

LAWS OF TRINIDAD AND TOBAGO

POLICE SERVICE ACT

CHAPTER 15:01

Act
30 of 1965
Amended by

126/1966	105/1982
33 of 1971	4/1985
266/1971	5 of 1985
38 of 1973	17 of 1985
127/1973	9 of 1987*
178/1976	11 of 1988
179/1976	3 of 1994
204/1977	14 of 1996
121/1978	12 of 1997
31 of 1979	20 of 1997
45 of 1979	78/2002
82/1980	

*See Note on page 2.

Current Authorised Pages

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Note on Subsidiary Legislation

Section 10 of the Law Revision (Miscellaneous Amendment) (No. 1) Act 1979 (No. 45 of 1979) provides that notwithstanding the repeal of the Colonial Police Long Service Medal Regulations 1958 (GN 16/1958) and the Colonial Special Constabulary Medal Regulations 1958 (GN 53/1958), any medal or clasp granted under those Regulations shall continue to be as valid and effective, and may be worn and used by the persons entitled to do so under those Regulations in all respects as if those Regulations were still in force.

Note on Omissions

1. The Remuneration (Police Service) Order LN 139/1992 has been omitted as this Order is of a temporary character.
2. The Police Service (Extra Duty Pay) Regulations (GN 26/1970) have been omitted since they have been completely superseded by the Police Service Regulations. (*See* regulation 39 as amended by GN 73/1979).
3. With respect to Rates of Pay and Allowances—*see* Police (Rates of Pay and Allowances) Order 2004 (LN 123/2004).
4. With respect to the Police Service (Recognition of an Appropriate Association) Regulations (LN 77/1992)—*See* LN 231/2004.

Note on Date of Commencement

The amendments made to rules 7 and 8 of the Sixth Schedule by Act No. 5 of 1985, are deemed to have come into operation on 1st January 1977.

Note on section 16

Amendment Act No. 31 of 1979 amended section 16 of this Act. It was completely superseded by Act No. 45 of 1979, but should nevertheless be noted in the amendment reference in the margin.

Note on Act No. 9 of 1987

(*See* section 4 and item (b) of the First Schedule to Act No. 9 of 1987).

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POLICE SERVICE ACT

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CHAPTER 15:01

POLICE SERVICE ACT

An Act to make provision for the classification of the Police Service, to provide a procedure for the settlement of disputes between the Government and the Police Service, to provide for matters concerning the relationship between the Government and the Police Service, to consolidate, amend and revise the law relating to the Police Service and for matters connected with and incidental thereto. 30 of 1965.

[27TH AUGUST 1966]

Commencement.
100/1966.

1. This Act may be cited as the Police Service Act.

Short title.

PRELIMINARY

2. In this Act—

Interpretation.

“allowance” means compensation payable—

- (a) in respect of a grade or in respect of some offices in a grade, by reason of duties of a special nature;
- (b) for duties that a police officer is required to perform in addition to the duties of his grade where those duties relate to an office in the same grade or a higher grade;

“appropriate recognised association” means an association recognised by the Minister of Finance under section 23 as the bargaining body for any class or classes of police officers;

“classification” means the assignment of an office to a grade;

“Commission” means the Police Service Commission established and constituted under section 122 of the Constitution;

“Commissioner” and “Deputy Commissioner” means respectively the persons appointed to the offices of Commissioner and Deputy Commissioner in accordance with section 123 of the Constitution;

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- “dispute” means any matter respecting police officers upon which agreement has not been reached between the Department and the appropriate police association and which has been reported to the Minister under sections 14 and 15;
- Ch. 11 No. 1. (1950 Ed.). “former Ordinance” means the Police Ordinance repealed by this Act;
- Third Schedule. “grade” includes a range given in the Classification of Offices set out in the Third Schedule;
- “office” means an office in the Police Service assigned to a grade;
- “pay” means the rate of pay assigned to an office in a grade by a Remuneration Order;
- Ch. 23:01. “Personnel Department” or “the Department” means the Personnel Department established under the Civil Service Act;
- “Police Service” means the Service established by section 3;
- “police officer” means a person who is appointed to perform the duties of an office of continuing indeterminate duration;
- “Regulations” or “the Regulations” means Regulations made under this Act;
- “remuneration” means pay and allowances;
- “Special Tribunal” means the Special Tribunal established by section 21(1) of the Civil Service Act.

PART I

ESTABLISHMENT AND STRUCTURE OF THE
POLICE SERVICE

Establishment of Police Service.
Third Schedule. **3.** (1) The several public offices, being the office of a member of the Police Service, from time to time set out in the Third Schedule shall be deemed to constitute the Trinidad and Tobago Police Service, which is hereby established for the purposes of this Act.

(2) A member of the Police Service who holds such a public office, that by subsection (1) is deemed to be an office in the Police Service shall be referred to as a police officer.

(3) Every person who immediately before the commencement of this Act held or was acting in the office of member of the Police Force shall, as from the commencement of this Act, continue to hold or act in the like office in the Police Service, by whatever title called.

(4) In this section “Police Force” means the Police Force established for Trinidad and Tobago and in respect of which provision was made in the former Act.

(5) References to the Police Force or to any member thereof in any written law in force immediately before the commencement of this Act shall, as from the commencement of this Act, be read and construed as references to the Police Service or to a member thereof, respectively.

4. The President may issue arms and ammunition to the Police Service, and any member thereof may carry and use the same for lawful purposes.

President authorised to issue arms to Police Service.

**CLASSIFICATION AND DIVISION OF THE
POLICE SERVICE**

5. (1) The President may, from time to time by Order amend the Classification of offices set out in the Third Schedule.

Classification of offices. Third Schedule.

(2) The Classification of offices set out in the Third Schedule shall be the basis hereafter for any Classification Order made under this section.

(3) The classification titles of the offices set out in the Third Schedule shall be observed in all records and communications of the Police Service Commission, the Auditor General, the Treasury and in all departmental estimates and Parliamentary returns and appropriations.

6. (1) The Police Service shall consist of two Divisions, that is to say—

Divisions of Police Service.

- (a) the First Division; and
- (b) the Second Division.

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Composition of
respective
Divisions.
First Schedule.

(2) The First Division shall include the offices specified in the First Schedule and such other offices as the President may, by Order, prescribe from time to time.

Second
Schedule.

(3) The Second Division shall include such offices as may be prescribed in the Second Schedule and such other offices as the President may, by Order, prescribe from time to time.

Remuneration
Orders.

7. (1) The President may, by Order—

- (a) determine the pay in respect of an office in a grade;
- (b) establish the allowances that may be paid in addition to pay;
- (c) give effect to any agreement entered into between the Chief Personnel Officer on behalf of the Minister of Finance and the appropriate recognised association; and
- (d) give effect to an award made by the Special Tribunal.

(2) An Order made in respect of matters specified in subsection (1)(a) and (b) shall be referred to as a Remuneration Order.

Increments.

8. Except where the contrary is otherwise provided in a Remuneration Order, increases of pay that may be granted in respect of an office in a grade in accordance with the Remuneration Order shall be annual, so however that no increase of pay shall be made in respect of an office in a grade in which the police officer performing the duties of the office has not completed a period of twelve months continuous duty in that office.

TENURE

Tenure of office.

9. A police officer shall hold office subject to the provisions of this Act and any other written law and any Regulations made thereunder and, unless some other period of employment is specified, for an indeterminate period.

10. A police officer who is appointed to an office in the Police Service for a specified period shall cease to be a police officer at the expiration of that period. Term appointments.

11. A police officer may resign his office by giving such period of notice as may be prescribed by Regulations. Resignation.

PART II

DUTIES OF THE PERSONNEL DEPARTMENT IN RELATION TO THE POLICE SERVICE

12. (1) In addition to any duties or powers imposed or conferred by any other written law, the Personnel Department shall in relation to the Police Service carry out such duties as are imposed on it in this Act and the Regulations and without limiting the generality of the foregoing shall have the following duties: Powers and duties. [45 of 1979].

- (a) (i) to maintain the classification of the Police Service; and
- (ii) to keep under review the rates of remuneration to police officers on behalf of the Minister of Finance;
- (b) to provide for and establish procedures for consultation and negotiation between the Department and the appropriate recognised association or associations in respect of—
 - (i) the classification of offices;
 - (ii) any grievances;
 - (iii) remuneration;
 - (iv) the terms and conditions of employment.

(2) The Minister of Finance may from time to time make recommendations with regard to the remuneration to be paid to police officers.

(3) The Minister of Finance shall before making recommendations pursuant to subsection (2)— Consideration of recommendations on pay rates.

- (a) consider the requirements of the police service;

(b) take into account the rates of pay and other terms and conditions of employment prevailing in Trinidad and Tobago for similar work outside the Police Service and the relationship of the duties of the various grades within the Police Service; and

(c) be guided by the considerations set out in section 20(2)(a) to (f) of the Industrial Relations Act.

Ch. 88:01.

(4) Prior to formulating any recommendations under subrule (2), the Minister of Finance may require the Personnel Department to consult with representatives of the appropriate recognised association of police officers with respect to the matters specified in subsection (1).

Consultation with associations of police officers.

13. Where—

(a) the representatives of the appropriate recognised association request a consultation with respect to matters specified in section 12(1); or

(b) the Minister of Finance directs that such consultation is necessary and desirable,

the Department shall consult with the representatives of such association in respect of the matters mentioned above.

Where no agreement reached after consultations.

14. Where the Personnel Department consults and negotiates with representatives of the appropriate recognised association with respect to matters specified in section 12 at the request of such representatives, and the Personnel Department and the appropriate recognised association are, within twenty-one days of the commencement of such consultation and negotiation, or within such further period as may be agreed upon, unable to reach agreement on any matter, the Personnel Department or the appropriate recognised association shall report the matter on which no agreement has been reached to the Minister of Finance, and on such report being made a dispute shall be deemed to exist as to the matter.

15. Where the Personnel Department before making proposals with respect to matters specified in section 12 does not consult with representatives of the appropriate recognised association, the Personnel Department shall submit the proposals to the appropriate recognised association for consideration and agreement, but that where the Personnel Department and the appropriate recognised association are, within twenty-one days of the submission of the proposals as mentioned above, or within such further period as may be agreed upon, unable to reach agreement on any matter, the Personnel Department or the appropriate recognised association shall report the matter on which no agreement has been reached to the Minister of Finance, and on such report being made a dispute shall be deemed to exist as to the matter.

Department to submit proposals to association for approval.

16. (1) Where the Personnel Department and the appropriate recognised association reach agreement on any of the matters specified in section 12(1) after consultation and negotiation in accordance with section 14 or 15, the agreement shall be recorded in writing and shall be signed by the Chief Personnel Officer on behalf of the Minister of Finance and by a person designated by the appropriate recognised association on behalf of the association.

Agreement to be recorded and signed. [31 of 1979 45 of 1979].

(2) Any agreement recorded and signed in accordance with subsection (1) shall be binding upon the Government and the police officers to whom the agreement relates.

17. Notwithstanding section 13(1) of the Civil Service Act, in the exercise of its duties and functions under sections 12, 13, 14, 15 and 16 of this Act, the Personnel Department shall be subject to the directions of the Minister of Finance.

For purposes of sections 12 to 16 Personnel Department subject to Minister of Finance. Ch. 23:01.

18. (1) Where a dispute is deemed to exist under section 14 or 15, the Minister of Finance shall refer the dispute for settlement to the Special Tribunal within twenty-one days from the date on which the dispute was reported to him.

Disputes to be referred to Special Tribunal.

(2) Where the Minister fails to refer the dispute to the Special Tribunal within the time specified in subsection (1), the appropriate recognised association that is a party to the dispute shall do so within twenty-one days from the date of the expiration of the time specified in the said subsection.

(3) For the purposes of this Act the parties to a dispute shall be the Chief Personnel Officer and the appropriate recognised association.

Special Tribunal powers of awards. [45 of 1979].

19. (1) The Special Tribunal shall hear and determine any dispute referred to it under section 18 and shall make an award on the dispute.

(2) An award made by the Special Tribunal shall be final.

(3) In addition to taking into account any submissions, arguments and evidence presented or tendered by or on behalf of the appropriate recognised association and the Chief Personnel Officer, the Special Tribunal in its judgment shall be guided by the considerations set out in section 20(2)(a) to (f) of the Industrial Relations Act.

Ch. 88:01.

Awards to be binding on parties for fixed period.

20. (1) An award made by the Special Tribunal under section 19 shall be binding on the parties to the dispute and on all police officers to whom the award relates and shall continue to be binding for a period to be specified in the award, not less than five years from the date upon which the award takes effect.

(2) The Special Tribunal may with the agreement of the parties to an award review such award at any time after the third anniversary of the making of such award.

PART III

POLICE SERVICE ASSOCIATION

Definition.

21. In this Part and in section 2, “class” means the division into which an office is assigned by this Act or by Regulations made by the President under section 64, and includes any category or categories of offices assigned to a division.

Prohibition against membership of trade union. Ch. 88:02.

22. A police officer shall not be a member of any trade union, or any body or association registered under the Trade Unions Act.

Representation of police officers.

23. (1) Police officers may form associations, and such associations shall, subject to this Act and the Regulations, be

recognised by the Minister of Finance as appropriate associations for the consultation and negotiation in respect of any of the matters specified in section 12 and any other matters concerning police officers, except that for the purposes of recognition by the Minister, an association formed pursuant to this subsection may not be representative of any class or classes of police officers already represented by an appropriate recognised association; and such an association may not admit to its membership a police officer who is a member of an appropriate recognised association.

(2) The Minister of Finance shall withdraw recognition from an appropriate recognised association that fails to comply with any of the requirements of subsection (1).

(3) An association formed pursuant to subsection (1) may not be registered as a trade union.

24. The President may make Regulations setting out the conditions to be satisfied and the procedure to be adopted for the recognition by the Minister of associations formed pursuant to section 23(1). Regulations governing recognition.

25. (1) Every association formed pursuant to section 23(1) shall make Rules providing for the good government of the association and for carrying out the objects of the association, and with respect to such Rules the following provisions shall have effect: Association to make Rules.

- (a) the Rules shall contain provisions in respect of the several matters mentioned in the Fourth Schedule; Fourth Schedule.
- (b) a copy of the Rules and every amendment thereto shall be delivered by the association to every police officer who is a member of that association on demand on payment of the prescribed sum.

(2) The Rules of an association shall be filed with the Registrar General, and any amendments thereof shall have effect from the date on which they are filed unless some later date is specified from which they shall have effect.

Complaints by
members of
association.

26. (1) On any complaint in writing signed by not less than fifty financial members of the appropriate recognised association or, in the case of an association representing police officers in the First Division, not less than five financial members, respecting the Rules or business of the association, the Registrar General shall inquire into the complaint and may either dismiss it or if after giving the complainants and the association an opportunity of being heard, he finds the complaint to be justified may either—

- (a) so declare, but make no order under this subsection; or
- (b) make an order specifying the steps which the association must take to remove the cause for complaint.

(2) The Registrar General shall furnish a statement either written or oral, for the reasons for any decision which he gives under this section.

(3) Any order made by the Registrar General shall be binding on the association and failure to comply with such order shall render the association liable to withdrawal of recognition by the Minister of Finance.

(4) The Registrar General may order the association to pay the complainant out of the funds of the association or a complainant to pay to the association a specified sum in respect of the costs incurred by the complainant or the association, as the case may be, and such sum shall be recoverable summarily as a civil debt.

Dissolution of
former
association.

27. (1) On the commencement of this Part, the former Association shall be deemed to be dissolved, but all the rights, privileges and advantages and all the liabilities and obligations that, immediately before the commencement of this Part, the former association was entitled or subject to, are hereby transferred and conferred or imposed upon the appropriate recognised association that is the bargaining body for substantially the same class or classes of police officers as the former association.

(2) In this section, the expression “former association” means the Police Association established under section 45 of the former Act. Ch. 11 No. 1.
[1950 Ed.]

PART IV

**GENERAL POWERS, DUTIES, FUNCTIONS,
OBLIGATIONS, ETC.,
OF MEMBERS OF THE POLICE SERVICE**

28. A police officer shall not be debarred from voting at any election if, under the laws governing the said election, he has the right to vote. Police officers
voting.

29. A police officer is disqualified for membership of the House of Representatives and the Senate, and of a Municipality and a Council. Police officers
and political
activities.

30. (1) Subject to this section, a police officer may not— Public
statements by
police officers
on certain
matters.

(a) in any public place or in any document or any other medium of communication whether within Trinidad and Tobago or not, publish any information or expressions of opinion on matters of national or international political controversy;

(b) be a scrutineer under the Representation of the People Act or an election agent or an assistant to an election agent of a Parliamentary, Municipal or Council candidate. Ch. 2:01.

(2) Subsection (1)(a) shall not apply—

(a) where a police officer is acting in the execution of his official duties;

(b) subject to this section—

(i) where the information or opinion is published in the course of a lecture or address, the subject matter of which is approved by the Minister to whom responsibility for the Police is assigned, made or given at any educational institution in the *bona fide* pursuit of the professional activities of the police officer; or

- (ii) where the information or opinion is expressed in an article or other literary contribution, the subject matter of which is approved by the Minister to whom responsibility for the Police is assigned, to a journal or other periodical or document prepared in pursuit of the profession as mentioned above.

(3) In this section, “publish” means to communicate the information or opinion to any other person whether by word or in writing and includes the broadcasting of words and pictures by wireless telegraphy, and in relation to any writing means exhibiting in public or causing to be read or seen or showing or delivering or causing to be shown or delivered in order that the writing may be read or seen by any person.

Certain police officers to be Justices.

31. (1) Every police officer of the First Division in the Police Service and every Inspector shall *ex officio* be a Justice of the Peace in and for the whole of Trinidad and Tobago, and shall take the oath as such Justice.

(2) As such Justice every such police officer shall at all times act ministerially for the purposes of the preservation of the peace, the prevention of crime and the detection and committal of offenders, and for carrying out the other objects of this Act, but he shall not in any way act judicially as a Justice, either in any Court or in any other manner, except when specially appointed so to act.

Status of member of the Police Service.

32. Every person for the time being serving in the Police Service shall be deemed a member of the Police Service and shall have and enjoy all the rights, powers, authorities, privileges and immunities conferred on a member of the Police Service by any written law which is now in force or may hereafter be passed.

Every police officer to be a constable.

33. Every police officer shall have all such rights, powers, authorities, privileges and immunities, and be liable to all such duties and responsibilities, as any constable duly appointed now has or is subject or liable to, or may hereafter have or be subject or liable to, either by Common Law or by virtue of any law which now is or may hereafter be in force in Trinidad and Tobago.

34. Where in any written law powers are conferred upon police officers of a certain grade, such powers may lawfully be exercised by police officers of any higher grade.

General Power
of police
officers.

35. All police officers shall—

- (a) preserve the peace and detect crime and other infractions of the law;
- (b) apprehend and bring before Justices persons found committing any offence rendering them liable to arrest without warrant, or whom they may reasonably suspect of having committed any such offence, or who may be charged with having committed any such offence;
- (c) summon before Justices and prosecute persons reasonably suspected of having committed offences in the following cases, namely:
 - (i) in all cases of offences punishable on indictment where the alleged offence is of a serious nature, and it is, in the opinion of a police officer, desirable in the public interest that the prosecution should be undertaken by the Police Service; and
 - (ii) in all cases of offences, whether punishable on summary conviction or on indictment, where an order to that effect is made by the President or the Director of Public Prosecutions;
- (d) serve and execute at any time (including Sundays) all process which they may be directed by competent authority to serve or execute;
- (e) keep order in and within the precincts and in the vicinity of all Courts of competent jurisdiction during all sittings of such Courts;
- (f) repress internal disturbances;
- (g) generally, do and perform all the duties appertaining to the office of a constable.

General duties
of police
officers.

Power to arrest
without a
warrant.
[45 of 1979].

