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2015 ANNUAL REPORT



MINISTRY OF NATIONAL SECURITY

STRATEGIC SERVICES AGENCY



TAR-SSA
2015

TARSSA - 2015

STRATEGIC SERVICES AGENCY ANNUAL REPORT 2015

TABLE OF CONTENTS

MESSAGE FROM THE DIRECTOR	2
MANDATE.....	4
MISSION STATEMENT.....	5
LIST OF ABBREVIATIONS.....	6
INTRODUCTION.....	8
ORGANIZATIONAL STRUCTURE.....	8
A. FINANCIAL INFORMATION.....	9
B. HUMAN RESOURCES AND STAFFING.....	9
C. STRENGTHENING INSTITUTIONAL CAPACITY.....	10
1. STAFF DEVELOPMENT.....	11
OPERATIONAL CAPACITY.....	12
1. TECHNOLOGY DEVELOPMENT.....	12
2. CYBER SECURITY AND CYBER CRIME.....	13
COORDINATION OF ALL MATTERS RELATED TO THE SUPPLY REDUCTION STRATEGY.....	14
1. ADVANCING OF COMPREHENSIVE LEGISLATION ON PRECURSOR CHEMICAL CONTROL.....	14
2. EMPLOYING ELECTRONIC DATABASE MANAGEMENT SYSTEMS.....	14
COOPERATION WITH INTERNATIONAL BODIES.....	15
1. COOPERATION PROGRAMME ON DRUG POLICIES BETWEEN LATIN AMERICA, THE CARIBBEAN AND THE EUROPEAN UNION (COPOLAD).....	15
2. ARMS TRADE TREATY.....	16
3. SEAPORT COOPERATION PROGRAMME (SEACOP).....	17
4. THE AIRPORT COMMUNICATION PROGRAM (AIR COP).....	18
ASSISTANCE TO OTHER AGENCIES/SERVICES.....	19
A. OPERATIONAL UNITS.....	19
B. NATIONAL DRUG COUNCIL.....	20
WORK PLAN 2016.....	20

MESSAGE FROM THE DIRECTOR

The Strategic Services Agency (SSA) faced a very challenging year in 2015. The year brought about change not only to the political administration as a result of the General Elections held on September 7 but also a change in the leadership and governance structure of the Agency.

The year saw a surge in serious crime, which challenged the physical and human resources of the Agency. The spate of homicides along with violence against high-profile citizens and a major jailbreak at the prison on Frederick Street, Port of Spain highlighted the year 2015. As a consequence of these developments, the Agency intensified its efforts in interceptions, intelligence-sharing and advising on policy measures to deal with the issues of, inter-alia, trafficking in illegal drugs, firearms, human trafficking and cyber-related crimes.

Since 2010, the SSA has been rationalising its limited human and physical resources to accommodate the expanded remit of the Strategic Services Agency, the former Security Intelligence Agency and the Special Anticrime Unit of Trinidad and Tobago (SAUTT) to incorporate strategic as well as operational functions while using the SSA Act as its initial legislative base. This situation continued in 2015 and is far from a settled one. In this regard, towards the latter half of the year under review, in the post-election period, the new political administration is attempting to amend the existing Act to expand the remit of the SSA to include broader law enforcement coordination and intelligence functions. The rationale behind this move is to address deficiencies in security and criminal intelligence. It is expected that in 2016 this exercise will be completed to bring about an integration of the functions, within the revised structure of the SSA, of the National Operations Centre and the National Security Training Academy.

The core security threats in Trinidad and Tobago such as the illicit trafficking of drugs and firearms and related violence continued to display resilience throughout the year. This has necessitated the need to coalesce around a common national strategy to effectively coordinate intelligence-gathering among all specialized national security agencies at the strategic level.

The present administration is seeking to employ the use of state of the art technology with intense focus on criminal targets. Specific elements of the strategy will include: deterring and disrupting organized crime; recruiting and retaining qualified personnel; improving the management of criminal intelligence and increasing the detection and conviction rates.

In this scenario, the SSA will continue to play its part in using the limited resources at its disposal to enhance government's efforts in reducing the unacceptable level of homicides and violent crimes. There is a commitment by the Agency to ensure that the obligations under the existing treaties and conventions are adhered to in order to play our part in effectively contributing to the global fight against drug trafficking and its many manifestations of organized crime. The Agency is also committed to utilizing its resources to increase intelligence-sharing so that law enforcement and border control authorities are better equipped to deal with crime, acts of violence, money-laundering and other organized criminal activities.

The Agency is in agreement with government's recognition that, currently, there exists a large degree of duplication of effort among the existing specialized security agencies resulting in less than optimal utilization of resources and a subsequent inability to set targets in terms of crime detection and reduction. The Agency, acting as a National Coordination Agency, has recognized that stakeholder consultations and the sharing of information will always redound to the national community's efforts at reducing crime and in 2015, this was done throughout the year which has resulted in closer collaboration and cooperation in law enforcement activities. Nevertheless, the culture of working in "silos", especially amongst the national security agencies, will have to be confronted in a very serious way as only a joint national effort will produce the results that will lead to a serious reduction in crime, violence and all manifestations of organized crime.

Despite the changes at the political level and at the level of the leadership of the Agency in 2015, the staff and the many stakeholders of the national, regional and international community are to be commended for working under trying circumstances. We look forward to a redoubling of efforts in 2016 so that with the necessary amendments to the SSA Act and the integration of the revised structure of the SSA to include the National Operations Centre and the National Security Training Academy, this will bring about enhanced intelligence information sharing and interoperability and increased preventative partnerships with local, regional and international communities all aimed at disrupting and dismantling the criminal business model within a formalized legislative framework.

Director

MANDATE

The Strategic Services Agency (SSA) was established in 1995 in accordance with Chapter 15:06 of the Laws of the Republic of Trinidad and Tobago and became operational on 01 July 1996. Its primary purpose is to guide the formulation and implementation of national policies on illicit trafficking of dangerous drugs and related criminal activities.

SSA's main functions as stipulated in the Act¹ may be classified as follows:-

Coordination: coordinate all matters relating to the dangerous drugs supply-reduction programme, including coordinating operations for the suppression of illicit drug trafficking and drug related matters and cooperating with international strategic and operational partners.

Policy: advise on Government's policy in relation to the illicit supply of drugs and related criminal activities.

Trends: analyse and interpret patterns of criminal activity that relate, but are not limited, to dangerous drugs.

Strategy: provide strategic direction to Government through the development, interpretation, implementation, monitoring and evaluation of strategies aimed at reducing the illicit production, sale, distribution and transiting of illicit drugs and related criminal activities.

Technical Support: provide specialized technical assistance to the appropriate services to strengthen the national institutional capability to address the illicit trafficking in drugs and its attendant crimes.

Legal: provide support for the review or upgrade of the domestic legal framework.

Responsible for collecting, analyzing and disseminating relevant information, as well as establishing and maintaining channels of communication with local and international services and agencies, SSA monitors and informs the Government on the progress of Trinidad and Tobago's adherence to or compliance with its treaty obligations.

The SSA is also required to maintain a data base on manufacturers and suppliers of precursor chemicals and other substances and paraphernalia used in the illegal production of drugs in Trinidad and Tobago.



¹Section 6 (1) and (2) of Chapter 15:06 of the Laws of Trinidad and Tobago

MISSION STATEMENT

To provide strategic information and to guide policy through strategic information and intelligence and the development of an integrated interdiction strategy;

To provide other intelligence solutions to combat the trafficking of illicit drugs and principal derivatives;

To coordinate and facilitate the efforts of all relevant stakeholders involved in eliminating the impact of related criminal activities on the safety and security of Trinidad and Tobago.

LIST OF ABBREVIATIONS

ACIS – Advanced Cargo Information System
ATT - Arms Trade Treaty
AML/CFT-Anti-Money Laundering /Counter Financing of Terrorism
CAPA – Crime and Problem Analysis Branch, TTPS
CARICOM – Caribbean Community
CARICOM IMPACS- Caribbean Community Implementation Agency for Crime and Security
CCU – Cyber Crime Unit, SSA
CEI – Critical Energy Infrastructure
CGIU – Criminal Gang Intelligence Unit, TTPS
CICAD – Inter American Drug Abuse Control Commission
CIFTA - Inter-American Convention against the Illicit Manufacture of and Trafficking in Firearms, Ammunition, Explosives and Other Related Material
CFATF - Caribbean Financial Action Task Force
CND- Commission on Narcotic Drugs
COPOLAD is a partnership cooperation programme between the European Union (EU) and Latin America (LA), aiming to improving the coherence, balance and impact of drugs policies, through the exchange of mutual experiences, bi-regional coordination and the promotion multisectoral, comprehensive and coordinated responses.
ESSI-Energy Sector Security Initiative
EC- European Commission
ECLAC- Economic Commission for Latin America and the Caribbean
EULAC- European Union/Latin America and the Caribbean
FATF – Financial Action Task Force
GEG – Governmental Experts Group
HONLAC- Heads of National Drug Law Enforcement Agencies, Latin America and the Caribbean
HONLEA- Heads of National Law Enforcement Agencies
IMF – International Monetary Fund
INCB- International Narcotics Control Board
Mini- Dublin Group- A flexible, informal consultation and coordination body concerned with the global, regional and country-specific problems of illicit drugs production, trafficking and demand.
MNCPC- National Mission for the Control of Chemical Drug Precursors (France)
MoF – Ministry of Finance
MoFA - Ministry of Foreign Affairs
MoH - Ministry of Health
MNS – Ministry of National Security
MOU – Memorandum of Understanding
NADAPP – National Drug Abuse Prevention Programme
NDC - National Drug Council
NDIS – National Drug Information System
NDO – National Drug Observatory of Trinidad and Tobago
NDS- National Drug Control System
NOC- National Operating Centre
NSTA – National Security Training Academy
OAS- Organization of American States
ODPM-Office of Disaster and Preparedness Management
OID – Inter-American Observatory on Drugs
OPM – Office of the Prime Minister
PCC – Precursor Chemical Control

PCT- Precursor Chemical Team
PCU – Precursor Chemical Unit
PEN- Pre-Export Notification Online System
PRELAC- Prevention of the diversion of drugs precursors in the Latin American and Caribbean Region
PSODC- Public Security Official Data Coordinator
RSCC – Regional Security Coordination Centre, Office of the Prime Minister
SALW – Small Arms and Light Weapons
SAR – Suspicious Activity Reporting
SSA – Strategic Services Agency
TOC-Transnational Organized Crime
TTDF – Trinidad and Tobago Defence Force
TTPS-Trinidad and Tobago Police Service
TTPrS - Trinidad and Tobago Prison Service
UN – United Nations
UNIDIR-United Nations Institute for Disarmament Research
UNODA- United Nations Office for Disarmament Affairs
UNODC – United Nations Office of Drugs and Crime
UNODA - United Nations Office of Disarmament Affairs
UNPoA- United Nations Programme of Action
UNROCA- United Nations Register of Conventional Arms
UN-LIREC- United Nations Regional Centre for Peace, Disarmament and Development in Latin America and the Caribbean
UN-CTS – United National Survey of Crime Trends and Operations of Criminal Justice Systems



INTRODUCTION

The Director of the SSA, in his capacity as principal advisor to the Minister of National Security, is responsible for the preparation and submission of an annual report on the operational, investigative and administrative management of the Agency. This document fulfils the responsibilities outlined in Act 25 of 1995, providing details on the administrative and operational issues for the period 1 January to 31 December 2015.

