

Committed to
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December 31, 2024



CHAIRMAN AND COMMISSION MEMBERS OF THE REGIONAL JUDICIAL AND LEGAL SERVICES COMMISSION



Front Row Sitting (L-R): Ms Tana'ania Small KC, Hon Mme Justice Hilary Phillips JA CD KC, Hon Mr Justice Adrian Saunders (Chairman), Ms E. Ann Henry KC (Deputy Chairperson), Ms Jacqueline Samuels Brown KC

Back Row Stranding(L-R): His Lordship The Hon Mario Michel, Dr Dylan Vernon, Dr Damien Dublin, Mr Thaddeus M. Antoine Esq, Mr Brian Glasgow FCCA MSc, Mr Alvin Fitzpatrick, SC



DEFINITION OF TERMS

In this Report the following terms which are frequently used have the meanings assigned to them below:

- **“the Agreement”** means the Agreement Establishing the Caribbean Court of Justice;
- **“the Commission”** or **“the RJLSC”** means the Regional Judicial and Legal Services Commission;
- **“the Court”** or **“the CCJ”** means the Caribbean Court of Justice;
- **“CARICOM”** means the Caribbean Community and Common Market;
- **“CCAT”** means the Caribbean Community Administrative Tribunal established by Statute approved by the Conference of Heads of Government of the CARICOM Community on February 27, 2019.
- **“Statute”** means the Statute of the Caribbean Community Administrative Tribunal
- **“OCCBA”** means the Organisation of the Commonwealth Caribbean Bar Association;
- **“OECS”** means the Organisation of Eastern Caribbean States;
- **“the Treaty”** means the Revised Treaty of Chaguaramas;
- **“the Trust Fund”** means the Caribbean Court of Justice Trust Fund established by the Revised Agreement dated January 12, 2004; and
- **“the Trustees”** means the Board of Trustees of the Trust Fund.



MISSION AND VISION OF THE COMMISSION

At the core of the Regional Judicial and Legal Services Commission's purpose lies its Vision and Mission.



Mission

The RJLSC will:

- appoint as judges of the Caribbean Court of Justice persons of high moral character, intellectual and analytical ability, sound judgment, integrity and understanding of people and society;
- ensure that the financial and human resources management of the Court and Commission is efficient, equitable and progressive; and
- cultivate an environment conducive to the development of professionalism, excellent work ethics, managerial competence and job satisfaction.



Vision

To be a modern and effective administrative system exemplifying the best practices in support of the Caribbean Court of Justice discharging a fair and efficient system of justice.



INTRODUCTION

In accordance with Article V:10 of the Agreement Establishing the Caribbean Court of Justice, the Regional Judicial and Legal Services Commission is required to submit an annual report to the Heads of Government, outlining its principal activities and operations over the past year.

During the reporting period, the Commission benefitted from the dedicated service of ten Commissioners, ably led by the Chairman. Their expertise, commitment, and stewardship were instrumental in advancing the work of the Court and the Commission. Their contributions ensured that the Commission remained responsive, effective and aligned with its institutional mandate.

A central focus of the Commission's work in 2024 was a series of high-level recruitment exercises for the Court. While some formal appointments occurred in 2025, the preparatory processes including the advertising of vacancies, shortlisting of candidates and the co-ordination of interview arrangements were rigorously undertaken in 2024. Notably, these recruitment exercises encompassed the Court's highest judicial office and a critical addition to the Bench, in addition to senior positions within the Human Resources, Registry and Communications Departments.

In furtherance of institutional continuity, the Commission extended the tenure of a sitting judge and carefully planned for anticipated judicial transitions to ensure that vacancies were addressed in a timely and seamless manner, thereby safeguarding the efficiency of the Court's operations.

Also consistent with its mandate and the applicable legal and administrative frameworks, the Commission undertook a comprehensive review of key internal policies and regulatory instruments. Among the notable achievements were the approval of policies aimed at enhancing access to justice for persons with disabilities, the adoption of a revised Harassment Policy and the systematic review and updating of the Commission's internal governance documents.

Financial stewardship and institutional accountability remained central to the Commission's agenda. The Commission oversaw the preparation of the biennial budget of the Court and the Commission and monitored the internal audit processes relating to the Court's procurement functions and the Commission's recruitment activities. These oversight functions were executed with diligence and integrity.

Despite the breadth and intensity of its responsibilities during this reporting period, the Commission remained resolute in its commitment to excellence. It discharged its mandate with foresight and unwavering dedication.

Since 2009, the Commission's Annual Reports have featured each Contracting Party to the Agreement. However, this year's edition highlights and pays tribute to the distinguished Members of the Commission who served during its first decade, from its inception in 2003 through 2013.



FUNCTIONS OF THE COMMISSION

The primary functions of the Commission are outlined in Article V.3(1) of the Agreement, which states that the Commission shall be responsible for:

<p>(a) making appointments to the office of Judge of the Court, other than that of President;</p>	<p>(b) making appointments of those officials and employees referred to in Article XXVII and for determining the salaries and allowances to be paid to such officials and employees;</p>	<p>(c) the determination of the terms and conditions of service of officials and employees; and</p>	<p>(d) the termination of appointments in accordance with the provisions of the Agreement.</p>
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In addition to these core responsibilities, the Agreement assigns several other essential functions to the Commission, including:

- the exercise of disciplinary control over Judges of the Court, other than the President, and over officials and employees of the Court; Article V.3(2).
- the making of recommendations to the Heads as to the person to be appointed President and for the removal of the President from office; Article IV.6.
- the determination of the terms and conditions and other benefits of the President and other Judges of the Court with the approval of the Heads of Government; Article XXVIII as amended.
- the making of Regulations -
 - to govern the appointment, discipline, termination of appointment and other terms and conditions of service and employment for Judges, other than the President, and officials and employees of the Court,

- to prescribe the procedure governing the conduct of such proceedings, and
- generally, to give effect to the Agreement; Article XXXI.

Further responsibilities of the Commission are also specified in other instruments:

- Under Article 172 of the Revised Treaty of Chaguaramas, the Commission appoints members of the CARICOM Competition Commission.
- According to Article V of the Statute of the Caribbean Community Administrative Tribunal, the Commission is responsible for selecting members of the Tribunal.



COMPOSITION OF THE COMMISSION

The composition of the Commission is outlined in Article V.1 of the Agreement, which provides as follows:

- (a) the President who shall be the Chairman of the Commission;
- (b) two persons nominated jointly by the Organisation of the Commonwealth Caribbean Bar Association (OCCBA) and the Organisation of Eastern Caribbean States (OECS) Bar Association;
- (c) one chairman of the Judicial Services Commission of a Contracting Party selected in rotation in the English alphabetical order for a period of three years;
- (d) the Chairman of a Public Service Commission of a Contracting Party selected in rotation in the reverse English alphabetical order for a period of three years;
- (e) two persons from civil society nominated jointly by the Secretary-General of the Community and the Director General of the OECS for a period of three years following consultations with regional non-governmental organisations;
- (f) two distinguished jurists nominated jointly by the Dean of the Faculty of Law of the University of the West Indies, the Deans of the Faculties of Law of any of the Contracting Parties and the Chairman of the Council of Legal Education; and
- (g) two persons nominated jointly by the Bar or Law Associations of the Contracting Parties.

In 2024, the composition of the Commission underwent several notable changes. The term of Commissioner, the Honourable Mr Justice Bryan Sykes, concluded on 10 September 2024. He was succeeded by His Lordship, the Honourable Justice Mario Michel, Acting Chief Justice of the Eastern Caribbean Supreme Court, in accordance with Article V.1(c) of the Agreement Establishing the Caribbean Court of Justice. Justice Michel's three-year term commenced on 11 September 2024.

Additionally, the term of Commissioner Susan Branker Greene, M.Sc., who served as Deputy Chairperson of the Commission, expired on 11 December 2024. She was succeeded by Dr. Dylan Vernon, whose three-year term began on 12 December 2024, pursuant to Article V.1(e) of the Agreement.

Furthermore, Commissioner Brian Glasgow's term expired on 5 November 2024. He was reappointed for a further three-year term in accordance with Article V.1(e) of the Agreement.

These appointments and reappointments were made in accordance with the provisions of the Agreement Establishing the Caribbean Court of Justice. Table 1 below outlines the individuals who served as members of the Regional Judicial and Legal Services Commission in 2024, along with the effective dates of their appointments and the relevant legal basis for each appointment.



COMPOSITION OF THE COMMISSION (continued)

Date of Appointment	Name of Commissioner	Basis of Appointment	Relevant paragraph of Article VI.1
July 04, 2018	Hon Mr Justice Adrian Saunders	President of the Court	(a)
September 19, 2019 <i>(re-appointed September 19, 2022)</i>	Ms E. Ann Henry KC	Nominated by OCCBA and OECS Bar Associations	(b)
November 17, 2022	Alvin Fitzpatrick SC		
September 11, 2021	Hon Mr Justice Bryan Sykes OJ CD	Chairman, Judicial Services Commission, Jamaica	(c)
September 11, 2024	His Lordship The Hon Justice Mario Michel	Chairman, Judicial Services Commission, St. Kitts and Nevis	
January 9, 2023	Dr. Damien Dublin	Chairman, Public Service Commission, Dominica	(d)
December 12, 2018 <i>(re-appointed December 12, 2021)</i>	Ms Susan Branker Greene MSc	Secretary-General of the Caribbean Community and the Director General of the of Eastern Caribbean States	(e)
November 6, 2021 <i>(re-appointed November 06, 2024)</i>	Mr Brian Glasgow FCCA MSc		
December 12, 2024	Dr. Dylan Vernon		
October 29, 2022	Hon Mme Justice Hilary Phillips, JA CD KC	Nominated jointly by the Dean of the Faculty of Law of the University of the West Indies, Deans of the Faculties of Law of the Contracting Parties and Chairman of the Council of Legal Education	(f)
February 12, 2020 <i>(re-appointed February 12, 2023)</i>	Ms Jacqueline Samuels- Brown KC		
November 19, 2022	Ms Tana'ania Small KC	Nominated by the Bar or Law Associations of the Contracting Parties	(g)
November 19, 2022	Mr Thaddeus M. Antoine Esq		

Table 1



COMPOSITION OF THE COMMISSION (continued)

Table 2 below presents the composition of the Commission as reconstituted in 2024. It includes the expiration dates of each Member’s term of office and their respective nationalities.












Name of Commissioner	Nationality	Date of Expiration of Term of Office
Hon Mr Justice Adrian Saunders	 St. Vincent and the Grenadines	July 03, 2025
Ms E. Ann Henry KC	 Antigua and Barbuda	September 18, 2025
Hon Mme Justice Hilary Phillips, JA CD KC	 Jamaica	October 28, 2025
Mr Alvin Fitzpatrick SC	 Trinidad and Tobago	November 16, 2025
Mrs Tana’ania Small KC	 Jamaica	November 18, 2025
Mr Thaddeus M. Antoine Esq	 St. Lucia	November 18, 2025
Dr. Damien Dublin	 Dominica	January 8, 2026
Mrs Jacqueline Samuels-Brown KC	 Jamaica	February 11, 2026
His Lordship The Hon Justice Mario Michel	 St. Kitts and Nevis	September 10, 2027
Mr Brian Glasgow FCCA MSc	 St. Vincent and the Grenadines	November 05, 2027
Dr. Dylan Vernon	 Belize	December 11, 2027

Table 2



COMMISSION MEMBERS APPOINTED IN 2024: DETAILS AND BACKGROUND



Swearing-in of His Lordship, Hon Justice Mario Michel

His Lordship, the Honourable Justice Mario Michel is a graduate of the Faculty of Law of the University of the West Indies and the Hugh Wooding Law School.

His Lordship was called to the Bar in St. Lucia in October 1984 and entered into private practice, initially with a law firm, then from January 1986 on his own. In 1990

he established the law firm of Michel & Company, which he headed until May 1997 when he discontinued his legal practice to serve in Government as a Parliamentary Representative and Minister of Government.

In his 13 years in private practice between 1984 and 1997, His Lordship was very active in civil society, becoming the founding president of the St. Lucia National Youth Council in 1985, president of the St. Lucia Guild of Graduates in 1991 and president of the St. Lucia Bar Association in 1996.

His Lordship returned to private practice as an Attorney-at-Law in January 2007, but was called to judicial service in February 2009, serving as an acting high court judge of the Eastern Caribbean Supreme Court from February 1 to August 31, 2009. On September 1, 2009, he was appointed as a high court judge and was elevated to the court of appeal in September 2012. On May 5, 2024, His Lordship was appointed as Chief Justice (Ag.) of the Eastern Caribbean Supreme Court.



Affirmation of Dr. Dylan Vernon

Dr. Dylan Vernon has worked in international development, governance reform and public policy influence for over 30 years. He was the Ambassador of Belize to the European Union, the World Trade Organisation, the Organisation of African, Caribbean and Pacific States, and several European states, from 2013 to 2020. Before diplomacy, his active career in development

and in the civil society sector included directing the Society for the Promotion of Education and Research, chairing the Association of National Development Agencies, managing the Belize UN Development Programme Office, and serving on boards of regional civil society networks in the Caribbean and Central America. Dr. Vernon led Belize's first post-independence constitutional review as chairperson of the Political Reform Commission (1999-2000) and was Adviser to the Belize People's Constitution Commission (2022-2025). His PhD is in Caribbean and Latin American Politics (University College London), and he has authored several academic publications, including a 2022 book: *Political Clientelism and Democracy in Belize: From My Hand to Yours* (UWI Press). Currently, Dr. Vernon is the Executive Director of the Belize Policy Research Institute at the University of Belize.



CHAIRMAN'S MESSAGE



Introduction

It is with great pride that I share with our stakeholders this Annual Report which provides some insight into the work carried out by the Regional Judicial and Legal Services Commission over the past year. The mission of the Commission encapsulates three components which drive its work: the appointment of suitable and qualified judges and court staff; ensuring the effectiveness of the financial and human resources of the Court and Commission and cultivating a professional, well-managed and satisfactory work environment.

Over the past year, the Commission made a number of significant strategic and operational decisions that impacted positively on the operations and future of the Court, its personnel and its users. From recruitment of Judges and key Court personnel to our approval of policies affecting staff and improving the court's accessibility, the Commission has worked rigorously to continue to fulfil its mission while remaining steadfast in its commitment to excellence.

The Hon Mr Justice Adrian Saunders, Chairman, RJLSC

Recruitment updates & appointments

In 2024, the Commission successfully recruited persons to fill the following key positions in the Court: Chief Public Education and Protocol Officer; Public Education and Protocol Officer I; Human Resources Officer (Generalist); Human Resources Officer (Manpower & Development) and Registry Supervisor.

After an extensive interview process, we were very pleased to select and appoint Mme Justice Chantal Ononaiwu to the Bench to fill the vacancy created by the untimely loss of the late Mr Justice Jacob Wit. Justice Ononaiwu, who assumed duties in the new court year on October 16, 2024, has brought to the Bench her tremendous expertise in Caribbean Community (CARICOM) law and international law, particularly international trade law. We were also delighted to approve the extension of Mr Justice Denys Barrow's tenure as a Judge until July 7, 2027, after his years of exemplary service on

the Bench. With the imminent retirement of Mr Justice Andrew Burgess in April 2025, the Commission received thirteen applications from candidates from nine different countries across the region and internationally. From this pool, four applicants were shortlisted and interviewed in person to fill the vacancy and to create a merit list in the event of any further vacancy during the course of the year. With my term as President of the Court coming to an end in July 2025, the Commission also approved a timeline for advertising the vacancy for the post of President. These various recruitment decisions make for exciting and new changes to the composition of the Bench in the upcoming year.

During the year gone by, the Commission welcomed two new members to its ranks. His Lordship, Justice Mario Michel, Chief Justice (Ag) of the Eastern Caribbean Supreme Court succeeded the Honourable Chief Justice Bryan Sykes OJ CD whose term of office



CHAIRMAN'S MESSAGE (continued)

ended in September 2024. The Commission also lost the services of its Deputy Chair, Ms Susan Branker Greene whose term of office expired in December 2024. Ms Branker Greene was replaced by Dr. Dylan Vernon of Belize. I take this opportunity to thank both the Chief Justice and Ms Branker Greene for the excellent contribution they made to the work and deliberations of the Commission. The Commission was also pleased to accept the re-appointment by the Secretary General of CARICOM and the Director General of the OECS of Commissioner Brian Glasgow for a second three-year term, effective 6 November 2024.

Organisational Human Resource Developments

During the last year, the Commission approved the conversion of several contract positions in the Court to permanent roles. After an examination of the needs of the Court and the importance of these offices to the Court's operations, the positions of Senior Manager, Corporate Administration; Organisational Development/HR Advisor; Chief Human Resources Officer; Chief Public Education & Protocol Officer; Deputy Librarian and Graphic Design Artist were all converted from contract positions to permanent ones. Alterations were also made to the terms and conditions of the Court's Judicial Counsel. In an effort to increase staff representation from countries outside Trinidad and Tobago, the Commission approved a monthly allowance for Judicial Counsel recruited from outside Trinidad and Tobago. A decision was also made to lengthen the contractual period of Judicial Counsel and to strengthen the expertise of potential candidates by requiring that applicants should possess a minimum of three years' experience.

