



CIRCULAR MEMORANDUM

NO. 48 OF 2018

MY REF: GEN/40/01/18 (95) Vol. IX

FROM: Chief Executive Officer, Ministry of the Public Service, Energy and Public Utilities

TO: Office of the Governor General, Chief Justice, Auditor General, Solicitor General, Financial Secretary, Cabinet Secretary, Chief Executive Officers and Heads of Department

SUBJECT: SHELTER MANAGEMENT TRAINING FOR PUBLIC OFFICERS

DATE: 8th October, 2018

In an effort to fully equip Public Officers to handle disaster and emergency management duties responsibly and efficiently, the National Emergency Management Organization (NEMO) will be conducting a Shelter Management Training for the following Public Officers residing in **Belize City** on Thursday, 11th October, 2018. The training will be held at the Fire Department Conference Room, Cleghorn Street, Belize City, from 8:30 a.m. to 4:00 p.m.

<u>No.</u>	<u>Name</u>	<u>Post</u>	<u>Ministry</u>	<u>Department</u>
1	Nikisha Ack	Examiner of Accounts III	Audit Department	Audit Department
2	Kendra Colocho	Second Class Clerk	Ministry of Agriculture , Fisheries, Forestry, The Environment, Sustainable Development and Immigration	Agriculture Department
3	Kira Arnold	Immigration Clerk II	Ministry of Agriculture, Fisheries, Forestry, The Environment, Sustainable Development and Immigration	Immigration & Nationality Department
4	Salim Hoy	Standard Officer	Ministry of Economic Development, Petroleum, Investment, Trade and Commerce	Bureau of Standards
5	Berisford Codd Jr.	Trade Economist III	Ministry of Economic Development, Petroleum, Investment, Trade and Commerce	Foreign Trade
6	Kendra Bulter	Youth Officer	Ministry of Education , Youth, Sports and Culture	Department of Youth Services
7	Jermaine Crawford	Youth Coordinator	Ministry of Education , Youth, Sports and Culture	Department of Youth Services
8	Melissa Major	First Class Clerk	Ministry of Education , Youth, Sports and Culture	Department of Youth Services
9	Alma Paredes	Education Officer II	Ministry of Education , Youth, Sports and Culture	Education Department
10	Donnalee Flowers	Education Officer II	Ministry of Education , Youth, Sports and Culture	Education Department
11	Rosiemae Manger	Education Officer II	Ministry of Education , Youth, Sports and Culture	Education Department
12	Shanice Nicholson	First Class Clerk	Ministry of Education , Youth, Sports and Culture	Ministry Headquarters

13	Gerardo Ortiz	Customs & Excise Examiner III	Ministry of Finance	Customs & Excise Department
14	Joel Gentle	Customs & Excise Examiner III	Ministry of Finance	Customs & Excise Department
15	Emett Vernon	Customs & Excise Examiner III	Ministry of Finance	Customs & Excise Department
16	Rochelle Samuels	Income Tax Officer III	Ministry of Finance	Income Tax Department
17	Darren Garcia	Second Class Clerk	Ministry of Finance	Income Tax Department
18	Kharby Bermudez	Second Class Clerk	Ministry of Finance	Income Tax Department
19	Sade Ford	Second Class Clerk	Ministry of Finance	Income Tax Department
20	Monica McFoy	Office Assistant	Ministry of Labour, Local Government & Rural Development	Labour Department
21	Tanya Gentle	Second Class Clerk	Ministry of National Security (Home Affairs)	Police Department
22	Teresita Zetina	Second Class Clerk	Ministry of National Security (Home Affairs)	Police Department
23	Tichana Flowers	Registry Clerk	Ministry of Natural Resources	Lands & Surveys Department
24	Tanisha Ferguson	Second Class Clerk	Ministry of Natural Resources	Lands & Surveys Department
25	Dane Bowden	Lands Inspector	Ministry of Natural Resources	Lands & Surveys Department
26	Diana Williams	Secretary III	Ministry of Natural Resources	Lands & Surveys Department
27	Susanah Matura	Secretary III	Ministry of Natural Resources	Lands & Surveys Department
28	Godfrey Hendy	Driver	Ministry of Natural Resources	Lands & Surveys Department
29	Dedra Samuels	Second Class Clerk	Ministry of Transport & National Emergency Management	Belize Postal Service
30	Jevon McKoy	Postal Clerk II	Ministry of Transport & National Emergency Management	Belize Postal Service

Kindly ensure that the above-listed officers are granted time-off to attend the training, in accordance with Regulation 211 (3) (b) of the Belize Constitution (Public Service) Regulations, 2014.