The restructuring of the Strategic Services Agency (SSA) which began in 2010 continued through 2015, resulting in a number of administrative changes, culminating in the appointment of a new Director and management team.

The SSA continued to pursue its mandate, providing technical assistance and / or strategic and operational intelligence in support of national law enforcement and stimulating action towards the implementation of the national supply reduction strategy.

Unsettled human resources issues originating from the merger of the Special Anti-Crime Unit of Trinidad and Tobago (SAUTT), Security Intelligence Agency (SIA) and SSA, however, adversely affected the Agency's performance. There was an unusually high turnover of staff due to the organisation's failure to regularize staff and issue appropriate employment contracts. This also resulted in a number of trade disputes brought to the attention of the Agency by the Ministry of Labour and by the Equal Opportunities Commission.

ORGANIZATIONAL STRUCTURE

FIGURE 1: EXECUTIVE LEVEL

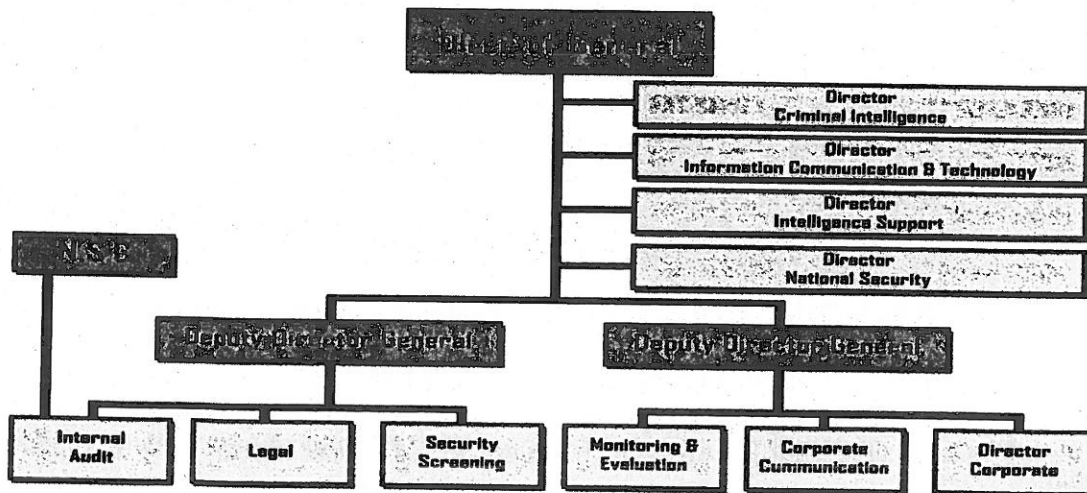


Figure 1 above is the organization structure which was approved by the National Security Council (NSC) 26 September 2012 (NSCS Note (12) 02) for the Executive level of the SSA. Outstanding salary negotiations and a specific request from the Chief Personnel Officer (CPO) focused the Executive's attention on completing the organizational structure and applicable job descriptions. By 31 December 2015, however, this exercise was not completed. Given that the last salary negotiations were for the period 2008 – 2011, it is expected that in 2016, there will be salary negotiations to cover the periods 2011 – 2014 and 2014 – 2017. To

advance these negotiations, it is also expected that the new management team will seek to finalise the organizational structure and the relevant job descriptions.

A. FINANCIAL INFORMATION

The following table highlights the income and major expenditure for the period 1st January to 31st December 2015.

TABLE 1: INCOME AND EXPENDITURE FOR THE PERIOD 1 JANUARY TO 31 DECEMBER 2015

INCOME	TT\$
Subvention from the Ministry of National Security	89,000,000.00
Refunds from National Security Council	305,924.50
Other refunds	36,720.39
Recovery of Over-payments	24,517.64
Interest	103,570.59
TOTAL INCOME FOR THE PERIOD	89,470,733.12
EXPENDITURE	
Contract Staff –Salaries and Allowances	41,774,434.57
TOTAL EXPENDITURE FOR THE PERIOD	86,071,360.41
<i>Including:</i>	
Non-contact staff	13,039,420.74
Goods & Services	30,761,792.36
Minor Equipment	1,985,016.93
Gratuities	1,913,432.59

Total budget received for the period January to December 2015 was **TT\$89,470,733.12²** comprising subventions from the Ministry of National Security, refunds, including those from the National Security Council, recovery for overpayments and interest generated from accounts held by the SSA at commercial banks.

During 2015, total expenditure amounted to **TT\$86,071,360.41** with personnel expenditure accounting for 65.9% (**TT\$56,727,287.90**). A total of **TT\$207,814.73** was spent on conferences and training for staff, of which **TT\$72,854.53** was spent on attendance at local training and conferences and **TT\$134,960.20** covered training and conferences overseas. Utilities, including telephones, electricity and water rates amounted to **TT\$10,462,132.31**.

B. HUMAN RESOURCES AND STAFFING

At the end of December 2015, SSA had a staff complement of three hundred and seven (307) persons, two hundred and ninety-six (296) contract employees and eleven (11) service providers. Between January and December 2015, fifty-three (53) interviews were conducted and twenty – five (25) persons were recruited. Forty-seven (47) new contracts were issued in 2015, including new contracts for existing members of staff, and eleven (11) employees were promoted.

² This figure draws from two budget periods: January to September from financial year 2014/ 2015 and October to December from year 2015/2016.

TABLE 2: SSA STAFF AT DECEMBER 2015

	Dec 2015
Total Staff Complement	307
No. of persons without contracts	125
No. of contracts issued in 2015	47
No. of persons promoted in 2015	11
No. of persons recruited in 2015	25
No. of Service Providers	11

In 2012, the SSA began assigning staff to a number of partner agencies, specifically the National Operations Centre (NOC), the National Drug Council (NDC), the Regional Security Coordination Centre (RSCC), the Organized Crime Narcotics and Firearms Bureau (OCNFB) and the Criminal Gangs Intelligence Unit (CGIU) of the Trinidad and Tobago Police Service (CGIU), and the National Security Training Academy (NSTA). These assignments were on a continuous basis, with SSA paying the officers' salaries and in the case of former SIA staff, paying all applicable allowances. In the case of the former employees of SAUTT, the SSA pays their salaries, national insurance contributions, health surcharge and taxes.

In 2015, many of these assignments continued, with additional staff being assigned to other areas within the Ministry of National Security. The following table highlights where SSA staff were assigned.

TABLE 3: STAFF ASSIGNMENTS TO PARTNER AGENCIES

Receiving Agency	# of Personnel
Criminal Gangs Intelligence Unit / TTPS	31
National Operations Centre	3
Organised Crime, Narcotics and Firearms Bureau / TTPS	3
Ministry of National Security	3
Integrated Threat Assessment Centre / NSCS	1
TOTAL	41

The continuous reassignment of staff to strategic partners however, has created some strain on the existing human resources. In addition, the contracts of the majority of staff assigned to these external agencies expired and these officers were employed on a month to month basis. In some instances these employees were only granted ten (10) working days' vacation leave, which placed them at a disadvantage to both regular SSA employees and employees within the organisations / services to which they were assigned.

It should be noted that by Memo (NS: 33/2/1 Vol. I), dated 21 August 2013, the SSA received approval to issue contracts of employment to "employees" who have been employed on a "month to month" basis. Although, some contracts were issued, at 31st December 2015 more than 40% of affected employees were without contracts. In November 2015, the new Director issued a directive for all SSA staff to return to their substantive posts.

C. STRENGTHENING INSTITUTIONAL CAPACITY

Throughout 2015, the Human Resources Department continued to implement its performance management system and attempted initiatives to improve the conditions of employees. Some of the initiatives undertaken:

- The partial integration of a Human Resource Information System
- The revision of the Agency's Grievance Procedures
- The development of an Employee Skills Inventory
- The conduct of Employee Code of Conduct Briefing Sessions

Despite the work being undertaken at the level of the Human Resources Department, the full integration of the department in decisions affecting the organisation was not achieved, resulting in limited communication across the organisation and sessions facilitated by the department demonstrated increasing concerns regarding employee relations.

Failure to address the concerns eventually resulted in a matter of the discrimination in employment at the SSA being raised at the Equal Opportunity Commission in October 2015. In December 2015, thirteen (13) employees raised the failure to issue employment contracts as a trade dispute.

1. STAFF DEVELOPMENT

The SSA continued to support officers pursuing the Cambridge MSc Degree Programme. In 2015 greater focus was placed on understanding the emerging challenges presented by terrorism, organised crime and cybercrime and developing the organizational capacity to develop and maintain a robust and responsive legal regime. The following section outline conferences attended by the SSA during the period under review.

CONFERENCES

- 17th High Level Meeting of the EU-CELAC Coordination and Cooperation Mechanism on Drugs*, Uruguay, February 11-12, 2015. This annual meeting provides the opportunity for member states to share information and contribute to strategies to address drug trafficking and related organized crime.
- Counter Terror Expo –Critical National Infrastructure*, UK, 19-23 April 2015 - The Conference sought to provide participants with the knowledge and insights into the legal frameworks for countering the threat of terrorism.
- 21st Annual Caribbean Regional Drug Commanders Training Conference*, 23 -26 April 2015, Curacao - *The Conference aimed to promote regional cooperation and address the transnational organised crime threat in the Caribbean.*
- National Cyber Crime Conference*, 26 -30 April 2015, USA – The conference provided the platform to discuss the various elements of cyber crime and provided insight into issues for prosecutors, investigators and digital evidence forensic examiners.
- Society for Human Resource Management Annual Conference*, 28 June – 1 July 2015, USA - This conference sought to provide the requisite tools and resources to create and implement successful human resources practices.
- Intelligence Support Systems World Americas Conference and Exhibition*, 24-31 July, 2015, South Africa - ISS World Programs present methodologies and tools for Law Enforcement, Public Safety and Government Intelligence Communities to assist in the

fight against drug trafficking, cyber money laundering, human trafficking, terrorism and other criminal activities.

- g. *Conference on International Terrorism and Organized Crime*, July 26 –August1, 2015, USA - The conference provided investigations with training on how to conduct investigations into terrorism and organised crime and assessing the impact of criminal groups.
- h. *Conference on Countering Terrorism-Legal Challenges and Dilemmas*, 22 – 30 August 2015, The forum promoted discussions on long-term, effective, international rule of law based strategies and measures in countering today's terrorism.
- i. *International Dialogue on Supporting the process to the Special Session of the United Nations General Assembly on the World Drug Problem (UNGASS)*, 22 – 24 November 2015, Colombia – This preparatory meeting was held to promote dialogue among participants of Government and Civil Society Organizations on the major political / policy issues and challenges of the World Drug Problem.
- j. *Maritime Intelligence Conference*, 23 – 26 November 2015, St. Lucia - This conference sought to enhance regional competencies in maritime interdiction and improve port controls.
- k. *National Drug Control System Expert Group Meeting*, 24 – 26 November 2015, Brazil - A bi-annual meeting hosted by the United Nations Office on Drugs and Crime for users of the National Drug Control System (NDS) to share their experiences in the use of the System.