As part of the Commission's on-going obligation to ensure efficiency, the Commission made the decision to have a job evaluation exercise conducted of the various offices within the Court and Commission. It has been quite some time since an exercise of this nature has been done, and the organisational re-structuring which was operationalised

in February 2022 makes it even more imperative to have one done. This exercise will begin in early 2025.

Additions & Modifications to Policy Framework

The Court's administration, staff and management relationships as well as judicial and staff conduct are governed and guided by a comprehensive framework of regulations, protocols and policies developed by the Court and the Commission. We were particularly pleased to approve a new 'Policy to Improve Access to Justice and Provide Accommodations to Persons with Disabilities' with the aim of reducing, if not eliminating entirely, the possibility for discrimination against not only court users, but also potential employees and contractors who might live with a disability. The Committee that developed this Policy was ably chaired by Mme Justice Rajnauth-Lee. The Commission also approved the CCJ Internal Audit Charter, defining the mission, scope, and operational guidelines for the Internal Audit Unit.

Several important policies were amended over the period under review for better alignment and clarity with other policies within our framework. These included the Harassment Policy, the Staff Regulations, the Non-Judicial Staff Pension Rules and the Nomination and Election Guidelines for Member Representatives on the Pension Administration Committee. Additionally, the Commission, in collaboration with the CCJ Trust Fund, also reviewed and amended the Protocol governing our mutual interfacing and interaction.

Work with Regional Bodies

The Commission's responsibilities also extend to making appointments to other regional bodies within the CARICOM framework. One such body is the Caribbean Community Administrative Tribunal (CCAT). The Commission is responsible for making



CHAIRMAN'S MESSAGE (continued)

appointments of members of the Tribunal. Over the course of the year, the Commission was pleased to re-appoint Sir Patterson Cheltenham KA, Ms Dancia Penn KC, and Justice Westmin James for additional four-year terms, effective February 17, 2024. Further, Mr Noel Inniss, who has been working diligently with the Tribunal since 2020, was reappointed as Registrar of the Tribunal for a further one-year term, effective February 1, 2024. In the coming year, the Commission looks forward to two new members to the CCAT, Mr Justice Brian Cottle and Mme Justice Nadine Nabie, who begin their terms in 2025.

With respect to the CARICOM Competition Commission, the Commission re-appointed Mr Anthony La Ronde and Mr Timothy Jonas as Commissioners and Mr Andrew Downes was appointed Chairman of the Commission for a term covering January 1, 2025, to July 31, 2026.

Looking to the future

As we look to the future, the Commission remains committed to its mission, enhancing its transparency and addressing ways to better serve the Court and its stakeholders. I am looking forward in the next reporting year, to the Commission having its own dedicated website. This development will be a key tool in serving our stakeholders as it will provide an essential platform for sharing information about the Commission and its work. Through its website, the Commission will no doubt enhance its credibility and transparency, while reflecting our commitment to excellence.

Additionally, the lack of Suriname's representation on the Commission has become increasingly stark. So, at the Commission level, we have commenced a process to cause amendments to the Agreement Establishing the Caribbean Court of Justice to address imbalances in the rotation of the Chairmanship of Judicial Service Commissions under Article V.1(c) of the Agreement.

Work Programme

The diligence and commitment of the members of the Commission over the reporting period was very much in evidence. The Commission convened in plenary session on four separate occasions (three virtual, one in person). The meetings extended for a total of 27 hours and 22 minutes. Apart from the plenary sessions, Commissioners were also active in Committee meetings and interviews for vacancies which arose in 2024, covering over approximately 104 hours. More time was spent on this than in 2023.

The Commission approved the establishment of a recognition programme for long-serving committee members to recognise the hard work of these members in carrying out the Commission's functions. Altogether, I am extremely proud of the work the Commission was able to execute over the reporting period and I am grateful for the diligence and dedication evinced by all the Commissioners and the Commission's staff. All must be commended for their commitment.

Conclusion

This marks my final year as Chairman of the Commission as my tenure as President of the CCJ comes to an end in 2025. I wish to thank all the former and present Commissioners who have worked alongside me throughout my tenure as Chairman. Special gratitude goes out to the Executive Officer, Ms Sherry-Ann Ramhit & the entire Commission staff; our Commission Secretary, Ms Gabrielle Figaro-Jones and the Organisational Development/Human Resources Advisor, Mr Leon Richardson. I have been truly privileged to have contributed to the work of the Court and Commission over the last twenty years, and in particular, the last seven years. Establishment of the CCJ is the most consequential decision ever made by CARICOM and both the Court and the Commission have responded admirably to the mandate set for them. I have every confidence that this trend will continue well into the future.



ACTIVITIES OF THE COMMISSION

In 2024, the Commission convened four meetings: two virtual and two in-person. Additionally, the Commission's Committees met 29 times, via Microsoft Teams. These sessions were typically held immediately before full Commission meetings. Detailed schedules are included in Appendices A and C, while Appendices B and D outline member attendance and Committee compositions, respectively.

Throughout the year, the Commission undertook and approved a number of significant initiatives and decisions, which are outlined below:

- Approved a telecommuting model for CCJ Judges as a cost-saving initiative.
- Adopted the Internal Audit Charter, defining the mission, scope, and operating procedures for the Internal Audit Unit.
- Approved the cost structure for Moore Trinidad and Tobago Limited for the 2024–2026 audit period, reaffirming its appointment as auditor for both the Court and the Commission. Established a new mechanism for staff engagement, addressing the inoperability of the Staff Interface Committee.
- Appointed Mme Justice Chantal Ononaiwu to replace the late Mr Justice Jacob Wit; she assumed duties on October 16, 2024.
- Approved revisions to the Dental and Optical Expense Reimbursement Policy.
- Revised the Rules Governing Meetings and Judicial Appointments.
- Launched a Recognition Programme to honour long-serving committee members, which includes an honorarium and Certificates of Appreciation.
- Approved amendments to the terms and conditions of Judicial Counsel.
- Updated the Staff Regulations governing both the Court and the Commission.
- Endorsed the development of a dedicated website for the Commission to better fulfill its mandate and engage stakeholders.
- Engaged a consultant to conduct a Job Evaluation Exercise for both the RJLSC and the CCJ.
- Approved several key policies, including:
 - Policy to Improve Access to Justice and Provide Accommodations to Persons with Disabilities
 - Amendments to the Harassment Policy.
- Approved amendments to the Non-Judicial Staff Pension Rules.
- Revised several strategic documents, including:
 - Protocol for Interfacing and Interaction with the CCJ Trust Fund
 - Nomination and Election Guidelines for Member Representatives on the Pension Administration Committee.
- Endorsed the conversion of contract positions to permanent posts in alignment with the new organisational structure.



ACTIVITIES OF THE COMMISSION *(continued)*

In 2024, the Commission also carefully considered and executed several key staffing activities for the Court. These strategic appointments and reassignments were essential to upholding its ongoing commitment to excellence, efficiency, and service to the community. The following outlines the judicial appointments, internal staff appointments and reassignments, contract employment, retirements, and resignations that took place in 2024:

Judicial Appointments	Internal Staff Appointments and Reassignments	Contract Employment	Retirements	Resignations
<ul style="list-style-type: none"> • Hon Mme Justice Chantal Ononaiwu Judge 16 October 2024 	<ul style="list-style-type: none"> • Ms Wendy Mitchell Human Resource/Admin Officer Generalist 01 May 2024 • Ms Satie Rampersad HR Officer Manpower and Development 01 May 2024 • Mr Anil Ramsahai Registry Supervisor 18 December 2024 	<ul style="list-style-type: none"> • Ms Patrice Valentine Chief Human Resources Officer 08 January 2024 • Dr. Danielle McConney Chief Public Education and Protocol Officer 01 May 2024 • Ms Tennille Alleyne Judicial Counsel 01 November 2024 • Mr Jacob Phillips Judicial Counsel 02 December 2024 	<ul style="list-style-type: none"> • Ms Heather Dyer-Thompson Registry Supervisor 18 May 2024 • Ms Erica La Barrie Security Officer 01 December 2024 	<ul style="list-style-type: none"> • Ms Crystal Charles Judicial Counsel 10 December 2024 • Mr John Coombs Judicial Counsel 01 July 2024

The Commission has established five committees, each addressing key operational areas. The following reports from each committee offer valuable insights into their work throughout the year.

1. Human Resources and Selection Committee

In 2024 the Human Resources and Selection Committee (HRSC) continued to conduct its statutory meetings virtually. This approach allowed the Committee to host as many meetings as were necessary to manage its business and satisfy its commitment to the Commission.

The members comprised:

- Commissioner Jacqueline Samuels-Brown, KC – Chairperson
- President, CCJ/Chairman, RJLSC - Hon Mr Justice Adrian Saunders
- Commissioner Susan Branker Greene – Member (“Term Ended: December 11, 2024)



ACTIVITIES OF THE COMMISSION • Human Resources and Selection Committee *(continued)*

- Commissioner Chief Justice Bryan Sykes – Member (Term Ended: September 10, 2024)
- Commissioner Acting Chief Justice Hon Mr Mario Michel – Member (Term Began: September 11, 2024)
- Commissioner Hon Mme Justice Hilary Phillips (Retired) – Member

The Committee's meetings were also facilitated by:

- Ms Gabrielle Figaro-Jones, Registrar & Chief Marshal
- Mr Shivanand Ramnanan, Senior Manager, Corporate Administration
- Mr Leon Richardson, Organisational Development/Human Resources Advisor, RJLSC – Committee Secretary

The HRSC held four statutory meetings virtually on February 26, June 18, September 23, and November 25, 2024. The objectives of these meetings were to address significant human resource management issues, promote effective workplace governance, and incorporate best practices for maintaining an enabling and positive work environment.

For the reporting period the focus of the HRSC was:

- a. Policy development and review.
- b. Recruitment in furtherance of the organisational redesign of the Caribbean Court of Justice.
- c. Recognition of Long-Serving Members on Committees.
- d. Recruitment for CCJ Judge (Replacement for Justice Wit)

- e. Recruitment for CCJ Judge (to replace Justice Andrew Burgess) and CCJ President (to replace Justice Adrian Saunders)
- f. Rationalisation of the Caribbean Court of Justice New Organisational Structure Contract and Permanent Positions.
- g. Recruitment of two (2) CCAT Members.
- h. Interaction with and review of matters raised by the Staff Interface Committee.

Specific matters that engaged the attention of the HRSC in 2024 included:

- (i) Review of the Staff Regulations.
- (ii) Recruitment for the following positions to give effect to the organisational redesign of the Caribbean Court of Justice:
 - Chief Human Resources Officer
 - Chief Public Education and Protocol Officer
 - Human Resources/Administrative Officer (Generalist)
 - Human Resources Officer Manpower and Development
 - Judge CCJ (1)
 - Judicial Counsel (2)
 - Registry Supervisor
- (iii) Consultancy by CARICAD to address several human resources matters raised by the Staff Interface Committee.
- (iv) Job Evaluation Exercise for staff of the CCJ/RJLSC.



ACTIVITIES OF THE COMMISSION *(continued)*

2. Pension Administration Committee (PAC)

Composition of the Pension Administration Committee (PAC)

Throughout 2024, the following individuals served as members of the Pension Administration Committee (PAC):

- Mr Brian Glasgow (Chairman, nominated and appointed by the Commission)
- Mr Thaddeus M. Antoine and Dr. Damien Dublin (nominated by the Commission)
- Hon Mme Justice Maureen Rajnauth-Lee (nominated by the President of the Court)
- Mr Oswald Barnes (nominated by the CCJ Trust Fund)
- Ms Patrice Valentine, Mr Anil Ramsahai, and Mr Mitra Sinanan (nominated and elected by the Pension Plan members)

Mrs Annette Clarke-James, the Human Resources Officer for Compensation & Benefits at the CCJ, serves as the Secretary to the PAC.

Recommendations of the PAC Approved by the Commission

In 2024, the PAC made the following recommendations, which were subsequently approved by the Commission:

- **Rule Amendments:** Rule 4.1.2 (Transfer In) and Rule 9.2 (Transfer Out) of the Pension Rules were amended, with the addition of a new sub-rule 9.2.1.
- **Nomination and Election Guidelines:** These guidelines were amended to allow for the appointment of a member representative without the need for an election, in cases where only one nominee is presented.
- **Definition of 'Nominated Beneficiary':** The definition was revised to include 'a

person, natural or legal,' as per Rules 10.1 and 10.2.

Other Actions of the PAC

Throughout 2024, the PAC engaged in the following actions:

- A formal letter was sent to the Pension Plan Administrator (PPA) requesting their opinion on the implications of employees transitioning from permanent to contract positions, including the potential benefits and drawbacks for the organisation.
- The 2023 Annual Report was prepared and circulated.
- Queries from Pension Plan members were addressed.
- The monthly unit price for the Pension Plan was obtained and circulated to members.
- Discussions were held regarding the potential utilisation of pension funds as a source for loan liquidation.

Proposed Amendments to Rules

The PAC is currently reviewing whether the term 'other source of funds' under Staff Regulations 5.3.6 and 5.3.11 includes pension funds and is in the process of determining the best course of action on this matter.

Number of Meetings

The PAC held a total of four meetings throughout the year, ensuring effective oversight and decision-making.



ACTIVITIES OF THE COMMISSION • Pension Administration Committee (PAC) (continued)

Plan Administrator's Website

In 2024, Pension Plan members were able to access their pension statements and other relevant information online via the Pension Plan Administrator's website, improving accessibility and transparency.

Number of Pension Plan Members

At the close of 2024, the number of active members in the Pension Plan had decreased by four, due to compulsory retirements and resignations. As of December 31, 2024, the membership consisted of:

- 69 active members
- 24 pensioners
- 4 deferred pensioners

Pending Activities at the End of the Year

Several key activities remain in progress as of the end of 2024:

- Transitioning employees from permanent to contract positions.
- Amending the Nomination and Election Guidelines to allow for electronic nominations and voting.
- Developing guidelines for effective interfacing with the Pension Plan Administrator.
- Awaiting the Trust Fund's response, which will be incorporated into answers to questions submitted by Pension Plan members through their representatives.

3. Constituent Instruments Review and Regulations Committee

The Constituent Instruments Review and Regulations Committee ('CIRRC'/'Committee') is tasked with formulating, examining and reviewing the governance mechanisms of the Court and Commission as they relate to establishment and personnel matters, and general procedures for giving effect to the Agreement Establishing the Caribbean Court of Justice.

During the period under review, the CIRRC finalised and obtained approval of the revised Staff Regulations following a comprehensive review and revision. Of particular note, was the inclusion of a formal remote work regulation in the Staff Regulations which institutionalised the Court's hybrid work arrangements.

The Committee also undertook a review of the Draft Policy to Improve Access to Justice and Provide Accommodation to Persons with Disabilities. This Policy was developed by

a Court-appointed Committee chaired by the Honourable Madame Justice Rajnauth-Lee. This Policy ensures that the approach of the Court and Commission to accommodating and engaging with persons with disabilities aligns with international standards and reinforces their commitment to diversity and inclusivity.

In furtherance of the Commission's objective to align Court and Commission policies with international leading practice, the Committee conducted a robust review of its Harassment Policy. Significant updates include the introduction of a provision outlining the composition of the Harassment Committee, the clarification of the formal complaint process and an explicit commitment by the Court and Commission to provide reasonable protection and support, and to take appropriate action where staff members have been harassed by users of the Court.



ACTIVITIES OF THE COMMISSION • Constituent Instruments Review and Regulations Committee (continued)

Finally, the CIRRC reviewed and refined the rules governing Commission Meetings to enhance the Commission's decision-making processes and ensure that they remain transparent, effective and well-structured.

The Committee, during the relevant period, convened on five (5) occasions. Each meeting significantly advanced the Committee's work and corporate governance mechanisms of the Court and Commission.

The CIRRC for the relevant period comprised:

Ms E. Ann Henry, KC-Chairperson
Hon Madame Justice Hillary Phillips
Mr Alvin Fitzpatrick, SC
Ms Tana'ania Small-Davis, KC

The Committee was supported by:

Ms Gabrielle Figaro-Jones, Secretary, RJLSC and Registrar and Chief Marshal, CCJ
Mr Shivanand Ramnanan, Senior Manager, Corporate Administration, CCJ
Mr Leon Richardson, Organisational Development/Human Resource Advisor, RJLSC

4. Financial Oversight Committee

The Financial Oversight Committee (FOC) is responsible for guiding the financial policies, strategies, and governance of both the Court and the Commission. It ensures that financial standards and controls are followed, monitors budget adherence, and appoints and reviews internal and external audits. The FOC also oversees financial reports and ensures compliance with statutory and fiduciary responsibilities.