- 36. (1)** Any police officer may arrest without a warrant—
- (a) any person who is charged by any other person with committing an aggravated assault in any case in which such police officer has good reason to believe that such assault has been committed although not within his view, and that by reason of the recent commission of the offence a warrant could not have been obtained for the apprehension of the offender;
 - (b) any person who commits a breach of the peace in his presence;
 - (c) any person who obstructs a police officer while in the execution of his duty, or who has escaped or attempts to escape from lawful custody;
 - (d) any person in whose possession anything is found which may reasonably be suspected to be stolen property or who may reasonably be suspected of having committed an offence with reference to such thing;
 - (e) any person whom he finds lying or loitering in any highway, yard or other place between the hours of eight o'clock in the evening and five o'clock in the morning and not giving a satisfactory account of himself;
 - (f) any person whom he finds in any highway, yard or other place between the hours of eight o'clock in the evening and five o'clock in the morning and whom he suspects upon reasonable grounds of having committed or being about to commit an arrestable offence;
 - (g) any person found between the hours of eight o'clock in the evening and five o'clock in the morning having in his possession without lawful excuse any implement of housebreaking;
 - (h) any person for whom he has reasonable cause to believe a warrant of arrest has been issued.

(2) Without prejudice to the powers conferred upon a police officer by subsection (1), any police officer, and all persons whom he shall call to his assistance, may arrest without warrant any person who within view of any such police officer shall offend in any manner against any law whose name and residence is unknown to such police officer and cannot be ascertained by him.

Power to arrest for offence committed within view.

(3) Any warrant lawfully issued by a Magistrate or Justice for apprehending any person charged with any offence may be executed by any police officer at any time notwithstanding that the warrant is not in his possession at that time, but the warrant shall, on the demand of the person apprehended, be shown to him as soon as practicable after his arrest.

Power to arrest without having warrant in possession.

37. (1) Any police officer of the First Division or any police officer of any other Division who is authorised by the Commissioner may take and record for the purposes of identification the measurements, photographs and fingerprint impressions of all persons who may from time to time be in lawful custody but if such measurements, photographs and fingerprint impressions are taken of a person who has not previously been convicted of any criminal offence, and such person is discharged or acquitted by a Court, all records relating to such measurements, photographs and fingerprint impressions shall be forthwith destroyed to the satisfaction of, or handed over to such person.

Power to take measurements, photos, and fingerprints.

(2) Any person who refuses to submit to the taking and recording of his measurements, photographs or fingerprint impressions shall be taken before a Magistrate who, on being satisfied that such person is in lawful custody, shall make such Order as he thinks fit authorising a police officer to take the measurements, photographs and fingerprint impressions of such person.

37A. A person who applies to the Police for a certificate of character shall pay to the officer in charge of the police station at which the application is made, an application fee of fifty dollars which shall be credited to general revenue.

Certificate of character. [4 /1985 17 of 1985 11 of 1988].

Analysis of
fingerprint
impressions
print.
[3 of 1994].

37B. A person who applies to the Police for an analysis of fingerprint impressions affixed to a Deed or Will shall pay to the officer in charge of the police station at which the application is made, an application fee of fifty dollars per Deed or Will, as the case may be, which fee shall be credited to general revenue.

Punishment of
serious offences.

38. (1) Any police officer who—

- (a) begins, raises, abets, countenances or excites mutiny, or causes or joins in any sedition amongst the members of the Police Service; or
- (b) coming to the knowledge of any actual or intended mutiny, rebellion or insurrection, does not without delay give information thereof to a police officer above the rank of Inspector or to a Justice,

is guilty of an offence punishable on indictment, and liable to imprisonment for three years.

(2) Any police officer who—

- (a) being present at any assemblage tending to riot, does not use his utmost endeavours to suppress the same; or
- (b) assaults a Justice or any superior officer; or
- (c) draws or lifts, or offers to draw or lift, any weapon or offers any violence against any such Justice or superior officer; or
- (d) wilfully permits the escape of a prisoner; or
- (e) uses unnecessary violence to or ill-uses any prisoner; or
- (f) pawns, sells, makes away with or wilfully spoils or damages his arms, accoutrements, clothing or any public property,

is liable on summary conviction to a fine of seven hundred and fifty dollars and to imprisonment for six months.

Public property
not to be used
privately.

39. Unless he is specially authorised to do so by the Regulations, no police officer is entitled to keep or use for his private benefit any article whatever which has been supplied to him at the public expense, but he shall hold every such article at the order and disposal of the Government.

40. (1) Any police officer who is dismissed from the Police Service, or resigns his office, or otherwise leaves the Police Service, shall forthwith deliver over to the person authorised by the Regulations or appointed for that purpose every article whatsoever which has been supplied to him at the public expense and which he has not been expressly authorised to keep or use for his private benefit.

Delivery up of articles supplied on leaving the Police Service.

(2) Any person who contravenes this section is liable, on summary conviction, to a fine of one hundred and fifty dollars or to imprisonment for three months; and any Justice may issue his warrant to search for and seize all such articles which are not so delivered over, wherever they may be found, and arrest the person in whose possession they may be found.

41. When any warrant or order of any Justice is delivered to any constable, such constable shall, if the time will permit, deliver the same to the police officer under whose immediate command he is, and such officer shall direct one or more of the constables under his orders and such assistant or assistants as he thinks proper to execute such warrant or order, and every such warrant or order may be executed by any constable.

Execution of warrants.

42. When any action is brought against any police officer for any act done in obedience to the warrant of any Magistrate or Justice, the party against whom the action is brought shall not be responsible for any irregularity in the issuing of the warrant, or for any want of jurisdiction in the Magistrate or Justice issuing it, but may plead the general issue and give the warrant in evidence; and on proving that the signature thereto is the handwriting of the person whose name appears subscribed thereto and that the act or acts complained of was or were done in obedience to the warrant, the Court shall give judgment for the defendant in the action, who shall recover full costs of suit.

Action against police officer for acting on warrant.

43. Any person who assaults, obstructs, or resists any police officer in the execution of his duty, or aids or incites any other person so to assault, obstruct, or resist any police officer or any person aiding or assisting the police officer in the execution of his duty, is liable on summary conviction to a fine of seven hundred and fifty dollars or to imprisonment for six months.

Assault, etc., on police officer.

Refusing to aid
police officer
assaulted.

44. If any person is called upon to aid and assist a police officer who is, while in the execution of his duty, assaulted or resisted or in danger of being assaulted or resisted, and such person refuses or neglects to aid and assist accordingly, he is liable on summary conviction to a fine of four hundred dollars or to imprisonment for three months.

Harbouring
police officer.

45. (1) Any person who knowingly harbours or entertains or, either directly or indirectly, sells or gives any intoxicating liquor to any police officer or permits any police officer to abide or remain in his house (except in case of extreme urgency) when on duty, and any person who, by threats or by offer of money, gift, spirituous liquor or any other thing, induces or endeavours to induce any police officer to commit a breach of his duty as such or to omit any part of such duty, is liable on summary conviction to a fine of four hundred dollars or to imprisonment for one month.

(2) If any person being a licensed distiller, or is keeper of a spirit or liquor shop, or employed in connection with the business of any such distiller or keeper convicted under this section, the proceedings and the evidence shall be forwarded to the President, and the distiller or keeper shall, in addition to any other penalty under this section, be liable to have his licence forfeited or suspended by the President, irrespective of any penalty suffered under the conviction.

(3) On the trial of any complaint in respect of any offence under this section, if the other facts constituting the offence are established, it shall not be necessary to prove guilty knowledge or intention, but the onus of disproving it shall lie upon the defendant.

Personation of
police officer.

46. Any person not being a police officer who puts on or assumes, either in whole or in part, the dress, name, designation or description of any police officer, or any dress, name, or designation, resembling and intended to resemble the dress, name or designation of any police officer, or in any way pretends to be a police officer, for the purpose of obtaining admission into any house or other place, or of doing any act which such person would not by law be entitled to do of his own authority, is liable on summary conviction to a fine of seven hundred and fifty dollars, or to imprisonment for three months.

47. Any person, other than a police officer, who, not being specially authorised in writing by the Commissioner so to do—

- (a) wears the uniform of a police officer or any portion thereof;
- (b) wears any costume or any article of clothing or apparel so closely resembling the uniform or any portion thereof of a police officer that he may reasonably be mistaken for a police officer,

Prohibition on wearing police uniform, etc. [14 of 1996].

is liable on summary conviction to a fine of five thousand dollars and to imprisonment for two years.

48. (1) Any person who knowingly uses or attempts to pass off any forged or false certificate, character, letter or other document for the purpose of obtaining admission into the Police Service, or who, on applying for enlistment, makes any false answer to any question which is put to him by a police officer, is liable, on summary conviction, to imprisonment for three months.

Obtaining admission into Service by fraud.

(2) Any police officer may arrest without warrant any person whom he reasonably believes to be guilty of an offence under this section.

49. Where any police officer lays an information or makes a complaint against any person, any police officer may appear before the Magistrate or Justice who is trying or enquiring into the matter of the information or complaint, and shall have the same privileges as to addressing the Magistrate or Justice, and as to examining the witnesses adduced in the matter, as the police officer who laid the information or made the complaint would have had.

Right to prosecute police cases.

50. Any person who has in his possession any article whatsoever which has been supplied at the public expense to any police officer, and which such police officer has not been expressly authorised to keep or use for his private benefit, and who does not satisfactorily account for his possession thereof, is guilty of an offence, and may be arrested without warrant by any police officer, and on summary conviction, is liable to a fine of four hundred dollars, or to imprisonment for three months.

Improper possession of article supplied to police officer.

Delivery up of articles supplied to deceased police officer.

51. (1) When any police officer dies, his next of kin, executor, or other representative, or the person in whose house he dies, being possessed of any articles which have been supplied to such police officer for the execution of his office, shall be bound, after due notice by any police officer, to deliver up to the person appointed for that purpose, all articles whatsoever which may have been supplied at the public expense to or which may have been in the possession of such police officer for the execution of his office at the time of his death, and which such police officer has not been expressly authorised to keep for his private benefit.

(2) Every person who contravenes this section is liable, on summary conviction, to a fine of one hundred and fifty dollars or to imprisonment for three months; and any Justice may issue his warrant to search for and seize all such articles which are not so delivered over, wherever the same may be found, and to arrest the person in whose possession they may be found.

Unclaimed articles.

Ch. 84:05.

52. (1) Where any property has come into the possession of the Police Service in connection with any criminal charge or under section 29 of the Pawnbrokers Act, a Court of summary jurisdiction may, on application either by a police officer or by a claimant of the property, make an order for the delivery of the property to the person appearing to the Court to be the owner thereof or, if the owner cannot be ascertained, make such order with respect to the property as the Court may think fit.

(2) An order under this section shall not affect the right of any person to take within six months from the date of the order legal proceedings against any person in possession of property delivered by virtue of the order for the recovery of the property, but on the expiration of those six months the right shall cease.

(3) All property which has come into the possession of the Police Service under the circumstances mentioned in subrule (1) and all property which has otherwise come into the possession of the Police Service in respect of which the owner has not been ascertained and no order of a competent Court has been made with respect thereto shall be dealt with as follows:

- (a) when such property is a perishable article, or its custody involves unreasonable expense or

inconvenience, the same may be sold as soon as convenient after it has come into the possession of the Police Service;

- (b) when such property consists of money, the same shall be dealt with in all respects as is provided below with regard to the proceeds of sales hereby authorised after it has remained in the possession of the Police Service for three months;
- (c) in the case of any other property the same may be publicly sold at auction as soon as may be after it has remained in the possession of the Police Service for three months and has been advertised for fourteen days.

(4) The proceeds of sales hereby authorised shall, after deduction of expenses, be paid forthwith to the Comptroller of Accounts and deposited to the credit of the Police Award Fund; but property found by any person other than a police officer not being otherwise provided for by any law and which has not been claimed by the real owner may be delivered to the finder on his claiming the same, but such delivery to the finder shall not be made until the property has remained in the possession of the Police Service for three months.

(5) In the event of such property being of a nature which necessitates an immediate sale, the proceeds of the sale shall be deposited with the Comptroller of Accounts and credited to the Police Award Fund. On the expiration of three months such proceeds after deduction of the expenses of sale, may be delivered to the finder on his claiming the same, provided that the proceeds have not been claimed by the real owner.

(6) In all cases in which property deposited with the Police Service, or the proceeds thereof, is delivered to the finder, such finder may be required to execute a bond of indemnity to the Police Service in respect of the delivery.

53. Where, under any written law by which on conviction any share of the penalty imposed is given to the informer, an information is laid by a police officer, and a penalty is imposed, the share of the penalty given by the written law to the informer shall not be

Award to police officers.

paid to the informer but shall be paid by the Magistrate or Justice or other person receiving the same to the Comptroller of Accounts; but the President may at any time grant by way of award to any police officer whom, in respect of special services in reference to any such conviction, he considers worthy of such award any sum not exceeding the share of the penalty paid to the Comptroller of Accounts.

Award Fund.
Ch. 11 No. 1.
(1950 Ed.).

54. The Award Fund established under the former Ordinance shall continue to be kept by the Commissioner and administered in the manner directed by this Act, and shall be appropriated to the payment of—

- (a) such gratuities and awards as the President may from time to time award or direct to be paid to police officers;
- (b) such compassionate gratuities to the widows and orphans, being legitimate, of police officers as, in exceptional circumstances, the President may allow;
- (c) such compassionate gratuities to persons dependent on deceased police officers, other than widows and legitimate orphans as, in exceptional circumstances, the President may allow;
- (d) such award as, under section 55, a Judge of the High Court may grant to police officers;
- (e) such special compensation for injuries received by police officers in the execution of their duty as the President may from time to time award;
- (f) such sums as may from time to time become payable to finders of property sold under section 52.

Granting of
special reward
for apprehension
of criminal and
bringing him to
justice.

55. If, on the trial of any case in the High Court in its criminal jurisdiction, the Judge before whom the case is tried is of opinion that any police officer has distinguished himself in apprehending or detecting and bringing to justice the perpetrator or abettor of any crime, the Judge shall have authority to grant an award, not exceeding one hundred dollars, to such police officer; and such award shall be paid on the certificate of the Judge.

56. (1) All fines or penalties imposed upon any police officer under this Act or under the Regulations shall be retained from his pay by the deduction of not more than half the amount which may be due to him on any day of payment until the whole be paid, and shall be paid to the credit of the Award Fund.

Fines and bribes to be payable to the Fund.

(2) Any bribe or gift of money coming into the possession of any police officer and the value of any goods given as a bribe to any such police officer shall be paid to the credit of the Award Fund.

57. The Commissioner shall keep an account of all moneys paid into and disbursed from the Award Fund, and shall submit to the Auditor General at the end of each month a statement showing all receipts and disbursements, and shall state thereon the reasons and authority for each disbursement, and shall deposit all moneys received for the credit of the Award Fund as soon as practicable in the Post Office Savings Bank to a special account. When the sum standing to the credit of the Award Fund exceeds ten thousand dollars the President shall decide to what purpose the surplus shall be put.

Account to be kept. [3 of 1975].

CANTEENS

58. (1) Notwithstanding any written law to the contrary, the keepers for the time being of the Police Canteens in Port-of-Spain and San Fernando respectively, and the keeper of any other Police Canteen authorised by the President, may sell wine, ale, beer and spirits by retail in any such canteen to and for the use of the members of the Police Service without having previously obtained a licence for that purpose.

Sale of liquor in canteens.

(2) The President may make Rules in regard to the hours during which the canteens shall be kept open on each day for the sale of wine, ale, beer and spirits, and for the proper management and control of the canteens.

59. Every Police Station shall be deemed to be a lock-up house for the temporary confinement of persons charged with offences, in which such persons may be received and detained according to law. In all such stations there shall be provided some secure place of confinement.

Police Station to be lock-up.

PART V

GENERAL REGULATIONS

Police officer to
take oath.
Fifth Schedule.

60. Every police officer shall, on his appointment, take and subscribe the oath or affirmation of office and secrecy set out in the Fifth Schedule.

Mode of leaving
service.

61. The modes by which a police officer may leave the Police Service are as follows:

- (a) on dismissal or removal in consequence of disciplinary proceedings;
- (b) on compulsory retirement;
- (c) on voluntary retirement;
- (d) on retirement for medical reasons;
- (e) on resignation;
- (f) on the expiry or other termination of an appointment for a specified period;
- (g) on the abolition of office.

Age of
retirement for
police officers.
[38 of 1973].

62. (1) A police officer in the Second Division shall be required to retire from the Police Service on his attaining the age of fifty-five years but may, with the approval of the Police Service Commission, be permitted to retire on his attaining the age of fifty years.

(2) A police officer in the First Division shall be required to retire from the Police Service on his attaining the age of sixty years, but may —

- (a) at his option retire; or
- (b) be retired at the instance of the Police Service Commission,

from the Police Service at any time after he has attained the age of fifty-five years.

(3) Subject to subsection (2), a police officer in the First Division who has attained the age of fifty years may, with the approval of the Police Service Commission, be permitted to retire from the Police Service at anytime after he has attained that age.

(4) This section is without prejudice to any other written law providing for the retirement of police officers from the Police Service.

62A. Notwithstanding section 62 and any other written law, the President may, where he considers it in the national interest, extend the years of service of any of the officers referred to in the First Schedule after he has reached the prescribed age of retirement, for a period of one year in the first instance and thereafter, subject to an annual review, for a maximum of two further periods of one year each.

Extension of Service.
[12 of 1997].

63. The pensions, gratuities and other allowances to be granted in respect of the services of police officers in the First and Second Divisions shall be determined in accordance with the Rules set out in the Sixth Schedule.

Pension, etc., to be granted to police officers. Sixth Schedule.
[38 of 1973].

64. (1) The President may make Regulations for carrying out or giving effect to this Act, and in particular for the following matters:

Regulations for the Police Service.
[38 of 1973].

- (a) for prescribing classifications for officers in the police service, including qualifications, duties and remunerations;
- (b) for prescribing the procedure for appointments from within the police service;
- (c) for prescribing the probationary period on first appointment and for the reduction of such period in appropriate cases;
- (d) for prescribing conditions for the termination of first appointments;
- (e) for prescribing the procedure for the recovery of any penalties from a police officer;
- (f) for regulating the hours of attendance of police officers and the keeping and signing of records of attendance or for prescribing other methods of recording attendance;
- (g) for regulating the duties to be performed by police officers;
- (h) for regulating the granting of leave to police officers;
- (i) for prescribing arrangements and procedures for providing, assisting in or co-ordinating staff developing programmes;
- (j) the enlistment, training and discipline of the Police Service;

- (k) the description and issue of arms, ammunition, accoutrements, uniform and necessaries to be supplied to the Police Service;
- (l) for prescribing and providing for the use of powers under this Act or the Regulations;
- (m) for regulating generally the terms and conditions of temporary employment;
- (n) generally, for the good order and government of the Police Service.

(2) Regulations made under subsection (1) may provide that any of the Regulations—

- (a) shall not apply to all or any female officers; or
- (b) shall apply only to female police officers or to such of them as may be specified.

(3) Any Regulations and any other Regulations respecting the Police Service in operation at the coming into operation of this Act shall have effect in relation to police officers under this Act until Regulations have been made under this Act.

Section 6(2).

FIRST SCHEDULE

**OFFICES IN THE FIRST DIVISION OF
THE POLICE SERVICE**

Commissioner
Deputy Commissioner
Assistant Commissioner
Senior Superintendent
Superintendent
Assistant Superintendent

Section 6(3).

SECOND SCHEDULE

**OFFICES IN THE SECOND DIVISION OF THE
POLICE SERVICE**

Inspector
Sergeant
Corporal
Constable

THIRD SCHEDULE
CLASSIFICATION OF OFFICES IN
THE POLICE SERVICE

Section 2.
[126/1966
266/1971
127/1973
178/1976
179/1976
204/1977
121/1978
82/1980].

<i>Old Title of Post</i>	<i>New Title of Post</i>	<i>Effective Date</i>
	RANGE 13	
Police Band Apprentice	Police Band Apprentice	1.1.74
	RANGE 21	
Police Bandsman I	Police Bandsman I (for 5 yrs.)	1.1.77
Police Constable	Police Constable (for 5 yrs.)	1.1.77
	RANGE 24C	
Police Bandsman I	Police Bandsman I (after 5 yrs.)	1.1.77
Police Constable	Police Constable (after 5 yrs.)	1.1.77
	RANGE 31C	
Police Bandsman II	Police Bandsman II	1.1.77
Police Corporal	Police Corporal	1.1.77
	RANGE 40E	
Police Bandsman III	Police Bandsman III	1.1.77
Police Sergeant	Police Sergeant	1.1.77
	RANGE 47E	
Assistant Director of Police Band	Assistant Director of Police Band	1.12.77
Police Inspector	Police Inspector	1.1.77
	RANGE 53F	
Deputy Director of Police Band	Deputy Director of Police Band	1.1.75
Assistant Superintendent of Police	Assistant Superintendent of Police	1.1.74
	RANGE 57E	
Director of Police Band	Director of Police Band	1.1.74
Superintendent of Police	Superintendent of Police	1.1.74
	RANGE 60	
Senior Superintendent of Police	Senior Superintendent of Police	1.1.74
	RANGE 62	
Assistant Commissioner of Police	Assistant Commissioner of Police	1.1.74
Deputy Commissioner of Police	Deputy Commissioner of Police	1.1.74
	RANGE 69	
Commissioner of Police	Commissioner of Police	1.1.79

Section 25.

