



# POLICE (CIVILIAN OVERSIGHT) AUTHORITY



ANNUAL REPORT 2016-2017



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# ABOUT THE PCOA



## VISION STATEMENT

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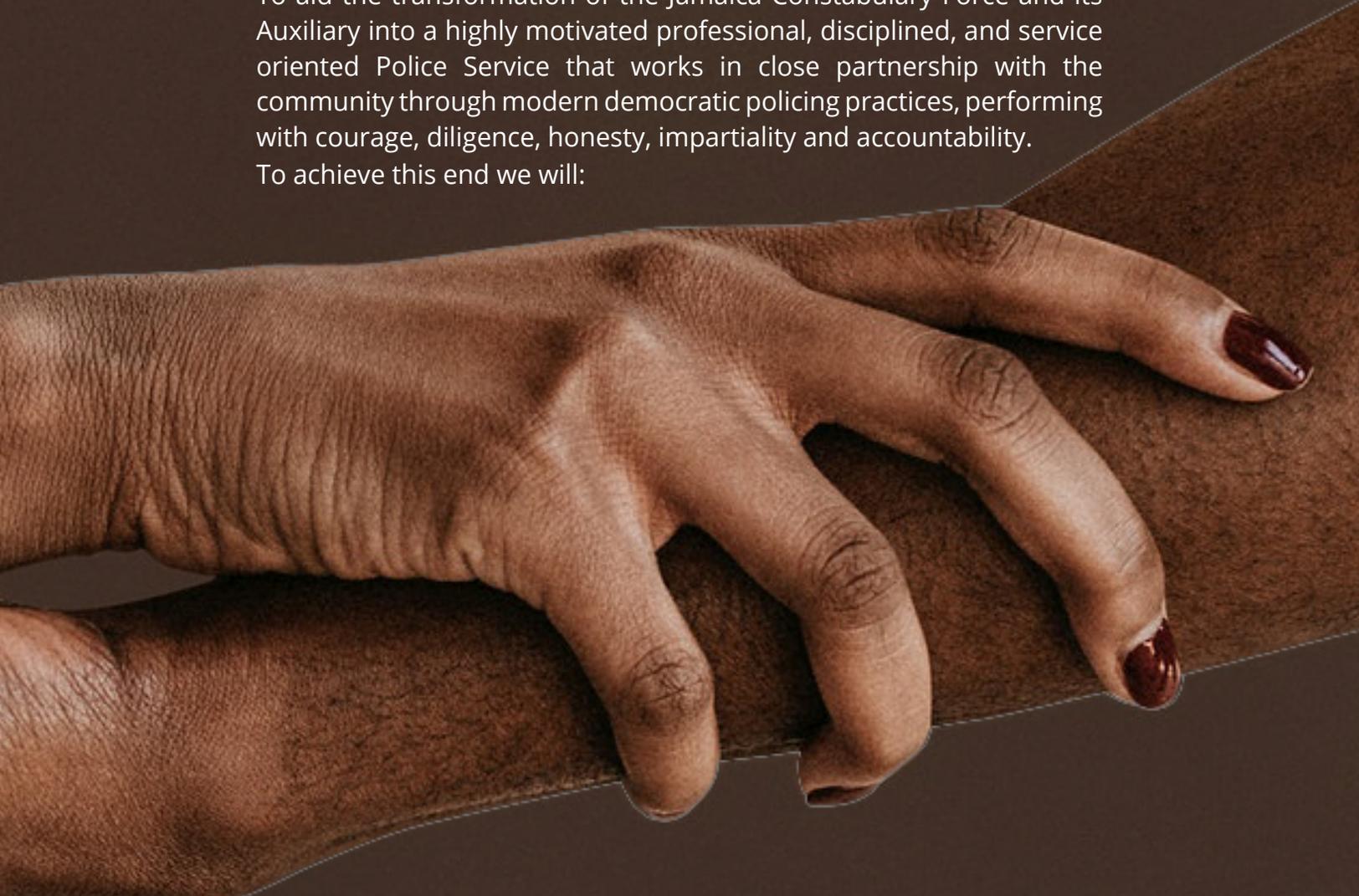
To be a model Police (Civilian Oversight) Authority focused on enhancing the culture of policing in the community through professionalism and police-community partnerships built on openness, equity, trust and accountability.

# MISSION STATEMENT

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To aid the transformation of the Jamaica Constabulary Force and its Auxiliary into a highly motivated professional, disciplined, and service oriented Police Service that works in close partnership with the community through modern democratic policing practices, performing with courage, diligence, honesty, impartiality and accountability.

To achieve this end we will:

- 
- Monitor the implementation of policy relating to the Force and its Auxiliary;
  - Monitor the standard of performance of the Force and its Auxiliary so as to ensure that internationally accepted standards of policy are maintained, and to report thereon;
  - Conduct inspections of the Force and its Auxiliary;
  - Monitor the management and use of financial and other resources of the Force and its Auxiliary; and
  - Perform other such functions as may be necessary for promoting the efficiency of the Force and its Auxiliary.



# CHAIRMAN'S MESSAGE



**Professor  
Anthony Harriott**  
CHAIRMAN,  
Police (Civilian Oversight) Authority

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During the year under review, Archbishop Charles Dufour retired as Chairman of the Police Civilian Oversight Authority (PCOA) and as the Roman Catholic Bishop of Jamaica. He was our first Chairman and he gave willing and selfless service for more than 10 years. He led the PCOA for near the entire duration of its existence. We are indebted to him. The country, is indebted to him. And it is a debt, we believe, he would wish for us to repay by giving service to the country.