TRAINING

14-18 September 2015 – SSA in collaboration with the Organization of American States, Inter-American Drug Abuse Control Commission (CICAD) delivered training seminar on precursor chemical control in Trinidad and Tobago. CICAD provided the expert trainers. Twenty-eight (28) representatives from approximately ten (10) national stakeholder institutions participated.

OPERATIONAL CAPACITY

The post 2010 SSA is spread across five buildings – two (2) in Port of Spain, one (1) in Macoya and two (2) in Piarco. All locations began to show signs of age, which based on assessments, if they were not addressed, would be hazardous to the occupants. Of all the locations, those in Macoya and Piarco were deemed the most distressed. Remedial building works began in 2015 and are expected to continue into 2016.

1. TECHNOLOGY DEVELOPMENT

Beginning in 2014 and extending through 2015, the SSA invested heavily in hardware and software to improve its ability to execute its responsibilities as an implementation agency for the Interception of Communications Act 2010³.

The primary project in this area was improving network connectivity and access to data / services across the Agency through the implementation of the Metro E Wide Area Network.

The following enhancements will be undertaken in 2016:

- i. Migrate email service to Microsoft Exchange – provide one email service / domain for all members of staff for improved maintenance support, security, cost effectiveness and sharing of intelligence information. The email service will be deployed over the Agency's WAN.
- ii. Complete the Wide Area Network (WAN) connectivity for the Agency branches – this will ensure that the Agency effectively centralizes and distributes data and ICT services required to support the functions of various departments residing at different locations / branches.
- iii. Centralize CCTV and Access Control systems – to ensure that access to sensitive locations is managed and monitored. This will improve the confidentiality of information gathered, presented and analyzed at sensitive locations. The CCTV and Access control systems will be deployed over the Agency's WAN.
- iv. Expand Voice over Internet Protocol (VoIP) system to all Agency branches – provision of telephony services over an Internet Protocol network which reduces calling cost and improves access to other members at various branches using extension numbers.
- v. Update ICT policy – to ensure the objectives of the department are consistent with the Agency's overall direction. Members of ICT will review and amend out-dated policies, and consider the Agency's responsibilities and requirements.
- vi. Restructure the department – to ensure that the department is functioning efficiently and that it properly supports the requirements of other departments.

2. CYBER SECURITY AND CYBER CRIME

In 2015, the SSA continued to provide specialist support to partner agencies in responding to cyber security threats. This task involved conducting forensic analysis and data recovery of mobile telephones and electronic devices confiscated from inmates housed at the Trinidad and Tobago Prison Services facilities.

The Cyber Security and Cyber Crime Unit also acquired the ZeroFox Platform to enhance the SSA's capacity to monitor and respond to threats originating through the social media.

³ Chapter 15:08 of the Laws of the Republic of Trinidad and Tobago

COORDINATION OF ALL MATTERS RELATED TO THE SUPPLY REDUCTION STRATEGY

In 2014, Cabinet approved the National Supply Reduction Strategy 2014 – 2024. At the official launch of the Strategy in May 2015, the SSA reminded national stakeholders of the need to work together to advance the strategic objectives. Between January and December 2015, SSA convened and facilitated three (3) Working Groups to direct the implementation of the strategy and report on activity. Attached, as **APPENDIX I** is the draft report of the work of the Working Groups for 2015.

1. Working Group on Firearms – This working group met three (3) times during 2015 and focused primarily on updating firearms legislation and full computerization of the firearms registry. In November 2015, using an assessment tool provided by UN ISACS completed evaluations of the registries maintained by the Trinidad and Tobago Police Service and the Forensic Science Centre. The draft report of the assessment is attached as **APPENDIX II**. Also attached, is the year-end report of the Working Group.
2. Working Group on Precursor Chemicals – This Working Group met four (4) times to monitor progress made on monitoring the control of precursor chemicals.
3. The Working Group on Supply Reduction and Transnational Organised Crime met three (3) times during the year.

1. ADVANCING OF COMPREHENSIVE LEGISLATION ON PRECURSOR CHEMICAL CONTROL

The Precursor Chemicals Bill, piloted in 2014 was approved by the Senate in April 2015. The Bill sought to provide for *“the monitoring of prescribed activities and the prevention of the diversion of precursor chemicals and other chemical substances used or capable of being used, in any type of illicit transaction involving narcotic drugs and psychotropic substances or other substances having a similar effect”*, through a Precursor Chemical Unit that would be established in the SSA.

The Bill lapsed as a vote in the Lower House was not taken prior to the Parliament being prorogued. Although the SSA liaised with the Legal Unit of the Ministry of National Security to reintroduce the Bill, no formal decision on the Bill has been taken by the Government.

2. EMPLOYING ELECTRONIC DATABASE MANAGEMENT SYSTEMS

PRE-EXPORT NOTIFICATION (PEN) ONLINE SYSTEM

The Pre-Export Notification (PEN) Online is a web-based for information exchange between countries importing and exporting precursor chemicals to identify and stop suspicious shipments of precursor chemicals.

In 2015, the SSA received over forty (40) PENS from countries such as India, United States of America, Canada, Dominican Republic and Brazil. Once received, the alerts were immediately dispatched to the Customs & Excise Division and the Ministry of Health for verification. During the period, two (2) objections to shipments from the United States and South Africa were recorded. In both instances the importers did not comply with the Ministry of Health's requests prior to importation.

NATIONAL DRUG CONTROL SYSTEM (NDS)

The National Drug Control System (NDS) is a management information system that records regulatory transactions between Government and entities in relation to legal narcotic drugs, psychotropic substances and precursor chemicals, facilitating reports to the International Narcotics Control Board (INCB).

In 2014, SSA granted the Ministry of Health (MoH) remote access to the NDS allowing for input of data on entities using precursor chemicals. However, despite ongoing discussions in 2015, MoH has not yet adopted the NDS, launching a competing online platform in the TTBizLink's Single Electronic Window (SEW). The SSA will review the national position on the NDS in the context of utility and cost effectiveness.

PROJECT PRISM

Project Prism is an international initiative to address the diversion of chemicals used in the illicit manufacture of amphetamine-type stimulants (ATS). Trinidad and Tobago has been a member of Project Prism since 2006.

In 2015, the Agency received a Special Alert 05/2015, dated 26th November 2015, from the INCB entitled, "Attempted diversion of Ergot Alkaloids in Suriname" advising that Governments exercise vigilance with regard to shipments of ergot alkaloids destined to Suriname. It also informed exporting States of the recent control measures adopted by the Government of Suriname in relation to all substances listed in Tables I and II of the 1988 Convention that are imported for medical use.

The SSA subsequently wrote to both the Customs and Excise Division and the Ministry of Health to ensure their cooperation in complying with the Special Alert. To this end, the correspondence recommended, to both authorities, certain procedures that should be taken in treating with exports of ergot alkaloids to Suriname.

COOPERATION WITH INTERNATIONAL BODIES

During 2015, the SSA continued to coordinate national responses to queries relating to drug related matters and monitor the implementation of and compliance with international instruments. The SSA also participated at international conferences representing the national position on relevant issues.

1. COOPERATION PROGRAMME ON DRUG POLICIES BETWEEN LATIN AMERICA, THE CARIBBEAN AND THE EUROPEAN UNION (COPOLAD)

The COPOLAD II project is a cooperation programme aimed at strengthening the bi-regional dialogue between the European Union and Latin America, consolidating the EU-Latin America and Caribbean Coordination and Cooperation Mechanism on Drugs and contributing to improving the coherence, balance and impact of drugs policies at the national, sub-regional and bi-regional levels.

COPOLAD was originally established as a cooperation programme between Latin America and the European Union treating with issues related to drugs. COPOLAD's general objectives include the improvement of the bi-regional dialogue between Latin America (LA) and the European Union (EU); the strengthening of drugs policies in Latin America (LA) and the promotion of cooperation between national coordinating agencies from both Regions (LA-EU). Financed by the European Union, COPOLAD I was officially launched on 31st January 2011 with a time frame of 42 months.

Through extensive lobbying by the SSA on behalf of the Government of Trinidad and Tobago, the European Commission agreed that the COPOLAD programme be extended in 2016 to include the English-speaking Caribbean. The COPOLAD II project is expected to be launched in March, 2016. In the area of drug supply reduction Trinidad and Tobago will benefit in the following areas:

- Workshops for policy makers working in the field of drugs - These training workshops are aimed at governmental and non-governmental stakeholders in the planning, implementation and evaluation of policies applicable to integrated local and global problems related to drugs.
- Training in prevention, control and police investigations.
- Training for strengthening police cooperation against drug trafficking.
- Training to strengthen cooperation in asset recovery investigations.

2. ARMS TRADE TREATY

In 2009, the United Nations General Assembly in response to the call from civil society to promote negotiations of a robust, comprehensive legally binding treaty to establish standards and restrictions on the international trade in conventional arms, adopted Resolution 64/48. This Resolution included a decision to convene a United Nations Conference on the Arms Trade Treaty, "to elaborate a legally-binding instrument of the highest possible common international standards for the transfer of conventional arms" and in 2013, the UN ATT was agreed upon.

The Treaty aimed to:

- i. Establish the highest possible common international standards for regulating or improving the regulation of the international trade in conventional arms; and
- ii. Prevent and eradicate the illicit trade in conventional arms and prevent their diversion.

In 2015, Cabinet approved the convening of an Inter-Ministerial Ad Hoc Committee subsequent to Trinidad and Tobago's signature and ratification of the United Nations Arms Trade Treaty (UN ATT). The Committee's mandate includes:

- Reviewing and assessing relevant domestic legislation on firearms;

- Drafting recommendations to give domestic legal effect to Trinidad and Tobago's obligation under the Arms Trade Treaty; and
- Providing advice to the Office of the Chief Parliamentary Counsel on the preparation of the draft legislation.

This Committee comprised representatives from the following agencies:

- Strategic Services Agency – Ministry of National Security
- Ministry of Foreign and CARICOM Affairs
- Customs and Excise Division – Ministry of Finance
- Chief Parliamentary Counsel – Ministry of the Office of the Attorney General
- Trinidad and Tobago Defence Force (TTDF) – Ministry of National Security
- International Affairs Unit – Ministry of National Security
- Women's Institute for Alternative Development - NGO

The Agency's inclusion on the Committee resulted from its work on the draft policy with respect to the legislation required to ensure effective implementation of the Arms Trade Treaty and other international instruments.

In 2015, the work of the Committee was focused on reviewing draft model legislation to give effect to the ATT, which was developed by a Consultant contracted by the CARICOM Implementation Agency for Crime and Security (IMPACS). The Consultant met with the Committee, where a Gap Analysis document comparing Trinidad and Tobago's legislation against the provisions of the UN ATT was submitted to the institutions represented on the Committee. The SSA submitted its comments and recommendations to the Consultant.

