.

The ambience at the Secretarial office space and the renovation of the JACISIRA Park, to include the newly renovated state of the art Auditorium, kitchen and Bar, have been executed to provide comfort, relaxation and safety for our members, staff, and visitors alike. However, plans to transform the JACISIRA Park into an income stream for the organization will continue into the next financial year.

I am extremely happy to report that the Third and final COHORT for the Professional Certificate in Industrial Relations (PCIR) course for General Council was concluded in August 2023. This brings to a total of over seventy (70) General Council members who have completed the course in this Financial Year. The recipients of this course were successful and the achievement will be a milestone that will be celebrated as the knowledge gained has been and will be assisting with the industrial relations matters in the JCSA and the Ministries, Department and Agencies.

The MiniMart continues to operate Monday to Friday at 31 Molyneux Road, Kingston 10 and 44 Thompson Street Montego Bay, St James. Members received goods at cost with a further 15% discount. We implore all our members to continue to access this benefit. It is very important to note that during this period, we donated \$742,144.00 worth of goods to our members: some based on needs and others for the loyalty.

Financial Performance

Revenues grew by \$154,560,268.00 or 56% for the year under review. This growth is the influenced by the increase in the members' contribution arising from the new compensation structure. Subscription income was increased by \$166,987,218.00 or 60% during the period.

Our overall Revenue Expenditure increased by \$68,005,022.00 or 27%. The single expense with a significant increase was Salaries and Wages and Related Expenses. This expense was increased by \$29,434,812 or 21%. This was attributable to the increase in the staff compliment and

promotions. This action was inevitable as membership had increased. The increase in the staff compliment was necessary so that we can better serve our members.

Our overall Capital Expenditure increased by \$53,703,521.00 or 70%. This is evident in the continued transformation of JACISERA Park which is located at 31 Molyneux Road, Kingston 10. The development continues as we seek to improve our members spot of relaxation to world class standards.

During the end of the period under review, the Association have made a net Surplus of \$110,263,001.00. With this net income, we were able to increase our asset base which includes our home JACISERA Park. The Officers and staff is committed to continue serving and assisting our members when called upon to do so.