In most countries, building meaningful police oversight is a difficult job. Even in the most democratic of political cultures and, where democratic policing is the aspiration of most persons, police oversight continues to be problematic. Here in Jamaica, where the public security situation is extremely challenging and where people are willing to exempt the police from democratic restraints, oversight remains a steep uphill climb.

Much change is needed in policing - change, that will put more justice in policing as well as greater effectiveness in the control and prevention of serious crimes. After decades of struggle for change, it is easy to become impatient. Archbishop Dufour was ever a model of patience and hope. At every meeting he would pray for divine intervention and when we were stuck and not getting the responses and results that we desired and expected, he would urge us to believe in "divine diplomacy." We sincerely thank him for his service to the PCOA.

A change in chairmanship is an occasion to return to basics, to remind ourselves of our purpose. There is oversight that simply keeps the trains running. This purpose is fine when the trains are

effectively and efficiently getting people to their destinations; when there is good and reliable service delivery. When the system doesn't deliver to the needs and expectations of the people, then a transformative effort may be required. This latter situation is the one in which we find ourselves. Oversight must help to create the demand for change in terms of greater effectiveness and greater justice in policing. It must also help to deliver this change. It must be transformative. This means, that the work of the PCOA must promote:

- Greater police responsiveness to the security needs of citizens;
- Improved internal (to the JCF) accountability in order to ensure the effective control of serious crimes;
- Greater respect for the rights of citizens and procedural justice;
- Accountability to the parliament and people.

Greater responsiveness to citizens and more effective crime control may come of an internalised commitment to service by the members of our police service. An internal drive is the best source of service. However, until then, we should not doubt that Jamaica needs robust police oversight that is open and which gains the trust of the public through its work.



**Professor Anthony Harriott**

Chairman,

Police (Civilian Oversight) Authority



# CORPORATE GOVERNANCE



PCOA Members April 1 - August 22, 2016 from left left to right are: Dr. the Hon. Marshall Hall; Mr. Gladstone Lewars; Professor Anthony Harriott; Chairman, The Most Rev. & Hon. Charles Dufour; Rudolph Hamilton and Pastor Glen Samuels



PCOA Members April 1- August 22, 2016 from left to right are: Dr. the Hon. Marshall Hall; Mrs. Jacqueline Hinkson; Chairman, Professor Anthony Harriott; Mr. Gladstone Lewars and Mr. Errol Strong. Missing: Pastor Glen Samuels

## Composition Of Authority

In accordance with the PCOA Act, 2005, Section (1) Constitution of Authority - which states that, "The Authority shall consist of not less than five nor more than seven members," **[Appendix 2]** there were six members appointed by the Governor General for the period up to August 22, 2016, when the five year tenure of the members concluded. The members of the Authority for that period were: Chairman, The Hon & Most Rev. Charles Dufour, Dr. the Hon. Marshall Hall, Mr. Gladstone Lewars, Mr. Rudolph Hamilton, Pastor Glen Samuels and Professor Anthony Harriott.

After a short interval, the Governor General on October 18 appointed five members to serve on the Authority and a sixth member, on November 3. The newly constituted Authority consisted of returning members, Dr. the Hon. Marshall Hall, Mr. Gladstone Lewars, Pastor Glen Samuels and Professor Anthony Harriott, the latter who was appointed the new Chairman, along with two new additions, Mrs. Jacqueline Hinkson and Mr. Errol Strong.

The new additions replaced outgoing members Mrs. Arlene Harrison Henry and Mr. Rudolph Hamilton, the latter who fulfilled the operational experience in security service as outlined in the PCOA Act of 2005. The addition of Mr. Strong satisfied the security service experience requirement. Returning members - Dr. the Hon. Marshall Hall and Mr. Gladstone Lewars - remained as the two PCOA Members to serve on the five-member Police Service Commission (PSC) as stipulated by the PCOA Act of 2005.

## Meetings and Attendance

Section 14 (1) of the Schedule to Section 3 of the PCOA Act, 2005 requires that, "The Authority shall meet at least once per month for ten calendar months of every year and at such other times as may be expedient for the carrying out of its functions and such meetings shall be held on such days and at such places as the Chairman may determine." **[Appendix 2]** For the period under review, the Authority held 8 meetings. It must be noted that the number of meetings held was impacted by the dissolution of the Authority during the financial year.

For calendar year 2016, meetings were held on April 27, May 31, June 28, July 13, and December 15. Meetings were held on January 19, February 17 and March 23 in the 2017 calendar year. (See Table 1)

Stakeholders sought audience with the PCOA Members during the period such as a delegation from the International Secretariat of Amnesty International based in Mexico City, Mexico. They sought to gain further knowledge about policing in Jamaica and related human rights concerns.



