

# PASSPORT, IMMIGRATION AND CITIZENSHIP AGENCY

The Immigration Citizenship and Passport Services Division (ICPSD) of the Ministry of National Security, which has a central role in Jamaica's security and border control system, was designated as an Executive Agency effective June 1, 2007.

The renamed Passport, Immigration and Citizenship Agency (PICA) has been designated a Model B Agency.

The appointment of the Chief Executive Officer will take effect on July 1, 2007.

PICA is an income-earning entity. In addition to services that generate revenue locally, PICA provides services to Jamaicans living abroad and to certain categories of visitors to Jamaica thus earning foreign currency. All income earned by PICA will be accounted for as Appropriations-in-Aid.

As an Executive Agency, the entity will be governed by the provisions of the Executive Agencies Act; Part IV Sections 12 to 15 contain the financial provisions.

The funding of this Agency from the Consolidated Fund will be to the extent of the difference between the revenues earned and their approved budgeted expenditures.

A system to identify and recover the full cost of products/services will be put in place.

# SPOTLIGHT ON EXECUTIVE AGENCIES' MONITORING UNIT

The Executive Agencies' Monitoring Unit (EAMU) is commissioned by the Ministry of Finance and Planning to administer policy and monitor the financial operations of Executive Agencies.

The team is headed by Mr. Owen McKnight.

Mr. Richard Campbell joined the team on May 1, 2007 and performs the duties of Monitoring Analyst while Ms. Nodeen Smith continues to assist with the administrative duties.

Ms. Jacqueline Logan is no longer a member of this team and we wish her well in her job as Director of Special Assignment in the Financial Systems Unit.

*If you would prefer to receive your Fact Sheets by e-mail, please send us your name, the name of your organization and your e-mail address. We stand ready and willing to serve you.*

# PUBLIC EXPENDITURE POLICY COORDINATION DIVISION

## *Executive Agencies Monitoring Unit*

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## ***FACT SHEET 07/08-01***

*This issue features: -*

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- 2 Passport, Immigration and Citizenship Agency
- 3 Spotlight on EAMU
- 4 Payment of Audit Committee Fees
- 5 Did you know?

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# Audit Committees

Audit Committees are mandated to carry out, *inter alia*, the following responsibilities:

- ➔ Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
- ➔ Review with management and the external auditors the results of the audit, including any difficulties encountered.
- ➔ Review the annual financial statements, and consider whether they are complete, consistent with information known to committee members and reflect appropriate accounting principles.
- ➔ Review with management and the chief Internal Auditor the charter, plans, activities, staffing and organizational structure of the internal audit function.
- ➔ Review the external auditors' proposed audit scope and approach, including coordination of audit effort with internal audit.
- ➔ Consider the effectiveness of the Agency's internal control systems, including information technology, security and control.

## CHAIRMEN OF AUDIT COMMITTEES

Audit Committees have been established in the first nine Executive Agencies. The Chairmen are:

<b>CHAIRMAN</b>	<b>EXECUTIVE AGENCY</b>
Mrs. Shirley Gayle-Sinclair - Ministry of Finance	National Land Agency
- do -	National Works Agency
Mr. Trevor Anderson - Ministry of Finance	Administrator General's Department
Ms. Lilyclaire Bellamy - Ministry of Health	Child Development Agency
Mr. David Powell - Port Authority of Ja.	Companies Office of Jamaica
Ms. Sherry-Ann Johnson - Ministry of Finance	Jamaica Information Service
Mr. Richard Fonseca - Ministry of Finance	Management Institute for National Development
Mrs. Hermine Lattibeaudiere - Office of the PM	National Environment and Planning Agency
Mr. Nigel Logan - Ministry of Health	Registrar General's Department

## *PAYMENT OF AUDIT COMMITTEE FEES*

Cabinet, by Decision No. 25/06 dated July 17, 2006 approved the payment of \$3,000 per meeting for Chairmen of Audit Committees and the payment of \$2,500 per meeting for other members of Audit Committees established in Ministries, Departments and Executive Agencies, with effect from August 2, 2006.

It is important to note that the payment of fees to all members of Audit Committees are subject to income tax pursuant to the provisions of Section 5(1) (iii) of the Income Tax Act.

However, under Section 2 of the Act, there is no obligation on the payer to deduct the tax at source; this obligation is placed on the recipient of the payment who is required to self-assess and make Income Tax Return in respect of the sums received.

## **DID YOU KNOW?**

Every person living in Jamaica, diagnosed with any of the chronic illnesses covered can benefit from the National Health Fund. There is no age limit—young and old as well as rich and poor can benefit. You can combine your NHF card with your private health insurance card. So ask your doctor or health clinic to sign up a card for you, including the doctor's registration number. Take it to the NHF Office at 25 Dominica Drive, New Kingston or call 1-888-643-2273/906-1106 and ask for further information.