In 2024, the FOC convened four virtual meetings in February, June, September, and November. The Committee was led by Commissioner Ms Susan Branker Greene, MSc, until her tenure as Chair concluded on December 11, 2024, after six years of outstanding leadership. Commissioner Thaddeus M. Antoine was appointed the new FOC Chair upon her departure, and Commissioner Dylan Vernon joined the Committee on December 12, 2024. Other members remained unchanged from 2023: Commissioners Mr Brian Glasgow, FCCA, MSc; Mr Thaddeus M. Antoine Esq.; Dr. Damien Dublin; and the Hon Mr Justice Andrew Burgess.

Ms Gabrielle Figaro-Jones, Secretary to the Commission; Mr Shivanand Ramnanan, Senior Manager, Corporate Administration; and Ms Andrea Callender, Finance and Administration Manager, facilitated the Committee's proceedings.

The following summary highlights the key initiatives undertaken by the Financial Oversight Committee during the 2024 fiscal year aimed at achieving excellence.

Reappointment of External Auditors

In 2024, the FOC recommended that Moore Trinidad and Tobago Limited be reappointed to conduct the external financial audit for the Court and the Commission from 2024 to 2026.



ACTIVITIES OF THE COMMISSION • Financial Oversight Committee *(continued)*

External Financial Statements Audit 2024

In 2024, the FOC was pleased to report that the external auditors issued an unqualified audit opinion on the Court and the Commission financial statements. This signifies that the financial statements present an accurate and fair view of the Commission's financial position and performance by applicable accounting standards. The unqualified opinion further reflects the integrity and accuracy of our financial reporting processes. The FOC acknowledges and appreciates the dedicated efforts of all those involved in upholding transparency and accuracy in financial reporting. Their commitment is crucial in building trust and confidence among stakeholders in the Court's and the Commission's financial management practices.

Internal Audit Charter and Internal Audit Plan 2024,

In March 2024, the FOC reviewed and recommended the approval of the Internal Audit Charter for the Court and the Commission. This charter outlines the auditors' responsibilities, authority, independence, and accountability, ensuring alignment with international standards. Additionally, it covers the monitoring of the annual audit plan, the reporting of findings, and the maintenance of a quality assurance program.

In June 2024, the FOC recommended the approval of the internal audit plan for 2024-2025. The plan identified key priority areas for focus, including Recruitment and Selection Practices, the EDF Project (Medium Risk), and Network Security Management (High Risk). It was also acknowledged that outsourced support for the information and technology components of the internal audit will be considered.

Internal Audit of Procurement

In June 2024, the FOC welcomed the first completed in-house internal audit report, the audit of the procurement process. The FOC accepted the recommendations and is actively monitoring their implementation in accordance with the established timeline. The FOC recognises that internal audit recognition recommendations would be necessary to improve and increase the Court's efficiency and guide management in risk mitigation.

Financial Reporting

During 2024, the FOC received comprehensive financial information. Quarterly presentations comparing actual versus budgeted expenditures significantly improved transparency and accountability within the Court and the Commission. This process fostered a culture of responsible financial management, ensuring that spending remains within allocated budget lines. It also provided a system of oversight to mitigate any risks in expenditure areas, promoting prudent financial decisions and maintaining fiscal discipline.

2025-2026 Biennium Budget

The Committee reviewed and assessed the 2025/2026 Budget report in accordance with the Revised Protocol between the CCJTF, CCJ, and the RJLSC. The FOC acknowledged that the estimated CCJ and RJLSC Biennium Budget for FY2025/2026 totals US\$14,652,648. This represents a decrease of 0.3%.

5. Judges' Compensation and Pension Committee

In 2024, the Judges' Compensation and Pension Committee (JCPC), established by the Commission under the Agreement Establishing the Caribbean Court of Justice, remained dormant and did not convene. This was due to the absence of any immediate issues or changes requiring the committee's attention during the year.



RJLSC APPOINTMENTS TO REGIONAL INSTITUTIONS

The Regional Judicial and Legal Services Commission plays a pivotal role in appointing members to key regional judicial institutions, such as the CARICOM Competition Commission (CCC) and the Caribbean Community Administrative Tribunal (CCAT). These appointments are crucial for upholding the integrity and efficiency of the Caribbean Community's legal and administrative systems.



Under Article 172 of the Revised Treaty of Chaguaramas, the RJLSC is responsible for appointing members to the CCC. In 2024, the terms of Mr Anthony La Ronde and Mr Timothy Jonas expired on December 31. They were reappointed to complete the remainder of their four-year terms, which will run from January 1, 2025, to July 11, 2028. Additionally, the term of Mr Justice Christopher Blackman (Ret'd) also expired on December 31, 2024. Mr Andrew Downes was appointed as the new CCC Chairman, effective January 1, 2025, with a term running until July 31, 2026. Recruitment was initiated in 2024 to fill the vacancy left by the retirement of Mr Justice (Ret'd) Blackman, with the new appointment expected in 2025.

Table 3 presents the membership details of the CCC in 2024, including the expiration date of each member's term and their nationality.

CARICOM Competition Commission membership in 2024

Name of Commissioner	Nationality	Date of Appointment	Date of Expiration of Term of Office
Mr Justice Christopher Blackman (Ret'd) - Chairman	Barbados	July 12, 2018 [re-appointed - July 12, 2023]	December 31, 2024
Mr DeCoursey Eversley	Barbados	October 16, 2015 [re-appointed - October 16, 2020]	October 15, 2025
Mr Nestor Alfred	Saint Lucia	October 16, 2015 [re-appointed - October 16, 2020]	October 15, 2025
Dr. Andrew Downes	Barbados	August 1, 2016 [Re-appointed - August 1, 2021]	July 31, 2026
Mrs Emalene Marcus-Burnett	Barbados Trinidad & Tobago	August 1, 2016 [Re-appointed - August 1, 2021]	July 31, 2026
Mr Anthony La Ronde	Anguilla	July 12, 2018 [re-appointed - July 12, 2023] [re-appointed effective January 1, 2025]	July 11, 2028
Mr Timothy Jonas	Guyana	July 12, 2018 [re-appointed - July 12, 2023] [re-appointed effective January 1, 2025]	July 11, 2028

Table 3



RJLSC APPOINTMENTS TO REGIONAL INSTITUTIONS *(continued)*



CARIBBEAN COMMUNITY ADMINISTRATIVE TRIBUNAL

In accordance with Article V.3 of the Statute of the Caribbean Community Administrative Tribunal (CCAT), the RJLSC is responsible for selecting the members of the Tribunal. The Tribunal is an independent judicial body that adjudicates employment disputes involving staff members of the CARICOM Secretariat and other institutions under its jurisdiction. It consists of five judges, all of whom are appointed by the Commission.

As outlined in Article V.4 of the Statute, Tribunal members serve a four-year term, with the possibility of reappointment for one additional term.

In 2024, the terms of Mr Patterson Cheltenham KC, Dr. Emile Ferdinand KC, Ms Dancia Penn KC, and Mr Westmin James expired on February 16. Under the Statute, the Commission reappointed Mr Patterson Cheltenham KC, Ms Dancia Penn KC, and Mr Westmin James for another four-year term, effective February 17, 2024. However, Dr. Emile Ferdinand KC declined reappointment due to personal reasons.

During the reporting period, the Commission conducted interviews to fill the two vacancies on the Tribunal. The selection process was completed by the end of the period, and the appointments of the new members will take effect in early 2025.

Furthermore, by Article VI of the Statute, the Tribunal elected the Hon Sir Patterson Cheltenham, K.A., as its President for a two-year term, effective November 1, 2024.

Additionally, the Commission extended the term of Mr Noel Inniss as Registrar of the Tribunal for one more year, effective February 1, 2024.

Table 4 below provides details on the CCAT membership in 2024, including the expiration date of each member's term and their nationality.

Caribbean Community Administrative Tribunal membership in 2024

Name of Member	Nationality	Date of Appointment	Date of Expiration of Term of Office
Mr Patterson Cheltenham KC	Barbados	February 17, 2020 [reappointed: February 17, 2024]	February 16, 2028
Dr. Emile Ferdinand KC	St. Kitts & Nevis	February 17, 2020	February 16, 2024
Ms Dancia Penn OBE KC	British Virgin Islands	February 17, 2020 [reappointed: February 17, 2024]	February 16, 2028
Mr Westmin James	Trinidad & Tobago	February 17, 2020 [reappointed: February 17, 2024]	February 16, 2028

Table 4



RECOGNISING THE SERVICE OF THE OUTGOING COMMISSIONERS 2024

The Commission extends its sincere gratitude to Commissioners, **Hon Mr Justice Bryan Sykes OJ CD** and **Susan Branker Greene MSc.**, for their dedicated service and invaluable contributions, as they concluded their tenure in 2024.



The Honourable Mr Justice Bryan Sykes OJ CD

The Honourable Mr Justice Bryan Sykes, OJ CD served on the Regional Judicial and Legal Services Commission from September 11, 2021, to September 10, 2024.

During his tenure, he made significant contributions, particularly through his involvement in the Human Resources and Selection Committee, where his insights and expertise greatly enhanced the Commission's recruitment processes. His unwavering commitment and innovative approach played a pivotal role in strengthening the governance framework of the Caribbean Court of Justice and advancing the Commission's objectives.

Mr Justice Sykes is the eighth Chief Justice of Jamaica since the country gained independence in 1962. A graduate of St. George's College, Titchfield High School, The University of the West Indies (1984), and the Norman Manley Law School (1986), he began his public service career in 1986. He has held several key legal positions, including Clerk of Court, Senior Deputy Director of Public Prosecutions, and Supreme Court Judge, before being appointed Chief Justice of Jamaica in 2018.

A Humphrey Fellow (2002-2003) at the University of Minnesota, Justice Sykes has developed specialised expertise in regulatory compliance, anti-money laundering, and counter-terrorist financing. His contributions to legal scholarship include publications in the Journal of Money Laundering Control and the West Indian Law Journal.



APPRECIATION FOR THE OUTGOING COMMISSIONERS IN 2024 *(continued)*



Ms Susan Branker Greene MSc.

Ms Susan Branker Greene MSc. served on the Regional Judicial and Legal Services Commission from December 12, 2018, to December 11, 2024, and was appointed Deputy Chairperson on December 9, 2022. She also played a key role as a Member and Chairperson of the Financial Oversight Committee, where her innovative ideas and strategic leadership made a lasting impact.

With over 26 years of leadership and management experience across the public, private, and NGO sectors, Commissioner Branker Greene has held notable positions, including Senior Business Development Officer at the Ministry of Industry, Commerce and Business Development in Barbados, Regional Director for the Caribbean Management Development Association, and Regional Programme Director at the Caribbean Centre for Development Administration's Caribbean Support Initiative.

A British Chevening Scholar, she holds a Master of Science in International Relations from the University of Southampton, UK, and a Bachelor of Science degree from the University of the West Indies (UWI), Cave Hill Campus. She is deeply committed to capacity building, performance improvement, and sustainable development.

Her extensive regional experience includes serving as a part-time clinical faculty member at the UWI Sagcor Cave Hill School of Business and Management, facilitating executive leadership programmes, and working as a strategic business consultant in leadership development, strategic planning, and organisational change. During her decade-long tenure as Regional Programme Director, she managed numerous technical cooperation initiatives and grant-funded projects across the Eastern Caribbean, supporting NGOs and government institutions in Dominica, Grenada, St. Vincent and the Grenadines, and St. Lucia.

Commissioner Branker Greene is a respected international development practitioner and evaluator. As the Principal Consultant and Managing Director of Targeted Development Consulting Inc. she specialises in monitoring and evaluation, programme management, and organisational development.

Her tenure on the Commission was marked by a steadfast commitment to excellence, strategic foresight, and a passion for strengthening governance and institutional development in the region.



APPRECIATION FOR THE OUTGOING COMMISSIONERS IN 2024 *(continued)*

As we bid farewell to Hon Mr Justice Bryan Sykes OJ CD and Ms Susan Branker Greene MSc, the RJLSC shares a few photos from their final Commission meetings.



Presentation by Mr Justice Adrian Saunders to Mr Justice Bryan Sykes OJ, CD



Group photo of Commissioners at Mr Justice Bryan Sykes OJ, CD's final meeting



Presentation by Mr Justice Adrian Saunders to Ms Susan Branker Greene, MSc.



Commissioners at Commissioner Susan Branker Greene's final meeting



Commissioner Susan Branker Greene with Commissioners Jacqueline Samuels-Brown KC, Hilary Phillips KC, and Tana'ania Small KC (left to right)



Commissioner Susan Branker Greene with the RJLSC OD/HRA (left), Executive Officer (second from left), and Secretary (right)



THE RJLSC SECRETARIAT

The RJLSC Secretariat remains committed to the continued efficiency and effectiveness of the Regional Judicial and Legal Services Commission.

Ms Gabrielle Figaro-Jones, Registrar & Chief Marshal of the Court, serves as the Secretary and Chief Administrative Officer of the Commission, in accordance with Article V.11 of the Agreement Establishing the CCJ. She is supported by a dedicated and experienced team that ensures the seamless execution of the Secretariat's functions.

The Secretariat comprises:

Mr Leon Richardson – Organisational Development/Human Resources Advisor, leading human resource management and organisational development initiatives in support of the Commission.

Ms Sherry-Ann Ramhit – Executive Officer, playing a pivotal role in overseeing the Secretariat's daily operations, ensuring administrative and financial efficiency, and supporting the execution of the Commission's mandate.

Ms Kiesha Cato – Administrative Officer, facilitating the smooth functioning of the Secretariat through critical administrative and operational support.

The effective execution of the Commission's mandate is also made possible through the seamless collaboration between the Secretariat and the various Departments and Units of the Court.



Seated (from left): Ms Gabrielle Figaro-Jones (Secretary), The Hon Mr Justice Adrian Saunders (Chairman), Ms Sherry-Ann Ramhit (Executive Officer). Standing (from left): Ms Kiesha Cato (Administrative Officer), Mr Leon Richardson (Organisational Development/Human Resources Advisor)



PROJECTED AND ACTUAL EXPENDITURE OF THE COURT AND THE COMMISSION

2024-2025 Biennial Budget: During the fiscal year 2024, the operations of both the Commission and the Court were supported by quarterly allocations from the CCJ Trust Fund. A financial monitoring system was maintained each quarter under the guidance of the Financial Oversight Committee. This highlights the Commission's focus on operational efficiency in Budget management. Key projects were executed successfully within their designated budgets, significantly contributing to achieving strategic goals and signalling commitment to excellence. Although challenges arose, carefully crafted plans effectively addressed risks, preserving the Commission's financial stability. The Commission's consistent adherence to budgetary discipline throughout the year demonstrates sound financial management, positioning it well for continued success in the upcoming fiscal period.

Pension Payments: In 2024, the Court remained committed to fulfilling its pension obligations. During the year, pension payments were provided to the second retired

President, following the passing of the first retired President in 2024. Additionally, the Court continued payments to two retired Judges, with one Judge having passed away in 2022 and two others in 2024. Pension payments were also made to one beneficiary of a deceased Judge.

Further, both the Court and the Commission extended pension payments to twenty (20) retired employees, including one beneficiary of a deceased employee, ensuring continued support for those who have served the institution.

Appointment of Auditors: In 2024, following a comprehensive evaluation, the Commission reappointed Moore Trinidad and Tobago Limited as auditors for the CCJ and RJLSC for the 2024 - 2026 period. A detailed report on their cost structure was submitted and subsequently approved by the Commission for the three-year engagement.

INTERACTION WITH THE BOARD OF TRUSTEES OF THE CCJ TRUST FUND

Following discussions on revising the Protocol for Interfacing and Interaction among the Commission, the Court, and the Trust Fund - originally revised on December 3, 2018, and expiring in 2021 - the Protocol has continued to be observed. As outlined in Part 4, it is subject to periodic review and amendment by the parties, with revisions required at least every three years. In 2024, amendments were made to the Protocol and are currently under review by the CCJ Trust Fund for approval. Although the revised Protocol has not yet been signed, all parties continue to operate in accordance with the existing framework.



JOINT MEETING WITH THE CCJ, CDB, AND CCJ TRUST FUND

On November 5, 2024, a joint meeting was held with the CCJ, the Caribbean Development Bank (CDB), and the CCJ Trust Fund to discuss key financial matters, including the Non-Judicial Staff Pension Fund.

A group photo of the meeting attendees, along with images capturing the RJLSC Chairman presenting tokens, are included below to commemorate the occasion.



From left: Mr Elbert Ellis, Advisor to the Acting President (CDB); Dr. Isaac Solomon, Acting President (CDB); The Hon Mr Justice Adrian Saunders, RJLSC Chairman; Commissioner Glasgow (virtual); Mr Oswald Barnes, Trustee of the CCJTF; Mr Shivanand Ramnanan, CCJ Senior Manager, Corporate Administration (CCJ); and Ms Gabrielle Figaro-Jones, RJLSC Secretary



Presentation by Hon Mr Justice Saunders to Dr. Isaac Solomon



Presentation by Hon Mr Justice Saunders to Mr Oswald Barnes



Presentation by Hon Mr Justice Saunders to Mr Elbert Ellis



Honouring

a Decade
"10 years"

of Service

The Commission's Founding Members (2003-2013)



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Since 2009, the Commission's Annual Reports have acknowledged the invaluable contributions of each Contracting Party to the Agreement. This year, we instead celebrate and reflect on the distinguished Members who served during the first decade of the Commission's existence, from its inception in August 2003 to August 2013. Their unwavering dedication and visionary leadership were instrumental in laying the foundation for the Commission's evolution and success, shaping its enduring legacy across the region. In this section, we honour their exceptional service and reflect on the pivotal role they played in advancing the Commission's mandate.