Members	Meetings Attended	Apologies
The Hon. & Most Rev. Charles Dufour, OJ	4	0
Dr. the Hon. Marshall Hall, O.J	7	0
Rudolph Hamilton, O.D	2	2
Gladstone Lewars, O.D	7	0
Professor Anthony Harriott	8	0
Pastor Glen Samuels	2	5
Jacqueline Hinkson*	4	0
Errol Strong*	4	0

\* First meeting attended was on December 15, 2016

**Table 1: Attendance record of members of the Police (Civilian Oversight) Authority for March 31, 2016 to April 1, 2017.**



New Members - Errol Strong (left) and Jacqueline Hinkson - exchanging thoughts prior to attending their first meeting on December 15, 2016



Former PCOA Chairman, The Most Rev. & Hon. Charles Dufour (left) greets representatives from the International Secretariat of Amnesty International, Caribbean Researcher, Louise Tillotson (centre) and Caribbean Campaigner, Robin Guittard on July 15



PCOA Members gather with Legal Counsel, Otarah Byfield (fourth from left) and Chief Executive Officer Dave McIntosh (right), prior to July 13 meeting



# CHIEF EXECUTIVE OFFICER'S REPORT

**Dave M. McIntosh**

CHIEF EXECUTIVE OFFICER  
Police (Civilian Oversight) Authority

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## Continuing the Examination of Leadership and Management Practices, Accountability and Culture Change

For several months during the period under review, the Authority was not duly constituted in accordance with the provisions of Section 3 (Schedule 1) of the PCOA Act. This was due to the expiration of the 5 year term of office of the Chairman and Members on August 22, 2016 and the constitution of a New Authority chaired by Professor Anthony Harriott on October 18, 2016.

Under the broad directives of the new Authority, a programme of standard inspections of geographical divisions was approved. These standard divisional inspections sought to link police service delivery outcomes, to the quality of leadership and management practices, accountability and culture. The quality of this relationship - **Leadership & Management, Accountability, Culture Change** - remains a primary root cause concern of an underperforming JCF, and is repeatedly demonstrated with poor compliance and enforcement of the JCF's own promulgated policies and standard operating procedures.

As stated in previous PCOA Annual Reports, poor internal accountability, if not checked by the reliable and predictable application of discipline will continue to cause underperformance and erode public confidence in the JCF. A pre-determined performance framework with agreed standards of performance measurement and consequential disciplinary enforcement is critically needed if the JCF is to be transformed into a professional and respected policing service.

The modalities to achieve this outcome were recommended in the JCF Strategic Review Report – 2008 with the principal recommendation of merging the Police Service Commission (PSC) with the PCOA yet to be implemented.

Notwithstanding, we continue to play our role of inspecting, monitoring and reporting in accordance with the powers prescribed in the PCOA Act, which provides a good historical record and roadmap for new and sharper policies and legislation to further transform the JCF.



# PERFORMANCE REVIEW OF 2016/17

## Monitoring (Re-Inspections)

The monitoring (re-inspections) of JCF Divisions remain the linchpin of the PCOA's work in assisting in the transformative process of the JCF. This activity provides a broad assessment of the JCF with a view to determine strengths, weaknesses and prospects for improvement. Key attention during this monitoring is compliance with JCF Force Orders, Standing Orders and other regulations.

Re-inspections encompass various areas of general policing such as: Records and Station Management; Accountability and Prisoners in Custody. Key observations regarding transportation plus the condition of station plants and surroundings were also included.

During the year, there were 7 JCF Divisional re-inspections - St. Catherine South, Kingston Central, St. Andrew South, Trelawny, Hanover, St. Mary and St. Andrew Central – which collectively totalled 52 station inspections. This activity is outlined in Table 2. Findings from these re-inspections are summarized in **Appendix 1**.

Divisions	Stations	Dates
Kingston Central	Gold Street Central Fletchers Land City Centre Allman Town	May 3-9, 2016
St. Catherine South	Hellshire Central Village Bridgeport Old Harbour Waterford Caymanas Old Harbour Bay Greater Portmore	June 7-15, 2016

<b>St. Andrew South</b>	Olympic Gardens Seaview Gardens Newport Duhaney Park Hunts Bay	July 13-22, 2016
<b>Trelawny</b>	Falmouth Duncans Rio Bueno Wait-A-Bit Warsop Ulster Spring Clarks Town Stewart Town Wakefield	August 15-19, 2016
<b>Hanover</b>	Lucea (Divisional HQ) Lucea Post Sandy Bay Kingsvale Green Island Ramble	January 9-12, 2017
<b>St. Mary</b>	Castleton Oracabessa Islington Prospect Retreat Gayle Highgate Richmond Belfield Annotto Bay Port Maria	February 13-16, 2017
<b>St. Andrew Central</b>	Papine August Town Mona Post National Stadium Cross Roads Half Way Tree Matilda's Corner New Kingston Post	March 27-31, 2017

**Table 2: Divisions/Stations re-inspected during the period April 1, 2016 – March 31, 2017**



Kingston Central Division



St. Catherine South Division



St. Andrew South Division



Trelawny Division



Hanover Division



St. Mary Division



St. Andrew Central Division

## Exit Discussions

The PCOA continued its policy of providing feedback to the respective divisional hierarchy prior to the completion of a final inspection report for dissemination. This process we find very useful as it creates an opportunity for police personnel engagement which may qualify or dispute findings. On this basis, these discussions operate as both a driver for organizational improvement in the JCF and, allows for the ventilation of issues which hitherto, maybe overlooked. Details of these interviews are reflected in Table 3 below.

Divisions	Dates
St. Ann	May 9, 2016
Kingston Central	July 4, 2016
Trelawny	October 31, 2016

**Table 3: Exit Interviews conducted during the period April 1, 2016 – March 31, 2017**



St. Ann Division



Trelawny Division



Kingston Central Division

## Public Outreach (Social Inclusion)

Garnering community support remains essential for the success of the PCOA therefore the communications strategy continued to hinge on collaborations with stakeholders such as Social Development Commission, Jamaica Police Federation, Ministry of National Security and private organizations/institutions. These presentations aim to educate and enhance the relationship between the citizenry and police in their respective locales.