Subsequently, a regional meeting was convened, where the SSA it was agreed that States would submit additional comments to the Consultant on the first draft of the model legislation before the document could be finalised. Following the regional meeting, the Committee subsequently met to agree on issues specific to Trinidad and Tobago. The issue of '*Temporary Movement*' emerged as a concern and a document on this issue was prepared by the SSA and submitted to the Consultant.

In 2016, it is envisaged that the Draft Model Legislation for the CARICOM region will be finalised by the CARICOM Secretariat, which will then be submitted to CARICOM Member States for their necessary action. In this regard, the Committee will be responsible for reviewing the finalised CARICOM Model Legislation and advancing recommendations to the Chief Parliamentary Counsel (CPC) on the manner in which these provisions can be introduced into Trinidad and Tobago's firearms legislation.

3. SEAPORT COOPERATION PROGRAMME (SEACOP)

The Seaport Cooperation Project, an European- Union - funded project seeks to strengthen cooperation against maritime trafficking by establishing specialist intelligence and investigation units located in seaports or sensitive coastal areas and reinforce seaport capacities and support the establishment of Joint Maritime Control Units (JMCU) in selected countries in West Africa (and soon the Eastern Caribbean). SEACOP also seeks to organise regional training and explore the feasibility of a regional training facility as well as of supporting regional maritime information systems.

The SSA lobbied extensively with the European Commission late in 2014 and 2015 to have Trinidad and Tobago participate in the SEACOP project. The lobby was successful and Trinidad and Tobago was accepted in the programme after a team of officials visited and met with the Permanent Secretary, Ministry of National Security and other officials to finalize details of the programme. The project is budgeted at 3 million Euros and will last for three years beginning 2015.

With effect from July, 2015 SEACOP III will have a SEACOP representative based in the Caribbean to see about SEACOP. With respect to the first Activity of the SEACOP II programme. Trinidad and Tobago is expected to select a team of 12-15 persons to train in Rummage Techniques. These will come from law enforcement and border control authorities. Four (4) officers of the Transnational Organised Crime Task Force (TOCTF) eventually participated in the Maritime Intelligence Units (MIUs) Course in Barbados over the period October 05 -09, 2015. A further training course in profiling and search of cargo and vessels is planned for early 2016 although details have not yet been finalised.

Discussions are currently taking place on the one week Joint Maritime Control Units (JMCUs) Training Course on Profiling and Search (Vessels, Cargo and Crew), which is tentatively scheduled to take place over the period 01 – 05 February 2016 in Trinidad and Tobago. Officers from the Organised Crime Narcotics and Firearms Bureau (OCNFB) of the Trinidad and Tobago Police Service (TTPS), the Trinidad and Tobago Coast Guard (TTCG) and the Immigration Division have been nominated for this course.

In 2016 it is expected that SEACOP project training programmes will:

- Establish joint maritime control units at key ports and joint maritime intelligence units;
- Improve regional cooperation and intelligence-sharing;
- Provide regional maritime training; and
- Create national and regional maritime information systems.

4. THE AIRPORT COMMUNICATION PROGRAM (AIR COP)

Following negotiation for the SEACOP project, the SSA made approaches through the UNODC offices in Barbados and Panama to have Trinidad and Tobago become involved in AIRCOP, a project involving the establishment of real-time operational communication between international airports in Africa, Latin America and the Caribbean.

The Airport Communication Programme (AIRCOP) is a multi-agency, anti-trafficking initiative which strengthens detection, interdiction and investigative capacities of participating airports in illicit narcotics source and transit countries. The programme, funded by the European Commission and supported by the Canadian government, involves the participation of The United Nations Office on Drugs and Crime (UNODC), the World Customs Organization (WCO) and the International Criminal Police Organization (INTERPOL) in collaboration with twenty-four countries in Africa, Latin America and the Caribbean. AIRCOP 's overall objective is to disrupt the illegal drug trafficking networks and other illicit products through more effective and integrated intelligence led counter-narcotic activities.

Although the project is funded by the European Commission, some adaption is required by Trinidad and Tobago which will cost USD 589,147.56 over a period of three years. In 2016, the

SSA will submit the project proposal to the Minister of National Security for consideration by the National Security Council. Benefits from this project will be as follows:

- Improved communication between participating agencies through the provision of a secure, closed group, multi-lingual communication tool (CENComm) designed and managed by the World Customs Organization. CENComm permits communication in real-time between national and international operational teams working in the field of narcotic interception and investigation. Alert, Seizure and Feedback messages are available in six languages (English, French, German, Portuguese, Russian and Spanish) to facilitate the easy sharing of information on suspects and known criminals, as well as international alerts, between teams operating in different locations and different languages;
- Direct access to INTERPOL tools and databases that are available through the INTERPOL I-24/7 system, via warnings and analysis tools in order to provide a comprehensive overview of nominal data, documents, phone numbers, etc.;
- Maximized exploitation of the variety of data available to the different agencies involved in airport counter narcotics, including booking data and passenger manifest information, bringing this information together for use by one multi-agency team;
- Enhanced skill base via up-skilling and mentoring programmes that lead the field internationally in methods and techniques of risk analysis, drug detection, search methodology, interrogation and criminal network investigation;
- Provision of necessary equipment to support operational drug detection teams;
- Establishment of secure and direct connections between the vetted units in Africa, Asia, Europe, Latin America and the Caribbean;
- Coordinated international operations to test the system, build and firmly establish operational relationships and identify and dismantle criminal networks.

ASSISTANCE TO OTHER AGENCIES/ SERVICES

A. OPERATIONAL UNITS

In addition to providing specialist staff to operational units, the SSA also provided information/intelligence to help with existing and emerging threats. The SSA attended weekly NOC/SSA Intelligence meetings, geared towards strengthening interagency cooperation and provided support as required.

In 2015, the following successes were identified:

- The seizure of one hundred and sixty-three kg (163 kg) of marijuana and twenty-four kg (24 kg) of cocaine.

- The seizure of one (1) firearm and four hundred and forty six (446) rounds of ammunition.
- The confiscation of fourteen thousand, seven hundred dollars TT dollars (TTD \$14,700).

A. NATIONAL DRUG COUNCIL

The SSA continued to support the National Drug Council (NDC) Secretariat. In April 2015, the Assistant Director, Research and Development of the SSA (ADR&D) having concluded the Study on Attitudes towards Marijuana, presented the findings to the NDC. SSA also continued its participation in the development of the National Drug Information System (NDIS) and the enhancement of the National Drug Observatory.

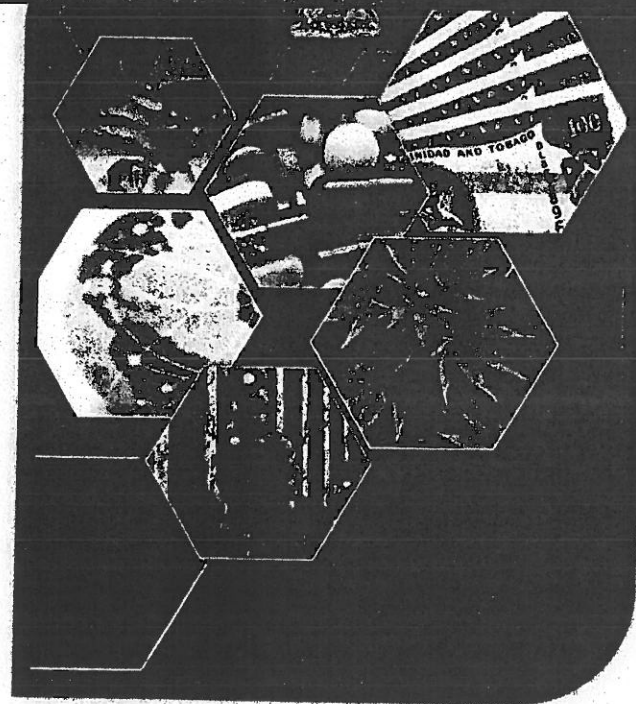
The SSA, as a member of the planning committee for the International Day against Drug Abuse and Illicit Trafficking assisted the NDC with the Spoken Word competition, the Treasure Hunt and the 7K Race and Family Day.

WORK PLAN 2016

The Executive of the SSA will continue to work towards the creation of a responsive and proactive agency. In 2016, the SSA will:

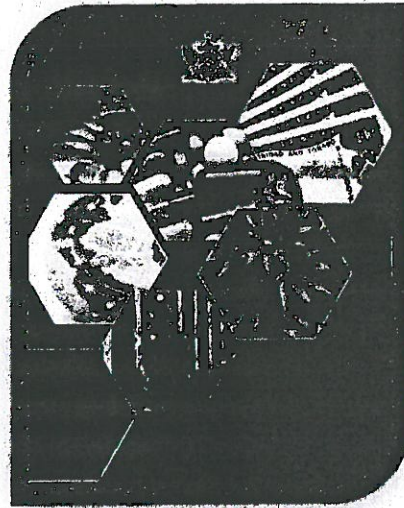
- i.* Regularise staff issues to ensure optimum capacity and effectiveness;
- ii.* Refurbish offices of the SSA to be compliant with the Occupational Safety and Health Act;
- iii.* Pursue the agenda towards the establishment of an effective Precursor Chemical Unit (PCU);
- iv.* Drive and monitor the implementation of the National Supply Reduction Strategy 2014-2024;
- v.* Enhance the capacity of the Cyber Crime Unit;
- vi.* Providing reliable intelligence and effective response to meet the needs of the national community and strategic partners.

National Supply Reduction Strategy 2014-2024 Working Groups End of Year Report



Introduction

The National Supply Reduction Strategy 2014-2024 was approved by Cabinet in May 2014, as an overarching framework to guide Trinidad and Tobago's efforts in combatting the illicit production, trafficking and supply of drugs and related criminal activities. It is divided into two consecutive five (5) year action plans, which translates objectives into actions and specific initiatives in response to the drug problem and its debilitating effects. These actions are intended to target all levels of the supply chain from illicit cultivation to trafficking of drugs; prevent the diversion of precursor chemicals and drug related transnational organized crime through strengthened legal, institutional and law enforcement measures in accordance with the realities of the domestic situation an existing international instruments and frameworks.



The Strategy is supported by seven pillars, structured around three main thematic areas and four crosscutting themes:

Thematic Areas:

- Pillar One: Supply Reduction
- Pillar Two: Control Measures¹
- Pillar Three: Transnational Organized Crime

Crosscutting Themes

- Pillar Four: Capacity Building
- Pillar Five: Coordination and Cooperation
- Pillar Six: Research
- Pillar Seven: Monitoring and Evaluation

The Strategy's Pillars encompasses a series of objectives and actions that will guide the initiatives of relevant Departments and Agencies involved in the combatting of illicit supply and trafficking of drugs and other related transnational organized crime.

¹ Control Measures to prevent the diversion of Precursor Chemical Substances; Control Measures to reduce the illicit manufacturing of and trafficking in firearms, ammunition, explosives and other related materials Firearms; Control Measures to reduce the incidence of Money Laundering.