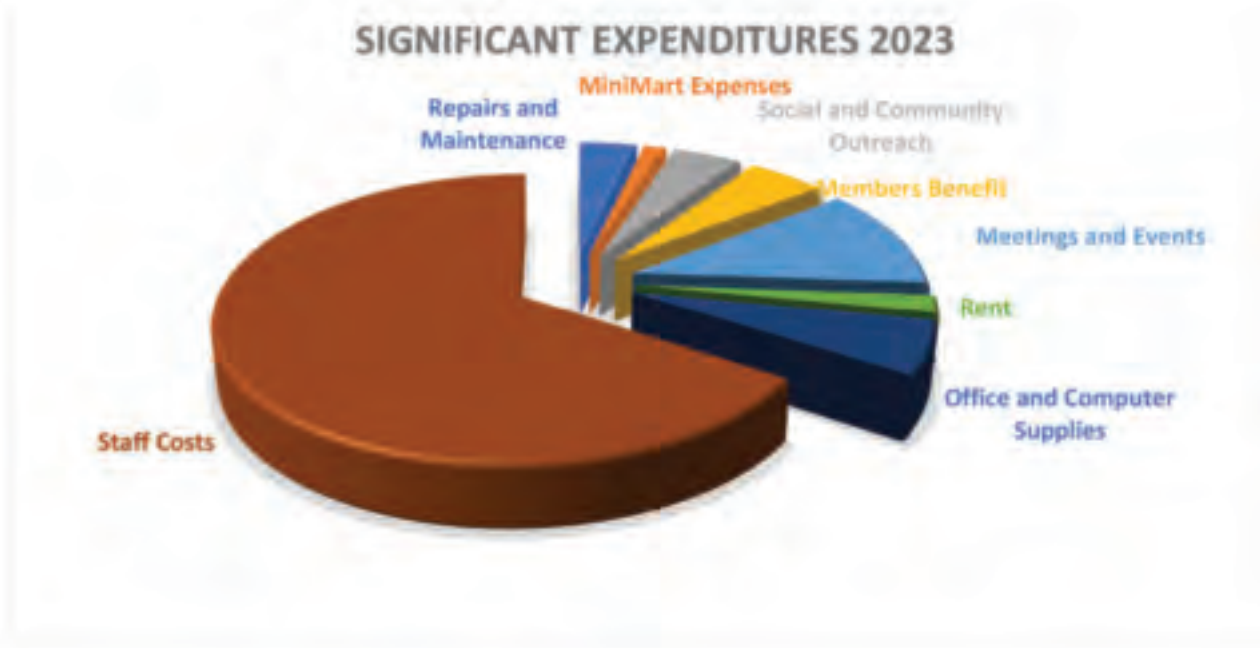
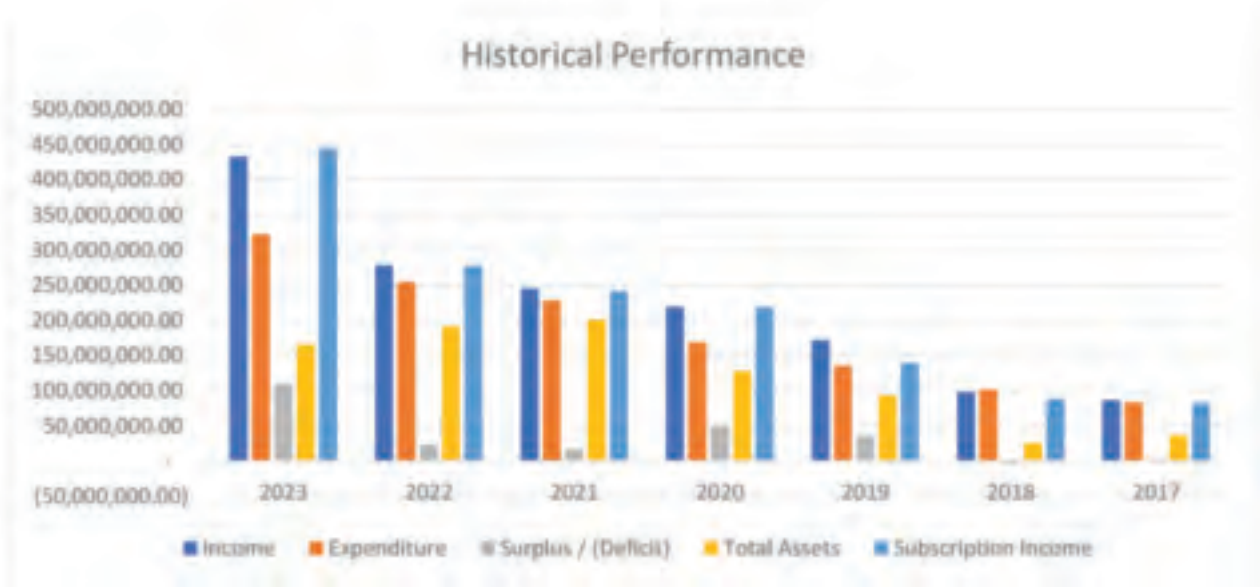
Despite the change in dues, JCSA continues to increase its membership, benefits to our members and excellent industrial relations representation and education. This is evident by the many requests and coverage of our Hotline Feature "How Sweet the Fruit" which is aired every Monday at 10:15 am. We remind our members to access all the benefits being offered as we will continue to provide new ones in the year(s) to come.

Conclusion

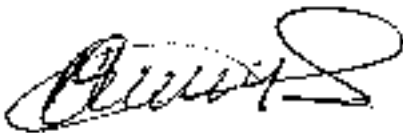
As the Honorary Treasurer of this noble institution, I want to express my sincere gratitude to my fellow Officers, staff of the JCSA and the General Council members for their support and understanding of my financial prudence, even with the Subscription at 1% and the increase in the dues received. I express a special thank you to the Assistant Honorary Treasurers, Sisters Sandra Cameron and Janet Plummer.