FOURTH SCHEDULE

**MATTERS TO BE INCLUDED IN RULES OF A
POLICE ASSOCIATION**

1. The name of the Association and the place of meeting for its business.
2. The whole of the objects for which the Association is to be established, the purposes for which its funds shall be applicable, and the conditions under which any member may become entitled to any benefit assured thereby, and the fines and forfeitures to be imposed on any member of the Association.
3. The manner of making, altering, amending and rescinding rules.
4. A provision for the appointment and removal of a general committee of management, of a trustee, treasurer and other officers.
5. A provision for the investment of the funds, and for an annual or periodical audit of accounts.
6. The inspecting of the books and names of members of the Association by every person having an interest in its funds.
7. The manner of dissolution.
8. The protection of voting rights of members of the Association and the general conduct of elections.
9. The powers, duties and functions of the Executive Committee of the Association.
10. Disputes between members of the Association and the Executive Committee thereof.
11. Prohibition against admission to membership with respect to a Police Officer who is a member of an appropriate recognised Association.

Section 60.

FIFTH SCHEDULE

OATH*/AFFIRMATION* OF OFFICE AND SECRECY

I,..... do swear*/do solemnly and sincerely affirm*/that I will well and truly serve Trinidad and Tobago in the office ofwithout favour or affection, malice or ill will, and that I will cause the peace to be kept and preserved in Trinidad and Tobago, and that

I will prevent, to the utmost of my power, all offences against the same; and that while I shall continue to hold the said office I will, to the best of my skill and knowledge, discharge all the duties thereof faithfully according to law and will not, without due authority in that behalf, in any manner whatsoever publish or communicate any facts or information being facts or expressions of opinion based on such facts that come to my knowledge by reason of my being the holder of such office. So help me God.†

*delete whichever is inapplicable.

†delete in case of affirmation.

SIXTH SCHEDULE

PENSIONS AND GRATUITIES RULES

Section 64.
[38 of 1973
105/1982
5 of 1985
20 of 1997
78/2002].

Citation.

1. These Rules may be cited as the Pensions and Gratuities Rules.

2. In these Rules “police officer” means a police officer in the First or Second Division of the Police Service. Definition.

3. (1) As a contribution towards the special superannuation allowances to police officers herein provided, there shall be deducted from the pay of every police officer a sum at such yearly rate as the President from time to time directs, not being a greater rate than one and a quarter per cent; and all sums so deducted shall be paid to the Comptroller of Accounts on or before the eighth day of every month. Contribution to superannuation allowances. [38 of 1973].

(2) In the event of any police officer leaving the Police Service without being eligible for a pension or gratuity under the provisions of this Act, whether by reason of dismissal or otherwise, he shall be entitled to the return in full of all deductions made from his pay under subrule (1) but the President may direct that any amount due to the State in respect of any liability or defalcation be deducted from any amount so returnable.

(3) In addition to the contribution payable under subrule (1), a police officer shall, if the case so requires, pay arrears of contribution in respect of his full-time service as a police officer or in a pensionable office in the Public Service or in respect of both.

(4) The arrears of contribution payable under subrule (3) shall be determined on the basis of the actual pay received by the police officer for each year in respect of which the arrears are payable and the aggregate amount thereof shall—

(a) in the case of a police officer who retires from the Police Service on or after the 1st October 1973, be deducted from his

pay, as far as practicable, by equal monthly instalments over a period of three years from the above-mentioned date or such lesser period, where the remainder of the service of the police officer in the Police Service is less than three years, or from his gratuity, by lump sum, where any arrears of contribution are unpaid on the retirement of such police officer;

(b) in the case of a police officer referred to in subrule (5), be deducted by lump sum from any arrears of gratuity payable to the police officer.

Subrule (3) and rule 4(5) to (7) applicable to retired Second Division Officers. [105/1982].

(5) The provisions of subrule (3) and rule 4(5) to (7) shall extend to police officers who entered the Police Service in the Second Division and retired from the Police Service on or after the 1st January 1966, but before the 1st October 1973, and shall in their application to such police officers, have effect as if those provisions had come into operation on the 1st January 1966.

Ch. 23:52.
Ch. 35:50.
Ch. 13:02.
Ch. 15:03.

(6) In subrule (3) “Public Service” has the same meaning as in the Pensions Act and includes service in the Fire Service established under the Fire Service Act, in the Prison Service established under the Prison Service Act, and as a full-time member of the Special Police established by the Special Reserve Police Act.

Pension to police officer in case of disability. [33 of 1971 38 of 1973 78/2002].

4. (1) Subject to subrule (2), a police officer who is disabled by infirmity of mind or body may be retired and, if such police officer has completed ten years of satisfactory service, may thereupon be granted a monthly pension not exceeding 1/180ths of a month’s pay for each completed month of service.

(2) A pension shall not be granted under subrule (1) unless it is stated in a certificate of a medical board that the police officer to whom the certificate refers is incapable from infirmity of mind or body of performing the duties of his office and that such infirmity is likely to be permanent.

If unable to re-enlist after ten years service.

(3) If a police officer to whom this part applies or who has served in the Police Service for ten years or more does not at the end of any period of re-enlistment obtain permission under the Regulations to re-enlist as provided or shall be dismissed or shall have his services dispensed with in accordance with the Regulations, such police officer if not otherwise eligible for pension, may be granted a monthly pension not exceeding 1/960ths of a month’s pay for each completed month of service.

On attaining the age of 50.

(4) Subject as herein contained, any police officer not disabled as aforesaid who has attained the age of fifty years, and has served in the Police Service—

- (a) for not less than twenty years; or
- (b) for not less than ten years and has retired from the Police Service with the approval of the Minister of Finance,

may be granted a monthly pension not exceeding 1/480ths of a month's pay for each completed month of service.

(5) For the purposes of rules 3(3) and 4(4) a period of full-time service in a pensionable office in the Public Service shall be counted as service in the Police Service if it terminates not earlier than the day immediately preceding the commencement of service in the Police Service.

Meaning of "full-time" service.

(6) In subrule (5) "full-time service" means service remunerated at a monthly paid rate and includes any period of absence from duty on leave with full pay.

(7) The amount of any pension payable to a police officer under this rule shall not exceed eighty-five per cent of his final pay for the year in which he retires, except that, in the case of a police officer in the Second Division on the 1st October 1973, who retires from the Police Service as a police officer in the Second Division, the percentage of final pay for the year in which he retires shall not exceed 92½ per cent.

Pension payable. [105/1982].

(8) Where a period of service as a police officer is or has been immediately followed by service in a pensionable office in other public service as defined for the purposes of the Pensions Act, such police officer shall, notwithstanding anything contained in subrule (4), be entitled to a monthly pension under this Act not exceeding 1/480ths of a month's pay for each completed month of service if he has served in the Police Service for not less than ten years; and if he ultimately retires from such other public service at an age less than fifty years at which he is permitted by the Law or Regulations of that service to retire with a pension, the pension which may be granted to him under this Act shall be payable from the date of such retirement, notwithstanding that he shall not be fifty years of age.

Police officers transferred to other public service. Ch. 23:52.

(9) A police officer may if he has exercised his option as provided in subrule (10) but not otherwise, be paid, in lieu of any pension for which he is eligible, a pension at the rate of three-fourths of such pension together with a gratuity equal to twelve and one-half times the amount of the annual reduction so made in the pension.

(10) (a) The option referred to in subrule (9) shall be exercisable, and if it has been exercised may be revoked—

- (i) not later than one month after the retirement of the police officer in case of a pension awarded under subrule (1) or (2); and
- (ii) not later than the day immediately preceding the date of the retirement of the police officer in the case of a pension awarded under subrule (3) or of his retirement from other public service in the case of a pension awarded under subrule (8),

but the President may, if it appears to him equitable in all the circumstances to do so, allow any such police officer to exercise the option or revoke an option previously exercised at any time between that date and the actual date of award of pension under this Act.

(b) The date of the exercise of the option by a police officer shall be deemed to be the date of the receipt of his written notification addressed to the Commissioner.

(c) Subject to paragraph (a), if a police officer has exercised the option his decision shall be irrevocable so far as concerns any pension to be granted to him under this rule.

(d) If a police officer who has not exercised the option dies after he has finally retired but before a pension has been awarded under this Act, the President may grant a gratuity and a reduced pension as provided for in paragraph (a) as if the police officer before his death had exercised the option.

(11) Nothing herein contained shall be construed to entitle any police officer absolutely to any pension, or to prevent his being dismissed without pension, subject to subrules (12) and (13), if any such police officer to whom a pension has been granted under this Act is sentenced to a term of imprisonment by any competent Court in Trinidad and Tobago or elsewhere for any crime or offence, or quits Trinidad and Tobago after having reason to know that a charge of having committed any indictable or summary offence has been laid against him, and before such charge has been heard and determined, the President may direct that such pension shall forthwith cease.

(12) A police officer whose pension has ceased in pursuance of subrule (11), and who at any time receives a pardon in respect of the offence for which he had been convicted, shall be entitled to have such pension restored to him with effect from the date on which such pension was ceased.

(13) The President may, where a pension ceases for the reasons set out in subrule (11), cause all or any part of the moneys to which the pensioner would have been entitled by way of pension to be paid to or applied for the benefit of any wife, child or children of the pensioner, or, after the expiration of his sentence, also for the benefit of the pensioner himself in such proportions and manner as the President thinks proper, and such moneys shall be paid or applied accordingly.

Payments out of pensions.

5. (1) Where an order of maintenance is made against any police officer to whom a pension has been granted under this Act, the President may, on its being proved to him that there is no reasonable probability of such order being satisfied, from time to time cause to be deducted from the moneys payable to such person such sum or sums as the President may consider expedient and may cause the same to be applied to satisfy wholly or in part the said order.

(2) Where any person to whom a pension has been granted hereunder has left Trinidad and Tobago and has deserted and left his wife or child in Trinidad and Tobago without sufficient means of support is, by reason of such person's absence from Trinidad and Tobago, unable and would but for such absence be able to obtain an order of maintenance, may from time to time cause to be deducted from the moneys payable to such person by way of pension such sum or sums as the President may consider expedient and apply the same for the maintenance and support of such wife or child.

6. (1) When a police officer has been retired in accordance with rule 4(1), and rule 4(2) has been satisfied, but such police officer has not served in the Police Service for ten years, such police officer may be granted by way of gratuity a sum not exceeding one-twelfth of a month's pay for each completed month of service.

Service for less than ten years.

(2) Any police officer who has served in the Police Service for more than five years and less than ten years and who—

- (a) does not at the end of any period of enlistment or re-enlistment, re-enlist; or
- (b) is dismissed or has his services dispensed with,

may be granted by way of gratuity such sums not exceeding one-twenty-fourth of a month's pay for each completed month of service.

7. If any police officer to whom a pension has been granted under this Part is subsequently enlisted in the Police Service, the payment of his pension may, if the President so directs, be suspended during the period of his subsequent enlistment.

Power of President to suspend pension in case of subsequent enlistment. [5 of 1985, 20 of 1997].

8. (1) No pension, gratuity or other allowance shall be granted in respect of a period of service that is broken by suspension, dismissal or removal in consequence of disciplinary proceedings.

Broken service. [20 of 1997].

(2) Service is not broken where it is interrupted by one or a combination of the following:

- (a) one day;
- (b) weekends; or
- (c) public holidays.

9. (1) Subject to subrule (2), when the President is satisfied that a police officer has been permanently injured—

Permanent injury. [20 of 1997].

- (a) in the actual discharge of his duty; and
- (b) without his own default; and
- (c) by some injury specifically attributable to the nature of his duty,

and his retirement is thereby necessitated or accelerated, such police officer may be granted in respect of such injury, in addition to any pension or gratuity granted to him an allowance in proportion to his injury of such monthly amount as the President may direct, not exceeding the following:

When his capacity to contribute to his support is—

slightly impaired	40/480ths of a month's pay;
impaired	80/480ths of a month's pay;
materially impaired	120/480ths of a month's pay,
totally destroyed	160/480ths of a month's pay.

(2) A police officer who is permanently injured while travelling by air in pursuance of official instructions shall be deemed to have been injured in the circumstances detailed in subrule (1)(a) and (c) and in any such case, if the provisions of subrule (1)(b) are also satisfied the rates of allowances shall be 60/480ths, 120/480ths and 240/480ths of a month's pay respectively instead of the rates of allowance hereinbefore in this rule prescribed.

(3) (a) The allowance referred to in subrule (1) together with any pension granted hereunder shall not exceed 400/480ths of a month's pay as at the date of injury and for the purposes of this subrule any exercise of the option conferred by rule 4(9) shall be ignored in calculating any such pension.

(b) The allowance referred to in subrule (1) shall be less than the above-mentioned maximum by such amount as the President thinks reasonable in the following cases, namely:

- (i) where the injured police officer has continued to serve for not less than one year after the injury in respect of which he retires;
- (ii) where the injured police officer is forty-five years or upwards at the date of the injury; or
- (iii) where the injury is not the sole cause of the retirement.

(4) Before granting an allowance under subrule (1) the President shall be furnished with the report of a medical board (so far as may be possible) on the matters relevant to his decision, and shall be guided by such report.

(5) When the injured police officer has not qualified for any pension under this Act but is entitled to a gratuity under rule 6 he may be granted, in lieu of such gratuity, a further allowance of such monthly sum (not exceeding one-twelfth of so many 480ths of a month's salary as is equal to the number of months he has actually served) as the President may direct.

10. (1) If a police officer dies as a result of injuries received—

- (a) in the actual discharge of his duty; and
- (b) without his own default; and
- (c) on account of circumstances specifically attributable to the nature of his duty,

while in the service of the Police Service, the President subject to subrule (2), may grant, in addition to the grant, if any, made under subrule (3)—

- (i) if the deceased police officer leaves a widow, a pension to her, while unmarried and of good character, according to such scale as may from time to time be fixed by the President;
- (ii) if the deceased police officer leaves a widow to whom a pension is granted under subparagraph (i) and a child or children, a pension in respect of each child, until such child attains the age of eighteen years, of an amount not exceeding one-eighth of the pension payable under the said paragraph;
- (iii) if the deceased police officer leaves a child or children, but does not leave a widow or no pension is granted to the widow a pension in respect of each child, until such child attains the age of eighteen years, of an amount not exceeding one quarter of the pension payable under subparagraph (i);
- (iv) if the deceased police officer leaves a child or children and a widow to whom a pension is granted under subparagraph (i), and the widow subsequently dies, a pension in respect of each child, as from the date of the death of the widow until such child attains the age of eighteen years, of an amount not exceeding one quarter of the pension payable under subparagraph (i);
- (v) if the deceased police officer does not leave a widow, or if no pension is granted to his widow and if his mother was wholly or mainly dependent on him for her support, a pension to the mother, while of good character and without adequate means of support, of an amount not exceeding the pension which might have been granted to his widow.

(2) A pension shall not be payable under subrule (1) at any time in respect of more than six children, and where there are more than six children in respect of whom, but for this subrule, a pension would be payable, then the amount payable in respect of six children shall be divided equally among all such children during the period in which there are more than six children of pensionable age.

(3) In the case of a pension granted under subrule (1)(v), if the mother is a widow at the time of the grant of such pension and subsequently remarries, such pension shall cease as from the date of the remarriage; and if it appears to the President at any time that the mother is adequately provided with other means of support, such pension shall cease as from such date as the President may determine.

(4) A pension granted to a female child under subrule (1) shall cease upon the marriage of such child under the age of eighteen years.

(5) For the purposes of subrule (1) the word “child” shall include—

- (a) a posthumous child;
- (b) a step-child or illegitimate child born before the date of the injury and wholly or mainly dependent upon the deceased police officer for support; and
- (c) an adopted child, adopted in the manner recognised by law, before the date of the injury, and wholly or mainly dependent upon the deceased police officer for support.

(6) A police officer who dies as a result of injuries received while travelling by air in pursuance of official instructions shall be deemed to have died in the circumstances detailed in subrule (1)(a) and (c).

(7) (a) If a police officer dies while in the Police Service, the President may grant to his widow or to his children or to any of his dependants a gratuity of an amount not exceeding one year’s salary of such police officer, or his commuted pension gratuity, if any, whichever is the greater.

(b) Where a police officer, to whom either an unreduced pension or a gratuity and reduced pension has been granted, dies after retirement from the Police Service, and the sums paid or payable to him at his death on account of such unreduced pension, or gratuity and reduced pension as the case may be, are less than the amount of the annual salary enjoyed by him at the date of his retirement, the President may grant to his widow or to his children or to any of his dependants a gratuity equal to the deficiency.

(c) In this subrule—

“commuted pension gratuity” means the gratuity, if any, calculated in the manner prescribed in rule 4(9), which might have been granted to the police officer if he had retired immediately before his death in circumstances rendering him eligible to receive a gratuity and reduced pension instead of an unreduced pension;

Ch. 88:05. “dependants” has the same meaning as in the Workmen’s Compensation Act.

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*46/1971.

POLICE SERVICE REGULATIONS

made under section 64

Citation and
Commencement.

1. (1) These Regulations may be cited as the Police Service Regulations.

(2) Except as is otherwise expressly provided in these Regulations, these Regulations shall be deemed to have come into operation on 1st January 1971.

Interpretation.
[253/2001].

2. In these Regulations—

“acting appointment” means the temporary appointment of a police officer to act in a higher office, whether that office is vacant or not;

“appointment” means the appointment of a person to an office;

“the Commission” means the Police Service Commission established and constituted under section 122 of the Constitution;

“the Commissioner” means the Commissioner of Police;

“Medical Board” means a Board appointed by the Minister of Health for the medical examination of police officers;

“Minister” means the Minister to whom responsibility for the general direction and control of the Police Service in accordance with section 79 of the Constitution is assigned;

“officer” means a police officer;

“prescribed form” or “appropriate form” means such form as may from time to time be prescribed by the appropriate authority;

“Permanent Secretary” means the Permanent Secretary to the Minister;

“personal allowance” means the personal allowance referred to in regulation 16(2).

*These Regulations have been amended by—189/1974; 13/1975; 153/1977; 122/1978; 73/1979; 25/1982; 100/1987; 210/1987; 71/1990; 95/1992; 109/1996; 147/1998; 236/1999; 278/2000; 212/2001; 253/2001; 279/2004.

- “Police Division” or “Division” means a Division determined by the Minister under regulation 9(1);
- “police officer in the First Division” means a police officer who holds an office specified in the First Schedule of the Act;
- “police officer in the Second Division” means a police officer who holds an office specified in the Second Schedule of the Act;
- “Police Service” or “Service” means the Police Service as established under section 3 of the Act;
- “trainee” means a Constable who is undergoing initial training;
- “transfer” means the movement of a police officer from one Police Station or Branch to another Police Station or Branch.

PART I

RECRUITMENT

3. Candidates for appointment to the Second Division shall be selected on an open competitive basis.

Appointment to the Second Division. [100/1987].

4. (1) Candidates for appointment as police constables shall—

Appointment as a Constable. [95/1992].

- (a) be of good character and be citizens of Trinidad and Tobago;
- (b) be not less than eighteen years and not more than thirty-five years of age on the 1st January of the year in which the appointment is made;
- (c) (i) in the case of men, be of good physique and at least five feet, six and one-half inches in height;
 - (ii) in the case of women be of good physique and at least five feet, four inches in height;
- (d) possess at least three General Certificate of Education passes with a minimum of three passes at Ordinary Level, Grade A, B or C including English Language or, at least three Caribbean

Examination Council Certificate passes including English Language at the level of General Proficiency Grade I, II or III or Basic I, and two other subjects at the level of General Proficiency Grade I, II or III or Basic I or II;

- (e) be required to pass a physical examination and an educational test for intelligence and scholastic ability as set by the Commissioner of Police in consultation with the Ministry of Education and Culture under the supervision of the Commission;
- (f) if successful in the educational test referred to in paragraph (e), be required to pass a medical examination conducted by a Government Medical Officer nominated for the purpose.