Social inclusion activities also included the 28th JCF Command Course lecture at the National Police College, which is offered annually. Some 25 participants, who included personnel from the JCF, The Department of Correctional Services, Jamaica Customs Department, Passport Immigration and Citizen Agency and Trinidad and Tobago Police Service, were in attendance.

Parishes	Meetings Attended	Dates
Kingston	Jamaica Police Federation	September 5, 2016
St. Andrew	Standpipe Community	December 8, 2016
National Police College	28th Command Course (regional and local agencies)	August 29, 2016

**Table 4: Presentations conducted during the period under review**



PCOA CEO, Dave McIntosh giving lecture at National Police College in Twickenham Park, St. Catherine in 2016



Some volunteers hard at work at the Port Antonio Station in Portland on Labour Day in 2016



PCOA Team giving lecture at the Downtown Kingston offices of the Jamaica Police Federation in 2016



The PCOA Team journeyed to the Port Antonio Station, which also serves as the Portland Divisional Headquarters, to assist with cleaning up efforts on Labour Day (May 23). The station, which has been a source of angst for many including the PCOA and the Public Health Department, was selected as the parish project for Labour Day. Activities for the day included painting the building; rectifying plumbing issues as well as cleaning up garbage on the station compound.

## Detention and Courts Unit/PCOA Workshops

The PCOA joined forces with the JCF Detention and Courts Unit to conduct a series of workshops focusing on the administration of lock-ups throughout the Police Area Commands. Entitled *“Good Practice and Procedure for the Administration of Prisoners in Custody in Lock-ups,”* the workshops were conceptualized in the wake of the September jailbreak of nine prisoners at the Denham Town Station in the Kingston Western Division. The aim of the workshops was to sharpen skills of police personnel on all aspects of prisoners in custody administration and safety. This was in addition to, sharing anecdotal experiences of the PCOA Team in the field as well as, reinforcing existing lock-up policies and procedures.

Area Command	Location	Date
Area Three (Clarendon, St. Elizabeth and Manchester)	Mandeville Seventh Day Adventist Church, Manchester	October 19, 2016
Area One (Westmoreland, Hanover and St. James)	Freeport Station, Montego Bay, St. James	November 17-18, 2016

**Table 5: Workshops conducted during the period under review**



PCOA Legal Counsel, Otarah Byfield (standing) presenting at the two-day Area One workshop at the Freeport Station in Montego Bay, St. James



A cross-section of the police personnel from Area Three in attendance at one-day workshop held at the Mandeville Seventh Day Adventist Church Hall in Manchester

## Human Resources

After considerable time and effort was spent on building out the capacity of the Inspections and Monitoring Unit, the sudden departure of the Senior Director, Inspections and Monitoring and an Inspections and Monitoring Officer caused serious degrading of the unit's ability to conduct inspections. This was in addition to, creating a fragmentation of leadership focus. However, before the close of the financial year, rebuilding IMU commenced with the recruitment of an Inspection and Monitoring Officer.

## Training

Knowledge building regarding JCF programs was high on the agenda during the period under review and as such, Head of the Information and Communication Technology was invited to provide an update of the body camera pilot programme, which was launched on August 25. Competencies in the area of leadership skills, business ethics and social media were also strengthened as staff participated in courses offered at the Caribbean Regional Drug Law Enforcement Training Centre (REDTRAC); the Management Institute for National Development (MIND); and, the Caribbean Institute of Media and Communication (CARIMAC). The Office of Disaster Preparedness and Management (ODPEM) also offered training in disaster preparedness.



PCOA staff in attendance at the Office of Disaster Preparedness and Emergency Management (ODPEM) training session in 2016



Training session conducted by Supt. Norris Rhooms, Head of Information and Communication Technology in 2016



**Dave McIntosh**  
Chief Executive Officer



# APPENDICES

## **APPENDIX 1: Summary of findings from re-inspections for the period 2016/2017**

From an operational level, the PCOA Inspection and Monitoring Unit during the period under review re-inspected more Jamaica Constabulary Force (JCF) geographical divisions than the previous financial period 2015/2016. Some seven divisions – Kingston Central, St. Catherine South, St. Andrew South, Trelawny, Hanover, St. Mary and St. Andrew Central, which collectively comprise 52 stations, were monitored for their adherence to JCF policies as well as the implementation of previous recommendations.

The focus of these re-inspections was on selected areas of police service delivery – records management with emphasis on entries in Station Diaries, Firearms and Ammunition Registers, General Property Books, Exhibit Diaries and Sudden Death Registers; Station Management including station inspections by the Divisional Command; appointment of Conservation Officers and issues of accountability; and, Prisoners in Custody (PIC), which encompasses an examination of the PIC Register, PIC Cards; Remand Book and Charge and Prisoners Property Book as well as the condition and capacity of cells and the efforts to physically check them.

An overall assessment of the re-inspections yielded the following observations:

- Only 17 per cent of the stations inspected maintained the Station Diary accurately;
- A little over a half of the stations (54%) inspected kept the Firearm Register according to JCF requirements;
- The Kingston Central Division was the only division out of the seven inspected to achieve perfection in the management of records and prisoners in custody related activities;
- The deplorable condition of cells and ablution facilities was a recurring problem throughout all divisions inspected and, in some cases, security at these facilities was compromised (in the St. Catherine South, Trelawny, Hanover and St. Mary divisions). All painstakingly highlighted with a view to forestalling catastrophe;
- The issue of station clutter, which included both derelict JCF and private motor vehicles and motorcycles, persisted at stations in five divisions inspected; and,
- Malfunctioning security perimeter lights continued to be an issue at three of the seven divisions inspected, which impacted efforts to conserve on energy and financial resources.