Looking ahead, the 2025 Annual Report will focus on those who served during the Commission's second decade, from August 2013 to August 2023, continuing our tradition of recognising the individuals whose leadership has shaped the Commission's ongoing work.

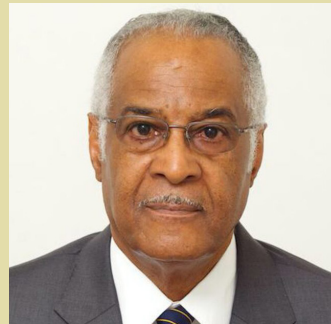
Sir David Simmons, K.A, B.C.H

Nationality: Barbados

Basis of Appointment: Chairman, Judicial Services Commission of Barbados

Period of Service: 20 August 2003 – 19 August 2006

Article Reference: V.1(a)



Biography & Contributions (During Tenure):

During his tenure with the RJLSC, Sir David Simmons served as the 12th Chief Justice of Barbados. Widely respected for his contributions to Barbados' legal system and his leadership in the regional legal community, he played a pivotal role in establishing the foundational policies and governance structure of the Commission. His tenure was marked by a steadfast commitment to strengthening judicial independence and integrity across the region. Sir David's visionary leadership and dedication were instrumental in laying the groundwork for the Commission's continued growth and influence.

Mr Kenneth Lalla, S.C.

Nationality: Trinidad and Tobago

Basis of Appointment: Chairman, Public Service Commission of Trinidad & Tobago

Period of Service: 20 August 2003 – 19 August 2004

Article Reference: V.1(d)



Biography & Contributions (During Tenure):

During his tenure with the RJLSC, Mr Kenneth Lalla brought invaluable legal expertise and public service experience, including his role as a temporary Judge of the High Court of Trinidad and Tobago and later as Senior Counsel (Silk). He also served as Chairman of the Public Service Commission, the Police Service Commission, and the Defence Force Commissions Board. His contributions to the RJLSC were instrumental in shaping its governance structure. Mr Lalla's leadership, legal insights, and dedication to public service were recognised with the Chaconia Medal Gold of the Order of the Trinity.

In Memoriam: Mr Kenneth Lalla passed away in 2020. His legacy in law and public service remains an enduring inspiration.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Allan Alexander

Nationality: Trinidad and Tobago

Basis of Appointment: Nominated jointly by the Bar or Law Associations of the Contracting Parties

Period of Service: 21 August 2003 – 19 August 2010

Article Reference: V.1(g)



Biography & Contributions (During Tenure):

Mr Allan Alexander was a distinguished citizen of Trinidad and Tobago and a barrister-at-law. Called to the Bar of England and Wales in September 1959 and admitted to practice law in Trinidad and Tobago in January 1960, Mr Alexander earned Silk in July 1980. He also served as a temporary Judge of the High Court of Trinidad and Tobago. Beyond his legal career, Mr Alexander contributed to public service as an Independent Senator in the Parliament of Trinidad and Tobago from 1986 to 1991. His extensive legal experience and dedication to public service added valuable insight to the work of the RJLSC during his tenure.

In Memoriam: Mr Allan Alexander passed away in 2016. His legacy in law and public service continues to inspire those who worked alongside him.

Ms Gloria Gray, B.Sc., M.Sc.

Nationality: Trinidad and Tobago

Basis of Appointment: Nominated jointly by the Secretary-General of the Community and the Director General of the OECS

Period of Service: 21 August 2003 – 20 August 2009

Article Reference: V.1(e)



Biography & Contributions (During Tenure):

Ms Gloria Gray is a respected academic from Trinidad and Tobago, holding a B.Sc. in Sociology and an M.Sc. in Sociology with a specialisation in Social Psychology from the University of the West Indies. During her tenure with the RJLSC, she contributed significantly through her academic roles, serving as a full-time Teaching Assistant in General Psychology, Sociological Theory, and Criminology, as well as a part-time Teaching Assistant in Sociology. In addition, Ms Gray served on the Staff Regulations Committee, where her keen insight into issues and sterling contributions proved invaluable. Her expertise in social psychology greatly enhanced the Commission's work, particularly in the areas of governance and institutional development.



Ms Nelcia Robinson, B.Sc.

Nationality: St. Vincent and the Grenadines

Basis of Appointment: Nominated jointly by the Secretary-General of the Community and the Director General of the OECS

Period of Service: 21 August 2003 – 20 August 2009

Article Reference: V.1(e)

Biography & Contributions (During Tenure):

Ms Nelcia Robinson, a national of St. Vincent and the Grenadines, is of Garifuna descent and a passionate advocate for indigenous and gender issues across the Caribbean. During her tenure, she served as Coordinator of the Caribbean Organisation of Indigenous Peoples (COIP) and the Caribbean Association of Feminist Research and Action (FAFRA), among other roles. She is a Kellogg Fellow and specialised in International Development, contributing her expertise to enhance the Commission's focus on diversity and equity within regional legal systems.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Othniel Sylvester, CMG, Q.C.

Nationality: St. Vincent and the Grenadines

Basis of Appointment: Nominated jointly by OCCBA & OECS Bar Associations

Period of Service: 21 August 2003 – 24 March 2006

Article Reference: V.1(b)

Biography & Contributions (During Tenure):

Mr Othniel Sylvester, a native of St. Vincent and the Grenadines, was a distinguished Barrister-at-Law. He graduated from the Inns of Court and was called to the Bar of England in 1958 and to the St. Vincent and the Grenadines Bar in 1959. Appointed Queen's Counsel in 1985, Mr Sylvester also served as a High Court Judge of the Eastern Caribbean Supreme Court from 2001 to 2002. During his tenure with the RJLSC, Mr Sylvester's wealth of legal experience and judicial expertise greatly contributed to the Commission's work, strengthening its operations and regional influence.

In Memoriam: Mr Sylvester passed away in 2012, leaving a lasting impact on the legal community in the Eastern Caribbean.



Professor Aubrey Bishop, OR, CCH, B.Sc., LL.M

Nationality: Guyana

Basis of Appointment: Nominated jointly by the Dean of the UWI Faculty of Law, Deans of Law Faculties from any Contracting Parties, and the Chairman of the Council of Legal Education.

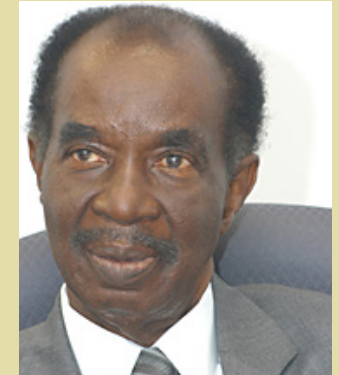
Period of Service: 21 August 2003 – 19 August 2007

Article Reference: (f)

Biography & Contributions (During Tenure):

Professor Aubrey Bishop was a citizen of Guyana and a distinguished legal professional with an extensive career in both law and academia. He was called to the English Bar in July 1963 and practiced before the civil and criminal courts in Guyana. Professor Bishop was appointed to the High Court in 1976, the Court of Appeal in 1987, and became Chief Justice of Guyana in 1992. In 1996, he was appointed Chancellor and Head of the Judiciary in Guyana. As a member of the RJLSC, he brought invaluable experience in judicial leadership, contributing to the Commission's work in fostering regional judicial independence and strengthening governance frameworks. He held a B.Sc. degree in Industrial Relations and Management and an LL.M. degree. His contributions were recognised through prestigious national honours, including the Cacique's Crown of Honour and the Order of Roraima.

In Memoriam: Professor Aubrey Bishop passed away in 2013. His legacy of service to the legal profession, both in Guyana and the Caribbean, continues to be remembered with great respect.





HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Sir Vincent Floissac, C.M.G., Q.C.

Nationality: Saint Lucia

Basis of Appointment: Nominated jointly by the Bar or Law Associations of the Contracting Parties

Period of Service: 21 August 2003 – 24 November 2008

Article Reference: (g)



Biography & Contributions (During Tenure):

Sir Vincent Floissac, a distinguished lawyer and former Chief Justice of the Eastern Caribbean Supreme Court, served as President of the Court of Appeal from November 1991 to July 1996. He was called to the Bar in England in 1952 after earning his LLB from the University of London. Sir Vincent practised law in St. Lucia for 37 years, becoming a leading figure in the legal community. He also served as the President of the St. Lucia Bar Association, Deputy Speaker of the St. Lucia House of Assembly, and the first President of the Senate of St. Lucia. Sir Vincent was also a member of the Seychelles Court of Appeal (1988-1991) and was appointed to the Judicial Committee of the Privy Council in 1992. His extensive legal experience and leadership in regional governance made him a significant asset to the RJLSC during his tenure.

In Memoriam: Sir Vincent Floissac passed away in 2010, leaving behind a lasting legacy of legal excellence and dedication to the advancement of justice in the Eastern Caribbean.

Dr. The Hon Lloyd Barnett, O.J.

Nationality: Jamaica

Basis of Appointment: Nominated jointly by OCCBA & OECS Bar Associations

Period of Service: 12 September 2003 – 19 August 2016

Article Reference: (b)



Biography & Contributions (During Tenure):

Dr. Lloyd Barnett, a distinguished Jamaican attorney-at-law, was appointed to the RJLSC in 2003. He holds a B.A. (1954), LL.B. (1957), LL.M. (1960), and Ph.D. (1966) — all from the University of London — and was admitted to the Bar of Lincoln's Inn in 1960. Prior to his appointment, he served as Crown Counsel in both the Attorney General's Chambers and the Office of the Director of Public Prosecutions. Additionally, he has held significant leadership roles, including President of the Jamaica Bar Association, Chairman of the Jamaica Council for Human Rights, and both Vice President and President of the Organisation of Commonwealth Caribbean Bar Associations (OCCBA). Dr. Barnett also served as Chairman of the General Legal Council of Jamaica from 1995 and was named a member of the Police Service Commission in 2003. In recognition of his exceptional contributions to jurisprudence and legal education in the Caribbean, he was awarded the Order of Jamaica in 1999. During his tenure on the Commission, Dr. Barnett's deep legal expertise and commitment to regional legal development were invaluable in furthering the RJLSC's mission to promote legal and judicial reform across the Caribbean.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Dr. Magda Hoever-Venoaks, M.Sc., Ph.D.

Nationality: Suriname

Basis of Appointment: Nominated jointly by the Dean of the UWI Faculty of Law, Deans of Law Faculties from any Contracting Parties, and the Chairman of the Council of Legal Education.

Period of Service: 10 October 2003- 19 August 2010

Article Reference: (f)



Biography & Contributions (During Tenure):

Dr. Magda Hoever-Venoaks, a distinguished academic and legal scholar from Suriname, was appointed to the RJLSC in recognition of her expertise in administrative law. As a founding member of the Commission, Dr. Hoever-Venoaks played an instrumental role in its establishment. She began her career in education, graduating from the Teaching Training College in 1967 before advancing into the fields of social work and management. In 1990, she earned her Master's degree in Law and began lecturing in Administrative Law at the University of Suriname. She later obtained her doctoral degree in Administrative Law, focusing on Civil Servant Law in 1998, and was appointed Associate Professor in Administrative Law in 2000. Throughout her tenure, Dr. Hoever-Venoaks brought a wealth of academic and practical knowledge to the Commission, contributing to the development of legal and judicial frameworks within the region. Her commitment to legal education and governance strengthened the RJLSC's mission to promote excellence in judicial service.

The Right Honourable Mr Justice Michael de la Bastide, T.C.

Nationality: Trinidad and Tobago

Basis of Appointment: President of the CCJ

Period of Service: 18 August 2004 – 17 August 2011

Article Reference: (a)



Biography & Contributions (During Tenure):

The Right Honourable Mr Justice Michael de la Bastide, T.C., a distinguished citizen of Trinidad and Tobago, graduated from the University of Oxford with a Bachelor of Arts in Jurisprudence (1959) and a Bachelor of Civil Law (1960), before being called to the Bar at Gray's Inn in 1961. Mr de la Bastide served as Crown Counsel in the Office of the Attorney General of Trinidad and Tobago and entered private practice in 1963, becoming Queen's Counsel in 1975. In 1995, he was appointed Chief Justice of Trinidad and Tobago, and in 1996, he was awarded the country's highest national honor, the Trinity Cross. After retiring from the Chief Justice role in 2002, Mr de la Bastide became a founding leader of the CCJ, where he was sworn in as the first President of the Court on August 18, 2004. In accordance with Article VI.1(b) of the Agreement Establishing the CCJ, he also served as Chairman of the RJLSC, chairing his first meeting on August 19, 2004. He continued in both roles until his retirement on August 17, 2011. During his tenure, Mr de la Bastide was instrumental in the recruitment of the Judges, Management, and Staff of the CCJ and played a key role in finalising the Original and Appellate Jurisdictions Rules for the Court. His leadership was fundamental in laying the groundwork for the continued success of the Court and the Commission. His dedication and vision have left a lasting legacy on the regional legal framework, and he served the Court and the Commission with honour, distinction, and a deep commitment to advancing justice in the Caribbean.

In Memoriam: Mr Justice Michael de la Bastide passed away in 2024, leaving behind a remarkable legacy in Caribbean jurisprudence. His contributions to the legal and judicial development of the region continue to resonate, and he is remembered with deep respect for his leadership, integrity, and tireless efforts to promote justice throughout the Caribbean.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

**Ambassador Christopher R. Thomas,
C.M.T., D.Laws (honoris causa)**

Nationality: Trinidad and Tobago

Basis of Appointment: Chairman, Public Service Commission of Trinidad and Tobago.

Period of Service: 26 November 2004 – 19 August 2006

Article Reference: (d)



Biography & Contributions (During Tenure):

Ambassador Thomas, a distinguished citizen of Trinidad and Tobago, was appointed to the RJLSC in 2004. With an impressive background in international politics and public service, he made significant contributions during his tenure. As Chairman of the Public and Police Service Commissions of Trinidad and Tobago, he brought invaluable leadership experience to the Commission. His diplomatic career, which included roles as Ambassador to Venezuela and Assistant Secretary General of the Organisation of American States, also enriched his work with the RJLSC. His strategic insight and dedication to regional development played a key role in advancing the Commission's mission.

Memoriam: Ambassador Thomas passed away in 2021, leaving a lasting legacy of service to both his country and the broader Caribbean community.

Dr. Joseph Samuel Archibald, O.C.

Nationality: St. Kitts and Nevis

Basis of Appointment: Nominated jointly by OCCBA & OECS Bar Associations

Period of Service: 7 July 2006 – 19 August 2013

Article Reference: (b)



Biography & Contributions (During Tenure):

Dr. Joseph Samuel Archibald, a distinguished legal expert from St. Kitts and Nevis, was appointed to the RJLSC in 2006. He was called to the Bar in 1960 and held several key positions, including Attorney General, Director of Prosecutions, and Queen's Counsel. His extensive experience in legal practice and the judiciary, including acting as a Judge of both the Supreme Court of the West Indies Associated States and the Eastern Caribbean Supreme Court, greatly contributed to the Commission's work. Dr. Archibald's knowledge and experience were invaluable during his tenure, helping to shape and support the Commission's mission of enhancing legal governance and strengthening judicial systems across the Caribbean.

Memoriam: Dr. Joseph Archibald passed away in 2014. His contributions to Caribbean law, governance, and his dedication to public service continue to inspire legal professionals across the region.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Cecil Alfred Blazer Williams, B.A., M.Sc., LL.B.

Nationality: St. Vincent and the Grenadines
Basis of Appointment: Chairman, Public Service Commission of St. Vincent & the Grenadines
Period of Service: 20 September 2006– 19 September 2009
Article Reference: (d)



Biography & Contributions (During Tenure):

Mr Cecil Alfred Blazer Williams, a citizen of St. Vincent and the Grenadines, holds a B.A. from the University of the West Indies, an M.Sc. from the University of Bradford, and an LL.B. from the University of London. A practising barrister-at-law, Mr Williams served in various leadership roles, including as Chairman of the Public Service Commission and Police Service Commission of St. Vincent and the Grenadines. During his tenure with the RJLSC, Mr Williams brought valuable experience in governance, legal affairs, and regional development, which he had accumulated through his previous leadership roles. Beyond his work with the RJLSC, he has made significant contributions to youth, sports, and cultural initiatives, particularly through his role as the first Chairman of the Eastern Caribbean Popular Theatre Organisation. Additionally, his leadership extended into the private sector, where he served as Managing Director of Projects Promotions Limited.

Mr Anthony Sylvestre, M.B.E.