(2) Candidates who fulfil the requirements of subregulation (1) may be enrolled as trainees whenever vacancies occur in the Service and shall be required to undergo a course of training at the Police Training College.

Appointment of members of the Special Reserve Police as Constables. [278/2000].

***4A.** (1) Notwithstanding regulation 4 and subject to subregulation (2), a person who, as at 1st August, 2000, has been a member of the Special Reserve Police in full-time service for a continuous period in excess of two years, shall be eligible for appointment as a Constable by the Commission.

(2) A candidate for appointment under subregulation (1) shall—

- (a) be required to pass a medical examination, including such psychological evaluation as may be conducted by a Government Medical Officer nominated for that purpose;
- (b) be required to pass a drug test administered by a Government Medical Officer nominated for that purpose;

*(w.e.f. 1st August, 2000).

- (c) possess a satisfactory record of good conduct and performance as a member of the Special Reserve Police; and
- (d) be required to successfully complete an Induction Training Course.

5. A trainee who fails to satisfy the requirements of the course of training or is otherwise not considered fit to be a member of the Service, shall be discharged from the Service in accordance with the Police Service Commission Regulations.

Discharge of trainees.

Ch. 1:01.
Sub. Leg.

6. (1) Candidates for appointment as Band Apprentices shall—

Appointment as Band Apprentice.

- (a) be of good character and be citizens of Trinidad and Tobago;
- (b) be not less than 16 years and not more than 35 years of age on the 1st January of the year in which the appointment is made;
- (c) possess a School Leaving Certificate or be able to produce proof of having reached an equivalent or higher standard of education;
- (d) be required to pass an educational test to be set by the Commissioner of Police in consultation with the Ministry of Education and Culture under the supervision of the Commission;
- (e) if successful in the educational test referred to in paragraph (d), be required to pass a medical examination conducted by a Government Medical Officer nominated for the purpose.

(2) Candidates who fulfil the requirements of subregulation (1) may be enrolled as Band Apprentices whenever such vacancies occur in the Service.

(3) The period of training for Band Apprentices and their appointment as Bandsmen shall be determined by the Commissioner on the advice of the Director of the Police Band

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upon an assessment of the conduct, discipline, musical ability and application for the Band Apprentices. No apprentice shall be appointed a Bandsman before he has attained the age of 18 years.

Discharge
of Band
Apprentice.

(4) A Band Apprentice who fails to satisfy the requirements of the course of training, or is otherwise not considered fit to be a member of the Service, shall be discharged from the Service in accordance with the Police Service Commission Regulations.

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Service numbers
for officers in
the Second
Division.

7. (1) Every police officer in the Second Division shall, on appointment, be given a service number which he shall retain throughout his service in that Division of the Service. When such an officer leaves the Police Service the service number issued to him shall not be re-issued to another police officer.

(2) Service numbers shall be worn on such part of the uniform of all police officers below the rank of Inspector as may be designated by the Commissioner.

Appointment to
the First
Division.
[100/1987].

8. (1) Candidates for appointment to the First Division may be selected from among—

- (a) police officers in the Second Division;
- (b) persons outside of the Police Service.

(2) Candidates referred to in subregulation (1) shall possess a General Certificate of Education (or its equivalent) with passes in not less than five subjects, two of which must be at the “A” level, English Language being one of the five subjects.

(3) Notwithstanding subregulation (2), appointment shall be open to Inspectors who—

- (a) are suitable for appointment on the grounds of experience and merit; and
- (b) possess the General Certificate of Education (or

its equivalent) with a pass in English Language, or have passed a written examination in English Language conducted by the Examinations Board referred to at regulation 19 of the Police Service Commission Regulations.

Ch. 1:01.
Sub. Leg.

PART II

POLICE DIVISIONS, DISTRICTS, STATIONS, ETC.

9. (1) For the purposes of the Act and these Regulations, Trinidad and Tobago shall be divided into such Divisions as may be determined by the Minister.

Police Divisions, Districts, etc.

(2) Each Division shall be sub-divided into Police Districts and there shall be one or more Police Stations in each District.

(3) The boundaries of Police Divisions and Police Districts shall be published from time to time in the *Gazette* by the Commissioner.

10. The Police Service shall consist of such Divisions, Districts, Branches, Sections, Stations or other Administrative or Operational units as may be approved by the Minister.

Branches, etc., of the Police Service.

11. The Commissioner may assign such numbers of police officers for duty to Divisions, Districts, Branches, Sections, Stations or to other Administrative or Operational units, as may be necessary for the efficient functioning of such units.

Assignment of police officers to Districts, etc.

12. The Minister may assign, for the use of the Police Service, such buildings as may be provided or made available for that purpose, and may make such further provision for the accommodation, training and hospitalisation of police officers as may be necessary. All such buildings or accommodation shall be approved by the Ministry of Health.

Building for use of Police Service.

PART III

SALARIES, INCREMENTS, ADVANCES, DEDUCTIONS,
ALLOWANCES

SALARIES

Salary of
Trainees.

13. (1) Trainees shall receive the minimum salary of the range established for the office of Constable.

Salary of officer
on first
appointment.

(2) On first appointment to the Police Service the pay of a police officer shall be computed from the date of his assumption of duties in the office. An officer selected for first appointment from outside Trinidad and Tobago may be allowed to receive half pay from the date of his embarkation, and full pay from the date of his assumption of duty.

Salary on
promotion.

(3) On promotion, an officer shall receive the salary attached to the office to which he is promoted from the effective date of his promotion or from the date he assumes the duties of the office as may be specified in his letter of appointment.

Date of payment
of salary.

14. (1) Salaries shall be paid to police officers on the day immediately preceding the last full business day of the month. When however, the last full business day falls on a Monday, payment of salary shall be made on the preceding Friday or the day preceding that day if Friday is a public holiday.

(2) Notwithstanding the provisions of subregulation (1), the Minister of Finance may vary the date on which salaries shall be paid in any month.

Payment of
salary in
advance.

(3) A police officer who is proceeding on vacation leave on a date prior to the normal date on which salaries are to be paid for that month, and who will be on leave on the appointed pay day, may be paid his salary for that particular month in advance of the normal pay day, if arrangements cannot otherwise conveniently be made for payment of his salary in accordance with subregulations (1) or (2).

(4) The provisions of subregulation (3) shall apply only in respect of the first month of the officer's vacation leave.

**INCREMENTS, INCREMENTAL DATES AND ADJUSTMENT OF
SALARY ON PROMOTION**

15. (1) With effect from 1st January 1967, where an officer is promoted his salary shall be adjusted as follows: Principles of conversion.

- (a) where the actual salary which the officer was receiving in the lower office, immediately prior to promotion, was less than the minimum salary of the higher office, then the officer shall on promotion be paid the minimum salary of the higher office. However, where the additional amount due to the officer is less than the value of one increment in the salary range of the lower office, he shall move up to the next higher point in the salary range;
- (b) where the actual salary which the officer was receiving in the lower office immediately prior to promotion was the same as the minimum salary of the higher office, then the officer's salary on promotion shall be adjusted to the next incremental point in the salary range of the higher office;
- (c) where the actual salary which the officer was receiving in the lower office immediately prior to promotion was more than the minimum salary of the higher office, then the officer's salary on promotion shall first be adjusted to the incremental point in the higher salary range immediately above his salary and then be further adjusted to the next incremental point in the higher salary range.

(2) After conversion in accordance with subregulation (1), the police officer's salary shall be further adjusted to the next point in the salary range of the office to which he has been promoted on the date on which his next increment would have become due to him in the post from which he was promoted. Subsequent increments shall accrue to him on the anniversary of that date.

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(3) Where a police officer is promoted on the date on which he was due an increment in the office from which he was promoted he shall first be granted an increment on that date and then his salary shall be adjusted in accordance with subregulation (1). In this case the police officer shall retain the date of his promotion as his incremental date.

Additional provisions as to conversion.

16. (1) Where a police officer has been acting in a higher office immediately before his appointment thereto or to an office in the same salary range as the office in which he has been acting, he shall convert to the higher salary range in the same manner as is provided in regulation 15(1).

(2) Notwithstanding regulation 29(6) and regulation 42(3) (dealing with the cessation of the payment of the merit allowance and the qualifying examination allowance on the promotion of the officer concerned), a constable in receipt of the allowances provided for in those regulations immediately prior to promotion shall, if his emoluments of office on promotion are less than the total emoluments (including those allowances) drawn by him immediately prior to promotion, be allowed to draw the difference as a personal allowance until such time as he gains an increment in the office to which he is promoted.

Payment of increments.

17. (1) Subject to subregulation (2), where a police officer holds an office that has a salary range, increments shall be paid to such police officer, on the completion of each year of satisfactory service until he has reached the maximum of the salary range. The increments paid shall be in the amounts prescribed for the particular office.

(2) Increments shall be earned, and a year of service shall be taken to be satisfactory only if the Permanent Secretary or the Commissioner on the authority of the Permanent Secretary has satisfied himself and has certified on the prescribed form that the police officer has during such year performed his duties with efficiency, diligence and fidelity and that his conduct during the period has been satisfactory.

(3) In determining whether the service of a police officer during a year has been satisfactory, the Permanent Secretary or the Commissioner, as the case may be, shall not take into account a specific act of delinquency, if the police officer qualified for an increment in other respects.

(4) The Permanent Secretary or the Commissioner, as the case may be, shall sign the increment certificate on the prescribed form, effective from the date when the police officer's increment becomes due, and shall attach the said certificate to the paysheet for the month in which the increment accrues.

18. (1) A police officer who is transferred from one office to another office that has the same salary range shall retain the incremental date of the office from which he was transferred. Incremental date—general.

(2) Where a police officer has been acting in an office immediately before his appointment thereto and it is more advantageous to him, his incremental date shall be the anniversary date of his acting appointment instead of the date on which his next increment would have become due in the post from which he was promoted.

19. (1) Subject to this regulation, a police officer appointed or promoted to an office on probation shall not be granted an increment until he has been confirmed. Incremental date—on probation.

(2) A police officer whose probationary period is longer than one year or whose probationary period has been extended is eligible for an increment after one year's service, if the Permanent Secretary or the Commissioner, as the case may be, signs the necessary increment certificate, but so that such an officer shall not be paid any other increment until he has been confirmed.

(3) Upon confirmation whether or not after extension of a probationary period the officer's incremental date shall, subject to subregulation (4), be the anniversary of the date of appointment or in the case of promotion, in accordance with regulation 15(2).

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(4) Where a police officer's probationary period has been extended and he is subsequently confirmed, the Police Service Commission may direct that the police officer's increment be paid—

- (a) with effect from the date following that on which the extended probationary period expired, and that his incremental date be changed to such date; or
- (b) with effect from the date following that on which the extended probationary period expired, but that his incremental date continues to be the anniversary date of his appointment.

ADVANCES

Advance of salary—
vacation leave.

20. (1) An advance not exceeding one month's salary may be made to a police officer proceeding on vacation leave of not less than fourteen days to be spent either out of Trinidad and Tobago or in Trinidad and Tobago but away from his ordinary place of residence. The advance shall be paid to the police officer either in Trinidad and Tobago before he proceeds on leave or at his request while he is abroad on leave.

(2) An advance not exceeding one month's salary may be made to a police officer through a Trinidad and Tobago Overseas Mission in cases of emergency, each case being dealt with on its merit.

(3) Interest is payable on any advance of salary made under this regulation, at such rates as the Minister of Finance may from time to time determine.

(4) Advances made under this regulation, together with interest thereon, shall be repaid in not more than twelve monthly instalments or over such longer period of time as may be fixed by the Minister of Finance, the first instalment falling due at the end of the month following that in which the police officer resumes duty.

(5) The Minister of Finance may authorise an advance for any purpose other than those specified in this regulation, under terms and conditions to be fixed by him.

21. All applications for advances shall be made to the Comptroller of Accounts. Applications for advances.

DEDUCTIONS FROM SALARY

22. (1) On no account shall money be deducted from an officer's salary without prior notice in writing to him of not less than one month. Deductions from salary.

(2) The Minister of Finance shall determine the type of deductions that may be permitted to be accommodated on the paysheet as an approved deduction.

(3) Notwithstanding subregulation (1), the Commissioner may—

- (a) deduct from the salary of an officer all fines and penalties imposed as a result of disciplinary action in accordance with the Police Service Commission Regulations; Ch. 1:01. Sub. Leg.
- (b) deduct from the salary of an officer all overpayments of salary in accordance with the Financial Regulations and may make such other deductions as are approved by the Minister of Finance towards the reduction of, or repayment of outstanding debts due to Government.

ALLOWANCES

23. (1) Subject to the condition set out in subregulation (3), a police officer appointed to act in an office in a salary range that is higher than that of his substantive office shall, with effect from the date of the commencement of his acting appointment, receive salary as follows: Acting allowances.

- (a) if the actual salary he is drawing in his substantive office is less than the minimum salary of the office in which he is appointed to act, he shall receive the minimum salary of the higher office;

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(b) if the actual salary he is drawing in his substantive office is equal to or greater than the minimum salary of the higher office, he shall continue to receive the actual salary he is drawing in his substantive office.

(2) Any additional payments made under this regulation to a police officer appointed to act in a higher office, that is over and above what he should have drawn in his substantive office shall be deemed to be an acting allowance payable to him.

(3) (a) There shall be a qualifying period of twenty-eight days of acting in a higher office before a police officer becomes eligible for an acting allowance.

(b) The qualifying period may be part of a continuous period of acting or may precede any period of continuous acting in that higher office or in a higher office in the same salary range which the police officer may subsequently be called upon to perform.

(c) No police officer who has completed a qualifying period shall be required to undergo a second qualifying period for acting in an office in the same salary range as that in which he has served the qualifying period.

(d) Subject to paragraph (e), no acting allowance shall be paid in respect of the qualifying period of twenty-eight days.

(e) A police officer who has completed a qualifying period of twenty-eight days in a higher office, and who, while acting in that post is appointed to act in a still higher office, shall for the qualifying period of twenty-eight days in that latter higher office, continue to receive the acting allowance which he was receiving in the former office at the time of his appointment to act in such latter higher office.

(f) A police officer appointed to act in a higher office two or more grades removed from his substantive office

shall, upon completion of the qualifying period of such higher office, be deemed to have fulfilled the qualifying period of the office below it.

24. On reverting to his substantive office, on the termination of his acting appointment, a police officer shall be paid the salary in his substantive office which he would have received had he not been given an acting appointment in a higher office.

Reversion to substantive office.

25. (1) Subject to this regulation, a police officer who is appointed to act shall not be paid increments in the higher office but shall continue to draw increments in his substantive office.

Increments while acting.

(2) Where a police officer—

- (a) was not earning increments in his substantive office, and the office in which he is acting has a salary range, such police officer shall receive an increment in the higher salary range on the anniversary date of his acting appointment;
- (b) has reached the maximum salary of his substantive office which maximum may be equal to or greater than the minimum, but less than the maximum of the higher office, he shall receive an increment in the higher salary range as in paragraph (a).

(3) The grant of increments under subregulation (2)(a) and (b) shall be subject to—

- (a) the police officer acting continuously for a period of twelve months in the higher office;
- (b) the issue of an increment certificate certifying satisfactory service on the prescribed form by the Permanent Secretary or the Commissioner, as the case may be.

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(4) The period of continuous acting shall not be considered to have been broken if the officer proceeds on vacation or sick leave during the acting appointment.

(5) Where a police officer has been acting in a higher office for more than twelve months and is in accordance with subregulation (2) in receipt of increments in such office, he shall continue to receive such increments after a break in the acting appointment, if but only if—

- (a) such police officer resumed acting in the same higher office or in a higher office in the same salary range within six months of the break;
- (b) the break was caused by his proceeding on leave of any type for a period not exceeding one year and the police officer resumes duty in the higher office within six months of his resumption of duty.

Detective duty allowance.

26. Where the Commissioner of Police has posted a police officer to perform detective or special branch duty, such police officer shall be paid a detective duty allowance at rates approved by the Minister of Finance.

Grant for funeral expenses.

27. A grant shall be made at such rates as may be approved from time to time by the Minister of Finance to assist in defraying the funeral expenses of a police officer who dies while in service.

Good conduct badges and allowances to cease.

28. The award of good conduct badges and the payment of good conduct allowances shall cease on the coming into operation of these Regulations, and shall be replaced by the issue of merit badges and the grant of merit allowances.

Merit badge and allowance.

29. (1) A merit badge and a merit allowance may be awarded by the Commissioner to any constable whom the Commissioner is satisfied deserves such merit badge and allowance.

(2) The merit allowance shall be at the rate of ten dollars per month.

(3) A Committee appointed by the Minister shall advise the Commissioner on the award of such merit badges and allowances.

(4) The Trinidad and Tobago Police Association shall have the right to submit recommendations for awards to the Commissioner who shall transmit them to the Committee for consideration.

(5) A merit allowance shall not be payable to a constable with less than three years' service.

(6) Payment of the merit allowance to a constable shall cease with effect from the date of his promotion.

(7) A merit badge and allowance may be forfeited and restored by the Commissioner on the advice of the Committee.

(8) On the coming into operation of these Regulations every Constable who is in possession of a good conduct badge and is in receipt of a good conduct allowance shall have his good conduct badge and allowance replaced by a merit badge and a merit allowance.

(9) If on the date of his retirement any constable has been in uninterrupted enjoyment of a good conduct allowance or a merit allowance for three years, the allowance shall be regarded as part of his salary for the purpose of computing his pension and gratuity. The period of time during which the constable enjoyed the good conduct allowance shall be joined to the period of time during which he enjoyed the merit allowance to make up the full three-year period if there has been no break in the continuity of the good conduct allowance or merit allowance over the full three-year period.

30. (1) A police officer who is transferred and thereby suffers hardship shall, on application by him, be granted a hardship allowance on the same basis as applicable to a separated police officer but for such period of time as the Chief Personnel Officer may in his discretion direct, although he is not separated from his family by reason of such transfer.

Hardship allowance.

(2) Applications for hardship allowances shall be submitted monthly on the prescribed form to the Chief Personnel Officer through the Commissioner. Except in special circumstances no claim shall be entertained that is made later than three months after the period to which the claim relates.

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House allowance.

31. (1) A police officer who is not provided with appropriate quarters shall be paid a house allowance at such rates as may be approved by the Minister of Finance.

(2) A police officer who marries shall report in writing to the Commissioner the fact of his marriage within three months of his marriage, and the report shall be supported by a marriage certificate.

(3) No officer shall be permitted to receive a house allowance appropriate to a married officer and the allowance payable to an unmarried officer for the same period of time.

(4) Where a police officer is married to another police officer only one house allowance shall be paid and that to the officer in receipt of the higher allowance or, if both officers are in receipt of an equal amount of house allowance, to the husband.

(5) Where a police officer is married to a public officer who is in receipt of a house allowance, no house allowance shall be paid to the police officer unless his house allowance is greater than that of his spouse and then the police officer shall be paid only so much, if any, of his house allowance as exceeds the house allowance that the public officer receives.

(6) A police officer claiming or receiving a house allowance shall be responsible for ensuring that the provisions of subregulations (3), (4) and (5) are complied with.

(7) Except in special circumstances no claim for a house allowance appropriate to a married officer shall be met if submitted more than three months after the month to which the claim relates.

(8) A police officer in receipt of a house allowance or who but for the provisions of subregulation (5) would have been in receipt of such an allowance, who becomes widowed or is divorced or legally separated shall report the fact to the Commissioner within one month of the occurrence of the event. Such a police officer shall be paid the house allowance applicable to a married police officer up to the end of the month in which the

officer became widowed, divorced or legally separated, and thereafter the officer shall be paid the house allowance applicable to an unmarried police officer, unless there are children of the marriage or legally adopted children who are dependent on the officer in which case the officer may be allowed to continue to receive the house allowance applicable to a married police officer.

(9) A police officer occupying rent-free quarters shall not be entitled to any house allowance.

32. A temporary lodging allowance at such rate as may be approved by the Minister of Finance shall be paid to a woman police officer when she is transferred to a Division or District where quarters are not available for her.

Temporary lodging allowance.

33. A police officer required to do duty in plain clothes shall be paid a plain clothes allowance at such rates as may be approved by the Minister of Finance for such part of a month in which he is so required to wear plain clothes, but so however that no allowance shall be paid for any month in which an officer is required to wear plain clothes for a period of less than seven days.

Plain clothes allowance.