Findings from all re-inspections are summarized in the proceeding tables, offering comparisons where possible, highlighting improvements or lack thereof, recommendations implemented and key observations.

# Findings

## DIVISION: Kingston Central Inspection History

**Date of First Inspection:** November 15 – December 20, 2010; Officer in Charge – SP Steve McGregor

**Date of Re-inspection:** August 13 – 20, 2013; Officer in Charge - SP Steve McGregor

**Date of Second Re-inspection:** May 3 - 9, 2016; Officer in Charge – SP Michael Scott

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2010	2013	2016	2010	2013	2016	2010	2013	2016	2010	2013	2016
Allman Town	Green	Red	Green	Red	Red	Green	Red	Yellow	Yellow	Green	Pink	Green
City Centre	Green	Green	Green	Red	Green	Green	Red	Red	Yellow	Green	Green	Green
Central	Red	Purple	Red	Red	Purple	Green	Red	Purple	Red	Green	Purple	Green
Gold Street	Red	Red	Green	Red	Red	Green	Red	Yellow	Green	Green	Yellow	Green
Fletchers Land	Green	Green	Green	Red	Green	Green	Red	Grey	Yellow	Green	Grey	Green

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2010	2013	2016	2010	2013	2016	2010	2013	2016	2010	2013	2016
Allman Town												
City Centre												
Central	Green	Purple	Green	Grey	Purple	Green	Grey	Grey	Green	Grey	Grey	Green
Gold Street												
Fletchers Land												

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2010	2013	2016	2010	2013	2016	2010	2013	2016
Allman Town									
City Centre									
Central	Grey	Grey	Green	Grey	Grey	Green	Grey	Grey	Green
Gold Street									
Fletchers Land									

**COMMENTS:** For the most part, this Division had exemplary records, indicating that the recommendations from the previous inspections were implemented, thus reflective of outcome. The Central Station is also to be highly commended for its performance in maintaining impeccable prisoners in custody records and related activities, which was by far, a rarity for most divisions inspected during the year under review.

### KEY

Green	Maintained adherence to JCF policy	Black	No prisoners/children in lock-up	Blue	Lock-up under renovation
Red	Failed to maintain adherence to JCF policy	White	Not applicable	Pink	Record not available for inspection
Grey	Record/activity not included in inspection	Purple	Station not included in re-inspection		
Orange	Lock-up closed/Out of commission	Yellow	No entries for period reviewed		



# CRITICAL OBSERVATIONS (2016)

## 1. Cell Conditions

There were major concerns regarding the physical structure and condition of the cells at the Central lock-up. They are as follows: three of the cells were not in operation at the time of the inspection; one of cells had holes in it and dead insects; and, bathrooms were in a deplorable condition.



Hole in a cell at the Central lock-up



Dead insects in a cell at the Central lock-up



Condition of bathroom at the Central lock-up



## 2. Electrical Issues

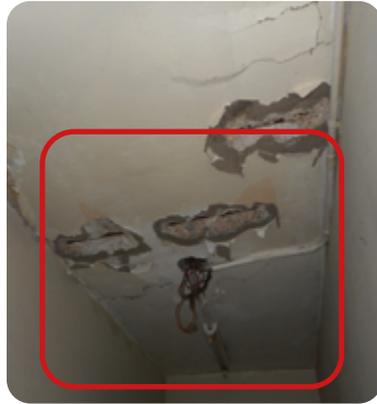
There was continued exposure of the electrical wires at the Gold Street Station.



Unsecured electrical wires at the Gold Street Station as seen in 2013 and 2016

### 3. Structural Problems

Structural issues were noticeable on buildings located at the Gold Street and Central stations.



Structural issues seen at the Gold Street Station



Structural issues at the Central Station



## DIVISION: ST. CATHERINE SOUTH

### Inspection History

**Date of First Inspection:** June 14 – July 1, 2011; Officer in Charge – SSP Colin Pinnock

**Date of Re-inspection:** June 13 – 15, 2012; Officer in Charge – SSP Colin Pinnock

**Date of Second Re-inspection:** June 7 - 15, 2016; Officer in Charge – SSP Noel Christie

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2011	2012	2016	2011	2012	2016	2011	2012	2016	2011	2012	2016
Hellshire			Green			Green			Red			Green
Central Village	Green	Purple	Red	Green	Purple	Red	Green	Grey	Green	Grey	Purple	Red
Bridgeport	Red	Green	Red	Green	Green	Red	Red	Grey	Green	Grey	Grey	Green
Old Harbour	Red	Red	Green	Red	Red	Red	Green	Grey	Green	Grey	Grey	Green
Waterford	Green	Purple	Red	Green	Purple	Green	Green	Grey	Red	Grey	Purple	Red
Caymanas	Red	Red	Red	Red	Red	Red	Green	Grey	Red	Grey	Grey	Red
Old Harbour Bay	Red	Red	Red	Green	Red	Green	Green	Grey	Green	Grey	Grey	Green
Great Portmore	Red	Red	Red	Red	Green	Green	Green	Grey	Red	Grey	Grey	Red
Ferry	Red			Green			Green			Grey		