Finally, our loyal Accounts Unit team, who continue to give their best to meet the needs of our members, staff and suppliers. The team members are Mrs. Crystal Lee-Brown (Accounts Manager), Miss Cherrian Bowyer (accounts technician) and Mr. Trevaughn Reid (accounts clerk). Mr. Reid joined the accounts team during the financial year under review.

I am again expressing a big thank you to you all and look forward to the years ahead.



Financial Performance Summary					
Category	2022/2023	2021/2022	Change		
	\$	\$	\$	%	
Income	433,028,736.00	278,468,468.00	154,560,268.00	56	
Expenditure	322,765,733.00	254,760,710.00	68,005,023.00	27	
Surplus(Deficit)	110,263,004.00	23,707,758.00	86,555,246.00	365	
Total Assets	165,435,608.00	191,704,528.00	(26,228,920.00)	-14	
Subscription Income	444,508,429.00	277,521,161.00	166,987,248.00	60	



Melani Mulrags-Arnold, BSc, PGDip
 Treasury Treasurer

Jamaica Civil Service Association Financial Statements

30 November 2023

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Clinton Hylton F.C.C.A., F.C.A., Haywood Hylton F.C.C.A., F.C.A., MBA,
Dwayne Lindsay F.C.C.A., MBA, Pauline Harris F.C.C.A., C.A., MMBA



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Independent Auditors' Report

To the Members of

Jamaica Civil Service Association

Opinion

We have audited the financial statements of Jamaica Civil Service Association ("the Association") which comprise the statement of financial position as at 30 November 2023, and the statements comprehensive income, changes in equity and cash flows for the year then ended, and notes, comprising significant accounting policies and other explanatory information.

In our opinion, the financial statements give a true and fair view of the financial position of the Association as at 30 November 2023, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards For Small and Medium-Sized Entities (IFRS For SMEs).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants, including International Independence Standards (IESBA Code) and we have fulfilled our other ethical responsibilities in accordance with the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and the Board of Directors for the Financial Statements

Management is responsible for the preparation of the financial statements that give a true and fair view in accordance with IFRS and the Jamaican Companies Act, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

The Board of Directors is responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Independent Auditors' Report (Continued)

To the Members of

Jamaica Civil Service Association

Auditor's Responsibilities for the Audit of the Financial Statements Continued

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated and the separate financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that presents a true and fair view.
- Obtain sufficient appropriate audit evidence regarding the financial information of the Association or business activities to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion.



Chartered Accountants
Kingston, Jamaica
May 27, 2024

Jamaica Civil Service Association

Statement of Comprehensive Income

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

	Note	2023 \$	2022 \$
Income			
Subscription	5	444,508,409	275,421,161
Loss on revaluation of shares		(17,235,207)	-
Other Income	6	5,755,534	3,047,307
		<u>433,028,736</u>	<u>278,468,468</u>
Expenses			
Direct, administrative and general expenses	7	<u>(322,765,732)</u>	<u>(254,760,710)</u>
Surplus, being total comprehensive income for the year		<u>110,263,004</u>	<u>23,707,758</u>

The accompanying notes form an integral part of the financial statements

Jamaica Civil Service Association

Statement of Financial Position

As at 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

	Note	2023 \$	2022 \$
Non-current assets			
Property, plant and equipment	11	<u>145,269,241</u>	<u>107,211,253</u>
Current assets			
Trade and other receivables	12	26,334,716	9,670,030
Inventories	13	2,080,587	3,198,350
Cash and cash equivalents	14	105,853,345	23,529,207
Investment securities	15	<u>31,406,960</u>	<u>48,095,688</u>
<i>Total current assets</i>		<u>165,475,608</u>	<u>84,493,275</u>
Current liabilities			
Trade and other payables	16	<u>43,423,784</u>	<u>34,646,471</u>
Net Liabilities		<u>122,051,824</u>	<u>49,846,804</u>
Net Assets		<u>267,321,085</u>	<u>157,058,057</u>
Capital and reserve			
Share capital	18	-	-
Revaluation reserve		-	39,923,466
Accumulated surplus		267,321,085	117,134,591
Total Capital and Reserve		<u>267,321,085</u>	<u>157,058,057</u>

The accompanying notes form an integral part of the financial statements.