Nationality: Belize
Basis of Appointment: Chairman, Judicial Services Commission of Belize
Period of Service: 12 January 2007 – 6 February 2008
Article Reference: (d)



Biography & Contributions (During Tenure):

Mr Anthony Sylvestre, a distinguished Belizean public servant, made significant contributions to the development of the public service in Belize. He held numerous important roles, including Permanent Secretary, Secretary to the Cabinet, and Chairman of the Public Services Commission. Notably, he was instrumental in the creation and growth of the National Emergency Management Organisation (NEMO) Secretariat. As Chairman of the Public Services Commission, including overseeing the Judicial and Legal Services Commission, Mr Sylvestre played a crucial role in shaping and supporting the Commission's work. His leadership and dedication to public service were pivotal in advancing the Commission's mission to strengthen judicial and legal systems across the region.

Memoriam: Mr Sylvestre passed away in 2019. His legacy of public service and commitment to the development of Belize's legal and administrative frameworks continues to be remembered and honoured.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Professor Ralph Carnegie, B.A., M.A.

Nationality: Jamaican

Basis of Appointment: Nominated jointly by the Dean of the UWI Faculty of Law, Deans of Law Faculties from any Contracting Parties, and the Chairman of the Council of Legal Education.

Period of Service: 28 September 2007 – 19 August 2010

Article Reference: (f)



Biography & Contributions (During Tenure):

Professor Ralph Carnegie, a distinguished Jamaican academic, was Professor Emeritus at the University of the West Indies. A Rhodes Scholar at Oxford and a Senior Fulbright Scholar at Yale Law School, he had a distinguished career spanning more than three decades. He served five terms as Dean of the Faculty of Law at UWI and was deeply involved in shaping legal education in the Caribbean. Professor Carnegie's scholarly work appeared in major legal journals, including the British Year Book of International Law, International and Comparative Law Quarterly, and Caribbean Law Review. His work influenced legal thought in countries across the Commonwealth Caribbean and beyond, with his legal expertise cited by courts in Australia, Canada, and the Caribbean. In his capacity as a member of the RJLSC, Professor Carnegie contributed valuable expertise in constitutional law, judicial education, and legal reform. His insights significantly influenced the development of the Commission's policies and strategies for strengthening the judicial and legal systems in the Caribbean. Additionally, he provided critical guidance on constitutional reform, advancing the RJLSC's broader objective of promoting effective legal governance throughout the region. He also served on the Commission's Pensions Committee and as Chairman of the Selection Committee.

Memoriam: Professor Carnegie passed away on January 7, 2011, shortly after his term ended. His legacy as a scholar and educator continues to inspire legal professionals and academics across the Caribbean.

Mr Rodney Neal, B.Sc., M.Sc.

Nationality: Belize

Basis of Appointment: Chairman, Judicial Services Commission of Belize

Period of Service: 16 January 2009 – 11 January 2010

Article Reference: (c)



Biography & Contributions (During Tenure):

Mr Rodney Neal, a citizen of Belize, holds a B.Sc. in General Agriculture from the University of the West Indies and an M.Sc. in Tropical Agriculture Development from Reading University. He also obtained a Certificate in Organisational Management and Development from George Washington University. Mr Neal served in key public service roles, including Permanent Secretary in various ministries, City Administrator, and as Chairman of both the Public Services Commission and the Judicial and Legal Services Commission. His leadership at the RJLSC contributed to advancing the Commission's work in strengthening legal systems across the Caribbean. Additionally, his extensive experience on several boards related to agriculture and trade further supported his impactful service in public and legal governance.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Ambassador Wendell E. Lawrence, B.Sc., M.Sc., C.P.A.

Nationality: Saint Kitts and Nevis

Basis of Appointment: Nominated jointly by the Secretary-General of CARICOM and the Director-General of the OECS Secretariat

Period of Service: 11 September 2009 – 10 September 2012

Article Reference: (e)



Biography & Contributions (During Tenure):

Ambassador Wendell E. Lawrence, a citizen of Saint Kitts and Nevis, holds a B.Sc. in Management Studies with First Class Honours and an M.Sc. in Accounting from the University of the West Indies, as well as an M.Sc. in Financial Economics from the University of London. He is a Certified Public Accountant. During his tenure with the Commission from 11 September 2009 to 10 September 2012, Ambassador Lawrence played a pivotal role in the Governance Review of the Caribbean Court of Justice. He was instrumental in establishing the Financial Oversight Committee, a collaborative forum designed to strategically guide the Court and ensure the longevity of the CCI Trust Fund. Even after his term concluded, Ambassador Lawrence continued to offer his assistance to the Commission, demonstrating his unwavering commitment to the region's judicial and legal development. In addition to his work with the RJLSC, Ambassador Lawrence has held significant positions such as Financial Secretary of Saint Kitts and Nevis for sixteen years until his retirement in April 2005, Chairman of the Eastern Caribbean Regional Debt Coordinating Committee, and Chairman of the Board of Directors of St. Kitts-Nevis Cable Communications Ltd.

Mr Jefferson O'Brien Cumberbatch, LL.B.

Nationality: Barbados

Basis of Appointment: Nominated jointly by the Secretary-General of the Community and the Director General of the OECS

Period of Service: 11 September 2009 – 10 September 2012

Article Reference: (e)



Biography & Contributions (During Tenure):

Jefferson O'Brien Cumberbatch, a distinguished legal scholar from Barbados, pursued his legal education at the University of the West Indies and the University of Wales. He served as a Senior Lecturer in Law at the Cave Hill Campus of the University of the West Indies from 1993 and held the position of Deputy Dean, Academic and Student Affairs, for over a decade. Throughout his career, Mr Cumberbatch made significant contributions to legal reform, particularly in employment law, consumer protection, and legislative drafting. His expertise helped shape key legislation, including the Consumers Guarantee Act and the Electronic Transactions Act. He also served as Chairman of the Barbados Benefits (Appeals) Tribunal and the Consumer Claims Tribunal, presiding over critical legal matters affecting citizens' rights and entitlements. During his tenure with the RJLSC, Mr Cumberbatch played an essential role in advancing legal education, judicial governance, and legislative development across the region. His deep knowledge and dedication strengthened the Commission's efforts to uphold legal standards and enhance judicial integrity in the Caribbean.

In Memoriam: Mr Cumberbatch passed away in 2024, leaving behind a lasting legacy in legal education and judicial governance. His contributions to the legal landscape of the Caribbean continue to inspire future generations of legal professionals.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Frank Myers, B.Sc., FCCA

Nationality: St. Lucia

Basis of Appointment: Chairman, Judicial Services Commission of St. Lucia

Period of Service: 20 November 2009 - 28 February 2010

Article Reference: (d)



Biography & Contributions (During Tenure):

Frank Myers, a Chartered Accountant from St. Lucia, served as the Resident Partner at KPMG Eastern Caribbean during his tenure with the RJLSC from 20 November 2009 to 28 February 2010. He holds an honours degree in Mathematics from Edinburgh University and is a Fellow of the Association of Chartered Certified Accountants (FCCA). In his role as Chairman of the Judicial Services Commission of St. Lucia, Mr Myers applied his extensive experience in auditing, taxation, and governance to support the RJLSC's initiatives in enhancing judicial administration and legal governance.

Hon Mr Justice Hugh A. Rawlins, B.A., LL.B., LL.M.

Nationality: St. Kitts and Nevis

Basis of Appointment: Chairman, Judicial Service Commission, Dominica

Period of Service: 28 January 2010 - 01 August 2012

Article Reference: (d)



Biography & Contributions (During Tenure):

Hon Mr Justice Hugh A. Rawlins, a distinguished jurist from St. Kitts and Nevis, served as Chief Justice of the Eastern Caribbean Supreme Court from 2008 to 2013, following his tenure as a Justice of Appeal. He previously held several key judicial and legal positions, including High Court Judge in multiple Eastern Caribbean jurisdictions, Solicitor General of St. Kitts and Nevis, and Lecturer in Law at the University of the West Indies. As Chairman of the Judicial and Legal Services Commission, Justice Rawlins played a crucial role in strengthening judicial governance in the region. He led initiatives to enhance judicial ethics, professional development, and legal education within the Commission's jurisdiction. His efforts helped streamline judicial appointment processes, improve court administration, and reinforce the independence of the judiciary across the Eastern Caribbean. In addition to his judicial contributions, Justice Rawlins has published extensively in the areas of Constitutional and Administrative Law. He has also been actively involved in judicial education, serving on various committees dedicated to upholding legal standards and promoting professional training for judicial officers. His leadership at the RJLSC ensured a more transparent and efficient judicial system, leaving a lasting impact on legal institutions across the region.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Egbert Lionel, B.Sc., M.A.

Nationality: St. Lucia

Basis of Appointment: Chairman, Public Service Commission of St. Lucia

Period of Service: 23 April 2010 – 19 November 2012

Article Reference: (d)



Biography & Contributions (During Tenure):

Mr Egbert Lionel, a seasoned public administrator from St. Lucia, had an extensive career in governance, including as Chairman of the Public and Teaching Service Commissions and Permanent Secretary in several ministries. His expertise in public policy, legal affairs, and institutional management made him a valuable asset to the Regional Judicial and Legal Services Commission. During his tenure with the RJLSC, Mr Lionel contributed to strengthening judicial appointments and administrative processes, ensuring transparency and efficiency within the Commission. His strategic insight and commitment to good governance significantly advanced the Commission's initiatives.

In Memoriam: Mr Lionel passed away in 2018, leaving behind a legacy of dedicated public service and invaluable contributions to governance and legal administration in the Caribbean. His work continues to influence the region's public policy and judicial systems.

Professor Harold Alexander Lutchman, B.Sc., M.Sc., LL.B., Ph.D.

Nationality: Guyana

Basis of Appointment: Nominated jointly by the Dean of the University of the West Indies Faculty of Law, Deans of Law Faculties of any Contracting Parties, and the Chairman of the Council of Legal Education.

Period of Service: 29 October 2010 – 28 October 2013

Article Reference: (f)



Biography & Contributions (During Tenure):

Professor Harold Lutchman, a distinguished academic, legal scholar, and administrator from Guyana, made significant contributions to legal and judicial governance in the Caribbean. A former Vice-Chancellor of the University of Guyana and tenured professor at the University of the Virgin Islands, he was a leading expert in political science, public administration, and constitutional law. His work extended beyond academia to key advisory roles in constitutional reform, labour relations, and public sector development. During his tenure with the RJLSC, Professor Lutchman played a crucial role in judicial appointments and governance, offering his expertise in legal systems, dispute resolution, and institutional reform. His background in arbitration and mediation, along with his work in strengthening judicial ethics and education, helped to enhance the transparency and efficiency of the Commission's processes. His contributions reinforced the RJLSC's mission to uphold judicial independence and improve legal frameworks across the region.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Sir Fred Winlyn Gollop, K.A., O.C.

Nationality: Barbados

Basis of Appointment: Nominated jointly by the Dean of the University of the West Indies Faculty of Law, Deans of Law Faculties of any Contracting Parties, and the Chairman of the Council of Legal Education.

Period of Service: 29 October 2010- 28 October 2013

Article Reference: (f)



Biography & Contributions (During Tenure):

The late Sir Fred Gollop was a distinguished Barbadian attorney-at-law with over 40 years of legal and corporate experience. He was a former partner at Yearwood & Boyce and served on the Disciplinary Committee of the Barbados Bar Association. Sir Fred was also a co-founder of the Nation Group of Companies and later chaired One Caribbean Media Limited, a leading regional media corporation. His illustrious career spanned both public and private sectors, holding key positions such as Chairman of the Barbados Industrial Development Corporation, Director of the Central Bank of Barbados, and Chairman of several advisory boards. He served as President of the Barbados Senate for 14 years and was knighted in 1996 for his outstanding contributions to national development. During his tenure on the RJLSC, Sir Fred made invaluable contributions to the Commission's work, providing expert guidance on legal and judicial matters. His vast knowledge of governance, regulatory frameworks, and corporate leadership significantly strengthened the Commission's ability to fulfill its mandate.

In Memoriam: Sir Fred's legacy of service and dedication continues to resonate throughout the region. He passed away in 2018, leaving behind a remarkable record of professional excellence and regional impact.

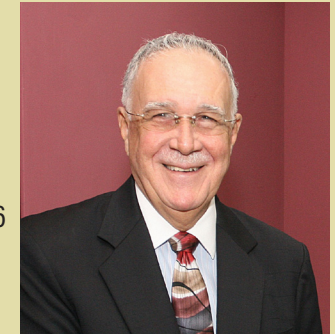
Mr Martin G. Daly, S.C.

Nationality: Trinidad and Tobago

Basis of Appointment: Nominated jointly by the Bar or Law Associations of the Contracting Parties

Period of Service: 19 November 2010-18 November 2016

Article Reference: (g)



Biography & Contributions (During Tenure):

During his tenure as a Commissioner, Mr Martin G. Daly, S.C., brought over 40 years of legal expertise to the Commission. As Senior Partner at M.G. Daly and Partners, he specialised in Commercial, Corporate, Labour, and Public Law, with notable representation at Her Majesty's Privy Council. Mr Daly's legal career saw him appointed as Senior Counsel at just 35 years old, the youngest such appointment in the Caribbean at the time. His contributions to the Commission were shaped by his deep understanding of law and governance, which he had cultivated over decades of practice. He also served as an Independent Senator in the Parliament of Trinidad and Tobago, where he was well-regarded for his successful promotion of legislative amendments. His background in both legal practice and governance enriched his role as a Commissioner, where he helped advise on matters critical to the judicial systems across the region.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr J. Emile Ferdinand, LL.M.

Nationality: St. Kitts and Nevis

Basis of Appointment: Nominated jointly by the Bar or Law Associations of the Contracting Parties

Period of Service: 19 November 2010- 18 November 2013

Article Reference: (g)



Biography & Contributions (During Tenure):

During his tenure as a Commissioner, Mr J. Emile Ferdinand, LL.M., brought his extensive legal background and experience to the Regional Judicial and Legal Services Commission. With over 30 years of legal practice, he was a partner at Kelsick, Wilkin and Ferdinand in St. Kitts and Nevis, where he contributed significantly to the legal landscape of the Caribbean. Mr Ferdinand's academic and professional qualifications, including an LL.M. from the University of Cambridge and his various leadership roles, including serving as President of the St. Kitts and Nevis Bar Association and Chairman of the Caribbean's Council of Legal Education, equipped him to make valuable contributions to the Commission's work. His expertise in constitutional law and the enforcement of foreign judgments, along with his leadership in legal education, were key assets during his service on the Commission. His tenure reflected his commitment to advancing the legal profession and judicial independence in the Caribbean.

The Right Honourable Sir Charles Michael Dennis Byron, PC, KCMG

Nationality: Saint Kitts and Nevis

Basis of Appointment: President of CCJ

Period of Service: 01 September 2011-3 July 2018

Article Reference: (a)



Biography & Contributions (During Tenure):

During his tenure as Chairman of the Regional Judicial and Legal Services Commission, Sir Dennis Byron brought a wealth of judicial leadership and international legal experience to the Commission. Appointed in his capacity as President of the Caribbean Court of Justice, Sir Dennis chaired the Commission while also leading the Court from September 2011 until his retirement in July 2018. Sir Dennis provided strategic leadership to the RJLSC, guiding the Commission's work. His extensive background – as former Chief Justice of the Eastern Caribbean Supreme Court and President of the United Nations International Criminal Tribunal for Rwanda – ensured that the Commission upheld the highest standards of judicial integrity and independence. Under his leadership, the RJLSC advanced initiatives aimed at strengthening the judicial appointments process and enhancing regional judicial capacity. Sir Dennis's deep commitment to judicial education and reform was reflected in his stewardship of the Commission. His tenure was marked by his emphasis on institutional strengthening, ensuring that the RJLSC's work aligned with regional aspirations for an efficient and independent body.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Hon Dame Janice M. Pereira, DBE

Nationality: British Virgin Islands

Basis of Appointment: Chairman, Judicial Services Commission - Dominica and Grenada

Period of Service: 11 September 2012 -10 September 2018

Article Reference: (c)



Biography & Contributions (During Tenure):

During her tenure on the RJLSC, Dame Janice Pereira brought a wealth of judicial expertise and leadership to the Commission. At the time, she was serving as Chief Justice of the Eastern Caribbean Supreme Court, a position she assumed in 2012 as the first woman to hold the role. She had also been awarded Dame Commander of the Order of the British Empire (DBE) in recognition of her service to the judiciary. Throughout her time with the RJLSC, Dame Janice played a key role in enhancing the Commission's work in judicial appointments and administrative processes, offering her vast regional experience and commitment to judicial reform. Her insights were instrumental in advancing the Commission's mandate to promote judicial excellence across member states.

Ms Jennifer Astaphan, LL.B., L.E.C. M.P.H.