National Drug Policy

The National Drug Policy 2014-2018 forms the nucleus of Trinidad and Tobago's Drug Control efforts. The Policy directs both supply and demand reduction measures within a balanced, multi-pronged, and evidenced –based approach. Through building and strengthening collaborative partnerships, the policy aims to curb the demand for drugs, reduce the illicit supply of drugs and disrupt trafficking networks, at the same time striving to promote healthy and drug free lifestyles.

The Policy is built upon six key focal areas:

1. Institutional Strengthening
2. Research
3. Demand Reduction
4. Supply Reduction
5. Control Measures
6. Monitoring and Evaluation.

The Supply Reduction and Control Measures focal areas of the National Drug Policy *are idyllically subsumed within The Supply Reduction Strategy*. As a key component of the national drug control architecture, both elements are essential to the attainment of the overall goals and objectives of the National Drug Policy.

Working Groups

To operationalize the Strategy and furthermore focus efforts on the realization and attainment of a number of key activities and goals in the initial phases of the National Drug Policy Operational Plan 2014-2018, a number of Working Groups in the various thematic areas have been established.

Three main Working Groups were convened with the relevant stakeholder agencies to promote consensus on priority areas of focus, develop a work plan and implement the identified activities. These Working Groups seek to further strengthen and maintain effective planning, coordination, integration and implementation of national drug control efforts among relevant stakeholders.

Purpose of the Report

A major component of the Strategy's Monitoring and Evaluation framework is the on-going assessment and reporting on the level of progress towards pre-established goals. Therefore the purpose of the report is to provide a review of activities undertaken within the period June to December 2015 within the various Working Groups. The report also reflects the main issues within the Strategy's framework, in which the SSA has been actively engaged in during 2015.

Contents

Introduction..... 1

Contents 3

Overview..... 4

Working Groups: Supply Reduction and Transnational Organized Crime 8

Working Groups: Precursor Chemicals..... 11

Working Groups: Firearms 14

Appendix..... 16

Overview

Table 1. National Supply Reduction Strategy Working Group Structure and Areas of Responsibility 2015.

Working Group	Average No. Of Meetings (June-Dec2015)	Chair	Departments Represented	Primary Areas of Focus	Major Activities and Outputs 2016
Supply Reduction & Transnational Organized Crime	3	SSA	The Supply Reduction & Transnational Organized Crime Working Group comprises of Trinidad and Tobago Police Service; OCNFB, CAPA, ACIB; Customs & Excise Division; Immigration; Prisons; Transnational Organized Crime Task Force; TTDF, TTCG; Ministry of Foreign Affairs.	<p>A. Combatting Corruption as it relates to illicit drug trafficking and transnational organized crime.</p> <p>B. Enhancing Intelligence and information sharing among stakeholder agencies.</p>	<p>✓ Commenced activities to conduct an Anti-Corruption Risk Assessment among drug control agencies.</p> <p>✓ Proposed report on Anti-Corruption Risk Assessment and recommendations to be submitted to Minister of National Security.</p> <p>✓ Proposal for UNODC to provide technical assistance in combatting corruption.</p> <p>✓ Conduct a review of information data sets of relevant stakeholders.</p> <p>✓ Developed draft data capture form.</p>
Precursor	4	SSA	The Precursor Chemical	A. Developing and facilitating an annual	✓ Completed Annual Training

Supply Reduction Strategy –Working Groups End of Year Report 2015

Chemicals			<p>Working Group comprises of the Ministry of Health: Pesticides and Toxic Chemicals Inspectorate, Food and Drug Inspectorate and Drug Inspectorate; Trinidad and Tobago Fire Service; Organized Crime, Narcotics and Firearms Bureau; Customs and Excise Division; Ministry of Foreign Affairs; National Drug Council and the Trinidad and Tobago Defence Force.</p>	<p>national training regime in precursor chemical control.</p> <p>B. Enhancing mechanisms for information capture and exchange between stakeholders, regarding precursor chemical control and drug abuse</p>	<p>Schedule comprising of fifteen (15)² courses: six (6) Basic Courses and nine (9) Technical Courses.</p> <p>Developed draft course outlines for four (4) courses.</p> <p>Developed an 'Information Capture Worksheet'.</p> <p>Completed an information needs assessment and information requirements of stakeholders.</p> <p>Developed a Draft Information Brochure on the roles, functions and contact details of all relevant stakeholders responsible for precursor chemical control domestically.</p>
Firearms	3	SSA	The Firearms Working Group comprises of TTPS: Firearms Section, OCNFB, CAPA; TTDF; TTCG;	<ul style="list-style-type: none"> Reviewing domestic firearms legislation. 	<p>Completed Firearms working document on recommendations for legislative amendments.</p>

² Basic Courses :Introduction to precursor chemicals; Identifying and distinguishing between precursor chemical and their end products; Current precursor chemical diversion techniques and trends; Introduction into New Psychoactive Substances (NPS); Safe chemical handling; and Domestic precursor chemical – related legislation: current and proposed. Technical Courses: Document examination and risk profiling; Inspection techniques; Clandestine Lab dismantling; Precursor Chemical Investigations and Evidence handling (inclusive of intelligence gathering); Procedures – current and proposed in relation to domestic precursor chemical – related legislation; New Psychoactive Substances – forensic analysis; Safe destruction of seized chemical substances and drugs; Conducting an Audit of a Chemical Handler; and Use of precursor chemicals in drug smuggling operations.

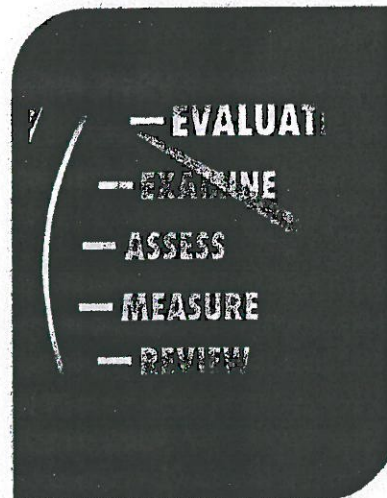
Supply Reduction Strategy – Working Groups End of Year Report 2015

		<p>Forensics Sciences Centre; Customs & Excise Division and WINAD.</p>	<ul style="list-style-type: none"> Enhancing and strengthening the national firearms registry. 	<p>✓ Draft Cooperation Agreement between Trinidad and Tobago and Brazil on areas for technical assistance to combat the proliferation of illicit firearms.</p> <p>✓ Conducted two(2) site visits/assessment on current firearms databases. (Forensics- IBIS & TTPS-Gunkeeper)</p>
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Working Groups: Supply Reduction and Transnational Organized Crime

SUPPLY REDUCTION AND TRANSNATIONAL ORGANIZED CRIME WORKING GROUP

Since the Launch of the Strategy in May 2015, the Supply Reduction Working Group focussed its effort on building and enhancing partnerships among the various agencies involved in drug control. It is significant to highlight, the active participation and contribution of the Trinidad and Tobago Prison Service in these sessions, as one: traditionally, their role and significance in drug control has been seen as one on the periphery as oppose to a core agency. The evolving nature and threat posed by drug trafficking markets and networks have not only beckoned this inclusion of agencies like Prisons, but also the Anti-Corruption Unit of the Trinidad and Tobago Police Service.



Priority Areas of focus identified for 2015:

- Corruption
- Enhancing Information and Intelligence

Corruption

Critically examining and assessing the existing relationship between corruption and illegal drug trafficking and other forms of transnational organized crime was seen as a major priority for stakeholders. The group agreed that, while domestically a number of drug control efforts have been successfully implemented, corruption continues to undermine these efforts. Moreover, transnational criminal organizations constantly pursue new means of ensnaring officials vulnerable to corruption, who can facilitate their illicit activities.

In addressing this concern, a number of issues were considered in developing the 2015 work plan:

1. Understanding corruption as a broad term used to describe several forms of corrupt activities.
2. Placing emphasis on corruption as it relates to illicit drug trafficking and transnational organized crime
3. Collecting information on vulnerabilities to corruption and experiences encountered with corruption by Drug Control Agencies.
4. Determining Trinidad and Tobago's status of compliance with Anti-Corruption conventions.

5. Defining the roles and functions of each stakeholder agency as it relates to the combatting of illicit drug trafficking and transnational organized crime.

The sessions on corruption were geared towards critically identifying and assessing the vulnerabilities to corruption. The working group provided a platform for free and open dialogue on the issues of corruption. Moreover, common experiences and vulnerabilities were acknowledged as well as the existing challenges that exist to reduce these vulnerabilities (legal, institutional, administrative).

While the preliminary discussions unearthed a number of critical issues, the working group agreed to address this matter, in a more structured approach. It was recommended that an Anti-corruption assessment be undertaken to collect and analyze data on the experiences of corruption with an aim to provide more solid and actionable information. Additionally, the information will then be subsumed within an overall assessment of corruption within the domestic framework. This approach aims to collect and produce information for analysis, policy-development and monitor progress of exiting anti-corruption strategies. The assessment will also be used to develop a report on recommendation for better anti-corruption policies.

To this end, the following activities were undertaken in the working group:

1. Reviewed anti-corruption laws from various jurisdictions such as the UK, USA and Canada for the benefit of the working group to discuss various legislative frameworks and best practices.
2. Identified various acts of corruption.
3. Examined the relationship between corruption and other forms of TOC including illicit drug trafficking, money laundering and organized crime.
4. Developed a comparison matrix of domestic Anti-Corruption legislation vis a vis International Conventions on Corruption³.
5. Engaged in open dialogue on experiences and challenges as it relates to vulnerabilities to corruption.
6. Developed short-medium-long term recommendations to deal with vulnerabilities identified.
7. Developed a draft Anti corruption assessment document to be circulated to stakeholders.

³ Inter-American Convention Against Corruption (1996), United Nations Conventions Against Corruption (2003)

Enhancing Information and Intelligence

The Working Group identified a number of challenges with regard to Trinidad and Tobago's capacity to report adequately and comprehensively on the scope and nature of its drug problem. To this end, the group decided that enhancing the collection and exchange of information for the purpose of, inter alia, developing strategic and comprehensive reports on illicit drug trafficking domestically; responding to international evaluation tools on measures adopted; identifying trends and emerging patterns as well as measuring progress and the level of success with drug control initiatives were a critical area requiring significant focus.

The group agreed that while there were mechanisms that currently exist (formal and informal) to foster intelligence exchange to drive intelligence –led operations, the available statistics and data captured from these operations were not standardized across agencies responsible as well as not accurately reflected in some instances and disseminated in a timely manner.

Towards this end, the following activities were undertaken to mitigate against these challenges:

1. Commencement of a data assessment of all drug control data sources, agencies and identification of new data sources.
2. Review of all international reporting tools and variables requested.
3. Liaising with specified Agencies (CAPA,OCNFB) to identify current data and methodological challenges.

Challenges

The major challenge encountered within the working group was scheduling meetings around the availability of various stakeholders; nevertheless stakeholders remained committed and resilient to the objectives despite internal challenges encountered with regards to the implementation of measures.