Approved for issue on behalf of the Board of Directors on May 27, 2024 and signed on its behalf by:



Techa Clarke-Griffiths - President



Melaini Mullings-Arnold - Hon Treasurer

Jamaica Civil Service Association**Statement of Changes in Accumulated Surplus****Year Ended 30 November 2023****(expressed in Jamaican dollars unless otherwise indicated)**

	Share Capital \$	Revaluation Reserve \$	Accumulated Surplus \$	Total \$
Balance at 1 December 2021	-	70,145,711	93,426,837	163,572,548
Revaluation of shares	-	(30,222,245)	-	(30,222,245)
Surplus, being total comprehensive Income	-	-	23,707,758	23,707,758
Balance at 30 November 2022	-	39,923,466	117,134,595	157,058,061
Transfer of balance	-	(39,923,466)	39,923,466	-
Surplus, being total comprehensive Income	-	-	110,263,004	110,263,004
Balance at 30 November 2023	-	-	267,321,065	267,321,065

The accompanying notes form an integral part of the financial statements.

Jamaica Civil Service Association
Statement of Cash Flows
Year Ended 30 November 2023
(expressed in Jamaican dollars unless otherwise indicated)

	Note	2023 \$	2022 \$
Cash flows from operating activities:			
Surplus for the year		110,263,004	23,707,758
Adjustments for:			
Depreciation of property, plant and equipment	11	17,486,200	4,258,258
Revaluation of shares		<u>17,235,207</u>	<u>-</u>
		144,984,411	27,966,016
Operating cash flows before movements in working capital:			
(Decrease) Increase in inventories		1,117,763	-
Decrease/(increase) in trade and other receivables		(16,864,686)	3,577,883
Increase in trade and other payables		<u>8,777,313</u>	<u>(3,349,526)</u>
Net cash generated by operations		138,194,801	28,194,373
Cash flows from investing activities			
Purchase of property, plant and equipment	11	(55,524,188)	(30,580,014)
(Increase) decrease in investments		<u>(546,475)</u>	<u>2,981,588</u>
Cash used in investment activities		<u>(56,070,662)</u>	<u>(27,598,416)</u>
Net Increase in cash and cash equivalents		82,124,130	595,927
Cash and cash equivalents at beginning of year		<u>23,529,207</u>	<u>22,933,200</u>
Cash and cash equivalents at end of year	14	<u>105,653,345</u>	<u>23,529,207</u>

The accompanying notes form an integral part of the financial statements.

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

1. IDENTIFICATION AND PRINCIPAL ACTIVITY

The Jamaica Civil Service Association (the Association) is a non-profit body incorporated and domiciled in Jamaica and is controlled by its membership. The registered office of the Association is located at 10 Caledonia Avenue, Kingston 5.

The main activity of the Association is to safeguard and affirm the legitimate interest and concerns of its members.

2. SIGNIFICANT ACCOUNTING POLICIES:

The principal accounting policies applied in the preparation of these financial statements are set out below

(a) Basis of preparation

These financial statements have been prepared in accordance with the International Financial Reporting Standards for Small and Medium-Sized Entities ("IFRS for SME's") issued by the International Accounting Standards Board and have been prepared under the historical cost convention.

These financial statements are presented in Jamaican dollars, which is considered the Association's functional and presentation currency

The preparation of financial statements in conformity with IFRSs for SME's requires the use of certain critical accounting estimates. It also requires management to exercise its judgment in the process of applying the Association's accounting policies. The areas involving a higher degree of judgment or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in Note 3.

(b) Cash and Cash equivalents

Cash and cash equivalents are carried in the Statement of Financial Position at cost. For the purpose of the Cash Flow statement, cash and cash equivalents comprise cash at bank and in hand.