ADRIANA GONZALEZ (MS.)
For CHIEF EXECUTIVE OFFICER

c: *Director, CITO*
National Emergency Coordinator
GEN/4/01/01



CIRCULAR MEMORANDUM

NO. 49 OF 2018

MY REF: GEN/40/01/18 (96) Vol. IX

FROM: Chief Executive Officer, Ministry of the Public Service, Energy and Public Utilities

TO: Office of the Governor General, Chief Justice, Auditor General, Solicitor General, Financial Secretary, Cabinet Secretary, Chief Executive Officers and Heads of Department

SUBJECT: FIRST AID TRAINING FOR PUBLIC OFFICERS

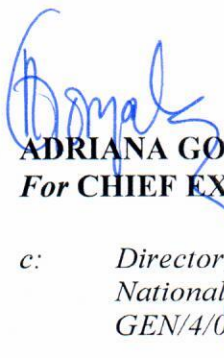
DATE: 8th October, 2018

In an effort to fully equip Public Officers to handle disaster and emergency management duties responsibly and efficiently, the National Emergency Management Organization (NEMO) will be conducting a First Aid Training for the following Public Officers residing in **Belize City** on Friday, 12th October, 2018. The training will be held at the Fire Department Conference Room, Cleghorn Street, Belize City, from 8:30 a.m. to 4:00 p.m.

<u>No.</u>	<u>Name</u>	<u>Post</u>	<u>Ministry</u>	<u>Department</u>
1	Ervin Ellis	Second Class Clerk	Attorney General's Ministry	Family Court
2	Aisha Franklin	Second Class Clerk	Ministry of Agriculture, Fisheries, Forestry, The Environment, Sustainable Development and Immigration	Fisheries Department
3	Miriam Rowland	Immigration Clerk II	Ministry of Agriculture, Fisheries, Forestry, The Environment, Sustainable Development and Immigration	Immigration & Nationality Department
4	Sharlene Flowers	Secretary III	Ministry of Education, Youth, Sports and Culture	Education Department
5	Ardeth Audinett	Secretary III	Ministry of Education, Youth, Sports and Culture	Ministry Headquarters
6	Erica Clothier	Education Officer II	Ministry of Education, Youth, Sports and Culture	Education Department
7	Venecia McFadzean	Second Class Clerk	Ministry of Education, Youth, Sports and Culture	Education Department
8	Emolyn Martinez	First Class Clerk	Ministry of Education, Youth, Sports and Culture	ITVET
9	Alex Samuels	GST Officer II	Ministry of Finance	Department of GST
10	Melanie Pagett	First Class Clerk	Ministry of Finance	Department of GST
11	Karen Goff	First Class Clerk	Ministry of Finance	Income Tax Department
12	Kareem Patnett	Income Tax Officer III	Ministry of Finance	Income Tax Department
13	Ebony Tzul	First Class Clerk	Ministry of Finance	Income Tax Department
14	Leslie Nunez	First Class Clerk	Ministry of Finance	Treasury Department
15	Markesha Humes	Second Class Clerk	Ministry of Finance	Treasury Department
16	Jason Gladden	Second Class Clerk	Ministry of Finance	Treasury Department

17	Odessa Bailey	Second Class Clerk	Ministry of National Security (Defence)	Belize Defence Force
18	Edward Staine	Second Class Clerk	Ministry of National Security (Defence)	Belize Defence Force
19	Darlene Jenkins	First Class Clerk	Ministry of National Security (Home Affairs)	Police Department
20	Marva Armstrong	First Class Clerk	Ministry of Tourism & Civil Aviation	Civil Aviation Department
21	Saphira Felix	Postal Clerk II	Ministry of Transport & National Emergency Management	Belize Postal Service
22	Diedra Lopez	Secretary III	Ministry of Transport & National Emergency Management	Belize Postal Service
23	Kendale Nicholson	Postal Clerk II	Ministry of Transport & National Emergency Management	Belize Postal Service
24	Ignatius Peyrefitte	Traffic Warden II	Ministry of Transport & National Emergency Management	Transport Department
25	Veronica Cadle	Secretary III	Ministry of Works	Public Works Department

Kindly ensure that the above-listed officers are granted time-off to attend the training, in accordance with Regulation 211 (3) (b) of the Belize Constitution (Public Service) Regulations, 2014.


ADRIANA GONZALEZ (MS.)
For CHIEF EXECUTIVE OFFICER

c: *Director, CITO*
 National Emergency Coordinator
 GEN/4/01/01