34. A proficiency allowance at rates approved by the Minister of Finance may be granted to police officers performing specified duties. Such allowances shall only be paid to police officers actually performing such duties, except that police officers who are drawing proficiency allowances and who go on sick leave or vacation leave may continue to do so but only if the period for which they are on vacation leave or sick leave does not exceed fourteen days.

Proficiency allowance.

35. (1) A police officer shall be considered to be “separated” from his family if as a result of an appointment or transfer he is compelled to take up residence in another Division, District, Branch or Section without being able to take his family with him, because—

Temporary separation allowance.

- (a) suitable accommodation cannot be found immediately in the new Division, District, Branch or Section for his family;
- (b) it would not be reasonable to expect the police officer to remove his family from his present residence; or

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(c) he could not reasonably be expected to travel daily from his present residence to the new Division, District, Branch or Section.

(2) A separated police officer may be paid a temporary separation allowance related to the additional expenditure incurred by him in maintaining two establishments.

Definition of "family".

36. For the purpose of regulation 35, "family" shall be taken to mean a police officer's spouse and children, his mother, father, brothers, sisters, who are living with and are solely dependent on him.

Conditions attached to payment of separation allowance.

37. The payment of a temporary separation allowance shall be subject to the following conditions:

- (a) it shall not exceed the maximum amount fixed by the Minister of Finance;
- (b) (i) in the case of an appointment, or transfer which is known to be permanent, it shall normally be paid for a period not exceeding three months;
(ii) in the case of an appointment or transfer which is known to be or turns out to have been temporary, it shall normally be paid for a period not exceeding six months;
- (c) extensions of the normal period of payment as provided for in paragraph (b) shall be made only on the authority of the Chief Personnel Officer, to whom application shall be made promptly with full supporting reasons for the grant of an extension of time;
- (d) no allowance shall be paid where the period of separation is less than one month;
- (e) the officer claiming the allowance shall be required to produce a certified statement, supported by payment receipts where possible, showing the additional expenditure involved in

having to maintain two establishments; the allowance granted shall be a sum equivalent to the additional expenditure incurred, but not exceeding the maximum amount fixed by the Minister of Finance;

- (f) an officer claiming the allowance must certify that he is in fact separated;
- (g) an officer shall not receive both a temporary separation allowance and subsistence allowance in respect of the same period.

38. Applications for a temporary separation allowance shall be submitted monthly on the prescribed form to the Chief Personnel Officer through the Commissioner. Except in special circumstances no claim shall be entertained which is not made within three months after the period to which the claim relates.

Applications for temporary separation allowance.

39. (1) Subject to subregulation (2), the Commissioner may, in his discretion, at the written request of an organiser of such entertainments, bazaars, private assemblies or other occasions or functions as are approved by the Commissioner, provide for the services of officers for the purpose of preserving order at such entertainments, bazaars, private assemblies, other occasions or functions, and for performing such other duties as the Commissioner may determine, on the payment of the following charges to him in respect of each such officer:

Charges for extra duty prescribed. [189/1974 13/1975 153/1977 122/1978 73/1979 25/1982 109/1996 147/1998 212/2001 279/2004].

<i>Officers of the First Division</i>					<i>Rate per hour</i>
Assistant Commissioner of Police	\$130.00
Senior Superintendent	\$109.00
Superintendent	\$96.00
Assistant Superintendent	\$89.00
 <i>Officers of the Second Division</i>					 <i>Rate per hour</i>
Inspector	\$79.00
Sergeant	\$68.00
Corporal	\$56.00
Constable	\$45.00

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(2) No Second Division Officer shall be deputed for duty under subregulation (1) unless he voluntarily undertakes such duty.

(3) Extra duty may only be performed by officers outside their official duty hours.

(4) Where police officers are deputed for extra duty under subregulation (1) they shall be paid for their services at the rate of 90 per cent of the charges levied under subregulation (1) and the remaining 10 per cent shall be paid into the Police Awards Fund.

(5) Nothing in this regulation shall apply in the case of a private or public Government function, except that in the case of a private Government function, the Commissioner may in his discretion levy charges in accordance with subregulation (1) and make payments in accordance with subregulation (4).

(6) Police officers who volunteer or are deputed for extra duty shall report for duty as required.

Subsistence and meal allowance.

40. Subsistence and meal allowances shall be paid to police officers at rates approved by the Minister of Finance.

Uniform allowance.

41. (1) Every police officer in the First Division shall on first appointment receive a grant of an initial allowance for the purchase of his uniform in such sum as may be approved by the Minister of Finance.

(2) At the end of the second completed year after the grant of the initial allowance, every police officer in the First Division shall receive an annual allowance for the upkeep of his uniform at such rates as may be approved by the Minister of Finance.

Qualifying examination allowances. [189/1974].

42. (1) Where a police officer in the Second Division is not promoted within three years after passing the qualifying examination for promotion, he shall be paid the qualifying examination allowance as from the third anniversary of the date of the examination.

(2) The Qualifying Examination Allowance, shall be equal to an increment payable in the officer's salary range.

(3) Payment of the Qualifying Examination Allowance shall cease with effect from the date of promotion of the officer concerned.

(4) If on the date of his retirement a police officer in the Second Division is in receipt of a Qualifying Examination Allowance and has been receiving this allowance for not less than three years, the allowance shall be regarded as part of his salary for the purpose of computing his gratuity and pension.

43. (1) A police officer who is required to travel abroad on official business shall be entitled to—

Allowances for travelling abroad on official business.

- (a) such transport as may be approved by the Minister of Finance;
- (b) similar treatment as regards hotel accommodation, meals and subsistence allowances as is provided for public officers;
- (c) transport within the country or countries (including reasonable taxi hire);
- (d) the cost of official telephone and telegram charges, and such other expenses which may be incurred in connection with the transaction of official business.

(2) The Chief Personnel Officer shall issue instructions which will determine by what type or class of transportation a police officer shall travel.

(3) A police officer who is required to travel to a cold or temperate climate country on official business shall be paid such warm clothing allowance as the Minister of Finance may determine. A police officer who has received such an allowance shall not be eligible for a further allowance within a period of two years from the date of receipt of the first allowance.

(4) A police officer who is required to travel outside Trinidad and Tobago on official business, shall, unless otherwise permitted, travel by the national airline.

(5) A police officer who is required to proceed outside Trinidad and Tobago on official business shall be paid a subsistence allowance for the period beginning with the day he leaves Trinidad and Tobago and ending with the day he returns, inclusive, in accordance with rates approved by the Minister of Finance.

(6) In determining the currency in which the subsistence allowance shall be paid, the Minister of Finance shall draw up a Schedule of hard and soft currency areas and the police officer shall receive payment as follows:

In hard currency areas ... U.S. currency

In soft currency areas ... Trinidad and Tobago currency or sterling.

(7) Claims in respect of expenses incurred when travelling on official business shall be submitted on the appropriate form as the Permanent Secretary in the Ministry of Finance may require.

PART IV

**HOURS OF WORK, RECORDS OF PERSONNEL,
DISCIPLINE AND AWARDS**

HOURS OF WORK

Work week and working hours.

44. (1) For the purposes of these Regulations, a week shall consist of seven days, the working hours of which shall be forty-four hours.

(2) The normal daily period of duty for a police officer in the Second Division shall not exceed nine hours, and this may be performed in one tour, provided that an officer shall not normally be required to be on duty beyond a period of five hours without having a break of at least one hour after the end of such period.

(3) The period of time taken as a break shall not be considered as part of the period of nine hours making up the normal daily period of duty.

(4) Every police officer in the Second Division shall be granted in respect of any one week, two full days free from duty to

be known as “weekly rest days” provided always that the normal work week is not reduced to less than forty-four hours. The weekly rest days shall be in lieu of Saturdays, Sundays and Public Holidays, any of which may be counted as a rest day if taken as such.

(5) Police officers in the Second Division shall, in respect of work in excess of forty-eight hours a week during the period 1st April 1971 to 31st December 1971 and forty-four hours a week thereafter—

- (a) be granted compensatory time off; or
- (b) where such time off is not practicable be paid overtime pay at rates approved by the Minister of Finance.

The time limit for determining whether compensatory time off may be granted shall be fixed by agreement between the Chief Personnel Officer and the Trinidad and Tobago Police Association.

45. Notwithstanding anything contained in these Regulations relating to hours of work a police officer may be required to report for duty at any time if the exigencies of the Service so require.

Police officer may be required to report for duty at any time.

46. (1) A police officer shall not be absent from duty without leave or reasonable excuse.

Absence without leave.

(2) A police officer shall not leave the country without the permission in writing of the Commissioner or in cases of emergency of a superior officer who shall report forthwith, in writing, to the Commissioner.

(3) Any police officer who contravenes this regulation is guilty of an offence and is liable to summary dismissal, as provided for in the Police Service Commission Regulations.

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RECORDS OF PERSONNEL

47. (1) There shall be one personal record of each police officer which shall be kept by the Commissioner.

Personal record.

- (2) The Personal Record shall contain—
 - (a) a description of the police officer;
 - (b) the police officer’s place and date of birth;

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- (c) particulars of marriage (if any) and children (if any);
- (d) a record of service (if any) in any Naval, Military or Air Forces of a Commonwealth territory or in the Public Service;
- (e) a record of service (if any) in any other police service;
- (f) a record of the results of examinations at which the officer was a candidate;
- (g) a record of service in the Police Service including particulars of all promotions, transfers, removals, injuries received, commendations, awards, punishments other than cautions, and the date of his ceasing to be a member of the Service with the reason, cause or manner thereof;
- (h) a divisional inset sheet with comments by the Divisional or Branch Superintendent shall be kept for each officer in a Division or Branch. On transfer from a Division or Branch the particular officer's inset sheet shall be sent direct to the Commissioner, and a new inset sheet opened at his new Division or Branch;
- (i) any police officer may at his request in writing and at a time convenient to the Administration be shown his personal record.

(3) A police officer shall be informed in writing of any adverse reports or of any commendations which are made on his personal record.

Certificate of service to be given.

48. (1) A police officer who leaves the Police Service may be given a certificate of service stating his office and setting out the period of his service in the Police Service and in any other police service and the reason, cause or manner for his leaving the Service.

(2) The Commissioner may append to such certificate any recommendation with respect to his efficiency and conduct which he feels justified in giving.

(3) The personal record of a police officer who leaves the Police Service shall be kept for such time as the Commissioner may think fit and may thereafter be destroyed, after consultation with the Government Archivist.

DISCIPLINE

49. No police officer shall institute or take part in any processions, demonstrations or public meetings other than religious functions unless the permission of the Commissioner is first obtained. Participation in demonstrations, etc., prohibited.

50. A senior police officer shall not berate a police officer junior in rank in the presence or hearing of any police officer junior to such officer or in the presence of any member of the public. Reprimand of officers.

51. Police officers must always be cleanly and smartly turned out. They must always be alert on duty, smart in their movements and respectful in their bearing and manner. They shall not appear in public view improperly dressed. In the case of male police officers the hair on the head shall be kept short, the chin and under lip shaven. The shaving of the upper lip is optional. Whiskers shall not be worn. Appearance and turn-out.

52. Police officers are to avoid public expression of political and sectarian opinions, and are to bear themselves with strict impartiality in all matters. Partisanship.

53. Gambling in Police buildings or within the precincts of any such building is an offence. Gambling.

54. (1) Any communication which a police officer wishes to address to the Commissioner shall be forwarded through the senior police officer under whom he is serving. Communication to Commissioner.

(2) The senior officer in forwarding a communication from a junior police officer is expected to comment and give advice on the questions dealt with in such communication.

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Official communication.

55. Any official communication which a police officer wishes to address to any Government Official, or a Government Department shall be forwarded to the Commissioner through the senior police officer under whom he is serving.

Complaints.

56. Any police officer desiring to make a complaint may do so to his immediate senior officer, and if he considers himself wronged by his senior officer, he may complain to higher authority through such senior officer who shall transmit the complaint. An officer to whom a complaint is made shall acknowledge receipt of such complaint in writing and cause enquiries to be made into such complaint, and if satisfied with the justice of the complaint, shall take such steps as may be necessary for giving full redress, if within his power, or refer the case to higher authority. At the conclusion of the enquiry the officer making the complaint shall be informed in writing of the results of his complaint.

Orders.

57. (1) Orders may be issued to police officers as follows:
(a) Standing Orders, by the Commissioner;
(b) Departmental Orders, by an Assistant Commissioner on the Commissioner's behalf;
(c) Divisional or Branch Orders, by officers in charge of such Divisions or Branches.

(2) The Commissioner may appoint a Committee to advise him on the issue of Standing Orders from time to time, and the Trinidad and Tobago Police Association and Trinidad and Tobago Police First Division Officers Association may be invited to nominate representatives to serve on such Committee.

Standing Orders with respect to books and other records.

58. The Commissioner shall also issue Standing Orders to the Police Service setting out the books and other records to be kept at Divisions, Branches, Stations or other operational units of the Police Service, and the manner in which such books are to be kept, and how they should be disposed of.

Corrections.

59. No erasures shall be made in any official book or document but mistakes shall be crossed out and initialled, except in the case of corrections in a Station Diary which shall be made by the recording of a new entry correcting the original entry.

60. (1) All Orders, Regulations and other official publications affecting police officers shall be brought to their attention by the Commissioner. Circulation of orders.

(2) The *Gazette* shall be circulated for the information of all police officers by the Commissioner.

61. Where a police officer is charged before a Court with an offence arising out of or in the course of the execution of his duty, and the Attorney General is satisfied that such officer acted in good faith in the execution of his duty, such officer shall be granted legal aid in the conduct of his defence. Legal aid.

AWARDS

62. (1) Subject to the Act, there shall be established an Awards Board (herein referred to as “the Board”) comprising three police officers appointed by the Commissioner of Police. Awards Board.

(2) The Board shall meet at least once in every quarter to consider and recommend awards in accordance with section 54 of the Act.

(3) The Trinidad and Tobago Police Association shall have the right to submit recommendations for awards as appropriate to the Commissioner who shall transmit them to the Board for consideration.

PART V

**VACATION LEAVE, SPECIAL LEAVE, STUDY LEAVE,
SICK LEAVE AND MEDICAL BENEFITS**

63. (1) Subject to subregulations (2) and (3), unless otherwise stated in these Regulations, leave of absence may be granted to police officers to the extent and under such conditions as are provided in this Part. Leave to be granted in accordance with this Part.

(2) Leave, other than sick leave and maternity leave, is granted subject to the exigencies of the Service. The Commissioner may, in his discretion determine whether the exigencies of the Service are such as to enable a police officer to proceed on leave at any given time.

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(3) The Commissioner may, if the exigencies of the Service so require—

- (a) cancel any leave already granted;
- (b) recall to duty any police officer who has proceeded on leave, at any time before the expiration of such leave.

(4) Where a police officer has been recalled from vacation leave, he shall be eligible for the unexpired period of his vacation leave.

(5) A police officer who is recalled from vacation leave shall be reimbursed for any reasonable out-of-pocket expenses, including actual financial loss sustained as a consequence of the decision to recall him from leave.

ANNUAL VACATION LEAVE

Eligibility for annual vacation leave.

64. A police officer shall be eligible for annual vacation leave only after the completion of one year of service.

Leave entitlement. [236/1999].

65. (1) With effect from 1st August, 1997, every police officer shall be entitled to annual vacation leave as follows:

<i>Grade</i>	<i>1–10 years Service</i>	<i>Over 10 years Service</i>
First Division Officers	28 working days	35 working days
Second Division Officers in receipt of a salary equal to or greater than that of the maximum of Range 24.	28 working days	35 working days
Second Division Officers in receipt of a salary less than that of the maximum of Range 24.	21 working days	28 working days

(2) In lieu of granting leave in accordance with this regulation, the Commissioner may grant forty consecutive days leave on full pay annually to Bandsmen and Apprentices of the Police Band collectively.

(3) In computing length of service for the purposes of subregulation (1) service shall include “other public service” and “service in the group” as defined in section 2 of the Pensions Act. Ch. 23:52.

(4) In calculating annual vacation leave, Saturdays, Sundays and public holidays shall not be counted.

66. An officer shall not earn vacation leave while on vacation leave. Leave not to be earned while on leave.

67. Subject to the exigencies of the Service, a police officer shall not take less than— Minimum annual leave to be taken.

- (a) fourteen days annual leave each year if he holds an office in the First Division; and
- (b) seven days annual leave each year if he holds an office in the Second Division,

which leave shall be deducted from his annual vacation leave entitlement specified in regulation 65(1) for his grade.

68. A police officer, who, owing to the exigencies of the Service is required to defer his annual leave, shall in the year following that in which his annual leave was deferred, be granted such deferred leave together with the annual leave for that year. Deferment of leave.

69. (1) Subject to regulation 65, a police officer may, with the prior approval of the Commissioner, be allowed casual absences from duty, which shall be deducted from his annual vacation leave entitlement specified in regulation 65(1) for his grade to a maximum of— Casual absences to be deducted from vacation leave.

- (a) fourteen days if he holds an office in the First Division; or
- (b) seven days if he holds an office in the Second Division.

(2) Notwithstanding the requirement of regulation 68, the Commissioner may apply the provisions of subregulation (1) to meet the case of officers who have not completed a full year of service, but so however that the leave so granted shall not exceed the total amount of leave that the officer can be considered as having earned on a *pro rata* basis at the time of the grant of such leave.

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Non-forfeiture of vacation leave earned.

70. Annual vacation leave, once earned, shall not be forfeited.

Normal accumulation of annual vacation leave.

71. Annual vacation leave may normally be accumulated to a maximum of—

- (a) ninety days, in the case of a police officer who holds an office in the First Division;
- (b) sixty days, in the case of a police officer in the Second Division.

Further accumulation of annual vacation leave in special circumstances.

72. (1) Notwithstanding the provisions of regulation 71, if the Commissioner intimates in writing to an officer of the Second Division, or the Permanent Secretary to an officer of the First Division, his inability to permit the officer to proceed on leave, owing to the exigencies of the Service, in such a case the officer shall be permitted to continue to accumulate annual leave to a maximum of—

- (a) one hundred and twenty-six days, in the case of a police officer who holds an office in the First Division;
- (b) one hundred and five days, in the case of a police officer in the Second Division.

(2) Before any approval is given to an officer to accumulate leave to a new maximum as provided for in subregulation (1), the authority of the Chief Personnel Officer shall be obtained, and in putting forward the case for consideration, precise reasons shall be given as to why the officer cannot be permitted to proceed on leave, indicating the anticipated date by which the officer may be permitted to proceed on vacation leave.

Grant of vacation leave by Commissioner and Permanent Secretary.

73. The Commissioner of Police shall have authority to grant vacation leave to all police officers in the Second Division, and up to a maximum of fourteen days at any one time to Officers in the First Division. Leave in excess of fourteen days, in the case of First Division Officers, shall require the approval of the Permanent Secretary.

74. (1) Applications for vacation leave in excess of fourteen days to be spent in or out of Trinidad and Tobago shall be submitted to the Commissioner, on the prescribed form, not later than 31st October in the preceding year to facilitate the preparation of the leave roster for the year ahead.

Application for vacation leave.

(2) The Commissioner may in special circumstances and in his discretion vary the requirements of subregulation (1).

(3) A police officer who has applied for leave within the specified time shall, subject to the exigencies of the Service, be informed not less than one month before his vacation leave is due to commence, whether or not his application has been granted.

75. The Commissioner shall cause a record to be kept to show—

Record of officers on leave.

- (a) the police officers to whom he has granted annual leave;
- (b) particulars of the duration of such leave;
- (c) the address or addresses at which the police officer may be located during his leave.

76. No more than fifteen per cent of the total strength of the Police Service may be granted leave at any one time.

Limit to number of officers who may be on vacation leave.

77. A police officer who is required to attend Court while on leave as a result of his official duty shall have his leave extended by a period equal to the number of days he has attended at Court.

Attending Court while on leave.

SPECIAL LEAVE

78. (1) A police officer selected as a member of an official Police Service team as approved by the Commissioner and engaging in a sporting, educational or cultural event or series of events may, subject to the exigencies of the Service, be granted duty leave with full pay for this purpose.

Duty leave and special leave.

(2) A police officer selected to represent Trinidad and Tobago as a member of a national team engaging in a sporting, educational or cultural event or series of events shall, subject to the exigencies of the Service, be granted special leave with full pay to enable him to complete his engagement.

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(3) Leave granted under this regulation shall not affect a police officer's entitlement to vacation leave.