As it relates to the activities of the work plan, there were some pervading issues identified throughout the consultations. Capacity development like training opportunities and insufficient human resources has been identified by various stakeholders as impediments to their efforts. Additionally, the importance of data collection and information exchange among stakeholders has been generally seen as an area for greater improvement. Some of the areas identified for further development are data collection methodologies within the respective agencies; trained personnel for data collection, collation and analysis and the standardization of indicators and variables.

On the issue of corruption, some of the major challenges identified by stakeholders were:

- The need to review legislation as some stakeholders (ACIB) are not adequately equipped with the proper legislative tools to fulfil their mandates (whistle blower legislation, witness protection).

Supply Reduction Strategy –Working Groups End of Year Report 2015

- There are limited statistics on corruption, to make informed inferences and conduct in-depth analysis.
- Inadequate training to deal with corruption
- Requirements for proper remuneration packages to curtail or reduce vulnerabilities to corruption
- Inadequate background checks for employees in sensitive positions (e.g. airport employees involved in narcotics trafficking)
- Considering the issue of Prison officers and their families being intimidated by criminal elements to facilitate corruption within the prison system.
- Prolonged investigations into suspected acts of corruption by officials, sometimes investigations take years to complete. Head of Agencies currently lack the power to discipline and fire officers. Therefore there is the need to create policies to allow greater and regulated powers to Heads of Agencies to discipline and dismiss suspected employees engaged in corrupt activities.

Recommendations

To resolve some of the issues discussed in the working group, a number of recommendations were identified in the short-to medium term:

- Create a system to enhance information sharing among drug control agencies in the context of collecting, collating and submitting timely and accurate data for analysing and developing strategic assessments as well as facilitating better international reporting.
- Extend the training period for TTPS recruits to better understand the utility in completing accurately TTPS reporting forms (R1 forms etc).
- Creation of a central repository for the collection and dissemination of intelligence
- Strengthen the legislative framework for corruption – (introduction of Civil Forfeiture Act, Evidence Act, amendment of the Corruption Act)
- Strengthen administrative and institutional controls of stakeholder agencies involved in combatting illicit drug trafficking and TOC.
- Conduct Training/education/awareness campaigns on the ills of corruption
- Engage in continuous vetting of personnel to reduce threats of corruption.
- Create a Customs and Excise Professional Standards Bureau.
- Amend the Intercept of Communication Act to follow the U.S. system, once an illegal act is spoken of the offender can be charged. (May infringe on human rights).
- Review prisons regulations to increase the power of Prisons Commissioner, to discipline and discharge officers involved in corrupt activities.

Priority Areas for 2016

The forthcoming year will see a continuation of work on a number of priority areas identified in 2015 as well as greater focus on other areas of importance.

1. Corruption

OUTPUTS

- √ Completion of Anti-corruption assessment
- √ Development of draft report on Anti-corruption measures
- √ Access technical training on anti corruption

2. Enhance information and Intelligence Exchange

OUTPUTS

- √ Completion of the data assessment document
- √ Conduct of a Gap analysis of current data systems
- √ Development of a number of Strategic reports on Drug Control
- √ Improve International Reporting on Drug Control

3. Strengthened Border control

OUTPUTS

- √ Finalise and submit AIRCOP Project to Cabinet
- √ Improve inter-agency coordination and collaboration on interdiction activities.

Working Groups: Precursor Chemicals

PRECURSOR CHEMICALS WORKING GROUP

The Precursor Chemicals Working Group (PCWG) began its initial discussions around understanding the purpose of the Group and the role of the various Agencies with respect to precursor chemical control. The Group then focused on identifying areas of priority to guide the work of the Group.

Priority Areas of focus identified for 2015:

- Precursor Chemicals Bill
- Precursor Chemical Training Regime
- Drug Profiling
- International Drug Control Agreements
- Development of an Information Sharing Mechanism

Although five areas of focus have been agreed upon, the workload of the PCWG between June to December 2015 were centred around the development of an annual precursor chemical control training regime and the creation of a mechanism for information capture and exchange between stakeholders.

Precursor Chemical Training Regime

The **training regime proposal** was seen as a necessity in order to increase stakeholder awareness of not just the threat of precursor chemical diversion, but also of the local response to this threat. Although a few stakeholder employees were previously exposed to precursor chemical control training, many were unaware of existing domestic control systems. Promoting the knowledge of local systems within this training regime will be the first step in greater participation of the stakeholders in local precursor chemical control efforts.

A multi-pronged approach was utilized for the development of the annual precursor chemical training course and it has thus far proven to be the most effective in advancing the Control Measures Pillar.

The on-going development process involves identifying basic and technical (i.e. advanced) courses to raise stakeholder awareness of the threat of precursor chemical diversion as well as processes and procedures domestic organisations employ to counter it. To this end, fifteen courses⁴ in total have been identified.

⁴ **Basic Courses:** (1) Introduction to precursor chemicals; (2) Drug Manufacture and Drug Abuse; (3) Introduction to New Psychoactive Substances (NPS); (4) Precursor Chemical Diversion Techniques and Trends; (5) Chemical Handling Safety Procedures; (footnote continued)

The corresponding course content will be developed using both domestic and foreign input (where relevant). To achieve the former, the PCWG created several smaller focused groups, involving the most relevant stakeholders, to discuss what each organization possess on particular topics.

There have been four meetings of these focused groups in 2015. Following such, some stakeholders have committed to: (1) developing particular segments of courses, (2) developing whole courses and delivering them and (3) submitting appropriate information for the SSA to collate and finalise the course material.

Where foreign input is required to develop the courses, its acquisition will be the sole responsibility of the SSA. The Agency commits to sourcing the best-suited facilitators, from international organisations/programmes to which Trinidad and Tobago is a member/party. Where foreign expertise is also best poised to deliver such courses it will do so in close collaboration with the PCWG, in order to ensure its relevance to the local dynamics.

Development of an Information Sharing Mechanism

With respect to the **information sharing mechanism**, the Group found that where there was awareness of Members' roles, there is a corresponding need for the ability to exchange relevant information amongst them. As such, the Group conducted an analysis of what kind of information each organisation generates/possesses in relation to precursor chemical control. The results of this assessment will be the basis of a reference document (to be created) explaining stakeholders' roles, functions and contact details and which will represent a first step in creating the larger information sharing mechanism. (It is envisaged that this will also form the initial basis for information Protocols within the control and monitoring framework.)

Challenges

The major challenges encountered in the Working Groups are traditional to those faced when coordinating initiatives that involve multiple Ministries. These include, delayed responses to requests for information, inconsistent participation and varied representation at meetings. The most problematic however, is prioritisation of inter-ministerial work vis-à-vis departmental work; the latter often being favoured at the expense of the former.

Lack of prioritisation has been the result of different factors for various stakeholders, ranging from manpower shortages to insufficient understanding of precursor chemical control and role

(6) Domestic Precursor Chemical Legislation – Current & Proposed; **Specific Courses:** (1) Document Examination and Risk Profiling; (2) Clandestine Lab Dismantling Inspection Techniques; (3) Precursor Chemical Investigations & Evidence Handling; (4) Precursor Chemical Procedures; (5) Forensic Analysis – New Psychoactive Substances; (6) Safe Destruction of Seized Chemical Substances and Drugs; (7) Know Your Customer; (8) Drug Smuggling – Role of Precursor Chemicals

of their organisation therein. Lack of prioritisation therefore slows the progress of collective initiatives.

Thankfully however, the work of the PCWG has not unduly suffered from these traditional challenges. Representatives remain committed and enthusiastic to the goals and activities of the Group.

Outside the context of the Group however, experience has shown, the challenges are more pronounced. The Agency therefore considers the Group to be the best means and forum to advance the activities of the Operational Plan.

Recommendations

Develop and finalize a Reference Document explaining T&T national Precursor Chemical Framework and stakeholder contact details ensuring that the document can be used as reference tool for any employee of stakeholder institutions to quickly understand the roles of the organisations involved and contact the corresponding representatives, if needed. (PCWG)

Continue to convene meetings of relevant stakeholder representatives to develop course content in order to finalise the Courses and provide the material for developing the Precursor Chemicals Regulations

PCWG to identify possible topics and decide on most relevant issue in order to produce technical papers on precursor chemical control.

Priority Areas for 2016

The forthcoming year will see a continuation of work on a number of priority areas identified in 2015 as well as greater focus on other areas of importance.

1. Information Sharing Mechanism

OUTPUTS

- √ Approved and distributed Pamphlet

2. National Precursor Chemical Training Regime

OUTPUTS

- √ Completed Course Outlines and Content for remaining courses (Basic and Technical)
- √ Commencement of Basic Training cycle

3. Thematic papers and research

OUTPUTS

- √ Develop a typology on Synthetic Drugs
- √ Conduct a baseline study on synthetic drugs and NPS in Trinidad and Tobago

Working Groups: Firearms

FIREARMS WORKING GROUP

The firearms working group began its discussion by identifying the need to strengthen control measures *to reduce the illicit manufacturing of and trafficking in small arms and its associated criminal activities*. The group agreed that the alarming levels of gun-violence nationally have caused grave concern and pose significant challenges to the political directorate, but also law enforcement. Although some level of success has been reported by increasing numbers of seized firearms, the working group noted that a number of deficiencies within the legislative, institutional and administrative firearm control frameworks needed to be critically addressed.

Priority Areas of focus identified for 2015:

- Reviewing domestic firearms legislation.
- Enhancing and strengthening the national firearms registry.

Reviewing domestic firearms legislation

One of the major objectives of the working group for 2015 was to undertake a comprehensive and analytical approach to firearms issue. The working group focussed extensively on the review of the draft Firearms Working Document developed by the SSA. The document provided an assessment of all relevant domestic firearms laws to ensure that they are not only in line with international obligations, but also in alignment with current evolving issues.

The draft firearms policy focussed on:

1. **Guiding the drafting of a new Act** that will comprehensively address all firearms issues. It is expected that the Government of the Republic Trinidad and Tobago (GORTT) will adopt this policy in order to guarantee:
 - On-going monitoring of a strict compliance regime by the appropriate designated authority.
 - Expediency in transmitting relevant information to law enforcement for investigation and prosecution.
2. **Bringing to the fore that Trinidad and Tobago's legislative regime, registration and administrative systems do not remain stagnant** but rather, advance with the evolving nature of firearms proliferation.

3. Ensuring that Trinidad and Tobago's legislative regime, registration and administrative systems for the control and monitoring of firearms **develop in compliance with provisions** contained in relevant international conventions.
4. Identifying **existing procedures and/or policies** that can be enhanced through the new legislation to improve processes in the current system.
5. Providing a **framework for the effective functioning** of all relevant governmental and law enforcement bodies involved in the handling, control and monitoring of firearms.
6. **Achieving compliance** with all relevant regional and international conventions, and more significantly, the United Nations Arms Trade Treaty (UN ATT), signed on June 3rd, 2013. It shall therefore be imperative to develop comprehensive legislation on various aspects of firearms regulation in order to incorporate applicable provisions into domestic legislation to make it more effective.