Nationality: Dominica

Basis of Appointment: Nominated Jointly by the Secretary-General of the Community and the Director General of the OECS

Period of Service: 06 November 2012- 05 November 2018

Article Reference: (e)



Biography & Contributions (During Tenure):

During her tenure on the RJLSC, Ms Jennifer Astaphan brought extensive expertise in human resource management, public sector administration, and legal affairs to the Commission. At the time, she was the Executive Director of the Caribbean Centre for Development Administration (CARICAD) and had previously served as Chief Personnel Officer and Permanent Secretary in Dominica's Establishment, Personnel, Public, and Training Division. An Attorney-at-Law and policy advisor with over three decades of public sector leadership, Ms Astaphan played a key role in shaping the Commission's human resource policies and selection processes. Her contributions were integral to strengthening the Commission's capacity to manage judicial appointments and administrative functions.



HONOURING A DECADE OF SERVICE: THE COMMISSION'S FOUNDING MEMBERS (2003-2013) *(continued)*

Mr Evaristus Jn. Marie

Nationality: St. Lucia

Basis of Appointment: Nominated jointly by the Secretary-General of CARICOM and the Director-General of the OECS

Period of Service: 6 November 2012 – 5 November 2015

Article Reference: (e)



Biography & Contributions (During Tenure):

Mr Evaristus Jn. Marie was nominated jointly by the Secretary-General of CARICOM and the Director-General of the OECS to serve on the Regional Judicial and Legal Services Commission in accordance with Article VI(e) of the Agreement. During his tenure, Mr Jn. Marie played a key role as a member of the Financial Oversight Committee. He contributed significantly to the implementation of special financial and administrative systems aimed at enhancing the Court's support structures. His efforts were integral to ensuring effective financial management and improving administrative systems within the Commission.

Ms Cynthia Williams, B.Sc.

Nationality: St. Kitts and Nevis

Basis of Appointment: Chairman, Public and Police Service Commission of St. Kitts and Nevis

Period of Service: 1 January 2013 – 31 December 2016

Article Reference: (d)



Biography & Contributions (During Tenure):

Mrs Cynthia Williams, B.Sc., served as a Commissioner on the Regional Judicial and Legal Services Commission from January 1, 2013, to December 31, 2016. During her tenure, she played a critical role as a member of the Human Resources and Selection Committee, where she brought valuable expertise and perspective to the Commission's work. Mrs Williams was particularly instrumental in the Job Evaluation and Classification Exercise, ensuring that the Commission's processes were effective, transparent, and aligned with best practices. Her unwavering dedication and thorough approach to the tasks at hand greatly enhanced the Commission's ability to function efficiently and support its mission to strengthen the judicial and legal systems across the region.



KEY HIGHLIGHTS AND DEVELOPMENTS

19th Anniversary of the Court: On April 16, 2024, the Caribbean Court of Justice proudly marked its 19th anniversary since its inauguration. In celebration of this milestone, the Court introduced new items at the gift shop, offering them at special discounted prices, and shared anniversary cupcakes with all staff, fostering a spirit of appreciation and camaraderie.

Remote Work Regulations: In 2024, the Commission approved updates to the Staff Regulations, introducing formal guidelines for remote work. These regulations outline eligibility criteria, procedural requirements, remote work duration, and measures to ensure productivity while maintaining confidentiality and operational efficiency.

RJLSC Website: In 2024, the Commission approved the development of a dedicated website to enhance accessibility and better fulfill its mandate. By the end of 2024, the tender process was completed, and the RJLSC website is expected to be fully operational in 2025, providing greater accessibility and improved engagement with stakeholders.

Implementation of Multi-Factor Authentication: In 2024, Multi-Factor Authentication (MFA) was implemented for Commission members, providing an added layer of security to protect sensitive information within the new meeting management system. This measure aligns with industry standards and enhances the overall security framework. Additionally, commissioners received comprehensive training on the use of MFA to ensure a smooth transition and improve security awareness.

Swearing-in of New CCJ Judge – Mme Justice Chantal Ononaiwu: On October 29, 2024, Justice Chantal Ononaiwu was sworn in as a Judge of the Caribbean Court of Justice at King’s House, Jamaica. With over 20 years of expertise in CARICOM and international law, particularly in international trade law, Justice Ononaiwu brings a wealth of experience to the CCJ. Her career spans roles as an adjudicator, legal advisor, university lecturer, and negotiator. The appointment follows a thorough selection process by the Regional Judicial and Legal Services Commission. The swearing-in ceremony, presided over by Governor General Sir Patrick Allen, was attended by distinguished local and international dignitaries, marking a significant milestone in her distinguished career.

The following photos capture the significant moments from the swearing-in ceremony of Mme Justice Chantal Ononaiwu.



Justice Chantal Ononaiwu takes the oath of office as a CCJ Judge



Justice Ononaiwu receives the Proclamation from Governor Sir Patrick Allen



IN MEMORIAM

The Regional Judicial and Legal Services Commission pays tribute to the following distinguished individuals who have served with dedication and commitment. Their contributions to the work of the Commission and to the advancement of justice in the Caribbean region will be remembered with deep respect and gratitude. The following memorials reflect the profound impact each of these individuals had on the legal community and the lasting legacy they leave behind.



Mr Jefferson Cumberbatch

The Commission regrets the passing of Mr Jefferson Cumberbatch in January 2024. He served as a Member of the Regional Judicial and Legal Services Commission from 11 September 2009 to 10 September 2012, having been jointly nominated by the Secretary-General of the Community and the Director General of the OECS. During his tenure, he made significant contributions to the Commission's early work. A respected legal scholar, Mr Cumberbatch was appointed to the Supreme Court in 2019 after serving as a Senior Lecturer in Law and Deputy Dean at the University of the West Indies, Cave Hill Campus. His dedication to public service was evident in his roles as Chairman of the Consumer Claims Tribunal, Chairman of the Anti-Money Laundering Authority, and a board member of the Financial Services Commission. He was also known for his insightful legal commentary in the Advocate Newspaper. Mr Cumberbatch passed away at the Queen Elizabeth Hospital at the age of 65. His contributions to the legal community will be remembered and honoured.



Hon Mr Justice Dennis Morrison

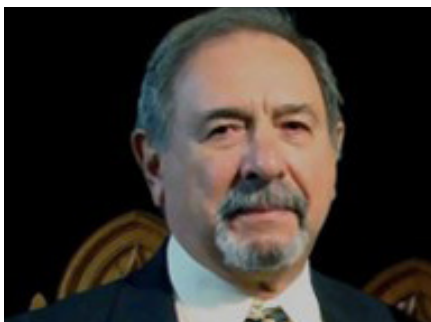
The Commission mourns the passing of Justice Dennis Morrison, former President of the Court of Appeal of Jamaica, who passed away on February 3, 2024, at the age of 73. A distinguished legal luminary, he was called to the Bar in 1975 and built a stellar career marked by excellence and dedication. Appointed to the Court of Appeal in 2008, he served as President from 2016 until his retirement in 2020.

Justice Morrison was a valued member of the Regional Judicial and Legal Services Commission from 29 October 2016 to 28 October 2022. Jointly nominated under Article VI(f) of the Agreement, he played a key role in the Commission's work, notably as a member of the Pension Administration Committee and Chairperson of the Judges Compensation and Pension Committee.

His wisdom, integrity, and commitment to justice have left a lasting impact on the legal fraternity. His legacy will be remembered with great respect.



IN MEMORIAM *(continued)*



The Rt. Hon Mr Justice Michael de la Bastide, TC

The Commission mourns the passing of The Right Honourable Mr Justice Michael de la Bastide, TC, on 30 March 2024. As the first President of the CCJ, he played a pivotal role in shaping the institution from its inception until his retirement in 2011. Justice de la Bastide served on the Regional Judicial and Legal Services Commission by virtue of his position as CCJ President, pursuant to Article VI(a) of the Agreement. His leadership and unwavering commitment to judicial excellence greatly influenced the Commission's early development. A distinguished jurist, Justice de la Bastide's contributions extended beyond the bench, having served as Chief Justice of Trinidad and Tobago, President of the Law Association of Trinidad and Tobago, and a member of the Privy Council. His legal scholarship and dedication to justice have left an enduring legacy. The Commission extends its deepest condolences to his family and loved ones. His contributions to the region's legal landscape will be remembered with the highest regard.

In addition to those who served on the Regional Judicial and Legal Services Commission, the RJLSC also honours the passing of two esteemed judges of the Caribbean Court of Justice. Their exemplary service, dedication to justice, and significant contributions to the legal community have left an indelible mark. The following memoriam reflects on their legacy and the profound impact they had on the judiciary and the region.



The Hon Mr Justice Jacob Wit

The Regional Judicial and Legal Services Commission mourns the passing of The Honourable Mr Justice Jacob Wit, former Judge of the Caribbean Court of Justice who passed away on 16 January 2024. Justice Wit, born in the Netherlands on 24 December 1952, had a distinguished legal career, serving in various judicial roles, including as a Judge in the Joint Court of Justice of the Netherlands Antilles and Aruba. In 2005, he took office as a Judge of the CCJ, where he served with distinction until his retirement in 2023. As the lone Civil Law Judge on the CCJ Bench, Justice Wit brought invaluable expertise to the court. He also contributed to the Regional Judicial and Legal Services Commission through his work on the Pension Administration Committee. Justice Wit's legacy of commitment to justice and his significant contributions to the legal community will be remembered and cherished.



Hon Mme Justice Désirée Bernard, CCH, OR

The Commission mourns the passing of The Honourable Mme Justice Désirée Bernard, CCH, OR, on 28 March 2024. A pioneering figure in the legal field, she made history as the first female High Court Judge, Justice of Appeal, Chief Justice, and Chancellor of the Judiciary in Guyana and the Commonwealth Caribbean. Mme Justice Bernard was a founding Judge of the Caribbean Court of Justice, taking office at its inauguration in 2005. Her exceptional career was marked by significant contributions to law and gender equality. She was a key advocate for women's rights, serving in numerous regional and international roles, including as Chair of the United Nations Committee on the Elimination of Discrimination against Women. Her legacy of leadership, service, and commitment to justice continues to inspire.



APPENDICES

The following appendices provide detailed insights into the activities and governance of the Commission throughout 2024. **Appendix A** outlines the various meetings held by the Commission during the year. **Appendix B** presents the attendance records of Commission members at these meetings. **Appendix C** details the meetings conducted by the Committees of the Commission, while **Appendix D** lists the members of these Committees. Finally, **Appendix E** contains the audited financial statements for the fiscal year from January 1 to December 31, 2024.

APPENDIX A

Meetings of the Regional Judicial and Legal Services Commission held in 2024

No.	Meeting No.	Dates of Meetings of Commission
1	139th	March 15, 2024
2	140th	June 28, 2024
3	141st	September 27, 2024
4	142nd	December 06, 2024

APPENDIX B

Attendance of Members at Commission Meetings held in 2024

Name of Commissioner	Mar 15	Jun 28	Sep 27	Dec 06
Hon Mr Justice Adrian Saunders (Chairman)	✓	✓	✓	✓
Ms E. Ann Henry KC	✓	✓	✓	X
Mrs Susan Branker Greene MSc (Deputy Chairperson)	✓	✓	✓	✓
Ms Jacqueline Samuels-Brown, KC	✓	✓	✓	✓
Hon Mr Justice Bryan Sykes OJ CD	✓	✓	*	*
Mr Brian Glasgow FCCA MSc	X	✓	✓	✓
Mr Thaddeus M. Antoine, Esq	✓	✓	✓	✓
Ms Tana'ania Small KC	✓	✓	✓	✓
Hon Mme Justice Hilary Phillips CD KC	✓	✓	✓	✓
Mr Alvin Fitzpatrick SC	✓	✓	✓	✓
Dr Damien Dublin	✓	✓	✓	✓
His Lordship the Hon Mario Michel	--	--	✓	✓
Total No. of Members who Attended	10	11	11	10

Key:

✓ Attended meeting

X Absent from meeting

* Term of Office Expired

-- Not yet appointed a member of the RJLSC



APPENDIX C

Meetings of Committees of the Commission held in 2024

No.	Date of Meetings	Commission's Representative(s)	Purpose of Meeting	Meeting Duration
1	January 05, 2024	Ms Jacqueline Samuels- Brown KC	Interview-HR/AO (Generalist)	2 hrs
2	February 26, 2024	Ms Jacqueline Samuels-Brown KC (Chairperson) Hon Mme Justice Hilary Phillips CD KC Mrs Susan Branker Greene MSc Hon Mr Justice Bryan Sykes OJ CD	Human Resources and Selection Committee	2 hrs 30 mins
3	February 28, 2024	Mrs Susan Branker Greene (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin Mr Brian Glasgow FCCA MSc	Financial Oversight Committee	2 hrs 56 mins
4	February 29, 2024	Mr Brian Glasgow FCCA MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin	Pension Administration Committee	2 hrs 1 min
5	29 February, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	3 hrs
6	March 05, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	1 hr 30 mins
7	March 08, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	1 hr 47 mins
8	April 4, 2024	Ms Jacqueline Samuels-Brown KC Ms Tana'ania Small KC	Interview CPEPO	7 hrs



No.	Date of Meetings	Commission's Representative(s)	Purpose of Meeting	Meeting Duration
9	April 15, 2024	Ms Jacqueline Samuels-Brown KC	Interview- HRO M&D	6 hrs 15 mins
10	April 17, 2023	Ms Jacqueline Samuels-Brown KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC Mrs Susan Branker Greene MSc	Interview-CCAT	6 hrs 45 mins
11	June 7, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	2 hrs 4 mins
12	June 12, 2024	Mr Brian Glasgow FCCA MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin	Pension Administration Committee	1hr 34mins
13	June 13, 2024	Mrs Susan Branker Greene (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin Mr Brian Glasgow FCCA MSc	Financial Oversight Committee	2 hrs 42 mins
14	June 25, 2024	Ms Jacqueline Samuels-Brown KC (Chairperson) Hon Mme Justice Hilary Phillips CD KC Hon Mr Justice Bryan Sykes OJ CD	Human Resources and Selection Committee	1 hr 15 mins
15	June 29, 2024	Hon Mr Justice Adrian Saunders (Chairman) Mrs Susan Branker Greene (Deputy Chairperson) Dr Damien Dublin Ms Jacqueline Samuels-Brown KC Mr Brian Glasgow FCCA MSc Mr Thaddeus M. Antoine Esq Hon Mme Justice Hilary Phillips CD KC Mr Alvin Fitzpatrick SC Ms Tana'ania Small KC Ms E. Ann Henry KC Hon Mr Justice Bryan Sykes OJ CD	Interview-Judge	9 hrs



No.	Date of Meetings	Commission's Representative(s)	Purpose of Meeting	Meeting Duration
16	September 11, 2024	Mrs Susan Branker Greene MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin Mr Brian Glasgow FCCA MSc	Financial Oversight Committee	3 hrs 6 mins
17	September 12, 2024	Mr Brian Glasgow FCCA MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin	Pension Administration Committee	1 hrs 47 mins
18	September 18, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	3 hrs 59 mins
19	September 23, 2024	Ms Jacqueline Samuels-Brown KC (Chairperson) Hon Mme Justice Hilary Phillips CD KC Hon Mr Justice Mario Michel	Human Resources and Selection Committee	3 hrs
20	October 16, 2024	Mrs Susan Branker Greene MSc Ms Jacqueline Samuels-Brown KC Hon Mme Justice Hillary Phillips CD KC	Interview-CCAT	2 hrs
21	October 23, 2024	Ms Jacqueline Samuels-Brown KC Mr Alvin Fitzpatrick SC	Interview- Registry Supervisor	6 hrs 15 mins
22	October 25, 2024	Ms Jacqueline Samuels-Brown KC Ms Tana'ania Small KC	Interview- PEC01	8 hrs 30 mins
23	November 04, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	3 hrs 30 mins
24	November 5, 2024	Mr Brian Glasgow FCCA MSc	Joint Meeting RJLSC, CDB, CCJTF	2 hrs 30 mins
25	November 25, 2024	Mr Brian Glasgow FCCA MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin	Pension Administration Committee	59 mins



No.	Date of Meetings	Commission's Representative(s)	Purpose of Meeting	Meeting Duration
26	November 25, 2024	Hon Mme Justice Hilary Phillips CD KC	Human Resources and Selection Committee	2 hrs
27	November 26, 2024	Mrs Susan Branker Greene MSc (Chairperson) Mr Thaddeus M. Antoine Esq Dr Damien Dublin Mr Brian Glasgow FCCA MSc	Financial Oversight Committee	1 hr 42 mins
28	November 27, 2024	Ms E. Ann Henry KC (Chairperson) Ms Tana'ania Small KC Mr Alvin Fitzpatrick SC Hon Mme Justice Hilary Phillips CD KC	Constituent Instruments Review and Regulations Committee	3 hrs 17 mins
29	December 07, 2024	Hon Mr Justice Adrian Saunders (Chairman) Mrs Susan Branker Greene (Deputy Chairperson) Dr Damien Dublin Ms Jacqueline Samuels-Brown KC Mr Brian Glasgow FCCA MSc Mr Thaddeus M. Antoine Esq Hon Mme Justice Hilary Phillips CD KC Mr Alvin Fitzpatrick SC Ms Tana'ania Small KC His Lordship The Hon Justice Mario Michel	Interview-Judge	9 hrs
Total Meeting Hours registered				103 hrs 52 mins



APPENDIX D

Members of Committees of the Commission in 2024

Name of Committee	Members
Constituent Instruments Review and Regulations Committee	<ul style="list-style-type: none"> ▪ Ms E. Ann Henry KC (Chairperson) ▪ Ms Tana'ania Small KC ▪ Mr Alvin Fitzpatrick SC ▪ Hon Mme Justice Hilary Phillips CD KC
Human Resources and Selection Committee	<ul style="list-style-type: none"> ▪ Mrs Jacqueline Samuels-Brown KC (Chairperson) ▪ Hon Mme Justice Hilary Phillips CD KC ▪ Hon Mr Justice Bryan Sykes OJ CD (Jan-Aug) ▪ His Lordship the Hon Justice Mario Michel (Sep-Dec)
Pension Administration Committee	<ul style="list-style-type: none"> ▪ Mr Brian Glasgow FCCA MSc (Chairperson) ▪ Mr Thaddeus Antoine Esq ▪ Dr Damien Dublin
Financial Oversight Committee	<ul style="list-style-type: none"> ▪ Mrs Susan Branker Greene MSc (Chairperson) ▪ Mr Brian Glasgow FCCA MSc ▪ Mr Thaddeus M. Antoine Esq ▪ Dr Damien Dublin
Judges' Compensation and Pension Committee (DORMANT)	<ul style="list-style-type: none"> ▪ Hon Justice Hilary Phillips, CD KC (Chairperson) ▪ Mr Alvin Fitzpatrick SC



APPENDIX E

Audited Financial Statements

for the year
January 1 to December 31, 2024



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Statement of Management Responsibilities

Management is responsible for the following:

- Preparing and fairly presenting the accompanying financial statements of The Regional Judicial and Legal Services Commission which comprise the statement of financial position as at 31 December 2024, the statements of comprehensive income, changes in accumulated surplus and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information;
- Ensuring that the Commission keeps proper accounting records;
- Selecting appropriate accounting policies and applying them in a consistent manner;
- Implementing, monitoring and evaluating the system of internal control that assures security of the Commission's assets, detection/prevention of fraud, and the achievement of the Commission's operational efficiencies;
- Ensuring that the system of internal control operated effectively during the reporting period;
- Producing reliable financial reporting that complies with laws and regulations; and
- Using reasonable and prudent judgement in the determination of estimates.