STUDY LEAVE

Scholarship and Study leave.

79. Officers granted scholarships or study leave to pursue courses of study sponsored by Government shall be eligible for study leave and for such allowances and benefits as may from time to time be provided for public officers, under the Scholarship and Study Leave Rules.

LEAVE AND LEAVE PASSAGES EARNED UNDER THE 1956 AND 1960 REGULATIONS

Entitlement under 1956 and 1960 Regulations preserved.

80. The leave and leave passage entitlement of officers earned under the Leave and Leave Passage Regulations 1956 and the Leave and Leave Passage Regulations 1960 shall be preserved to officers up to retirement and 31st December 1971, respectively.

Entitlement to proportionate part of long leave, etc.

81. An officer who at 31st December 1966, had not completed a tour for passage shall be entitled to a proportionate part of the long leave and passage grant in respect of the completed part of his tour.

Entitlement to proportionate part of annual leave.

82. An officer who at 31st December 1966 had not completed a year's service for the purpose of annual leave shall be entitled to a proportionate part of annual leave in respect of the completed part of the year.

Utilisation of passage grant.

83. The utilisation of long leave with passage grants including proportionate long leave with passages is conditional on the officer spending at least one-half of his long leave eligibility outside of Trinidad and Tobago.

Leave due under 1960 Regulations to be taken at one time.

84. All leave due under the Leave and Leave Passage Regulations 1960, shall, as far as practicable, be taken at one and the same time. Where, however, it is in the interest of the Service, such leave may be taken in part.

- 85.** Long leave to be spent out of Trinidad and Tobago under the Leave and Leave Passage Regulations 1960, includes annual leave in respect of the final year of the tour. Before calculating the proportionate part of long leave the annual leave for the final year shall be deducted. Where an officer has entered the final year of his tour he shall also be granted a proportion of the annual leave in respect of that year.
- Long leave to be spent out of Trinidad and Tobago.
- 86.** An officer who, subsequent to the 1st January 1963, had proceeded on leave under the Leave and Leave Passage Regulations 1956, shall, unless he had been granted at that time a proportionate part of long leave under the Leave and Leave Passage Regulations 1960, have his tour for the purpose of Long Leave and Passage Grant under the Leave and Leave Passage Regulations 1960, counted from the 1st January 1963, but the period of leave under the Leave and Leave Passage Regulations 1956, shall not be taken into account for the purpose of leave or leave passages under the Leave and Leave Passage Regulations 1960.
- Officer's tour to be counted from 1st January 1963 in certain circumstances.
- 87.** Leave earned under the Leave and Leave Passage Regulations 1956 or 1960 shall be granted on the basis prescribed in such Regulations, that is to say, leave shall not exclude Sundays and public holidays nor shall Saturdays count as half days.
- Leave under 1956 and 1960 Regulations granted in accordance with those Regulations.
- 88.** (1) Every police officer shall be entitled to fourteen days sick leave a year provided that he tenders a Medical Certificate written under the hand of a registered Medical Practitioner.
- Sick leave.
- (2) A police officer who is away from duty, due to illness, for a period not exceeding two days shall not normally be required to tender a Medical Certificate, but any leave taken under this provision shall count in calculating the total sick leave for the year. The Permanent Secretary may require a police officer who habitually takes advantage of this concession to present himself to a Government Medical Officer for a Medical Examination.
- 89.** (1) Extensions of sick leave on full pay may be granted, subject to subregulation (2), by the Chief Personnel Officer provided the leave is supported by a Medical Certificate from an approved registered Medical Practitioner, a medical officer attached to the Police Service or a medical officer in a hospital where the police officer has been treated.
- Extension of sick leave. [236/1999].

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(2) With effect from 1st August, 1997, extensions of sick leave on full pay shall be granted to an officer in the First Division by the Commissioner of Police to the extent of, at maximum, the number of days sick leave unutilised by the officer over the five-year period preceding the year in which the application is made.

(3) Sick leave or extension of sick leave on full pay under this regulation may be granted by a High Commissioner or other duly appointed Representative of Trinidad and Tobago abroad, as the case may be.

(4) A police officer who is certified by a Medical Board to be suffering from pulmonary tuberculosis or leprosy and to be unfit for duty may be granted sick leave on full pay for a period of six months in the first instance, followed by a further extension of six months sick leave on full pay if still unfit for duty at the expiration of the first six months. Thereafter, if the police officer is certified as still unfit for duty, he may be granted the annual leave, if any, for which he is eligible. If, at the expiration of the above period of sick leave and annual leave, a Medical Board recommends the grant of further leave to such police officer, the Chief Personnel Officer shall decide, on the merits of each individual case, whether such leave shall be granted, and if so whether on full-pay, half-pay or without pay. The grant of leave under this Regulation is subject to an examination of the police officer by a Medical Board at quarterly intervals, or more frequently if necessary.

Spending sick leave abroad.

90. A police officer who desires to leave Trinidad and Tobago during a period of sick leave shall obtain the prior approval of the Chief Personnel Officer.

Medical Certificate necessary for sick leave.

91. Absence from duty shall not in any circumstances be considered as sick leave unless supported by a Medical Certificate.

Medical record of each officer.

92. A Medical History Book shall be kept to show in respect of each police officer every illness or injury sustained by the officer during his period of service in the Police Service, together with such account of treatment received and other comments and

recommendations made by the medical officer or medical practitioner concerned with the case, as well as a record of all sick leave granted.

93. Where a police officer is injured in the performance of his official duty he shall be entitled to full pay for any leave approved by the Commissioner as a result of such injury or until he is discharged by a Medical Board. Entitlement to full pay.

MATERNITY LEAVE

94. (1) With effect from 1st October, 1997, maternity leave consisting of leave with full pay for one month followed by leave with half pay for two months shall be granted to women police officers on the following conditions: Grant of maternity leave. [236/1999].

- (a) that the expectant mother proceed on maternity leave at least one month before the expected date of birth of the child;
- (b) that the taking of maternity leave would not in any way prejudice or affect the eligibility of the officer for annual leave;
- (c) that the expectant mother would normally be required to furnish three months before the expected date of delivery a certificate from a registered medical practitioner of the expected date of delivery; and
- (d) that the officer has served for a period of not less than one year in the Police Service as at the date of commencement of such leave.

(2) An officer who has given birth to a child before she has proceeded on maternity leave for which she was eligible shall be granted leave as in subsection (1) from the date of actual delivery.

(3) An officer who has proceeded on maternity leave and has a still birth delivery shall be granted maternity leave consisting of leave with full pay for one month followed by leave with half pay for one month.

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(4) An officer who has a still birth delivery before she has proceeded on maternity leave shall be granted maternity leave consisting of leave with full pay for one month from the date of actual delivery.

Ch. 32:01.

(5) Where the half pay to which the officer is entitled during maternity leave together with the Maternity Benefits payable under the National Insurance Act amount to less than her full pay, the difference shall be paid to the Officer by the employer.

Annual vacation leave may precede or follow maternity leave.

95. In addition to the period of maternity leave provided for in regulation 94, a woman police officer may be granted any period of annual vacation leave due to her, to precede or follow her maternity leave.

Sick leave Regulation to apply.

96. Any application for leave in excess of the periods provided for in regulations 94 and 95 shall be treated as an application for sick leave and shall be dealt with under regulation 88 or 89 applicable to ordinary sick leave and extended sick leave.

Light duty in certain circumstances.

97. The Commissioner in his discretion may direct that a woman police officer qualifying for maternity leave be given light duties to perform at work prior to and following her period of maternity leave and for such period of time as the circumstances of her case may justify and may permit or require such officer to attend work not in uniform for such period of time, but such officer shall not qualify for a Plain Clothes Allowance.

PATERNITY LEAVE

Grant of paternity leave. [236/1999].

Ch. 45:01.

97A. With effect from 1st October, 1997 a male officer shall be eligible for paternity leave of three working days in respect of each pregnancy of his spouse, whether a spouse by a marriage under the Marriage Act or a common-law spouse, to be granted at the time of delivery where—

- (a) he furnishes a medical certificate stating the expected date of delivery; and
- (b) he registers the name of his common-law spouse, where applicable, with the Commissioner of Police.

BEREAVEMENT LEAVE

97B. (1) With effect from 1st August, 1997, an officer shall be eligible for the grant of bereavement leave of—

Grant of bereavement leave. [236/1999].

- (a) three working days where the death of a member of his immediate family occurs in Trinidad and Tobago; or
- (b) five working days where the death occurs outside of Trinidad and Tobago and the officer actually travels abroad in connection with the death.

(2) For the purpose of this regulation “immediate family” means the officer’s spouse, child, mother, father, brother, sister and, if the officer had registered his guardian or ward with the Commissioner of Police, such guardian or ward.

(3) In subregulation (2) “guardian” means a person who has acted *in loco parentis* to the officer.

MEDICAL BENEFITS

98. Every police officer who is appointed to an office in the First Division on or after 1st April 1971, and every police officer in the Second Division (whenever appointed) shall be entitled to receive free medical, dental, optical and hospital treatment and medicines as may be necessary and as may be provided by a Government Medical Officer or at a Government Medical Institution. Where such treatment or medicines are not readily available from such medical officer or from such an institution the police officer shall be reimbursed the reasonable cost of any private treatment he may have received or medicines he may have purchased from any registered medical practitioner or from any approved medical institution, having obtained the prior approval of the Commissioner.

Police officers entitled to free medical, etc., attention.

99. (1) First Division Officers who, prior to the date of publication of these Regulations had enjoyed any medical benefits for their families shall continue to do so, but shall not be entitled to free dental and optical treatment.

Earlier benefits preserved to officer.

(2) For the purposes of subregulation (1), “family” shall be taken to mean a police officer’s spouse and such of his legitimate children as are under the age of twenty-one years who are residing with him and are unmarried and solely dependent on him.

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PART VI

GRATUITIES AND PENSIONS

Award of gratuities and pensions. Ch. 15:01.

100. The award of gratuities and pensions shall be governed by the provisions of the Police Service Act.

Computation of gratuity, etc., a matter of high priority.

101. (1) The computation and authorisation of gratuities and pensions of officers whose retirement from the Police Service is known to be impending shall be treated as urgent matters of high priority.

(2) The Commissioner shall ensure that particulars of service and pay of all officers whose retirement is known to be imminent are furnished accurately to the Comptroller of Accounts not less than three calendar months before the date on which the officers concerned are due to retire, in order to enable the computation and checking of pensions, retiring allowances and gratuities to be completed by the Comptroller of Accounts and the Auditor General and submitted for authorisation before the date on which the officer's retirement from the Service is due to take effect.

PART VII

CUSTODY AND CARE OF PRISONERS

Police Matron.

102. A Police Matron shall be appointed to each Police Station and she shall be entrusted with the custody of female prisoners.

Keys for female cells.

103. The cells for female prisoners shall each be provided with two locks or padlocks fitted with different keys. The key of one lock shall be kept by the police officer in charge of the Charge Room and the key of the other by the Police Matron. A duplicate of the key kept by the Police Matron shall be kept in the Charge Room under the station seal. Except in a case of emergency, no cell in which a female prisoner is confined shall be opened except by or in the presence of the Police Matron or a woman police officer.

Opening of cells.

104. Cells in which prisoners are confined shall be opened by not less than two police officers.

105. Prisoners shall be searched on arrest and also before being placed in the cells and again on being taken from the cells. At the station male prisoners shall be searched by two male police officers and female prisoners by the Police Matron or women police officers.

Searching of prisoners.

106. (1) All property found on a prisoner on search shall be taken from him and a record made in the charge book. This entry shall be read over to the prisoner who shall be asked to verify if correct and to sign same. If the prisoner claims that the entry is incorrect, a note to this effect shall be made against the entry and the matter reported for investigation.

Record to be kept of prisoner's property.

(2) Property required as a Court exhibit shall be retained and handed over to the General Property Keeper.

(3) A prisoner's property shall be returned to the prisoner on his release from custody and he shall be required to sign for receipt of same in the charge book.

(4) A prisoner's property in the possession of the Police for more than twenty-four hours shall be handed over to the General Property Keeper and transferred to the General Property Book.

(5) In the event of a prisoner being handed over to a gaoler, such property shall also be handed over to the gaoler, who shall be required to give a receipt for same.

107. Subject to regulation 106(2) the property taken from a prisoner may be handed over to any person as directed by the prisoner, on such a person giving a receipt for such property handed over and the prisoner certifying that this has been done.

Prisoner's property handed over.

108. Unless as otherwise directed prisoners in police cells shall be visited at least once every hour by the police officer in charge of the Charge Room.

Prisoners in cells to be visited.

109. Prisoners' children who have no relatives or other persons to take charge of them may be taken charge of by the Police Matron until other arrangements for their care can be made. Police Matrons shall be paid at such rate for each child as the Commissioner may direct.

Children of prisoners in custody.

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Feeding of prisoners.

110. (1) The daily ration for prisoners in police custody shall be as fixed by the Minister.

(2) Prisoners shall be fed three times daily at 7.30 a.m., 12.30 p.m. and 5.30 p.m. or as near as possible to these hours.

(3) Prisoners may be supplied with food from outside, but all such food shall be examined by the police officer in charge of the Charge Room.

Legal adviser of prisoners.

111. The legal adviser of a prisoner may be allowed to communicate with the prisoner at a police station but the prisoner must be kept in sight by a police officer during such communication.

Sick prisoner.

112. When a prisoner reports sick, the police officer in charge of the Charge Room shall immediately notify the appropriate Government Medical Officer. Where the Government Medical Officer orders the sick prisoner's removal to the gaol hospital, application shall be made to a Magistrate for a remand warrant, but if the Government Medical Officer orders the removal to any other hospital, he shall be despatched to such hospital in custody.

Numerical strength of escorts.

113. The strength of escorts to be provided for the removal of prisoners, except such as may be conveyed in a prison van, shall be regulated as follows:

- (a) when one prisoner is to be escorted, he shall be sent in the custody of at least one constable;
- (b) two to five prisoners shall be accompanied by at least two constables;
- (c) six to ten prisoners shall be accompanied by at least three constables.

Prison van.

114. In the case of prisoners being conveyed in a prison van, there shall be at least two escorts in addition to the driver.

Female prisoners.

115. In the case of female prisoners the Police Matron shall be counted as a constable for the purposes of regulation 113.

Dangerous prisoners.

116. In the case of prisoners considered to be dangerous and unruly additional constables shall be sent as may be necessary.

117. Every escort shall be provided with handcuffs which shall be used when necessary. Handcuffs.

118. Escorts conveying prisoners may be armed if circumstances so warrant. Armed escorts.

PART VIII

**GOVERNMENT BUILDINGS, FURNITURE,
HOSPITALS, ETC.**

119. (1) First Division police officers shall reside in the official quarters provided or in quarters approved by the Minister. Quarters.

(2) Official quarters occupied by police officers of the First Division shall be furnished and rent free.

(3) Police officers of the Second Division who occupy official quarters shall do so rent free.

120. All items of Government furniture in police stations, buildings, offices and quarters shall be maintained in good order and condition, the responsibility for which shall rest with the senior officer in charge of the police station, building or office, or the occupant of the quarters. Furniture to be kept in good condition.

121. When any item of furniture requires repair or needs to be replaced, the appropriate officer of the Ministry of Works, shall be notified so that inspection, repairs or replacements may be effected. Repairs to furniture.

122. All Proclamations, Government Notices or other official notices shall be posted at police stations, and Notices of Rewards or advertisements of similar import, shall be posted on notice boards at police stations. Notice boards.

123. A Charge Room shall be attached to each Police Station and all books and records of the Station shall be kept and maintained therein in the manner directed by the Commissioner. Charge room.

124. There shall be at least two prisoners' cells provided at each police station—one for adult male prisoners and the other for adult female prisoners. Prisoners' cells.

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Hospitals.

125. (1) Hospitals for the treatment of police officers shall be established at such places as may be determined by the Minister of Health.

(2) To every such Police Hospital there shall be appointed the appropriate staff for its proper administration including Medical Officers, Nurses, Pharmacists, etc. Trained attendants shall also be appointed for the maintenance of proper discipline among patients, for the safe custody of the drugs, fittings and equipment, and for the cleanliness and good order of the premises.

PART IX

UNIFORMS, EQUIPMENT, ARMS, AMMUNITION,
STORES, ETC.

Uniforms and
orders of dress.

126. The description of all items of uniform and the orders of dress to be worn by members of the Service shall be as set out in Appendix A and B or as prescribed by the Commissioner with the approval of the Minister and shall be published in the *Gazette*.

Duty Badges.

127. Duty Badges shall be worn by police constables whilst on duty in uniform.

Unauthorised
badges or
emblems.

128. No badges, emblems or decorations other than those officially approved shall be worn with the uniform.

Issue of arms
and
ammunition.

129. (1) The Commissioner shall in his sole discretion decide the quantities in which arms and ammunition may be issued to police officers, Divisions, Branches, Sections or Stations.

(2) The Commissioner may withdraw any arms and ammunition issued to any police officer, any Division, Branch, Section or Station without assigning any reason for so doing.

(3) The authority of the Commissioner shall in such matters be subject to the overriding authority of the Minister.

Control of arms
and ammunition
issued.

130. (1) Ammunition issued to Divisions, Branches and Stations which is not actually in use shall be kept in sealed boxes which shall be opened only in cases of emergency. The date of issue, type of ammunition and quantity of such ammunition shall be endorsed on the boxes.

(2) When any ammunition is discharged or lost, an immediate report shall be made to the Commissioner setting out the quantity so discharged or lost and the circumstances relating to the discharge or loss of such ammunition.

(3) The Commissioner shall cause to be kept a detailed account of all ammunition received and issued. No arms or ammunition shall be issued except on the authority of the Commissioner or Deputy Commissioner.

UNIFORMS AND STORES

131. Uniforms (including accessories) and equipment shall be issued to police officers in the Second Division in such quantities and at such periods as the Commissioner may direct.

Issue of uniforms.

132. In special circumstances the Commissioner may require police officers to wear uniform when off duty. Plain clothes shall not be worn on duty except by police officers especially so authorised by the Commissioner.

Wearing of uniforms and plain clothes.

133. Subject to the general provisions of the Financial Regulations relating to stores, miscellaneous stores shall be issued to Divisions, Branches and Stations at such intervals as the Commissioner may direct.

Issue of stores.

134. Articles of bedding shall be issued to police officers in the Second Division on first appointment and in such quantities and at such periods as the Commissioner may direct.

Issue of bedding.

135. Uniforms, equipment and stores shall be supplied only on a requisition made to the Senior Superintendent (Administration). A delivery and receipt voucher signed by the police officer making the issue shall be sent with supplies. On receipt, such voucher shall be signed by the police officer receiving the stores and returned to the Senior Superintendent (Administration).

Requisition.

136. Stores Ledgers shall be kept by the Senior Superintendent (Administration), in which shall be entered all stores received, issued and returned to store. Receipts for all articles returned to store shall be given by the Senior Superintendent (Administration).

Stores Ledgers.

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PART X

MISCELLANEOUS

- Saluting. **137.** (1) Officers of the First Division shall salute their seniors in rank.
- (2) Officers of the Second Division shall salute all officers of the First Division of the Regular and Special Reserve Police Services.
- (3) All police officers shall pay compliments to such designated persons, on such occasions and in such manner as the Commissioner of Police may from time to time direct.
- Found property Register. **138.** A record shall be kept in a Register of all found property, in such manner as the Commissioner may direct.
- Establishment of Messes. **139.** (1) A Mess may be established at any Police Station or Police Training College for the use and convenience of the personnel of such Station or Training College as the case may be.
- (2) All cooking utensils, wares, stoves and other messing facilities shall be supplied by public funds.
- Administration of Messes. **140.** The responsibility for the efficient administration of all Messes shall rest with the Commissioner of Police who shall issue instructions for their operation.
- First Division Officers' Mess. **141.** (1) Every police officer in the First Division shall be a member of the First Division Officers' Mess of which the Commissioner shall be President.
- (2) The entrance fee for membership of the First Division Officers' Mess as well as the annual subscription to be paid for such membership shall be determined at the Annual Mess Meeting to be held in January of each year.
- (3) The Mess shall be managed by a Management Committee which shall consist of the Deputy Commissioner as Chairman, the Mess Secretary as the Secretary and three other members to be elected annually at the General Mess Meeting.

(4) The Management Committee shall appoint a member to the Committee to act in the place of any Committee member who may be absent on duty or leave.