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2011	2012	2016	2011	2012	2016	2011	2012	2016	2011	2012	2016
Hellshire												
Central Village	Green	Purple	Green	Grey	Purple	Green	Grey	Purple	Green	Red	Purple	Green
Bridgeport	Green	Green	Black	Grey	Red	Black	Grey	Grey	Black	Pink	Red	Black
Old Harbour	Green	Green	Red	Grey	Red	Green	Grey	Grey	Red	Red	Red	Red
Waterford												
Caymanas												
Old Harbour Bay												
Great Portmore	Red	Grey	Green	Grey	Red	Green	Grey	Grey	Red	Red	Grey	Red
Ferry												

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2011	2012	2016	2011	2012	2016	2011	2012	2016
Hellshire									
Central Village									
Bridgeport									
Old Harbour									
Waterford									
Caymanas									
Old Harbour Bay									
Great Portmore									
Ferry									

**COMMENTS:** More attention is required to address persistent issues relating to records management, most notably, Station Diaries. This is in addition to, addressing the challenges relating to the physical checks of cell and the overcrowding of said cells.

#### KEY

	Maintained adherence to JCF policy		No prisoners/children in lock-up		Lock-up under renovation
	Failed to maintain adherence to JCF policy		Not applicable		Record not available for inspection
	Record/activity not included in inspection		Station not included in re-inspection		
	Lock-up closed/Out of commission		No entries for period reviewed		



# CRITICAL OBSERVATIONS (2016)

## 1. Malfunctioning Security Perimeter Lights

Security perimeter lights were on in the day time during the inspection at the St. Catherine South Divisional Headquarters.



Security lamps on during the daytime at the St Catherine South Divisional headquarters

## 2. Cell Conditions

There were major concerns regarding the physical structure and condition of the cells and other facilities at the following stations:

### Old Harbour Station:

One of the three cells was not in operation during the inspection. There were holes in cells two and three; and corrosive steel bars. There was no improvement in the ventilation system since the previous inspection, although there was a continuance of the lock-up holding prisoners above cell capacity.



Holes in the cells of the Old Harbour lock-up



Toilet facility and corrosive bars at the Old Harbour lock-up



Ventilation system at the Old Harbour Station in 2012 and 2016

### Greater Portmore Station:

There were serious plumbing problems at the Greater Portmore facility. Corridors, cells and bathrooms were flooded. In some instances, when cells were overcrowded, some prisoners had to sleep on the floors which were sometimes covered with water.



Running water in bathroom and hallway at the Greater Portmore lock-up



### 3. Security Concerns

The strong pans at the Hellshire and Old Harbour Bay stations were exposed to the public.



Exposed strong pan at the Old Harbour Bay Station



Exposed strong pan at the Hellshire Station

### 4. Health and Safety Concerns

There was an overflowing sewer pit which had a makeshift covering at the Greater Portmore Station.



Pit with a makeshift cover at the Greater Portmore Station

Used tyres with water settled in them were observed at the Old Harbour Bay Station.



Used tyres at the Old Harbour Bay Station

## 5. Station Clutter

A pile up of motor vehicles and motorcycles was seen at the Bridgeport, Central Village, Waterford, Caymanas Gardens and Greater Portmore stations.



Motor vehicles and motorcycles as seen at the Caymanas Garden Station



Derelict motor vehicles at the Bridgeport Station



## DIVISION: ST. ANDREW SOUTH

### Inspection History

**Date of First Inspection:** July 25 – August 2, 2012; Officer in Charge – SSP Delroy Hewitt

**Date of Re-inspection:** May 13 – 16, 2013; Officer in Charge - SSP Delroy Hewitt

**Date of Second Re-inspection:** July 13 - 22, 2016; Officer in Charge – SP Arthur Brown

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2012	2013	2016	2012	2013	2016	2012	2013	2016	2012	2013	2016
Olympic Gardens	Red	Purple	Red	Green	Purple	Green	Green	Purple	Red	Green	Purple	Green
Seaview Gardens	Red	Purple	Red	Green	Purple	Green	Yellow	Purple	Green	Green	Purple	Green
Newport West	Red	Red	Purple	Green	Green	Purple	Green	Green	Purple	Green	Grey	Purple
Duhaney Park	Red	Red	Red	Green	Green	Green	Green	Red	Red	Green	Grey	Green
Hunts Bay	Red	Red	Red	Red	Red	Green	Green	Red	Red	Green	Grey	Green

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2012	2013	2016	2012	2013	2016	2012	2013	2016	2012	2013	2016
Olympic Gardens												
Seaview Gardens												
Newport West	Red	Green	Orange	Pink	Green	Orange	Pink	Grey	Orange	Pink	Green	Orange
Duhaney Park	Green	Green	Green	Green	Green	Green	Red	Grey	Red	Red	Red	Red
Hunts Bay	Red	Green	Red	Green	Red	Green	Green	Grey	Red	Red	Red	Red

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2012	2013	2016	2012	2013	2016	2012	2013	2016
Olympic Gardens									
Seaview Gardens									
Newport West	Grey	Red	Orange	Grey	Grey	Orange	Black	Green	Orange
Duhaney Park	Grey	Green	Red	Grey	Grey	Red	Red	Red	Green
Hunts Bay	Grey	Green	Red	Grey	Grey	Green	Red	Red	Red

**COMMENTS:** The management of records continues to be a challenge in this Division as reflected in the tables. There was improvement seen in only two records - the Firearm Register and PIC Cards. It is clear that the 2012 and 2013 recommendations made, were largely ignored.