The policy assessed the following legislative and administrative issues:

1. **Legislative Issues**
 - Interpretation
 - Record Keeping
 - Marking and Tracing
 - Manufacture and Illicit Manufacture
 - End user certification and Delivery Certification
 - Offences
 - Penalties
 - Licences
 - Permits
 - Dealers
 - Brokers
2. **Administrative Issues**
 - Firearms Registration Procedure (Issuance of Licences, Permits and Certificates)
 - Evidential Chain
3. **Accountability and Oversight**
 - Proposal for the establishment of a National Small Arms and Light Weapons (SALW) Commission

A number of key recommendations were put forth in the draft policy on the above issues. The Working Group engaged in further consultations on the draft policy. Stakeholder inputs were reviewed and incorporated into the final document. It is envisaged that the draft policy will be submitted to the Minister of National Security for submission to Cabinet for their consideration.

Enhancing and strengthening the national firearms registry

Computerization of the current firearms registry. With respect to this thematic area, stakeholder discussions were centred on **upgrading the existing firearms registry to a centralized and computerized system** housed under the Trinidad and Tobago Police Service (TTPS). These discussions took the form of information sharing, where stakeholders provided their agency's mandate and how it relates to firearms control and monitoring. Stakeholders, additionally, presented (if it exists) the current manner in which these agencies share information (standard operation procedures (SOPs)) and to which agencies. The stakeholders present at these sessions were TTPS: COP, CAPA, OCNFB and Customs and Excise Division.

These information-sharing sessions contributed to understanding the current administrative and legislative system and to identify loophole in this system. To plug these loopholes, it was decided that site visits should be conducted to those agencies to examine/ assess what type of data/information is captured under the current firearms registry and related database(s).

Additionally, the SSA informed stakeholders that a delegation visited Brazil to explore their current firearms registries and if it can be applied to Trinidad and Tobago's domestic firearms control and monitoring system.

Challenges

Challenges faced during discussions: During the working group discussions of the Firearms Working Group, challenge (s) were faced, of which, the main difficulty was absenteeism by main/key stakeholders. Those stakeholders expressed the lack of appropriate personnel to attend these working group meetings. As a consequence, the timeframe to achieve certain objectives was delayed and subsequent meetings had to be held in order to obtain the information being sought on the two (2) thematic areas on the issue of monitoring and control of firearms, ammunition and firearms-related materials.

Challenges likely to face in implementing some of the proposals: Despite this main challenge, the Firearms Working Group advanced some concrete recommendation(s) in order to achieve the targets/ objectives identified in the firearms work plan. In addition to making these recommendations, stakeholders identified that the main challenge that agencies/ the working group may face when attempting to achieve these objectives is that the process may be bureaucratic in implementing new legislation and a centralized computerized firearms registry.

Recommendations

The SSA, considering this forthcoming/ impending challenge, has strategically put forward an alternative procedure in order to achieve the objectives of the two (2) thematic areas on the issue of monitoring and control of firearms, ammunition and firearms-related materials. This alternative procedure will entail scheduling meetings with those persons who have decision-making power such as:

- Head of those agencies involved in the monitoring and control of firearms, ammunition and firearms-related materials
- Permanent Secretaries and/or Ministers of Ministries

Priority Areas for 2016

The forthcoming year will see a continuation of work on a number of priority areas identified in 2015 as well as greater focus on other areas of importance.

1. Reviewing domestic firearms legislation

OUTPUTS

- √ Submission of draft document on a policy to implement new firearms legislation to Heads of Security for consideration
- √ Submission to Cabinet of the firearms working Document.

2. Enhancing and strengthening the national firearms registry

OUTPUTS

- √ Submission to Cabinet of the draft Cooperation Agreement to Strengthen National Firearms Registry between Brazil and Trinidad and Tobago.
- √ Conduct an inventory of state-owned firearms as a starting point to enhancing the information to be stored in the centralized computerized firearms registry.
- √ Assessment of information input, data flow and security protocols relative to the database.
- √ Conduct meeting (s) among the heads of the TTPS, the Customs and Excise Division (C&ED) and the FSC to establish an information-sharing mechanism to ensure accountability and transparency in the acquisition of firearms and by extension strengthening the firearms monitoring and control system

For 2016, the SSA will continue to coordinate efforts to ensure the monitoring of and fulfilment of activities under the National Supply Reduction Strategy and by extension the National Drug Policy. The Agency will ensure that its efforts are redoubled to conduct stakeholder meetings and consultations to identify priority areas of focus as well as provide strategic and policy support to combat illicit drug trafficking and other related transnational organized crimes.

Appendix

Working Group: Supply Reduction & Transnational Organized Crime

Objectives and Strategic Initiatives of the Operational Plan advanced during 2015:

Objective 3. Facilitate the establishment of mechanisms to detect new trends and subsequently prevent the emergence of new markets and the expansion of existing markets for the supply of illicit drugs.

<p>3. Facilitate the establishment of mechanisms to detect new trends and subsequently prevent the emergence of new markets and the expansion of existing markets for the supply of illicit drugs.</p>	<p>Develop mechanisms that contribute to the early identification and monitoring of new and emerging trends in the illicit supply of drugs.</p>	<p>4) Conduct continuous collection, analysis and dissemination of strategic intelligence. 6) Design, develop and implement a seamless communication and information sharing protocol among relevant stakeholders within the law enforcement environment. 7) Design a monitoring and evaluation system to improve compliance with international instruments and treaties as well as enhance cooperation with stakeholders.</p>
<p>3. Facilitate the establishment of mechanisms to detect new trends and subsequently prevent the emergence of new markets and the expansion of existing markets for the supply of illicit drugs.</p>	<p>Improve intelligence capacities among operational stakeholders to facilitate a comprehensive assessment of domestic drug threats, which could lead to predicting new trends and enabling early and timely reactions to new modalities of illegal drug trafficking.</p>	<p>3) Assign existing entities, including but not limited to, ITAC and CAPA, that have the relevant capacity to undertake continuous research and establish a system that employs a common methodology to define the scope of the illicit drug problem. 4) Conduct continuous collection, analysis and dissemination of strategic intelligence.</p>
<p>3. Facilitate the establishment of mechanisms to detect new trends and subsequently prevent the emergence of new markets and the expansion of existing markets for the supply of illicit drugs.</p>	<p>Promote the exchange of intelligence among regional and international stakeholders to address adequately the changing nature of illicit drug trafficking.</p>	<p>6) Design, develop and implement a seamless communication and information sharing protocol among relevant stakeholders within the law enforcement environment. 7) Design a monitoring and evaluation system to improve compliance with international instruments and treaties as well as enhance cooperation with stakeholders.</p>

Objectives and Strategic Initiatives of the Operational Plan advanced during 2015:

Objective 4: To strengthen mechanisms to enhance legal, administrative and enforcement measures to reduce the incidence of corruption and corrupt practices that facilitate involvement in organized crime and illicit drug trafficking.

<p>4. To strengthen mechanisms to enhance legal, administrative and enforcement measures to reduce the incidence of corruption and corrupt practices that facilitate involvement in organized crime and illicit drug trafficking.</p>	<p>a) Formulate a national Anti-Corruption Strategy that will seek to re-evaluate the legislative and administrative framework within which corruption is fought.</p> <p>b) Fully implement the provisions of all relevant Anti-Corruption Conventions.</p> <p>c) Develop mechanisms to prevent, detect and prosecute persons involved in criminal and other offences covered under the wide range of acts of corruption.</p> <p>d) Strengthen national agencies responsible for anti-corruption measures through the provision of specialist training, technical assistance and expertise.</p>	<p>1) Implement the provisions of the Inter-American Convention against Corruption</p> <p>1) Implement the provisions of the Inter-American Convention against Corruption</p> <p>4) Conduct continuous collection, analysis and dissemination of strategic intelligence</p> <p>5) Develop and implement initiatives aimed at specialized inter-operability capacity building</p> <p>1) Implement the provisions of the Inter-American Convention against Corruption</p> <p>5) Develop and implement initiatives aimed at specialized inter-operability capacity building</p>
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Working Group: Precursor Chemicals

Objectives and Strategic Initiatives of the Operational Plan advanced during 2015:

Objective 1. Strengthen control measures to prevent the diversion of precursor chemical substances for the illicit manufacture of synthetic and plant based drugs and promote the monitoring of controlled drugs.

<p>1. Strengthen control measures to prevent the diversion of precursor chemical substances for the illicit manufacture of synthetic and plant based drugs and promote the monitoring of controlled drugs.</p>	<p>a) Enact and reinforce legislative measures for the effective monitoring of precursor and chemical substances, pharmaceutical products with psychotropic properties, bearing in mind the use of new chemical substances for illicit drug manufacturing</p> <p>b) Establish institutional measures for the effective monitoring of precursor and chemical substances, pharmaceutical products with psychotropic properties, bearing in mind the use of new chemical substances for illicit drug manufacturing</p> <p>c) Promote the implementation of training programs on an on-going basis to enhance the capacities of persons responsible for the control and monitoring of precursor chemicals</p> <p>d) Facilitate the timely exchange of information through the use of relevant information systems.</p> <p>e) Promote awareness and strengthen relationships among responsible agencies and public/national stakeholders in preventing the diversion of precursor chemicals</p>	<p>7) Pursue consensus on the draft precursor Bill 2013. 8) Revise the Precursor Chemical Control Policy in accordance with both new and existing legislation. 10) Develop Precursor Chemical Control Regulation. 11) Implement National Drug Control System and the Pre-Export Notification (PEN) online System. 12) Develop and facilitate domestic and foreign training programmes in precursor chemical control. 13) Produce regular subject-matter technical papers to inform policy decisions.</p>
		<p>15) Strengthen border inspection. 16) Collect, collate and analyze information on drug abuse and misuse of substances with psychoactive properties. 17) Establish an information exchange mechanism between demand reduction agencies and the MoH. 30) Promote reporting of offences by the public</p>
		<p>1) Expand inspection regimes. 2) Conduct targeted inspections of pharmacies. 3) Pursue prosecution of offenders. 4) Undertake destruction of seized products. 6) Conduct capacity building exercises. 7) Pursue consensus on the draft precursor Bill 9) Determine the organizational structure of the Precursor Chemical Unit (PCU). 6) Conduct capacity building</p>
		<p>17) Establish an information exchange mechanism between demand reduction agencies and the MoH. 5) Conduct public awareness campaigns 6) Conduct capacity building exercises. 30) Promote reporting of offences by the public</p>

Working Group: Firearms

Objectives and Strategic Initiatives of the Operational Plan advanced during 2015:

Objective 3. Strengthen control measures to reduce the illicit manufacturing of trafficking in firearms, ammunition, explosives and other related materials associated with criminal activities.

