

the staff with its queries or any apprehensions they may have regarding the impending changes?

**CEO-FD:** The management is assisting the staff in every possible way to be prepared for the impending changes.

We in conjunction with the Cabinet Office have conducted change management sessions for all staff members to inform them about the impending changes and strategies that are to be employed to deal with these changes. We have also prepared and circulated copies of our "Transition News" to keep staff updated.

The Department also conducted training in interview techniques, resume' writing among other things for staff members. In these training sessions, mock interviews were done and staff appropriately attired for the occasion. A large number of staff members participated in these exercises.

**EAMU:** What assistance has been forthcoming from the major partners—Cabinet Office, Ministry of Agriculture and Ministry of Finance and the Public Service?

**CEO-FD:** The major partners have been very supportive to us as we seek to transform the Department into an EA. The Cabinet Office has helped us with the preparation of the Scheme of Management, the Ministry of Finance with the classification of the various posts and the Ministry of Agriculture with general guidance.

## Did You Know?



- \* That the Forestry Department signed a Memorandum of understanding (MOU) with the National Water Commission for the reforestation of some 120 hectares of watershed land.
- \* The Forestry Department has an agreement with Jamalco for the reclamation of mined out areas in Clarendon.
- \* That approximately 66% of lands which are suitable for reforestation are owned by private individual.
- \* The Forestry Department in collaboration with private land owners established the Private Planting Programme (PPP) geared at encouraging private landowners and other entities to plant timber trees on lands that are not currently under productive use to increase forest cover and conservation purposes.
- \* Since the revitalization of the PPP in 1998, approximately 2000 farmers have been registered with the programme and just under 1 million seedlings have been distributed and this represents the forestation of approximately 1000 hectares.



### Executive Agencies Monitoring Unit of the Public Expenditure Policy Co- ordination Division

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Fact Sheet  
08/09-2



Featuring The Forestry Department  
Interview with Ms. Marilyn Headley,  
CEO Forestry Department

### MINISTRY OF FINANCE & THE PUBLIC SERVICE

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September 2008

The Forestry Department of the Ministry of Agriculture is the lead agency responsible for the management and conservation of Jamaica's forests. Its functions are mandated by the Forest Act, 1996 and are aimed at managing forests on a sustainable basis to maintain and increase the environmental services and economic benefits they provide.

Other major functions of the Forestry Department are :

- \* Promote Private Forestry
- \* Public Education & Awareness
- \* Promote Agro forestry
- \* Watershed management
- \* Research
- \* Promote Forestry Recreation & Tourism &
- \* Community Participation—Social Forestry

In its quest to inform stakeholders about the preparedness of the Forestry Department to become an Executive Agency in 2009, the Executive Agencies Monitoring Unit (EAMU) of the Ministry of Finance and Public Service interviewed Miss Marilyn Headley the CEO and Conservator of Forests of the Forestry Department .

**EAMU:** The Forestry Department has been accorded transitional Executive Agency status and is expected to become a full Executive Agency on April 1, 2009. How far advanced are plans to achieve this milestone?

**CEO-FD:** The complete transformation of the Department to an EA targeted to be completed on April 1, 2009 will not be realized as some of the legislative requirements were not completed in the projected timeframe. The process has been rather long and slow and therefore a number of activities such as the recruitment of staff will not be completed. The broad objectives for transformation however should be realized by the end of September 2009.

To date, the Scheme of Management has been approved by the Minister of Finance and the Public Service. We have also submitted the new structure with the Posts to the Ministry of Finance and the Public Service for reclassification and approval.

We have had staff meetings to which we invited officers from the Office of the Services Commission, Ministry of Agriculture, Cabinet Office, Ministry of Finance and the Public Service and the Trade Union to inform staff about the possible impact that the transformation of the Department to an EA will have on their continued tenure.

**EAMU:** What are some of the greatest challenges you have encountered in transforming the Forestry Department into an EA and how have they been dealt with?

**CEO-FD:** One of the biggest challenges relates to the lengthy transition process as this has resulted in a high level of restlessness amongst staff members.

**EAMU:** What are some of the changes that clients of the Forestry Department can expect when it becomes an Executive Agency?

**CEO-FD:** The Forestry Department like all other EA is not overly focus on generating revenue. Our priority focus is the protection of forests in Jamaica. Once we become an Executive Agency, the focus on performance and the delivery of services to our clients and improvement in the level of collaboration with other stakeholders will take centre stage.

The Department will however continue to generate revenues from the production of timber plus forestry products and services such as forest tourism, recreation facilities, places for hiking and renting of cabins and any other sources related to our core responsibilities.

The Department will also recruit and appoint qualified persons to fill key positions that are critical to the achievement of its mandate.

**EAMU:** How has staff reacted to the proposed changes?

**CEO-FD:** Some staff members are in full support of the changes however there are some that are apprehensive about the pending changes. Apprehension has stemmed from factors such as the length of time that the transformation process is taking. Others feel that they may not be able to retain their positions after the changes.

**EAMU:** How is management treating/facilitating