In preparing these audited financial statements, management utilised the International Financial Reporting Standards (IFRS), as issued by the International Accounting Standards Board and adopted by the Institute of Chartered Accountants of Trinidad and Tobago. Where IFRS presented alternative accounting treatments, management chose those considered most appropriate in the circumstances.

Nothing has come to the attention of management to indicate that the Commission will not remain a going concern for the next twelve months from the reporting date; or up to the date the accompanying financial statements have been authorised for issue, if later.

Management affirms that it has carried out its responsibilities as outlined above.



Signed

Title: Chairman

Date: 27 June 2025



Signed

Title: Commissioner

Date: 27 June 2025



Independent Auditor's Report



The Commissioners,
The Regional Judicial and Legal Services Commission

Opinion

We have audited the financial statements of The Regional Judicial and Legal Services Commission ("the Commission"), which comprise the statement of financial position as at 31 December 2024, the statements of comprehensive income, changes in accumulated surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statement present fairly, in all material respects, the financial position of the Commission as at 31 December 2023, and of its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards ("IFRS").

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 Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Commission in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (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 Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRS, 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.



Independent Auditor's Report (Continued)

In preparing the financial statements, management is responsible for assessing the Commission'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 Commission or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Commission'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 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken based on 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:

- 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 Commission'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 Commission'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 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 Commission to cease to continue as a going concern.



Independent Auditor's Report (Continued)
Auditor's Responsibilities for the Audit of the Financial Statements (continued)

- 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 achieves fair presentation.

We are responsible for the direction, supervision, and performance of the audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

San Juan
9 July 2025


Chartered Accountants




Statement of Financial Position as at 31 December 2024 (Expressed in Trinidad and Tobago Dollars)

	Note	2024 TT\$	2023 TT\$
Assets			
Non-current assets			
Property and equipment	3	252,380	269,615
Retirement benefits due from Trust Fund	4	<u>2,542,200</u>	<u>2,341,500</u>
Total non-current assets		<u>2,794,580</u>	<u>2,611,115</u>
Current assets			
Due from related party	7	31,996	151,098
Other receivables	5	109,633	26,273
Cash and cash equivalents		<u>735,198</u>	<u>1,212,697</u>
Total current assets		<u>876,827</u>	<u>1,390,068</u>
Total assets		<u>3,671,407</u>	<u>4,001,183</u>
Accumulated surplus and liabilities			
Accumulated surplus		<u>1,112,707</u>	<u>1,610,301</u>
Total Accumulated surplus		<u>1,112,707</u>	<u>1,610,301</u>
Non-current liability			
Retirement benefit liability	6	<u>2,542,200</u>	<u>2,341,500</u>
Total non-current liability		<u>2,542,200</u>	<u>2,341,500</u>
Current liabilities			
Other payables and accruals	8	<u>16,500</u>	<u>49,382</u>
Total current liabilities		<u>16,500</u>	<u>49,382</u>
Total accumulated surplus and liabilities		<u>3,671,407</u>	<u>4,001,183</u>

The notes on pages 64 to 78 and Supplementary Financial Information on pages 80 to 83 form an integral part of these financial statements. The financial statements were approved for issue by the Commissioners on behalf of The Regional Judicial and Legal Services Commission.

Chairman: 

Commissioner: 

Date: 27 June 2025

Date: 27 June 2025



Statement of Comprehensive Income for the Year Ended 31 December 2024 (Expressed in Trinidad and Tobago Dollars)

	Note	2024 TT\$	2023 TT\$
Funding from the Trust Fund	9	1,854,428	3,288,235
Other income		<u>18,736</u>	<u>24,813</u>
		1,873,164	3,313,048
Administrative expenses	10	<u>(2,303,858)</u>	<u>(2,486,504)</u>
(Deficit)/Surplus for the year		(430,694)	826,544
Other comprehensive gain/loss:			
<i>Items that will not be reclassified to profit or loss</i>			
Re-measurements of defined benefit pension plan	6	<u>(66,900)</u>	<u>(220,770)</u>
Total comprehensive (deficit)/surplus		<u>(497,594)</u>	<u>605,774</u>

The notes on pages 64 to 78 and Supplementary Financial Information on pages 80 to 83 form an integral part of these financial statements.



Statement of Changes in Accumulated Surplus for the Year Ended 31 December 2024 (Expressed in Trinidad and Tobago Dollars)

	Accumulated Surplus TT\$
Year ended 31 December 2024	
Balance as at 1 January 2024	1,610,301
Total comprehensive surplus for the year	<u>(497,594)</u>
Balance as at 31 December 2024	<u>1,112,707</u>
Year ended 31 December 2023	
Balance as at 1 January 2023	1,004,527
Total comprehensive deficit for the year	<u>605,774</u>
Balance as at 31 December 2023	<u>1,610,301</u>

The notes on pages 64 to 78 and Supplementary Financial Information on pages 80 to 83 form an integral part of these financial statements.



Statement of Cash Flows for the Year Ended 31 December 2024 (Expressed in Trinidad and Tobago Dollars)

	2024	2023
	<u>TT\$</u>	<u>TT\$</u>
Cash flows from operating activities		
Total comprehensive (deficit)/surplus for the year	(497,594)	605,774
Adjustments to reconcile total comprehensive (deficit)/surplus for the year to net cash provided by operating activities:		
Interest income	318	179
Depreciation	60,713	46,975
Loss on sale of property, plant, and equipment	<u>-</u>	<u>5,382</u>
	<u>(436,563)</u>	<u>658,310</u>
Changes in:		
Retirement benefits due from Trust Fund	200,700	167,250
Due from related party	119,102	(151,098)
Other receivables	(83,358)	14,328
Retirement benefit liability	(200,700)	(167,250)
Due to related party	-	(681,599)
Accounts payables and accruals	<u>(32,883)</u>	<u>24,988</u>
Net cash used in operating activities	<u>(433,702)</u>	<u>(135,071)</u>
Cash flows from investing activities		
Interest received	(318)	(179)
Purchase of fixed assets	(43,478)	-
Proceeds from disposal of fixed asset	<u>-</u>	<u>7,251</u>
Net cash used in investing activities	<u>(43,796)</u>	<u>7,072</u>
Decrease in cash and cash equivalents for the year	<u>(477,498)</u>	<u>(127,999)</u>
Cash and cash equivalents as at 01 January	<u>1,212,696</u>	<u>1,340,695</u>
Cash and cash equivalents as at 31 December	<u>735,198</u>	<u>1,212,696</u>

The notes on pages 64 to 78 and Supplementary Financial Information on pages 80 to 83 form an integral part of these financial statements.



Notes to the Financial Statements for the Year Ended 31 December 2024

1. Establishment and principal activity

The Caribbean Court of Justice (the “Court”) and the Regional Judicial and Legal Services Commission (the “Commission”) were established on February 14, 2001, by the Agreement Establishing the Caribbean Court of Justice (the “Agreement”). The Agreement was signed on that date by the following Caribbean Community (CARICOM) states; Antigua & Barbuda, Barbados, Belize, Grenada, Guyana, Jamaica, St. Kitts & Nevis, St. Lucia, Suriname and Trinidad & Tobago. Two further states, Dominica and St. Vincent & The Grenadines, signed the Agreement on February 15, 2003, bringing the total number of signatories to 12.

The Court was inaugurated on April 16, 2005, in Port of Spain, Trinidad and Tobago.

The first Commission came into force on August 21, 2003 and works to ensure that the Court meets and fully satisfies the expectations and needs of the people it serves. The functions of the Commission include:

- Appointments to the office of Judge of the Court, other than that of President;
- Appointments of officials and employees of the Court;
- Determination of the terms and conditions of service of officials and employees;
- The termination of appointments in accordance with the provisions of the Agreement.
- Exercise of disciplinary control over judges other than the President, and over officials and employees of the Court; and
- Appointment of members of the Community Competition Commission.
- Appointment of members of the Caribbean Community Administrative Tribunal

The Court is the highest judicial tribunal, designed to be more than a Court of last resort for member states of the Caribbean Community. For, in addition to replacing the Judicial Committee of the Privy Council, the Court is vested with original jurisdiction in respect of the interpretation and application of the Revised Treaty of Chaguaramas Establishing the Caribbean Community including the CARICOM Single Market and Economy. The Court is designed to exercise both an appellate and original jurisdiction.

The Commission is financed by the Caribbean Court of Justice Trust Fund (the “Trust Fund”). The Trust Fund was established by the CARICOM states signing the Agreement, who together invested US\$100 million into the Trust Fund, which generates income to finance the expenditures of the Commission.

2. Significant accounting policies

(a) *Basis of preparation*

The financial statements are prepared in accordance with International Financial Reporting Standards (“IFRS”), under the historical cost convention and are expressed in Trinidad & Tobago dollars, which is the Commission’s functional and presentation currency.



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(b) Changes in accounting policy and disclosures

(i) New and amended standards adopted by the Commission

There were no new standards, amendments and interpretations which are effective from 1 January 2024, and have been adopted by the Commission.

(ii) New standards, amendments and interpretations issued but not effective and not early adopted

There are no new standards, interpretations and amendments, which have not been applied in these financial statements which will or may have an effect on the Commission's future financial statements.

Other standards, amendments and interpretations to existing standards in issue but not yet effective are not considered to be relevant to the Commission and have not been disclosed.

(iii) Standards and amendments to published standards early adopted by the Commission

The Commission did not early adopt any new, revised or amended standards.

(c) Use of estimates

The preparation of these financial statements in conformity with IFRS requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. Actual results could differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected. Information about critical judgments in applying accounting policies that have the most significant effect on the amounts recognized in the financial statements is included in the following notes:

Note (e)	Property and equipment
Note (h)	Other receivables
Note (j)	Financial assets
Note (k)	Financial liabilities
Note (n)	Provisions



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(d) Foreign currency transactions

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the date of the transactions. Gains and losses resulting from the settlement of such transactions and from the translation of monetary assets and liabilities denominated in foreign currencies are recognized in the statement of comprehensive income. Year-end balances are translated at year-end exchange rates.

(e) Property and equipment

Items of property and equipment are measured at cost, net of accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, the costs of dismantling and removing the items and restoring the site on which they are located, and capitalized borrowing costs. Purchased software that is integral to the functionality of the related equipment is capitalized as part of the equipment.

When parts of an item of property and equipment have different useful lives, they are accounted for as separate items of property and equipment.

The gain or loss on disposal of property and equipment is determined by comparing the proceeds from disposal with the carrying amount of the property and equipment and is recognized net within other income/other expenses in the statement of comprehensive income. When revalued assets are sold, any related amount included in the revaluation reserve is transferred to the accumulated fund.

The cost of replacing a component of an item of property and equipment is recognized in the carrying amount of the item if it is probable that the future economic benefits embodied within the component will flow to the Commission, and its cost can be measured reliably. The carrying amount of the replaced component is derecognized. The costs of the day-to-day servicing of property and equipment are recognized in the statement of comprehensive income as incurred.

Depreciation is based on the cost of an asset less its residual value. Significant components of individual assets are assessed and if a component has a useful life that is different from the remainder of that asset, that component is depreciated separately. Depreciation is recognized in the statement of comprehensive income on a straight-line basis over the estimated useful lives of each component of an item of property and equipment.

Depreciation is charged using the straight-line method at the rate of 25% which is designed to write off the cost of the assets over their estimated useful lives. Depreciation methods, useful lives and residual values are reviewed at each reporting date and adjusted if appropriate.



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(f) Impairment of non-financial assets

The carrying amounts of the Commission's assets are reviewed at each reporting date to determine whether there is any indication of impairment. If such an indication exists, the asset's recoverable amount is estimated.

The recoverable amount of other assets is the greater of their net selling price and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. For an asset that does not generate largely independent cash inflows, the recoverable amount is determined for the cash-generating unit to which the asset belongs.

An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortization if no impairment loss had been recognized.

(g) Employee benefits

Defined benefit plan

The Trust Fund had previously indicated that the retirement arrangements of Judges of the Court are authorized and funded from within the Trust Fund in accordance with a Protocol established by the Heads of Government; the retirement benefits due to non-judicial staff should be paid from the Trust Fund as they fall due. These proposals were accepted by the Court and the Commission.

Non-judicial staff pension plan

The Commission provides its staff with a pension plan. Under this plan, the employees of the Commission make contributions which are deducted from their salaries and are matched with employer contributions from the Commission.

Balances accumulated under this plan are calculated by an independent third-party administrator, in accordance with an agreed formula between the Commission and their employees. The administrator advises the Commission of the accumulated amounts at the end of each financial year.

When a staff member reaches retirement, the Commission's actuary will determine the pension entitlement for that employee based on their accumulated balance using appropriate actuarial assumptions. The Trust Fund will, at the request of the Commission, provide to the Commission the funds necessary to pay the pension for each employee on this basis.



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(g) *Employee benefits (continued)*
Non-judicial staff pension plan (continued)

However, since there is no separate external fund where the contributions are placed (other than the Trust Fund), under IAS 19 these arrangements with respect to its employees are treated as a defined benefit obligation of the Commission.

(h) *Other receivables*

Other receivables are stated net of any specific provision established to recognize anticipated losses for bad and doubtful debts. Bad debts are written off during the year in which they are identified.

(i) *Cash and cash equivalents*

For the purposes of the statement of cash flows, cash and cash equivalents comprise cash at bank and in hand, and cash deposited with money market income funds with original maturities of three months or less.

(j) *Financial assets*

The Commission classifies its financial assets at amortized cost. These assets arise principally from the Commission's normal operations (e.g. advances to staff and VAT recoverable) but also incorporate other types of financial assets where the objective is to hold these assets in order to collect contractual cash flows and the contractual cash flows are solely payments of principal and interest. They have been initially recognized at fair value plus transaction costs that are directly attributable to their acquisition or issue and are subsequently carried at amortized cost using the effective interest rate method, less provision for impairment.

Impairment provisions for other receivables are recognized based on the simplified approach within IFRS 9 using a provision matrix in the determination of the lifetime expected credit losses. During this process, the probability of the non-payment of the other receivables is assessed. This probability is then multiplied by the amount of the expected loss arising from default to determine the lifetime expected credit loss for the other receivables. For other receivables, which are reported net, such provisions are recorded in a separate provision account with the loss being recognized within administrative expenses in the statement of comprehensive income. On confirmation that the other receivable will not be collectable, the gross carrying value of the asset is written off against the associated provision.



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(j) Financial assets (continued)

Impairment provisions for receivables from related parties and loans to related parties are recognized based on a forward-looking expected credit loss model. The methodology used to determine the amount of the provision is based on whether there has been a significant increase in credit risk since initial recognition of the financial asset. For those where the credit risk has not increased significantly since initial recognition of the financial asset, twelve months expected credit losses along with gross interest income are recognized. For those for which credit risk has increased significantly, lifetime expected credit losses along with the gross interest income are recognized. For those that are determined to be credit impaired, lifetime expected credit losses along with interest income on a net basis are recognized.