(c) Depreciation and property, plant and equipment

Depreciation is calculated on the straight line basis by reference to cost/valuation at rates estimated to write off the relevant assets over their expected useful lives. Depreciation is charged as follows:

	%
Computer	20
Furniture, fixtures and fittings	10
Office equipment	10

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

2. SIGNIFICANT ACCOUNTING POLICIES:

(c) **Depreciation and Property, plant and equipment (continued)**

A full month's depreciation is charged in the month of acquisition of all fixed assets and none in the month of disposal.

An asset is deemed to be acquired when it is received by the Association.

Fully depreciated assets are reflected in the balance sheet at their historical cost/valuation less accumulated depreciation. Repair and maintenance costs are charged to the income statement during the financial year.

(d) **Fair Value Estimates**

The amounts included in the financial statement for stocks of publicly traded companies have been determined using available market price of the stocks as at year end

(e) **Foreign currency translation**

Transactions during the year are converted into Jamaican dollars at the appropriate rates of exchange ruling on transaction dates. Assets and liabilities denominated in foreign currency are translated in Jamaican dollars at the appropriate rates of exchange ruling on the balance sheet date. Gains or losses arising from fluctuation in exchange rates are reflected in the statement of income and expenditure

(f) **Financial Instruments**

In accordance with IAS 39 Financial instruments are recognized at their fair value. Directly attributable costs are deducted from or added to the carrying value of those financial instruments that are not subsequently measured at fair value through profit or loss. Fair value is the price that would be received from the sale of an asset or to transfer a liability in the normal course of business between market participants. See note 14, Investment Securities.

(g) **Comparative Information**

Comparative information has been reclassified to conform with changes in presentation in the current year.

(h) **Income recognition**

Revenue represents subscription fee received from members and grant received from the Government of Jamaica.

Interest income is recognised in the income statement for all interest-bearing instruments on an accrual basis unless collectability is doubtful

(i) **Taxation**

The Association is classified as a charitable organisation and is exempt from Income Tax

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

3. FINANCIAL RISK MANAGEMENT:

Financial risk factors

(i) Market risk

Market risk is the risk that the value of the financial instrument will fluctuate as a result of changes in market prices. The JCSA has significant holding in stocks which is held as a long-term investment.

The investment does not have a significant impact on JCSA's operations.

(ii) Currency Risk

Currency risk is the risk that the value of a financial instrument will fluctuate because of changes in foreign exchange rates. The JCSA exposure to this risk is minimal as most transactions are denominated in local currency.

(iii) Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. The JCSA has no significant interest-bearing assets or liabilities, income and operating cash flows. They are substantially independent of changes in market interest rates. The JCSA interest rate risk arises from deposits.

(i) Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The JCSA has limited concentration of credit risk. This risk is managed through adherence to staff loans policy as well as maintaining good relationship with suppliers.

(ii) Operational Risk

Operational risk is the risk of direct or indirect loss arising from a variety of causes associated with the JCSA processes, personnel, technology and other external factors, other than financial risks. The JCSA manages operational risk to avoid financial loss and damage to its reputation by adhering to good corporate governance practices.

4. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

4.1 Critical judgements in applying the Association's accounting policies

In the process of applying the Association's accounting policies, management believes that there were no critical judgements made, apart from those involving estimation (see below) that would cause a significant impact on the amounts recognised in the financial statements.

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

4. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY (Continued)

4.2 Critical accounting estimates and assumptions

The Association makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Property, plant and equipment

Management exercises judgement in determining whether the costs incurred can accrue significant future economic benefits to the Association to enable the value to be treated as a capital expense. Further, judgement is applied in the annual review of the useful lives of all categories of property, plant and equipment and the resulting depreciation thereon. Details of the estimated useful lives are disclosed in Note 2(c) (See Note 11).

Fair value estimation

In assessing the fair values of financial instruments, the Association uses a variety of methods and makes assumptions that are based on market conditions existing at the balance sheet date. The values derived using these techniques are significantly affected by underlying assumptions concerning both the amounts and timing of future cash flows and the discount rates used.

