

LEGAL NOTICE NO. 138

REPUBLIC OF TRINIDAD AND TOBAGO

COMMUNITY SERVICE ORDERS ACT, 1997

REGULATIONS

MADE BY THE MINISTER UNDER SECTION 27(1) OF THE COMMUNITY
SERVICE ORDERS ACT, 1997

THE COMMUNITY SERVICE REGULATIONS, 2000

1. These Regulations may be cited as the Community Service Citation
Regulations, 2000.
2. In these Regulations—

“Act” means the Community Service Orders Act, 1997;	Interpretation Act No. 19 of 1997
“offender” means a person to whom section 3 of the Act applies;	
“officer” means a welfare officer (probation) appointed under section 18 of the Probation of Offenders Act or a person appointed under section 8 of the Act;	Chap. 13:51
“Order” means a Community Service Order made under section 3 of the Act;	
“working day” means any day other than a Saturday, Sunday or public holiday.	
3. An officer shall provide an offender with information regarding—

(a) the nature of work to be performed under the Order;	Information for offenders
(b) the obligations of the offender under the Order;	
(c) action to be taken if the offender fails to comply with the Order; and	
(d) any other matters relevant to the Order.	
4. The Chief Probation Officer shall maintain a list of organisations,
groups, government departments or other institutions which require
tasks to be done under an Order and shall assign offenders accordingly.

- Application for work
5. (1) An organisation, group, government department or other institution may apply to the Chief Probation Officer for an offender to be assigned to perform tasks under an Order.
- (2) The application under paragraph (1) shall contain particulars of any aspect of the way in which the applicant conducts his undertaking as might affect the health and safety of an offender.
- (3) Upon approval of the application under paragraph (1), the Chief Probation Officer shall inform the applicant of—
- (a) the nature of the work to be performed;
 - (b) the obligations of the applicant;
 - (c) action to be taken if the offender fails to comply with the Order; and
 - (d) any other matters relevant to the Order.
- Officer to keep records
6. An officer shall keep records pertaining to—
- (a) the hours worked by the offender; and
 - (b) the conduct of the offender.
- Recording and reporting of time worked Schedule
7. (1) Hours worked by an offender shall be recorded by an officer on the Form provided in the Schedule.
- (2) An officer shall provide an offender with a copy of the record of hours worked and a report of whether the work and the offender's conduct was satisfactory.
- Only hours worked counted
8. Only hours worked by an offender shall count towards the satisfaction of the Order.
- Maximum hours
9. No more than twenty-one but no less than five hours of work per week shall be required from an offender.
- Commencement of work
10. (1) An offender shall begin the performance of work under an Order no later than ten working days following the imposition of the Order.
- (2) Notwithstanding paragraph (1), where an officer determines that—
- (a) suitable tasks cannot be found for the offender;
 - (b) illness or other exceptional circumstances prevent the offender from beginning work,
- commencement of work may be delayed.
- Reporting to work site
11. (1) An offender shall report to the designated work site and shall present valid identification and any documentation provided by an officer.

(2) Where an offender is unable to report to the work site due to illness or other circumstances, he shall immediately make an officer aware of his inability to report for work.

(3) An offender who fails to report for work due to illness shall within forty-eight hours provide an officer with a medical certificate from a registered medical practitioner.

12. (1) It shall be the duty of every officer to furnish an offender with a copy of any manual or instructions relating to the health and safety of the offender at the designated work site. Duties regarding health and safety

(2) An offender who has not been furnished with the manual or instructions under paragraph (1) shall be entitled to request that such manual or instructions be provided to him.

(3) It shall be the duty of every—

(a) offender; and

(b) organisation, group, government department or institution to which an offender has been assigned,

to adhere to any instructions, provided by the officer, regarding the health and safety of the offender at the designated work site.

13. Where the offender is a female the officer shall be a female. Supervision of offender who is a woman or girl

14. The Chief Probation Officer may appoint persons to serve as volunteers to assist officers in the exercise of their duties under the Act. Appointment of volunteers

Made this 8th day of March, 2000.

M. RAMSARAN
*Minister of Social and
Community Development*

Approved in the House of Representatives this 5th day of May, 2000.

J. SAMPSON-JACENT
Clerk of the House

Approved in the Senate this 25th day of May, 2000.

N. COX
Clerk of the Senate