The Commission's financial assets measured at amortized cost comprise other receivables, retirement benefits due from Trust Fund and cash and cash equivalents in the statement of financial position.

(k) Financial liabilities

The Commission classifies its financial liabilities as financial liabilities at amortised cost. This primarily consists of other payable and accruals, due to related party and retirement benefit liability.

Other payables and accruals and other short-term monetary liabilities are initially recognised at fair value and subsequently carried at amortised cost.

(l) Accumulated fund

The accumulated fund represents the excess funding received over expenditure.

(m) Other payables and accruals

Other payables and accruals are initially recognised at fair value and subsequently carried at amortised cost.

(n) Provisions

A provision is recognized if, as a result of a past event, the Commission has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability. The unwinding of the provision is recognized as finance cost.



Notes to the Financial Statements for the Year Ended 31 December 2024

2. Significant accounting policies (continued)

(o) Revenue recognition

Funds from the Caribbean Court of Justice Trust Fund

Unconditional funding related to the ongoing operations of the Commission is recognized in the statement of comprehensive income as income in the period in which the funds become receivable from the Trust Fund.

Grants

Subventions that compensate the Commission for expenses incurred are recognized as income in the statement of comprehensive income on a systematic basis in the same periods in which the expenses are incurred.

Grants that compensate the Commission for the cost of an asset are recognized in the statement of comprehensive income as revenue on a systematic basis over the life of the asset.

All other revenue is recorded on an accruals basis.

(p) Administrative expenses

Expenses are recorded at cost on the transaction date and are recognised on the accrual basis in the statement of comprehensive income.

(q) Taxation

Pursuant to the terms of an agreement entered into on 4 July 2003, between the Court, the Commission and the Government of the Republic of Trinidad and Tobago, the Commission is exempt from all direct and indirect taxes, duties and levies imposed in Trinidad and Tobago.



Notes to the Financial Statements for the Year Ended 31 December 2024

3. Property and equipment

	Library books	Furniture, fittings & computer equipment	Vehicles	Leasehold improvement	Total
	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>
Year ended 31 Dec 2024					
Cost					
As at 1 January 2024	24,815	289,015	200,283	352,074	866,187
Additions	-	43,478	-	-	43,478
As at 31 December 2024	<u>24,815</u>	<u>332,493</u>	<u>200,283</u>	<u>352,074</u>	<u>909,665</u>
Accumulated depreciation					
As at 1 January 2024	24,815	270,035	200,283	101,439	596,572
Charge for the year	-	25,600	-	35,113	60,713
As at 31 December 2024	<u>24,815</u>	<u>295,635</u>	<u>200,283</u>	<u>136,552</u>	<u>657,285</u>
Net book value					
As at 31 December 2024	<u>-</u>	<u>36,858</u>	<u>-</u>	<u>215,522</u>	<u>252,380</u>
As at 31 December 2023	<u>-</u>	<u>18,980</u>	<u>-</u>	<u>250,635</u>	<u>269,615</u>



Notes to the Financial Statements for the Year Ended 31 December 2024

3. Property and equipment (Continued)

	Library books	Furniture, fittings & computer equipment	Vehicles	Leasehold improvement	Total
	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>	<u>TT\$</u>
<u>Year ended 31 Dec 2023</u>					
Cost					
As at 1 January 2023	24,815	314,281	200,283	352,074	891,453
Disposal	-	(25,266)	-	-	(25,266)
As at 31 December 2023	<u>24,815</u>	<u>289,015</u>	<u>200,283</u>	<u>352,074</u>	<u>866,187</u>
Accumulated depreciation					
As at 1 January 2023	24,815	270,900	200,283	66,231	562,229
Disposals	-	(12,633)	-	-	(12,633)
Charge for the year	-	11,768	-	35,207	46,975
As at 31 December 2023	<u>24,815</u>	<u>270,035</u>	<u>200,283</u>	<u>101,439</u>	<u>596,572</u>
Net book value					
As at 31 December 2023	<u>-</u>	<u>18,980</u>	<u>-</u>	<u>250,635</u>	<u>269,615</u>
As at 31 December 2022	<u>-</u>	<u>43,381</u>	<u>-</u>	<u>285,843</u>	<u>329,224</u>



Notes to the Financial Statements for the Year Ended 31 December 2024

	2024	2023
	<u>TT\$</u>	<u>TT\$</u>
4. Retirement benefits due from Trust Fund		
This balance is determined by the total of the employee account balances of the staff of the Commission. Refer to Notes 2 (g) and 6.		
	<u>2,542,200</u>	<u>2,341,500</u>
5. Other receivables		
VAT recoverable	7,315	26,273
Other receivables	<u>102,318</u>	<u>-</u>
	<u>109,633</u>	<u>26,273</u>
6. Retirement benefit liability		
The Commission and its employees contribute towards a pension plan which is managed by a Pension Administration Committee made up of representatives of the Commission, employees, the Trust Fund and the Court. The data and benefit administration services are provided by Bacon Woodrow and De Souza Limited. However, since there is no separate external fund where the contributions are placed (other than the Trust Fund), under IAS 19 these arrangements are treated as a defined benefit obligation of the Commission. Refer to Notes 2 (g) and 4.		
Movement in present value of defined benefit obligation		
Defined benefit obligation as at start of year	2,341,500	2,174,250
Current service cost	53,520	80,280
Interest cost	113,730	107,040
Employee's Salary Deductions	53,520	66,900
- Experience adjustment	133,800	200,700
- Actuarial (gains)/losses from changes in financial assumptions	(66,900)	20,070
Benefits paid by RJSLC	<u>(86,970)</u>	<u>(307,740)</u>
Defined benefit obligations as at end of year	<u>2,542,200</u>	<u>2,341,500</u>
Liability profile		
The defined benefit obligations as at the year ends were allocated as follows:		
Active members	60%	53%
Pensioners	40%	47%



Notes to the Financial Statements for the Year Ended 31 December 2024

6. Retirement benefit liability (Continued)

The weighted average duration of the defined obligation as at the year-end was 7.9 years (2023: 9.7 years).

100% of the benefits accrued by active members were vested (2023: 100%).

0% of the defined benefit obligation for active members was conditional on future salary increases (2023: 0%).

Movement in fair value of plan assets/asset allocation

The plan has no assets.

	2024	2023
	<u>TT\$</u>	<u>TT\$</u>
Expense recognised in profit and loss		
Current service cost	53,520	80,280
Net interest on net defined benefit liability	<u>113,720</u>	<u>107,040</u>
Net pension costs	<u>167,240</u>	<u>187,320</u>
Re-measurements recognized in other comprehensive income		
Experience losses	66,900	220,770
Total amount recognized in other comprehensive income	66,900	220,770
Opening defined benefit liability	2,341,500	2,174,250
Net pension cost	167,250	187,320
Re-measurements recognized in other comprehensive income	66,900	220,770
Employees salary deductions	53,520	66,900
Benefits paid	<u>(86,970)</u>	<u>(307,740)</u>
Closing defined benefit liability	<u>2,542,200</u>	<u>2,341,500</u>
Summary of principal assumptions as at 31 December		
Discount rate	5.5% pa	4.8% pa
Salary increases	n/a	n/a
Assumptions regarding future mortality are based on published mortality tables. The life expectancies underlying the value of the defined benefit obligation as at 31 December 2023, are as follows:		
Life expectancy at age 65 for current pensioners in years:		
- Male	17.6	17.6
- Female	21.6	21.6



Notes to the Financial Statements for the Year Ended 31 December 2024

6. Retirement benefit liability (Continued)

	2024 TT\$	2023 TT\$
Sensitivity Analysis		
The calculation of the defined benefit obligation is sensitive to the assumptions used. The following table summarizes how the defined benefit obligation as at the year end would have changed as a result of a change in the assumption used.		
	1% pa higher	1% pa lower
As at 31 December 2024		
Discount rate	(60,210)	93,660
As at 31 December 2023		
Discount rate	(93,660)	113,730

An increase of 1 year in the assumed life expectancies shown above would decrease the defined benefit obligation at 31 December 2024, by \$20,070 (2023: \$20,070).

These sensitivities were calculated by re-calculating the defined benefit obligations using the revised assumptions.

Funding

RJLSC provides benefits under the Plan on a pay-as-you-go basis and thus pays benefits as and when they fall due. RJLSC expects benefits totaling \$86,970 in 2025.



Notes to the Financial Statements for the Year Ended 31 December 2024

	<u>2024</u> <u>TT\$</u>	<u>2023</u> <u>TT\$</u>
7. Related party transactions		
The following balances/transactions were held/carried out with related parties:		
a) Due to related parties:		
- The Court	-	-
b) Due from related parties:		
- The Court	31,996	151,098
Amounts due to/ from the Court are interest-free, with no fixed repayment terms.		
c) Income received from the Trust Fund via the Court	1,620,278	2,880,145
d) Expense charge to the Commission by the Court	50,101	47,775
The Commission works to ensure that the Court meets and fully satisfies the expectations and needs of the people it serves.		
e) Key management compensation		
Salaries and other short-term benefits	458,656	583,041
8. Other payables and accruals		
Accounts payable	-	31,031
Accruals	<u>16,500</u>	<u>18,351</u>
	<u>16,500</u>	<u>49,382</u>
9. Funding from the Trust Fund		
Funding received from the Trust Fund	1,620,278	2,880,145
Pension income payable from Trust Fund	<u>234,150</u>	<u>408,090</u>
	<u>1,854,428</u>	<u>3,288,235</u>
10. Administrative expenses		
Professional fees	69,849	123,872
Salaries and allowances	1,023,825	1,288,501
Commissioners and recruitment expenses	795,394	599,362
Pension cost	197,039	258,690
Other expenses	59,830	54,601
Insurance expense	39,823	55,339
Janitorial	19,632	22,520
Depreciation	60,713	46,975
Office supplies	10,091	8,440
Printing and publication	11,295	12,663
Bank charges	14,007	10,908
Entertainment	<u>2,360</u>	<u>4,633</u>
	<u>2,303,858</u>	<u>2,486,504</u>



Notes to the Financial Statements for the Year Ended 31 December 2024

11. Financial risk management

Financial risk factors

The main financial risks arising from the Commission's operations are foreign exchange currency risk, credit risk and liquidity risk. Risk management is carried out by the Finance and Administration Manager under policies approved by the Commission.

Foreign exchange risk

The Commission is mainly exposed to foreign exchange risk arising from financial instruments denominated in United States dollars. Foreign exchange risk arises when future commercial transactions or recognized assets or liabilities are denominated in a currency that is not the Commission's functional currency.

The table below summarizes the Commission's asset, at the year ended, which is denominated in United States dollars.

	2024 <u>TT\$</u>	2023 <u>TT\$</u>
Assets		
Retirement benefits due from Trust Fund	2,542,200	2,341,500
Cash and cash equivalents	<u>292,548</u>	<u>1,193,516</u>
Total assets	<u>2,834,748</u>	<u>3,535,016</u>

The table below summarizes the sensitivity of the Commission's assets to changes in foreign exchange movements at the year-end. The analysis is based on the assumption that the relevant foreign exchange rate increased/decreased by 5% to the Trinidad and Tobago dollars (2023: 5%), with all other variables held constant. This represents management's best estimate of a reasonable possible shift in the foreign exchange rates, having regard to the historical volatility of those rates.

	Effect on accumulated fund	
Foreign exchange risk		
Increased by 5%	141,737	176,751
Decreased by 5%	(141,737)	(176,751)

Credit risk

Credit risk is the risk that a borrower or counterparty fails to meet its contractual obligation. Credit risk of the Commission arises from cash and cash equivalents as well as credit exposures from staff loans receivable. The Commission is mainly exposed to credit risk from cash and cash equivalents.

The credit quality of staff, their financial position, past experience, and other factors are taken into consideration in assessing credit risk and are minimized through the use of contractual agreements.



Notes to the Financial Statements for the Year Ended 31 December 2024

11. Financial risk management (Continued)

Financial risk factors (continued)

Credit risk (continued)

Cash and deposits are held with reputable financial institutions.

The carrying value of financial assets on the statement of financial position represents their maximum exposure.

Liquidity risk

Liquidity risk arises from the Commission's management of working capital. It is the risk that the Commission will encounter difficulty in meeting its financial obligations as they fall due. Prudent risk management implies maintaining sufficient cash to fund its day-to-day operations.

The table below summarizes the maturity profile of the Commission's financial liabilities as at the year-end based on contractual undiscounted payments:

	Less than three months <u>TT\$</u>
As at 31 December 2024	
Financial liabilities:	
Due to related party	-
Accounts payables and accruals	<u>16,500</u>
Total liabilities	<u>16,500</u>
As at 31 December 2023	
Financial liabilities:	
Due to related party	-
Accounts payables and accruals	<u>49,382</u>
Total liabilities	<u>49,382</u>

12. Subsequent events

Management evaluated all events that occurred from 1 January 2025, through 9 July 2025, the date the financial statements were available to be issued. During the period, the Commission did not have any subsequent events requiring recognition or disclosure in the financial statements.



Supplementary Financial Information

for the year
January 1 to December 31, 2024
(EXPRESSED IN UNITED STATES DOLLARS)



Supplementary Financial Information



Independent Auditors' Report on the Supplementary Financial Information

The Commissioners The Regional Judicial and Legal Services Commission

We have audited the financial statements of the Regional Judicial and Legal Services Commission for the year ended 31 December 2024 and have issued our report thereon dated 9 July 2025.

We conducted our audit in accordance with International Standards on Auditing. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

We conducted our audit for the purpose of expressing an opinion on the financial statements of The Regional Judicial and Legal Services Commission taken as a whole. The accompanying supplementary financial information, consisting of the statements of financial position, comprehensive income and changes in accumulated surplus, is presented for the purpose of additional analysis in United States Dollars and should not be considered necessary to the presentation of the basic financial statements. This information has been subjected to the audit procedures applied to the basic financial statements and, in our opinion, is fairly presented, in all material respects, when taken as a whole with the basic financial statements.

9 July 2025
San Juan



Statements of Financial Position as at 31 December 2024

(Expressed in United States Dollars)

	2024	2023
	<u>US\$</u>	<u>US\$</u>
Assets		
Non-current assets		
Property and equipment	37,725	40,301
Retirement benefits due from Trust Fund	<u>380,000</u>	<u>350,000</u>
Total non-current assets	<u>417,725</u>	<u>390,301</u>
Current assets		
Due from related party	4,783	22,586
Other receivables	16,387	3,927
Cash and cash equivalents	<u>109,895</u>	<u>181,270</u>
Total current assets	<u>131,065</u>	<u>207,783</u>
Total assets	<u>548,790</u>	<u>598,084</u>
Accumulated surplus and liabilities		
Accumulated surplus	<u>166,324</u>	<u>240,703</u>
Total accumulated surplus	<u>166,324</u>	<u>240,703</u>
Non-current liability		
Retirement benefit liability	<u>380,000</u>	<u>350,000</u>
Total non-current liability	<u>380,000</u>	<u>350,000</u>
Current liabilities		
Accounts payables and accruals	<u>2,466</u>	<u>7,381</u>
Total current liabilities	<u>2,466</u>	<u>7,381</u>
Total accumulated surplus and liabilities	<u>548,790</u>	<u>598,084</u>

Translation rate used – 2024: US\$ 1.00 - TT\$6.69 (2023: US\$1.00 - TT\$6.69)



Statements of Comprehensive Income for the Year Ended 31 December 2024

(Expressed in United States Dollars)

	2024	2023
	<u>US\$</u>	<u>US\$</u>
Funding from the Trust Fund	277,194	491,515
Other income	<u>2,801</u>	<u>3,709</u>
	279,995	495,224
Administrative expenses	<u>(344,374)</u>	<u>(371,675)</u>
(Deficit)/ Surplus for the year	(64,379)	123,549
Other comprehensive gain/loss:		
<i>Items that will not be reclassified to profit or loss</i>		
Re-measurements of defined benefit pension plan	<u>(10,000)</u>	<u>(33,000)</u>
Total comprehensive (deficit)/ surplus for the year	<u>(74,379)</u>	<u>90,549</u>

Translation rate used – 2024: US\$ 1.00 - TT\$6.69 (2023: US\$1.00 - TT\$6.69)



Statements of Changes in Accumulated Surplus for the Year Ended 31 December 2024 (Expressed in United States Dollars)

	Accumulated surplus <u>US\$</u>
Year ended 31 December 2024	
Balance as at 01 January 2024	240,703
Total comprehensive surplus for the year	<u>(74,379)</u>
Balance as at 31 December 2024	<u>166,324</u>
Year ended 31 December 2023	
Balance as at 01 January 2023	150,154
Total comprehensive deficit for the year	<u>90,549</u>
Balance as at 31 December 2023	<u>240,703</u>

Translation rate used – 2024: US\$ 1.00 - TT\$6.69 (2023: US\$1.00 - TT\$6.69)



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