5. SUBSCRIPTION

Subscription is charged at one percent of the basic salary of all participating Civil Servant and is remitted to the Association by their respective employers.

6. OTHER INCOME

	2023 \$	2022 \$
Rental of JACISERA Park	964,000	531,000
Gym fees	1,541,500	1,027,000
Rental of Montego Bay office	600,000	-
Sports competition	188,000	60,000
Other	154,359	4,145,059
(Loss) income on Manish Water/Bar	(339,146)	(173,367)
Government of Jamaica subvention	2,100,000	2,100,000
Gross return on mini-mart activities (Note 19)	546,821	(4,642,385)
	<u>5,755,534</u>	<u>3,047,307</u>

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

7. EXPENSE BY NATURE

Total direct, administration and other expenses:

	2023	2022
	\$	\$
Staff cost (Note 8)	179,880,477	163,488,819
Office and Computer Supplies	16,633,568	8,754,816
Repairs and Maintenance	10,000,065	10,521,009
Food and Drink	2,608,373	7,245,301
Water charges	187,371	85,043
Telephone charges	4,523,199	3,156,250
Electricity	4,023,020	3,243,271
Other	18,067,741	12,913,539
Honorarium	6,132,677	4,193,334
Benefits paid to Members	13,866,621	6,985,413
Rent	5,439,136	6,292,954
Social and community outreach (Note 9)	11,985,126	1,877,467
Depreciation (Note 11)	17,466,200	4,258,257
Meeting and events (Note 10)	31,972,158	21,745,237
	<u>322,765,732</u>	<u>254,760,710</u>

8. STAFF COSTS

	2023	2022
	\$	\$
Wages and salaries	178,157,978	160,872,580
Other	-	280,000
Staff welfare	1,722,499	2,336,259
	<u>179,880,477</u>	<u>163,488,819</u>

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

9. SOCIAL AND COMMUNITY OUTREACH

Social and Community Outreach comprise the following:

	2023	2022
	\$	\$
Civil Service Week	532,135	40,000
Committee Project	288,157	338,780
President's Luncheon	2,626,071	-
Anniversary Celebration	4,128,852	529,244
Donation	70,000	244,005
Sports	1,132,111	177,888
JCSA Debate Competition	2,637,773	-
Glen Bloomfield	-	240,000
5k Run walk	38,400	-
Men's Forum	409,827	275,590
Women's Forum	124,000	31,960
	<u>11,985,126</u>	<u>1,877,467</u>

10. MEETINGS AND EVENTS

	2023	2022
	\$	\$
Election of Officers	1,580,139	1,988,190
Overseas Conference	6,729,841	2,827,388
Secretariat Meeting	5,788,704	2,528,804
Annual Retreat	9,480,536	9,034,759
Regular AGM	5,997,422	3,697,346
Chapter AGM	2,435,516	1,668,950
	<u>31,972,158</u>	<u>21,745,237</u>

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

11. PROPERTY, PLANT AND EQUIPMENT

	Computer \$	Equipment \$	Furniture & Fixtures \$	Leasehold Improvements \$	Total \$
Cost or valuation					
1 December 2021	12,279,514	23,520,472	10,245,465	51,133,177	97,178,628
Additions	2,033,576	1,697,516	846,474	25,000,446	30,500,014
30 November 2022	14,313,090	25,417,988	11,093,939	76,933,625	127,758,642
Additions	398,885	1,387,851	38,131	53,703,521	55,524,188
30 November 2023	14,709,775	26,605,039	11,130,070	130,637,146	183,202,030
Accumulated depreciation					
1 December 2021	6,872,557	6,377,505	3,039,070	-	16,289,132
Charge for the year	1,791,178	1,685,711	781,368	-	4,258,257
30 November 2022	8,663,735	8,063,216	3,820,438	-	20,547,389
Charge for the year	1,940,020	1,777,753	763,913	13,063,714	17,466,200
30 November 2023	10,504,666	9,840,969	4,604,351	13,063,714	38,013,660
Carrying amount					
30 November 2023	4,205,220	16,965,140	6,525,719	117,573,432	145,269,241
30 November 2022	5,849,355	17,354,772	7,273,501	76,933,625	107,211,253