(5) The President shall appoint a member of the Mess to be Mess Secretary who shall keep all accounts, books and records relating to the management and operation of the Mess, and shall perform such other duties as the Management Committee may direct.

(6) No entries shall be made in the Mess Fund Book other than those concerned with the furnishing and general upkeep of the Mess and the payment of attendants.

(7) The annual contribution voted by the Parliament shall be paid into the Mess Fund.

(8) Rules for the general management of the Mess shall be made at the Annual General Mess Meeting or at any other General Mess Meeting called for the purpose. Such rules shall be subject to the approval of the Commissioner and shall be binding on all members of the Mess.

142. (1) Every police officer in the Second Division shall be a member of the Second Division Officers' Mess of which the Commissioner shall be President.

Second Division
Officers' Mess.

(2) The entrance fee for membership of the Second Division Officers' Mess as well as the annual subscription to be paid for such membership shall be determined at the Annual Mess Meeting to be held in January of each year.

(3) The Mess shall be managed by a Management Committee, the composition of which shall be determined by the Trinidad and Tobago Police Association and the Commissioner.

(4) The Management Committee shall appoint a member to the Committee to act in the place of any Committee member who may be absent on duty or leave.

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(5) The President shall appoint a member of the Mess to be Mess Secretary who shall be Secretary of the Management Committee and shall keep all accounts, books and records relating to the management and operation of the Mess, and shall perform such other duties as the Management Committee may direct.

(6) No entries shall be made in the Mess Fund Book other than those concerned with the furnishing and general upkeep of the Mess and the payment of attendants.

(7) The annual contribution voted by Parliament shall be paid into the Mess Fund.

(8) Rules for the general management of the Mess shall be made at the Annual General Mess Meeting or at any other General Mess Meeting called for the purpose. Such rules shall be subject to the approval of the Commissioner and shall be binding on all members of the Mess.

Sports Club.

143. (1) There shall be a Police Sports Club of which every police officer shall be a member and of which the Commissioner shall be President.

(2) The Sports Club shall be managed by a Committee to be elected annually by the members and approved by the President.

(3) Members shall pay a subscription to be fixed by the Commissioner after consultation with the Management Committee.

(4) Rules for the general management of the Sports Club shall be made at a general meeting. These shall be subject to the approval of the Commissioner and shall be binding on all members.

Police Band.

144. No member of the Police Band shall play at any public or private entertainment except with the permission of the Commissioner.

Police Band to play with permission.

145. The Police Band or part of the Band may, with the permission of the Commissioner, play at entertainments approved by him. Fees shall be charged for playing at such entertainments at such rates as may be approved by the Commissioner. Such fees shall be paid in advance and shall be divided amongst the Band in such proportion as the Commissioner may direct.

PART XI

CONDUCT

146. A police officer shall conduct himself at all times in such a manner that he does not bring discredit on the reputation of the Police Service or of the public service.

General
conduct.
[71/1990].

147. (1) A police officer shall carry out all lawful orders of an officer senior in rank and shall at all times punctually and promptly perform all appointed duties and attend to all matters within the scope of his office.

Duties of police
officer.
[71/1990].

(2) A police officer in the First Division shall be responsible for the state of his command and for the conduct and efficiency of all under his command.

(3) A police officer in the Second Division shall be responsible for his department or district.

(4) In the absence of the police officer referred to in subregulation (2) or (3), the authority and responsibility of that officer shall devolve upon the next in seniority unless the Commissioner otherwise specifically directs.

(5) In the discharge of his duties, a police officer shall be courteous and polite both to members of the service and to members of the public.

148. (1) A police officer shall not be absent from duty without leave or reasonable excuse.

Absence
without leave.
[71/1990].

(2) A police officer shall not leave the country without permission in writing of the Commissioner or, in cases of emergency, of an officer senior in rank in the First Division, who shall report forthwith, in writing, to the Commissioner.

149. (1) A police officer's whole time shall be at the disposal of the Government. Accordingly—

Activities
outside the
Service.
[71/1990].

(a) a police officer may not at any time engage in any activity which would impair his usefulness as a police officer, nor may he engage in any

- occupation or undertaking which might in any way conflict with the interests of the Police Service or be inconsistent with his position as a police officer;
- (b) a police officer shall not engage in any trade or any professional, commercial, agricultural or industrial undertaking or undertake private work for remuneration without the prior approval of the Commissioner;
- (c) notwithstanding that prior approval may have been given; the Commissioner may at any time after giving notice in writing to the police officer and after holding an enquiry prohibit a police officer from—
- (i) engaging in any trade, professional, commercial, agricultural or industrial undertaking;
 - (ii) regularly undertaking private work for remuneration, if the Commissioner is of the opinion that the police officer's activity would impair his usefulness as a police officer or conflicts with the interests of the Service or is inconsistent with his position as a police officer;
- (d) within a period of thirty days after his first appointment to the Police Service, a police officer shall disclose in writing to the Commissioner, particulars of any investment or shareholding which he possesses in any company carrying on business inside or outside of Trinidad and Tobago and also of any interest which he has in any professional, commercial, agricultural or industrial undertaking in or outside Trinidad and Tobago;
- (e) a police officer who invests in or acquires shares in any company carrying on business in or outside of Trinidad and Tobago or who acquires any

interest in any professional, commercial, agricultural or industrial undertaking in or outside of Trinidad and Tobago, shall within a period of thirty days thereafter inform the Commissioner;

- (f) whenever the Commissioner is of the opinion that a police officer's performance of his duties may be influenced by the fact that he owns shares or investments in any company, or he has an interest in any professional, commercial, agricultural or industrial undertaking the Commissioner may, after discussing the matter with the police officer, require that officer to dispose of such shares, investment, or interest within such period as the Commissioner may specify or to be transferred to other duties; and if the police officer on being required by the Commissioner to dispose of his shares, investments or interest, fails to do so within the specified period, he is guilty of an offence;
- (g) a police officer while he is on accumulated annual leave shall not accept any paid employment or engage in any trade or any professional, commercial, agricultural or industrial undertaking, or undertake regular private work for remuneration. The Commissioner may, however, grant to a police officer who is on leave prior to resignation or retirement permission to engage in the activities mentioned above. Such permission shall not be conditional on the curtailment of any period of leave to which the police officer is entitled.

(2) A police officer who is engaged in any of the activities that are described in subregulation (1)(a) and (b) shall within sixty days of the coming into operation of these Regulations apply for approval to the Commissioner to continue to engage in such activities.

(3) A police officer who makes an application under subregulation (2) may continue to engage in such activities until

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he is notified of the decision of the Commissioner with respect to his application.

Officer not to call public meeting or participate in certain public meetings. [71/1990].

150. (1) A police officer may not call a public meeting to consider any action of the Government or actively participate in the proceedings of a meeting called for such purpose or procure signatures to any public petition regarding the actions of the Government.

(2) Nothing in these Regulations shall affect a police officer's right to participate actively in any meeting called or sign any petition prepared by his staff association on matters affecting the Service.

Officer not to publish information. [71/1990].

151. (1) A police officer shall not make public or communicate to the press or to individuals, or make private copies of, documents, papers or information of which he may have become possessed in his official capacity, unless his duties require him to do so.

(2) Any officer who contravenes any of the provisions in any written law relating to official secrets is guilty of an offence notwithstanding that he may be charged with an offence under any such written law.

Officer not to allow interview on questions of public policy. [71/1990].

152. A police officer, whether on duty or on leave of absence shall not allow himself to be interviewed on questions of public policy or on matters affecting the defence or military resources of Trinidad and Tobago or of any other country unless his official duties require him to do so.

Officer not to publish comment on national or local matter. [71/1990].

153. (1) A police officer shall not, without permission of the Commissioner, broadcast on the radio or television or publish in any manner any statement which is in the nature of a personal comment on any national or local political or administrative matter unless his official duties require him to do so.

(2) A police officer may, with the permission of the Commissioner, publish in his own name articles relating to other subjects of general interest, or give broadcast talks on the radio or television on such subjects.

(3) Where the Commissioner is in any doubt as to the propriety of any proposed publication or broadcast under this regulation, he shall refer the matter to the Permanent Secretary.

154. Except in the case of the official organs of staff associations or professional associations, a police officer shall not, without express permission in writing of the Commissioner, act as editor of any newspaper or take part directly or indirectly in the management of a newspaper, or contribute anonymously thereto any statement or article which may reasonably be regarded as a commentary on the politics of the country or the administration of the Government or that of any other Government.

Officer not to contribute to, edit or manage newspaper. [71/1990].

155. Broadcast talks by police officers shall be governed by the following rules:

Rules relating to broadcast talks. [71/1990].

- (a) No question of payment either to the police officer employed in the preparation or delivery of a lecture or talk, or to the Service that he represents, shall arise in connection with lectures or talks that are necessary or desirable in order to enable the Service to carry out its recognised duties to the community.
- (b) Lectures or talks which are not necessary for departmental purposes may be given by police officers who are experts in a particular subject, whether or not they have specialised in this subject in their official capacity. In all such cases, if the subject matter is related to the work or the policy of the Services, or if the broadcaster is to be announced by his departmental title, the prior authority of the Commissioner is required with the object of ensuring—
 - (i) that there is nothing in the lecture or talk contrary to the public interest or inconsistent with the status of a police officer; and
 - (ii) that the standing of the speaker is sufficient to justify the delivery by him of a lecture under his departmental title.

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(c) Subject to these conditions, and to the due observance of any professional rule that may be in force as to the acceptance of remuneration for such services, it shall be open to a police officer to make his own terms with the broadcasting authority, but in these cases the work involved in the preparation and delivery of the lecture or talk shall be done outside official hours.

Indebtedness.
[71/1990].

156. (1) A police officer shall not incur indebtedness to the extent that it impairs his efficiency or has brought or is likely to bring the Service into disrepute.

(2) The Commissioner may require a police officer to authorise deductions from his pay for the repayment of any debt to the Government.

Bankruptcy.
[71/1990].

157. A police officer against whom bankruptcy proceedings have been taken or who becomes insolvent or who has been declared a bankrupt shall within seven days report that fact to the Commissioner.

Officer not
to solicit
intervention.
[71/1990].

158. A police officer shall not solicit the intervention or influence of members of Parliament, Ministers, or prominent members of the community to support or advance his individual claims in the service.

Gifts,
rewards.
[71/1990].

159. Except with the permission of the Commissioner, a police officer shall not accept—

- (a) any gift or reward from any member of the public or from any organisation for services rendered in the course of his official duties ; or
- (b) any present which is likely to influence him in the performance of his duties.

Exceptions.
[71/1990].

160. Notwithstanding regulation 159 or 161 a police officer may accept a present offered by—

- (a) a representative of a foreign government on the occasion of an official visit to that country;

- (b) a community organisation, on a social occasion where the gift represents the work or achievement of that organisation;
- (c) other officers in the Service on the occasion of his marriage, retirement, transfer or other celebratory occasion to which the Commissioner signifies approval.

161. (1) A police officer shall not receive from any subordinate police officer or police officers any present, gift or reward except with the permission of the Commissioner.

Police officer not to accept present from subordinate officer. [71/1990].

(2) Where the police officer who is to be the recipient of any present, gift or reward referred to in subregulation (1) is the Commissioner, he shall not receive the same except with the permission of the Permanent Secretary.

162. (1) A police officer who desires to initiate legal proceedings on his own behalf against another police officer or against a member of the public, in connection with any matter which arose out of and in the course of his duty, shall inform the Commissioner.

Legal proceedings. [71/1990].

(2) Where a police officer is charged with a criminal offence in any Court of law the matter shall be reported forthwith—

- (a) if the charge is laid by a private person, by the police officer to the Commissioner who shall notify the Permanent Secretary for the information of the Commission;
- (b) if the charge is laid by the police, by the Commissioner to the Permanent Secretary for the information of the Commission.

163. (1) A police officer who without reasonable excuse does an act which—

Offences. [71/1990].

- (a) amounts to failure to perform in a proper manner any duty imposed upon him as a police officer;
- (b) contravenes any of these Regulations;
- (c) contravenes any written law relating to the Service; or

(d) is otherwise prejudicial to the efficient conduct of the Service or tends to bring discredit on the reputation of the Service, commits an offence against discipline and is liable to such punishment as is prescribed by regulation 104(1) of the Police Service Commission Regulations.

(2) Without prejudice to the generality of subregulation (1) a police officer commits an offence against discipline and is liable to such punishment as is prescribed by regulation 104(1) of the Police Service Commission Regulations if he is guilty of any of the following offences:

(a) *Discreditable conduct*, that is to say, if a police officer acts in any disorderly manner prejudicial to discipline or reasonably likely to bring discredit on the reputation of the Service or of the public service;

(b) *Insubordinate or oppressive conduct*, that is to say, if a police officer—

(i) is insubordinate by words, act or demeanour;

(ii) is guilty of oppressive or tyrannical conduct towards a police officer in a lower office; or

(iii) uses obscene, abusive or insulting language to any other police officer;

(iv) wilfully or negligently makes any false complaint or statement against any other police officer;

(v) assaults any other police officer; or

(vi) withholds any report or allegation against any police officer;

(c) *Disobedience to orders*, that is to say, if a police officer disobeys or without good and sufficient cause omits or neglects to carry out any lawful order, written or otherwise, or contravenes any requirement of the Police Service Regulations;

- (d) *Neglect of duty*, that is to say, if a police officer—
- (i) neglects, or without good and sufficient cause omits, promptly and diligently to attend to or carry out anything which is his duty as a police officer;
 - (ii) idles or gossips while on duty;
 - (iii) fails to work his beat in accordance with orders, or leaves his beat, point or other place of duty to which he has been ordered, without due permission or sufficient cause;
 - (iv) by carelessness or neglect permits a prisoner to escape;
 - (v) fails, when knowing where an offender is to be found, to report the same, or to make due exertions for making him amenable to justice;
 - (vi) fails to report any matter which it is his duty to report;
 - (vii) fails to report anything which he knows concerning a criminal charge, or fails to disclose any evidence which he, or any person within his knowledge, can give for or against any prisoner or defendant to a criminal charge;
 - (viii) omits to make any necessary entry in any official document or book; or
 - (ix) neglects or without good and sufficient cause omits to carry out any lawful instructions of a medical officer of the Service or, while absent from duty on account of sickness, is guilty of any act or conduct calculated to retard his return to duty;
- (e) *Falsehood or prevarication*, that is to say, if a police officer—
- (i) knowingly makes or signs any false statement in any official document or book;

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- (ii) wilfully or negligently makes any false, misleading or inaccurate statement; or
 - (iii) without good and sufficient cause destroys or mutilates any official document or record, or alters or erases any entry therein;
- (f) *Breach of confidence*, that is to say, if a police officer—
- (i) divulges any matter which it is his duty to keep secret;
 - (ii) gives notice, directly or indirectly, to any person against whom any warrant or summons has been or is about to be issued, except in the lawful execution of such warrant or service of such summons;
 - (iii) without proper authority communicates to the public press, or to any unauthorised person, any matter connected with the service;
 - (iv) without proper authority shows to any person outside the Service any book or written or printed document the property of the Service;
 - (v) makes any anonymous communication to the Commission or to the Commissioner or any police officer in a senior office;
 - (vi) canvasses any police officer with regard to any matter concerning the Service;
 - (vii) signs or circulates any petition or statement with regard to any matter concerning the Police Service, except through the proper channel of correspondence to the Commissioner; or
 - (viii) calls or attends any unauthorised meeting to discuss any matter concerning the Police Service;
- (g) *Corrupt practice*, that is to say, if a police officer—
- (i) receives any bribe;
 - (ii) fails to account for or to make a prompt and true return of any money or property received by him in his official capacity;

- (iii) directly or indirectly solicits or receives any gratuity, present, subscription or testimonial without the consent of the Commissioner;
- (iv) places himself under pecuniary obligation to any person who holds a licence, concerning the granting or renewal of which the police may have to report or give evidence; or
- (v) improperly uses his position as a police officer for his private advantage;
- (h) *Unlawful or unnecessary exercise of authority*, that is to say, if a police officer—
 - (i) without good and sufficient cause makes any unlawful or unnecessary arrest;
 - (ii) uses any unnecessary violence to any prisoner or other person with whom he may be brought into contact in the execution of his duty; or
 - (iii) is uncivil to any member of the public;
- (i) *Malingering*, that is to say, if a police officer feigns or exaggerates any sickness or injury with a view to evading duty;
- (j) *Absence, without leave or being late for duty*, that is to say, if a police officer without reasonable excuse is absent without leave from or is late for parade, Court or any other duty;
- (k) *Uncleanliness or slovenly appearance*, that is to say, if a police officer, while on duty or while off duty in uniform in a public place is improperly dressed or is dirty or untidy in his person, clothing or accoutrements;
- (l) *Damage to clothing or other articles supplied*, that is to say, if a police officer—
 - (i) wilfully or by carelessness causes any loss or damage to any article of clothing, accoutrement, or to any book, document or other property of the Police Service served out to him or used by him or entrusted to his care; or

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- (ii) fails to report any loss or damage as above however caused;
 - (m) *Drunkenness, or drug taking*, that is to say, if a police officer, while on or required for duty, is unfit for duty through the taking of drink or drugs;
 - (n) *Drinking on duty or soliciting drink*, that is to say, if a police officer—
 - (i) without the consent of his senior officer, drinks or receives from any other person any intoxicating liquor while he is on duty; or
 - (ii) demands, or endeavours to persuade any other person to give him, or to purchase or obtain for him, any intoxicating liquor while he is on duty;
 - (o) *Entering licensed premises*, that is to say, if without permission or reasonable excuse a police officer enters—
 - (i) while on duty any premises licensed under the liquor licensing laws or any other premises where liquor is stored or distributed when his presence there is not required in the execution of his duty; or
 - (ii) any such premises in uniform while off duty;
 - (p) *Lending, borrowing or accepting money*, that is to say, if a police officer lends money to any police officer in a senior office or borrows money from any police officer in a lower office;
 - (q) *Conviction for a criminal offence*, that is to say, if a police officer has been found guilty by a Court of a criminal offence;
 - (r) *Being an accessory to a disciplinary offence*, that is to say, if a police officer connives at or is knowingly an accessory to any offence against discipline;
 - (s) *Using any property or facilities of the Service without the consent* given personally of the Commissioner for some purpose not connected with his official duties.
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APPENDIX "A"

[210/1987].

FIRST DIVISION OFFICERS' UNIFORM
AND ORDERS OF DRESS

Badges of Rank—Silver-plated, Service pattern on dark blue background.

Belt, Sam Browne—with pouch and holster in brown leather with silver-plated fittings.

Beret—Dark blue cloth, Officers' pattern, silver-plated Service badge at left front.

Boots and Shoes—

- (a) Black Wellington parade.
- (b) Black top riding boots.
- (c) Brown leather shoes, plain toe-cap.
- (d) Black patent leather shoes, no toe-cap.
- (e) Black leather shoes, plain toe-cap for Women Police.

Bush Tunic—Khaki garmaline, single breasted, four buttons and eyelets, button stand cut on, open shirt collar with miniature Service Badges or Gorgets, two breast pockets, with 1½ inch pleat down centre, three-pointed flaps, two service pattern bottom pockets, whole back with vent to waist seam, separate self-cloth belt, short sleeves 1½ inch permanent turn-ups, shoulder straps extending to collar stand, badges of rank on shoulder straps.

Buttons—Silver-plated with Service badge.

Cross Belt and Pouch—Black Morocco leather as worn by Rifle Regiments, with silver-plated chains, and silver-plated Service badge in front of belt and in centre of pouch.

Cummerbund, Mess—Dark blue silk, 5½ inches in front, fitted with dark black leather strap and buckle.

Cap—Dark blue Regulation for Women Police.

Forage Cap—Guards' pattern, dark blue, black oakleaf lace band, silver-plated Service badge in front, black patent leather chin-strap. Two rows of oakleaf silver lace on peak for Commissioner; one row of oakleaf silver lace on peak for Deputy Commissioner and Assistant Commissioner; ¾ inch silver wire lace on black patent leather peak for Senior Superintendent and Superintendent; plain black patent leather peak for Assistant Superintendent.

Gloves—Brown leather.

Gloves—White.

Gorgets—

Commissioner: Silver embroidered oakleaf with three acorns down centre of dark blue cloth. Size: Length—¾ inches to point; Width—1¼ inches; one small silver-plated Service button.

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Deputy Commissioner: As above, but silver ornament of twisted $\frac{1}{4}$ inch silver braid.