#### KEY

	Maintained adherence to JCF policy		No prisoners/children in lock-up		Lock-up under renovation
	Failed to maintain adherence to JCF policy		Not applicable		Record not available for inspection
	Record/activity not included in inspection		Station not included in re-inspection		
	Lock-up closed/Out of commission		No entries for period reviewed		



# CRITICAL OBSERVATIONS (2016)

## 1. Station Clutter

There were a number of old vehicles and bikes parked on the compounds at the Duhaney Park and Hunts Bay stations. Some of the vehicles were parked up to four years.



Vehicles seen on the Duhaney Park and Hunts Bay Station compounds during the 2016 inspection

## 2. Electrical Issues

At the Seaview Gardens Station, there were exposed electrical wires as well as a panel cover was missing.



Electrical wires exposed at the Seaview Gardens Station

## 3. Poor condition of furniture

At the Seaview Gardens Station, there was a shortage of chairs and personnel had to be using stools made by a local carpenter in most of the offices.



Broken chair as seen at the Seaview Gardens Station



One of several stools made by a local carpenter seen at the Seaview Gardens Station

#### 4. Cell Conditions

An inspection of the cells at the Hunts Bay lock-up revealed several security concerns: the bathroom facility was in a deplorable condition; two of the suction fans in the hallways of the lock-up were not functioning; and, temporary urinals (plastic containers) were still being used by prisoners as was seen during an inspection of the facility in 2013. The latter practice continued due to the large prison population.



Condition of the bathroom at the Hunts Bay Station



Suction Fan at the Hunts Bay Station



Temporary urinals (plastic containers) as seen at Hunts Bay Station in 2013



Temporary urinals (plastic containers) seen at the Hunts Bay Station in 2016



## DIVISION: TRELAWNY (2016)

### Inspection History

**Date of First Inspection:** December 5 - 20, 2011; Officer in Charge – SP Andrew Lewis

**Date of Re-inspection:** October 22 – November 1, 2012; Officer in Charge – SP Noel Christie

**Date of Second Re-inspection:** August 15 - 19, 2016; Officer in Charge –SP Clive Blair

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2011	2012	2016	2011	2012	2016	2011	2012	2016	2011	2012	2016
Falmouth	Green	Purple	Red	Red	Purple	Red	Green	Purple	Red	Green	Purple	Green
Duncans	Red	Red	Red	Green	Red	Green	Green	Green	Yellow	Green	Grey	Yellow
Rio Bueno	Red	Red	Green	Green	Green	Green	Green	Green	Yellow	Green	Grey	Green
Wait-a-Bit	Red	Red	Green	Green	Red	Red	Green	Green	Yellow	Red	Grey	Green
Warsop	Red	Purple	Red	Green	Purple	Red	Green	Purple	Yellow	Green	Purple	Green
Ulster Spring	Red	Purple	Red	Green	Purple	Red	Green	Purple	Yellow	Green	Purple	Green
Clarks Town	Red	Red	Red	Green	Red	Red	Red	Red	Yellow	Green	Purple	Yellow
Stewart Town	Red	Red	Red	Green	Green	Green	Green	Black	Yellow	Green	Grey	Yellow
Wakefield	Red	Purple	Red	Green	Purple	Green	Green	White	Pink	Green	Purple	Green

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2011	2012	2016	2011	2012	2016	2011	2012	2016	2011	2012	2016
Falmouth	Blue	Purple	Red	Blue	Purple	Red	Grey	Purple	Red	Grey	Purple	Green
Duncans												
Rio Bueno												
Wait-a-Bit												
Warsop		Purple	Orange		Purple	Orange		Purple	Orange		Purple	Orange
Ulster Spring	Green	Purple	Orange	Red	Purple	Orange	Grey	Purple	Orange	Grey	Purple	Orange
Clarks Town	Green	Green	Green	Red	Red	Green	Grey	Grey	Green	Grey	Grey	Green
Stewart Town	Red	Green	Black	Red	Green	Black	Grey	Grey	Black	Grey	Grey	Black
Wakefield		Purple			Purple			Purple			Purple	

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2011	2012	2016	2011	2012	2016	2011	2012	2016
Falmouth									
Duncans									
Rio Bueno									
Wait-a-Bit									
Warsop									
Ulster Spring									
Clarks Town									
Stewart Town									
Wakefield									

**COMMENTS:** Some records were in fairly good order however, PIC records and related activities require more attention to achieve full compliance with JCF policies and procedures. Non-PIC station, Rio Bueno is to be commended for its perfection in records management for the period under review.

#### KEY

	Maintained adherence to JCF policy		No prisoners/children in lock-up		Lock-up under renovation
	Failed to maintain adherence to JCF policy		Not applicable		Record not available for inspection
	Record/activity not included in inspection		Station not included in re-inspection		
	Lock-up closed/Out of commission		No entries for period reviewed		



# CRITICAL OBSERVATIONS (2016)

## 1. Poor Perimeter Fencing

There was no improvement in the security fencing of the Rio Bueno, Wait-a-Bit, Ulster Spring and Stewart Town stations since the previous inspections.



Low/Poor security fencing at the Stewart Town Station



Absence of security fencing at the Rio Bueno Station

## 2. Cell Conditions

There were major concerns regarding the physical structure and condition of the cells and also other facilities at the Clarks Town, Falmouth, Ulster Spring and Warsop stations.

### Falmouth Station:

The cell area for holding female prisoners in custody was not separated by sound and sight, which is a breach of JCF policy; and children held in the temporary holding area had no access to beds or bathroom facility.