<p>3. Strengthen control measures to reduce the illicit manufacturing of trafficking in firearms, ammunition, explosives and other related materials associated with criminal activities</p>	<p>a) Review and implement domestic legislation and control measures to treat with the illicit manufacturing of and trafficking in firearms, ammunition, explosives and other related materials.</p> <p>b) Promote the enforcement and compliance of international protocols and conventions to reduce the illicit manufacturing of and trafficking in firearms, ammunition, explosives and other related materials.</p> <p>c) Strengthen national mechanisms that facilitate the tracing of illicitly trafficked, diverted and seized firearms that would include ballistics identification, with a view to promoting mechanisms for information exchange</p> <p>d) Continue capacity building initiatives to enhance technical expertise through training of law enforcement personnel and others from responsible agencies in the areas of investigative techniques, concealment methods, identification and destruction of firearms and their component parts.</p> <p>e) Enhance operational and enforcement measures through collaborative initiatives with the relevant stakeholders to combat other legal activities related to the illicit manufacturing of and trafficking in firearms.</p> <p>f) Increase coordination and collaboration among law enforcement agencies in order to identify and investigate possible links between criminal groups and networks involved in illicit trafficking of drugs and the illicit manufacturing and trafficking in firearms.</p> <p>g) Promote the cooperation of Non-Governmental Organizations (NGOs) and awareness in state-led initiatives regarding the combating of the illicit manufacturing of and trafficking in firearms, ammunition, explosives and other related materials.</p>	<p>19) Conduct review of firearms legislation. 20) Update legislation 21) Conduct an assessment of national firearms registry and related database</p> <p>20) Update legislation 24) Strengthen national forensics capabilities</p> <p>6) Conduct capacity building exercises. 21) Conduct an assessment of national firearms registry and related database</p> <p>6) Conduct capacity building exercises. 25) Strengthen bilateral relationships with countries and affiliate bodies.</p> <p>15) Strengthen border inspection. 26) Enhance/Strengthen regulations for cross-border cooperation.</p> <p>25) Strengthen bilateral relationships with countries and affiliate bodies. exchange procedure.</p> <p>5) Conduct public awareness campaigns.</p>	<p>22) Access funding for the computerization of national database 23) Upgrade existing firearms registry</p> <p>25) Strengthen bilateral relationships with countries and affiliate bodies. 26) Enhance/Strengthen regulations for cross border cooperation.</p> <p>22) Access funding for the computerization of national database 23) Upgrade existing firearm registry 24) Strengthen national forensics capabilities</p> <p>27) Promote and implement intelligence-based enforcement techniques and information exchange procedure. 32) Enhance recording mechanisms</p> <p>27) Promote and implement intelligence-based enforcement techniques and information exchange procedure. 29) Employ scientific and empirical evidence to inform law enforcement operations.</p> <p>27) Promote and implement intelligence-based enforcement techniques and information</p>
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**Ministry of National Security
Strategic Services Agency**

**Draft Assessment on the National
Firearms Database.**

November 2015

Purpose

An assessment was conducted to identify the type of firearms information available, as it plays a crucial role in not only developing a national firearms registry; but also to assist law enforcement and relevant stakeholder in their daily firearms control responsibilities.

Additionally, the purpose of this assessment was to promote the sharing of information among stakeholders and to further examine the feasibility in centralizing all available firearms information. The importance of such an activity will be to facilitate, *inter alia*, the analysis of firearms information, which will in turn contribute to combatting the proliferation of firearms and reducing firearms-related crimes.

Objectives:

Objective 1: To ascertain the **type of available information** on legally owned firearms in Trinidad and Tobago.

Objective 2: To identify **how the information is collated and stored** and what systems are being used.

Objective 3: To determine the **capabilities of the existing systems**.

Objective 4: To assess whether it is **possible to centralize** all available firearm-related information.

Methodology

The Methodology used to conduct these two (2) assessments were:

- √ Developed an assessment tool with the use of the UN ISACS system to identify our current position/ status with regard to the type of information gathered and what systems are used in record keeping (see Appendix I)
- √ Conducted two (2) site visits on November 6 and November 18, 2015 with the Forensics Sciences Centre (IBIS System) and the Trinidad and Tobago Police Service IT Department (Digital Gun Permit Keeper System), respectively.

Observations

(I) Integrated Ballistics Identification System (IBIS) – FSC

Present were:

Director - Forensic Science Centre
Firearms Representation – FSC
Research Information Officer – SSA
Information Aide -SSA
IT Representative - SSA

- √ The system is closed in nature, which means that IBIS cannot be linked with other databases from other agencies.
- √ The IBIS database has the capability to allow the Forensic Officer to formulate connectivity between/ among crimes.
- √ The system is backed up in the United States and all trouble-shooting of the system is done remotely.
- √ The IBIS captures ballistics information on its database, such as images of cartridges and projectiles, which is stored according to the following three (3) categories:
 - **Firearms User's Licence (FUL) Holders**, which captures data on legal firearms holders and firearms possessed by Security Firms. This data includes, *inter alia*, name, address, manufacturer, calibre, serial and model numbers.
 - This information is traditionally stored in a paper-based logbook and efforts are underway to transfer the data into excel spread sheets. However, this information is currently not linked to the information stored in IBIS, and as such, a manual search will have to be conducted to make connections regarding firearms.
 - **Casework**, which refers to exhibits of seized firearms and ammunition
 - **Law Enforcement Agencies**, which includes firearms belonging primarily to Trinidad and Tobago Police Service (TTPS).
- √ The IBIS allows the capturing of 4 - 5 variables, inclusive of the case number associated with the firearm, casing, projectile and markings, which can be viewed both 2D and 3D.

Currently, the system captures information on approximately 6 000 registered FUL holders and 7 000 registered firearms.

(II) Digital Gun Permit Keeper System – TTPS

Present were:

Firearms Section Representative – TTPS

System Administrator – TTPS

Project Manager – TTPS

Crime Analyst – CAPA/TTPS

Assistant Director, Drug Strategy - SSA

Research Information Officer – SSA

Information Aide -SSA

IT Representative - SSA

- √ The Digital Gun Permit Keeper does not have the capability to capture applications during the application process but rather completed forms when the FUL Permit Number is generated.
- √ The Digital Gun Permit Keeper system's searching capability is currently limited, meaning that one can only conduct searches by the names of FUL holders and not by other information, such as serial numbers or model of firearm.
- √ The data collected by the Digital Gun Permit Keeper is as follows:

1. Permit Number

2. National Identification Number

3. General Tab captures the following:

- **History Tab** captures data on:
 - Last Name
 - First Name
 - Middle Name
 - Date of Birth
 - Phone Numbers (Home & Work)
 - Address (Residential and Mailing, incl. City, State and Country)
- It was noted that the form could be expanded to include any additional information deemed important.
- **Permit Status Tab** contains the following drop box options:
 - Application received
 - Approved
 - Background check

- Date of issue
- Renewal
- **Photos Tab** allows for FUL holder's pictures to be submitted and uploaded. However, there is a need to regulate the type and quality of photo needed (e.g. passport size photo with white background that shows persons facial features clearly as occurs with passports applications)
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- **The General Tab** also captures information on:
 - Division
 - Category (FUL/ FUEC etc.)
 - Gunsmith/ Dealer Permit

4. Weapons Tab collects data on:

- Serial number
- Make
- Type
- Model
- Calibre
- Usage level (very frequently, frequently... rarely) Weapons usage will depend on the purpose of the license associated with the firearm.
- Acquisition Details
- Ownership Notations: capture data on the owner of the firearm and what the holder has done with the weapon. It was suggested that firearm destruction should be included in this section. If the firearm is stolen it should be flagged. Based on how far we go with the system notations should also have reports attached in the event the firearm is stolen or lost.

5. Personal Tab collects data on:

- Date of Birth
- Place of Birth
- Nationality
- Ethnicity
- Weight
- Occupation
- Height
- Hair Colour
- Eye Colour
- Complexion
- Gender
- Civil Registration Number
- Employer Type and Address Details
- Finger Prints

7. Notations Tab captures information on:

- Date Entered
- Time Entered
- Author
- Note Type
- Types of Notes Listed

- Subject

8. Status Tab captures information on:

- Requested
- Replied
- Effective
- Permit Status
- Commissioner of Police
- Date
- Charge
- New Charges
- NIC Number
- Date and Time Submitted
- Date and Time Replied

9. History Tab contains information gathered when the background check of the applicant is completed. Information captured in this section include:

- Date
- Address Type
- Old Address
- City
- State
- ZIP

- Date
- Occupation
- Prior Employer
 - NICS Status
 - Type
 - Disposition
 - Employer's Address

- Date
- Old Permit Holder's Name

- Date
- Photo Taken By

10. Issue Log Tab contains details on the person including whether the person was a previous FUL holder. Information captured under this tab include:

- Requested On (Date/ Time)
- Printed On (Date/Time)
- Issued On (Date/ Time)
- Permit Category
- Serial Card Number
- Licence Number

It further identifies the user of the registry inclusive of the time the officer logged in.

- **Acquired Tab** captures data as it relates to purchased firearm or miscellaneous (whether acquired from another FUL holder), Found Estate, Recovered, judge, transferred from outside of the country (there was consensus that this data should be contained/ included in the history section of the database. Weapons details include markings

Results /Outcomes

IBIS System - FSC

- √ The IBIS system cannot identify from where the firearm came; rather the TTPS uses the E-trace system of the Alcohol Tobacco and Firearms (ATF) Bureau of the Ministry of Justice.

Digital Gun Permit Keeper System - TTPS

- √ The Firearm's User Licence (FUL) card contains the FUL number, issue date, name, address, photo of holder, make, type, calibre, the number of firearms owner listed as well as, the amount of ammunition with which the holder can legally be in possession. The card has security features that make its illegal duplication hardly likely.
- √ Only Firearm's User Licences (FUL) are currently being uploaded. It was noted that the following information is still to be uploaded into the system:
 - Import and permits to take firearms abroad
 - Firearm's User Employee Licences (FUEC)
 - Dealer's Licences
 - Private Security Firms
- √ The **Digital Gun Permit Keeper** system is backed up internally on a weekly basis.
- √ Flaws noted at first glance of the system
 - SSA was informed that once an application is completed this information is then uploaded into the **Digital Gun Permit Keeper** system and a Firearms Permit Number is assigned. The Application process is not recorded and remains paper-based. This is a loophole, as the system will not capture those persons who have applied for an FUL and has been denied.
 - The system focuses on the person and not the firearm; therefore you can only do a search for a firearm if you have the individual's name.
 - Currently, the TTPS has one (1) person uploading firearms information/ data into the **Digital Gun Permit Keeper** system, which is installed on one (1) computer. Presently, the system does not allow for another person to assist in uploading information. Therefore, there will be a delay in uploading the following information:

- Import and permits to take firearms abroad
- Firearm's User Employee Licences (FUEC)
- Dealer's Licences
- Private Security Firms

Recommendations

- √ Host meeting with FSC and TTPS and other relevant stakeholders to determine the feasibility of sharing information that will contribute to centralization of a national firearms database
- √ Explore the possibility of continuing the implementation of INV 7 and or any other similar platform to centralize the national firearms database
- √ With regard to the Gun Permit Keeper System:
 - Continue to upload information in order to have a fully functioning database in the short to medium term.
 - Expand the fields to close the loopholes identified, such as capturing information during the application process and having a searchable database based on the firearm and not the individual.