Assistant Commissioner: As above, but silver ornament of $\frac{1}{4}$ inch tracing braid.

Hose tops—Dark blue.

Lanyard and Whistle—Dark blue silk cord, 36 inches double, with Metropolitan Police pattern whistle.

Mess Jacket—Plain white Eton jacket with miniature silver-plated Service badge on dark blue mount on each lapel, dark blue detachable shoulder straps, miniature silver-plated badges of rank.

Overalls—Dark blue cloth with $1\frac{3}{4}$ inches black overleaf braid down sides, black leather tabs to button or buckle under Wellington boots.

Riding Breaches—Dark blue cloth with black buckskin strappings and $1\frac{3}{4}$ inches black oakleaf braid down sides, split falls, cross pockets, laced, boot button at back, seam across the knee.

Satchels—Black and brown leather for Women Police.

Sashes—Dark blue with tassels.

Shirt—White, soft.

Shirt—White, hard front evening, detached collar, black studs and links with silver-plated border.

Shirt—White, soft evening, attached or detached double collar, polo shape, plain white buttons.

Shorts—Khaki Garnaline, fly front, side pockets, waist band all round, $3\frac{3}{4}$ inches deep with four pleats.

Skirts—Dark blue serge.

Skirts—Khaki Gaberdine.

Skirts—Khaki Garnaline.

Socks—Dark blue for service dress, black for Mess kit.

Stockings—Khaki.

Stockings—Black and flesh colour (ladies).

Spurs, box—Silver-plated, swan neck.

Spurs, riding—Short-necked, silver-plated with chains, black leather guards and straps.

Sword belt and Slings—In black Morocco leather, black web belt with silver-plated buckles.

Sword—Infantry pattern—hilt and scabbard to be plated.

Sword Knot—Silver strap and acorn.

Tie—Black evening bow, square ends.

Tie—Silk poplin, dark blue, open ends, length 45 inches.

Trousers (Mess)—Black cloth, modified to pattern of Regulation Navy Mess Kit trousers, black oakleaf braid down sides.

Trousers (Slacks)—Khaki Garnaline with two side pockets.

Trousers (Slacks)—Khaki Gaberdine with two side pockets.

Tunic, White Drill—Shoulder straps of the same material to fasten with one small Service button, stand-up collar to fasten with two hooks, five large Service buttons in front, outside pockets on breast of coat with flaps to button with small Service buttons 1½ inch fold of cloth down to the centre of the breast pockets, V-shaped cuffs, sides of tunic to be split 4 inches, badges of rank on shoulder straps; gorgets, dark blue detachable shoulder straps and lanyards for Commissioner, Deputy Commissioner and Assistant Commissioner and miniature Service Badges for other First Division Officers.

Tunic, Service Pattern—Khaki gabardine (dark blue serge for Women Police), with breast and side pockets, Service badge on upper part of lapel, four large Service buttons in front, small Service buttons for shoulder straps, breast pockets and side pockets, badges of rank on shoulder straps, self-cloth belt with silver-plated buckle, detachable silver-plated waist hooks; gorgets for Commissioner, Deputy Commissioner and Assistant Commissioner.

Waterproof—Khaki, regulation pattern.

ORDERS OF DRESS

(i) *Full Dress:*

Forge Cap, white tunic, cross belt and pouch, sword and plated scabbard, sword belt and slings, silver sword knot, medals and/or decorations (if any), overalls, Wellington boots, box spurs, white gloves; gorgets, dark blue detachable shoulder straps, lanyards and sashes for Commissioner, Deputy Commissioner, and Assistant Commissioner. Dark blue Service pattern Tunic belt and skirt, black stockings, black leather shoes, white soft shirt and navy blue tie for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs and chains, black leather guards.

(ii) *Service Dress:*

Forge Cap, khaki gaberdine service tunic, white shirt, blue tie, Sam Browne belt or self-cloth belt, khaki gaberdine trousers, blue socks, brown leather shoes, lanyard and whistle; gorgets for Commissioner, Deputy Commissioner and Assistant Commissioner. Khaki gaberdine skirt and flesh colour stockings for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs and chains, black leather guards.

(iii) *Patrol Dress:*

Forge Cap or beret, khaki garnaline bush tunic with self-cloth belt and silver-plated buckle or Sam Browne belt, khaki garnaline trousers, brown

shoes, lanyard and whistle. Khaki garmaline skirt and flesh colour stockings for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs and chains, black leather guards.

(iv) *Mess Dress:*

Forage Caps, white Mess Jacket, cummerbund, miniature medals, overalls or Mess trousers, black socks, black Wellington boots with box spurs or black patent leather shoes, hard front or soft evening shirt, black bow tie and white gloves. Dark blue regulation cap, dark blue serge skirt, black stockings and black leather shoes for Women Police.

APPENDIX "B"

SECOND DIVISION OFFICERS' UNIFORM AND ORDERS OF DRESS

INSPECTORS

Badges of Rank—Silver-plated bars 1.6 inches by 0.3 inches.

Belt, Sam Browne—With pouch and holster, in brown leather with silver-plated fittings.

Boots and Shoes—

- (a) Black Wellington parade;
- (b) Black top riding boots;
- (c) Brown leather shoes, plain toe-cap;
- (d) Black patent leather shoes, no toe-cap;
- (e) Black leather shoes, plain toe-cap for Women Police.

Bush Tunic—Khaki garmaline drill, single breasted, four buttons and eyelets, button stand out on, open shirt collar, with miniature Service badges, two breast pockets with 1½ inch pleat down centre, three pointed flaps, two service pattern bottom pockets, whole back with vent to waist seam; separate self-cloth belt, short sleeves, 1½ inches permanent turnups, shoulder straps extending to collar stand, badges of rank on shoulder straps.

Buttons—Silver-plated with Service badge.

Cross Belt and Pouch—Black Morocco leather as worn by Rifle Regiment, with silver-plated chains, and silver-plated Service badge in front of belt and in centre of pouch.

Cummerbund—Dark blue silk, 5½ inches in front, fitted with black leather strap and buckle.

Cap—Dark blue regulation for Women Police.

Forage Cap—Guards' pattern, dark blue, black oakleaf lace band, silver-plated Service badge in front, black patent leather, chin-strap, plain black patent leather peak.

Gloves—White.

Helmet, white—Wolseley pattern, cork, with 8-fold white puggaree, silver-plated spike and chain, silver-plated Service badge in front; 4-inch hackle of blue and white vulture feathers, white inside, to be worn at the left side secured by puggaree.

Hose tops—Dark blue.

Lanyard and Whistle—Dark blue silk cord, 36 inches double, with Metropolitan Police pattern whistle.

Mess Jacket—White drill shell jacket with miniature silver-plated Service badge on dark blue cloth mount on each lapel, plain shoulder straps, miniature silver-plated badges of rank.

Overalls—Dark blue cloth with $1\frac{3}{4}$ inch black oakleaf braid down sides, black leather tabs to button or buckle under Wellington boots.

Riding Breeches—Dark blue with self strappings.

Satchels—Black leather for Women Police.

Satchels—Brown leather for Women Police.

Shirt—White, soft.

Shirt—White, soft evening, attached or detached double collar, polo shape, plain white buttons.

Shorts—Khaki garnaline, fly front, side pockets, waist band all round $3\frac{3}{4}$ inches deep with four pleats.

Skirts—Dark blue Serge.

Skirts—Khaki gaberdine.

Skirts—Khaki garnaline.

Socks—Dark blue for Service dress, black for Mess kit.

Spurs, Riding—Short-necked, silver-plated with chains, black leather guards and straps.

Stockings—Khaki.

Stockings—Black and flesh colour (ladies).

Sword Belt and Slings—In black Morocco leather, black web belt with silver-plated buckles.

Sword—Infantry pattern; hilt and scabbard to be plated.

Sword Knot—Silver strap and acorn.

Tie—Silk poplin, dark blue, open ends, length 45 inches.

Trousers (Mess)—Black cloth, modified to pattern of Regulation Navy Mess kit trousers, black oakleaf braid down sides.

Trousers (Slacks)—Khaki garnaline with two side pockets.

Trousers (Slacks)—Khaki gaberdine with two side pockets.

Tunic, Service Pattern—Khaki gaberdine (Dark blue serge for Women Police), with breast and side pockets, Service badge on upper part of lapel, four large Service buttons in front, small Service buttons for shoulder straps, breast pockets and side pockets, badges of rank on shoulder straps; self-cloth belt with silver-plated buckle, detachable silver-plated waist hook.

Tunic, White Drill—Shoulder straps of the same material to fasten with one small Service button, stand-up collar to fasten with two hooks five large Service buttons in front, outside pockets on breast of coat with flaps to button with small Service buttons, a 1½ inch fold of cloth down the centre of the breast pockets, V-shaped cuffs, sides of tunic to be split 4 inches, badges of rank on shoulder straps.

Waterproof—Khaki regulation pattern.

ORDERS OF DRESS

(i) *Review Order:*

White helmet, white tunic, cross belt and pouch, sword and plated scabbard, sword belt and slings, silver sword knot, medals and/or decorations (if any), overalls, Wellington boots, white gloves, dark blue regulation cap, service pattern tunic and skirt, White shirt, dark blue tie, black stockings and black leather shoes for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs, and chains, black leather guards.

(ii) *Service Dress:*

Forage cap, khaki gaberdine service tunic, white collar and shirt, blue tie, Sam Browne belt with one strap or self-cloth belt, khaki trousers, blue socks, brown leather shoes, lanyard and whistle. Khaki gaberdine skirt and flesh colour stockings for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs, black leather guards.

(iii) *Patrol Dress:*

Forage cap, khaki garnaline bush tunic with self-cloth belt and silver-plated buckle for Sam Browne with one strap, khaki garnaline trousers, brown shoes, lanyard and whistle. Khaki garnaline skirt and flesh colour stockings for Women Police.

When Mounted: Dark blue riding breeches, black top boots, spurs, black leather guards.

(iv) *Mess Dress:*

Forage cap, white Mess jacket, cummerbunds, miniature medals, Mess trousers, black socks, black patent leather shoes, soft evening shirt, black bow tie and dark blue regulation cap. Dark blue serge skirt, black stockings and black leather shoe for Women Police.

SERGEANTS, CORPORALS AND CONSTABLES

Aiguillette—Blue, white metal ends.

Badges of Rank—Silver lace.

Badges of Appointment—As above.

Badges for Skill—As above.

Belt—Waist—White buff, “ER” cypher, “Trinidad Police”, adjustable buckle and clasp in white metal.

Belt—Waist—Brown leather.

Belt—Waist—Black leather with silver-plated buckle for Women Police.

Boots:

(a) Ankle, black leather;

(b) Jack boots, black leather.

Bush Tunic—Dark blue garnaline, single breasted, four buttons and eyelets, button stand cut on, open shirt collar, two breast pockets 1½ inch pleats down centre, three pointed flaps, two service pattern bottom pockets, whole back with vent to waist seam, short sleeves 1½ inch permanent turn-ups, shoulder straps extending to collar stand for Women Police.

Buttons—White metal, with Service badge.

Cane—Regulation, 2½ feet long by 1½ inches in circumference. Police badge on white metal head.

Canvas Shoes—White.

Canvas Shoes—Black.

Cap—Blue, Navy pattern with ribbon “Trinidad and Tobago Police Service” in gold letters.

Cap—Dark blue regulation for Women Police.

Cap—White, duck, Navy pattern with ribbon “Trinidad and Tobago Police Service” in gold letters.

Cloak—Black waterproof, regulation pattern with sleeves.

Crowns—White metal.

Crowns—Silver lace.

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Police Service

[Subsidiary]

Police Service Regulations

Duty Badge—Blue and white.

Forage Cap—Universal pattern indigo blue cloth and small Service badge in front.

Forage Cap—As above but with white cord in crown seam.

Girdle—As used by Lancer Regiments.

Helmet—White—Wolseley pattern, cork, leather chin-strap, and large Service badge in front. Spike and chain for Review Order. White puggaree for the Band.

Helmet—Khaki—Wolseley pattern, cork, leather chin-strap, with large Service badge in front.

Hooks for belt—Brass.

Hose tops—Blue.

Jersey—Blue with word “Police”.

Jumper—Serge—Navy pattern, red piping around armholes.

Jumper—White Drill—Navy pattern, detachable blue and white collar, blue and white cuffs.

Kit Box—Wooden, Regulation.

Knife—Clasp.

Lanyard—White, for knife.

Lanyard and Whistle—Dark blue silk cord, 36 inches double with Metropolitan Police pattern whistle.

Neckerchief—Black Silk.

Numerals—White metal.

Plastron—Tunic as worn by Lancer Regiments.

Puttees—

(a) Dark blue.

(b) Khaki.

P.T. Uniform—White for Women Police.

Riding Breeches—Dark blue Bedford cord with strapping of same material.

Riding Breeches—As above with white mohair braid 1½ inches wide down seams.

Riding Whip—3 feet long with leather handle.

Satchels—Black leather for Women Police.

Shirts—Khaki.

Shirts—Flannel—Navy pattern.

Shirts—Grey Flannelette.

Shoes—Black leather for Women Police.

Shorts—Khaki drill with loops for belt.

Shorts—Serge with loops for belts, truncheon and side pockets.

Shorts—White drill, navy pattern.

Shoulder Chains—Steel ring.

Skirts—Dark blue garnaline for Women Police.

Skirts—Dark blue Serge for Women Police.

Socks—Dark blue for Women Police.

Socks—White for Women Police.

Spurs, Jack—Nickle-plated with straps complete.

Stick, Walking.

Stockings—Black for Women Police.

Sword Belt and Slings—White buff with white metal fittings, Cavalry pattern.

Sword—Cavalry pattern, steel hilt and scabbard.

Sword Knot—Buff Cavalry.

Trousers—Serge—With truncheon and side pockets.

Trousers—Serge—With 1½ inch white strip down seams.

Truncheon—Long, with leather strap.

Truncheon—Short, with leather strap.

Tunic—White Drill—Shoulder straps of the same material with letters “T.T.P.S.” in white metal one inch from the seam and to fasten with one small Service button, stand-up collar to fasten with two hooks, five large Service buttons in front, outside pockets on breast of coat with flaps to button with small Service buttons, sides of tunic to be split four inches, loops for duty badge on left sleeve.

Tunic—White Drill—As above but with pointed cuffs 5½ inches deep.

Tunic—Serge—Similar to Tunic, white.

Tunic—Serge—Similar to Tunic, white but with shoulder straps and Austrian knot on cuffs of white bubular braid, white piping along back arm of sleeve and back of tunic, blue and white epaulettes.

Whistle—Brass, nickle-plated, with chain.

Whistle Cord—Black.

Whistle Cord—White.

ORDERS OF DRESS

(i) *Review Order:*

White helmet with spike and chain, white tunic, white waist belt, pouch, frog, blue trousers, ankle boots, rifle and bayonet when ordered or sword for Mounted Police. Dark blue regulation cap and skirt, black stockings and black leather shoes for Women Police.

Mounted Branch, when mounted: White braided riding breeches, blue pastron, lancer girdle, aiguillettes and shoulder chains, Jack boots and spurs, sword, lance with blue and white pennon when ordered.

(ii) *Marching Order:*

White helmet with leather chin-strap or forage cap, blue tunic, leather waist belt, pouch, frog, rifle and bayonet or sword for Mounted Branch (unless otherwise ordered), trousers, ankle boots and cloak.

Mounted Branch, when mounted: Riding breeches, Jack boots or puttees as ordered, sword, cape on saddle, revolver and pouch if ordered.

(iii) *Drill Order:*

White helmet and leather chin-strap or forage cap, grey shirt, long trousers, leather waist belt and ankle boots. Frog, sword (for Mounted Branch) or rifle and bayonet, unless otherwise ordered.

Dark blue regulation cap, dark blue garnaline bush tunic and skirt, black leather belt, black stockings and black leather shoes for Women Police.

Mounted Branch, when mounted: As in Marching Order, but with grey shirt.

(iv) *Patrol Order:*

No. 1—White helmet with leather chin strap, white tunic, white waist belt, truncheon, blue trousers, ankle boots.

No. 2—White helmet with chin-strap, grey shirt, brown leather belt, truncheon, long trousers, ankle boots.

No. 3—Blue forage cap, grey shirt, brown leather belt, truncheon, long trousers, ankle boots.

No. 4—Blue forage cap, blue tunic, brown leather belt, truncheon, blue trousers, ankle boots.

Waterproof will be worn as ordered.

Patrol Order for Women Police—Similar to Drill Order.

Mounted Branch, when mounted: Riding breeches, puttees and spurs, or Jack boots as ordered, rolled cape on saddle.

**POLICE SERVICE (RECOGNITION OF AN APPROPRIATE
ASSOCIATION) REGULATIONS**

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation.
2. Interpretation.
3. Application for recognition.
4. Publication of application.
5. Objection to application.
6. Examination of records.
7. Decision of Minister.
8. Publication of recognition.

[Subsidiary]

77/1992.

POLICE SERVICE (RECOGNITION OF AN APPROPRIATE ASSOCIATION) REGULATIONS

made under section 24

Citation.
[77/1992].

1. These Regulations may be cited as the Police Service (Recognition of an Appropriate Association) Regulations.

Interpretation.
[77/1992].

2. (1) In these Regulations—
“Act” means the Police Service Act;
“applicant association” means an association making an application;
“application” means an application made under regulation 3;
“association” means an association formed under section 23 of the Act;
“member” means a police officer who has paid by way of subscription to an association for a continuous period of two months immediately prior to the date on which an application is made, the sum required by the rules of that association;
“Minister” means the Minister of Finance;
“objecting association” means an association making an objection under regulation 5.

(2) For the purposes of these Regulations, where a police officer is a member of an appropriate recognised association, any subscription paid by him to any other association shall not be taken into account for the purpose of determining membership of that other association.

Application for recognition.
[77/1992].

3. (1) An association seeking recognition as an appropriate recognised association shall apply in writing to the Minister.

- (2) An application shall be accompanied by—
- (a) a document from the Registrar General certifying that the Rules of the association have been filed under section 25(2) of the Act;
 - (b) a copy of the Rules of the association;

- (c) a list of the names of members of the association that the association purports to represent and of the class and any category of office into which those members fall; and
- (d) an affidavit made by the person authorised by the Executive of the association testifying that at the date of the application—
 - (i) no member of the association is a member of any other association; and
 - (ii) the membership of the association comprises more than fifty per cent of the persons falling into the class that the association purports to represent.

4. (1) The Minister shall within seven days of receipt of an application cause a notification to be published in the *Gazette* stating—

Publication of application. [77/1992].

- (a) the date of the application, the name of the applicant association and the place where the documents specified in regulation 3(2)(b) and (c) may be examined; and
- (b) that unless an association objects before the expiry of fourteen days from the date of the publication of the notification, the application shall be determined under section 23(1) of the Act.

5. (1) An association may object to an application by writing to the Minister before the expiry of fourteen days from the date of the publication of the notification referred to in regulation 4.

Objection to application. [77/1992].

- (2) The grounds for an objection shall be—
 - (a) that more than fifty per cent of the class that the applicant association purports to represent, are already represented by the objecting association; or
 - (b) that the members of the applicant association are members of the objecting association.

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Police Service (Recognition of an Appropriate Association) Regulations

(3) The Minister on receipt of those objections shall cause the applicant association to be informed in writing of the objections of the objecting association.

(4) The applicant association may respond to those objections in writing to the Minister no later than seven days of being so informed.

Examination of records.
[77/1992].

6. (1) Where an application is made, or where an objection is made to the Minister under regulation 5, the Minister may require the applicant association or the objecting association, as the case may be, to produce before the expiry of seven days of the date of the application or the objection, such books, records or other documents as he thinks fit.

(2) The Minister shall cause any books, records or other documents produced by an association under subregulation (1) to be examined in order to ascertain—

- (a) the membership of the association; and
- (b) which association is representative of more than fifty per cent of a class of police officers.

Decision of Minister.
[77/1992].

7. The Minister shall make his determination under section 23(1) of the Act no later than thirty days from the date of the notification referred to in regulation 4, and in so doing shall consider any objections or responses to those objections made under regulation 5.

Publication of recognition.
[77/1992].

8. The Minister, upon being satisfied that an association satisfies the requirements of section 23(1) of the Act, shall cause notification of recognition of that association as the appropriate recognised association to be published in the *Gazette*, together with any withdrawal of recognition from an appropriate recognised association under section 23(2) of the Act, as may be necessary.