12. TRADE AND OTHER RECEIVABLES

	2023 \$	2022 \$
General receivables	-	1,519,627
Prepayment	800,000	800,000
Other	16,687,933	-
JCSA lunch advance	-	170,500
Staff loan	3,646,783	704,407
JCSMT Subscription receivable	-	1,395,495
Petty cash	-	80,000
Motor vehicle help desk	5,000,000	5,000,000
	26,334,716	9,670,030

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

13. INVENTORY

Inventory represents stock held by the mini-mart and are stated at the lower of cost and their net realizable value.

14. CASH AND CASH EQUIVALENTS

Cash and cash equivalents comprise the following:

	2023 \$	2022 \$
General	31,723,257	13,503,801
Salaries	15,298,841	1,877,195
Mini-Mart cash and bank	6,324,511	13,521,492
Savings	50,940,875	3,285,210
EMED	1,200,932	-
Cash	166,929	252,643
	<u>105,653,345</u>	<u>23,529,207</u>

15. INVESTMENTS

Investments comprise the following:

		2023 \$	2022 \$
Quoted securities			
R.I.R	21,229,158	23,139,782	42,033,733
Scotiabank Group	5,300	219,950	170,236
JMMB Group	19,000	465,690	810,850
Wigton	1,000,000	990,000	590,000
Tians Jamaican Highway	709,000	2,325,520	971,330
		<u>27,140,943</u>	<u>44,376,149</u>
Unquoted securities			
Ja. Public Service Co. Limited	23,707,758	60,000	60,000
JCSMTS		11,240	11,240
JCSA Ltd.	117,134,595	106	106
JCSA Housing	8	16	16
NHT		755	755
		<u>72,117</u>	<u>72,117</u>
Deposits held at JMMB		<u>4,193,901</u>	<u>3,647,422</u>
		<u>31,406,960</u>	<u>48,095,688</u>

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

16. TRADE AND OTHER PAYABLES

	2023 \$	2022 \$
Trade payables	26,688,169	23,551,109
Statutory deductions	8,018,131	11,095,362
Accruals	<u>6,717,464</u>	<u>-</u>
	43,423,784	34,646,471

17. TAXATION

No provision for taxation has been made in these financial statements. The Association is exempt from income tax under the provisions of Section 12(h) of the Income Tax Act.

Deferred taxation is not recognised in these financial statements as a result of the Association's exemption from taxation.

18. SHARE CAPITAL

The company is limited by guarantee and has no share capital.

Jamaica Civil Service Association

Notes to the Financial Statements

Year Ended 30 November 2023

(expressed in Jamaican dollars unless otherwise indicated)

19. MINIMART INCOME AND EXPENDITURE

Total direct, administration and other expenses:

	2023	2022
	\$	\$
Sales	10,620,592	13,822,960
Cost of sales		
Opening stock	2,608,373	2,802,238
Purchases	10,073,771	18,271,480
	12,682,144	21,073,718
Closing stock	(2,080,587)	(2,608,373)
	<u>10,601,557</u>	<u>18,465,345</u>
Gross profit (loss)	546,821	(4,642,385)
Expenses		
Office and general expense	701,211	761,180
Selling and distribution	245,320	350,607
Bank charges	80,214	161,120
Repairs and maintenance	4,062	-
Donation	742,144	1,486,833
Electricity	211,230	281,875
Telephone	121,320	135,821
Rent	1,253,750	1,253,750
Water charges	75,211	75,647
Depreciation	316,951	316,951
Total expense	<u>3,751,413</u>	<u>4,823,784</u>
Net loss	<u>(3,204,592)</u>	<u>(9,466,169)</u>

Notes...



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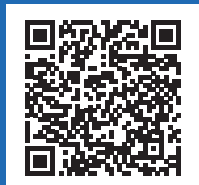
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