Cell area at the Falmouth Station not separated by sight and sound



Absence of bedding or bunk in cell area designated to hold children in custody at the Falmouth Station

### Clarks Town Station:

Cell #3 had a defective door; and, no permanent cell guard was assigned to perform cell duties.



A defective cell door as seen at the Clarks Town Station

### Warsop and Ulster Spring stations:

The lock-ups were in need of repairs and held no prisoners at the time of inspection.

## 3. PIC Stations Lack Generators

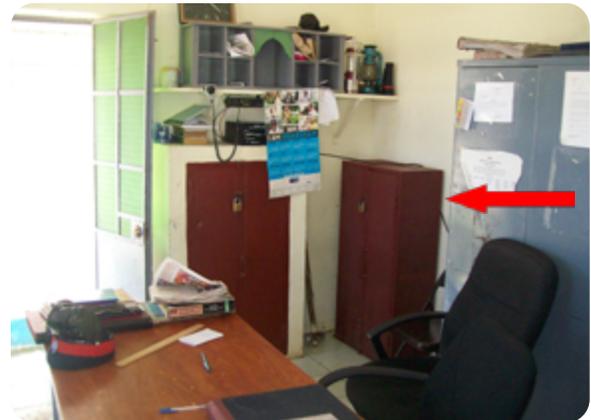
There was still no generator at the Clarks Town and Stewart Town stations even though they are gazetted to hold prisoners in custody.

## 4. Security Concerns

The strong pan was visible to the general public at Rio Bueno and Wakefield stations.



Strong pan visible at the Rio Bueno Station



Strong pan visible at the Wakefield Station



## 5. Personal Safety Concerns

Officers assigned to the Wakefield Station were without ballistic vests. This was of profound concern as the area where the station is located, is categorized as a “hot spot” for the Division.

## 6. Malfunctioning Perimeter Light

A security light at the Wakefield Station was on during the daytime at the time of the inspection.

## 7. Water Leakage

Pipes in the upstairs bathroom at the Clarks Town Station were leaking in the reception area/guardroom as was the case during a 2012 inspection.



Condition of ceiling in the Reception Area/  
Guardroom at the Clarks Town Station in 2012



Condition of ceiling in the Reception Area/  
Guardroom at the Clarks Town Station in 2016

## 8. Station Clutter

There were defective vehicles and motorcycles parked on the compounds of the Duncans, Ulster Spring, Wakefield, Warsop and Clarks Town stations.



Defective motor vehicles and motorcycles  
parked on the compound of the Wakefield  
Station



Defective motor vehicles parked at Ulster Spring  
Station

## 2012 RECOMMENDATIONS IMPLEMENTED

### Station Signage

Proper signage was installed at the Stewart Town Station.



Location of JCF Station signage in 2012



JCF Signage installed at the Stewart Town Station in 2016



## DIVISION: HANOVER

### Inspection History

**Date of First Inspection:** August 15 - 25, 2011; Officer in Charge – SP Lynford Rhooms

**Date of Re-inspection:** August 7 -10, 2012; Officer in Charge - SP Lynford Rhooms

**Date of Second Re-inspection:** January 9 - 12, 2017; Officer in Charge – SP Arthel Colley

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2011	2012	2017	2011	2012	2017	2011	2012	2017	2011	2012	2017
Lucea (HQ/PIC)	Red	Red										
Lucea Post	Red	Red	Red	Green	Green	Red	Green	Red	Yellow	Green	Green	Red
Sandy Bay	Red	Red	Red	Green	Green	Green	Green	Red	Red	Red	Green	Green
Kingsvale	Green	Purple	Red	Green	Purple		Green	Purple	Green	Green	Purple	Green
Green Island	Red	Red	Red	Green	Red		Green	Yellow	Green	Green	Green	Red
Ramble	Red	Red	Red	Green	Green	Green	Red	Green	Green	Green	Green	Green

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2011	2012	2017	2011	2012	2017	2011	2012	2017	2011	2012	2017
Lucea (HQ/PIC)	Green	Green	Green	Green	Green	Green	Grey	Green	Green	Grey	Green	Red
Lucea Post	Green		Green	Red		Green	Grey		Red	Grey		Red
Sandy Bay												
Kingsvale		Purple	Black		Purple	Black		Purple	Black		Purple	Black
Green Island		Orange	Orange		Orange	Orange		Orange	Orange		Orange	Orange
Ramble	Green	Black		Green	Black		Grey	Black		Grey	Black	

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2011	2012	2017	2011	2012	2017	2011	2012	2017
Lucea (HQ/PIC)	Grey	Grey	Red	Grey	Grey	Red	Red	Red	Red
Lucea Post	Grey		Red	Grey		Red	Red		Green
Sandy Bay									
Kingsvale		Purple	Black		Purple	Black		Purple	Black
Green Island		Orange	Orange		Orange	Orange		Orange	Orange
Ramble	Grey	Grey		Grey	Grey		Green	Black	

**COMMENTS:** Records in this Division were in fairly good order, with the exception of PIC related activities which failed to meet the requisite JCF standards. The continued closure of the cells at the Green Island Station requires attention, as the lock-up which has been renovated for some time, has yet to be commissioned to operate.

#### KEY

	Maintained adherence to JCF policy		No prisoners/children in lock-up		Lock-up under renovation
	Failed to maintain adherence to JCF policy		Not applicable		Record not available for inspection
	Record/activity not included in inspection		Station not included in re-inspection		
	Lock-up closed/Out of commission		No entries for period reviewed		



# CRITICAL OBSERVATIONS (2017)

## 1. Transportation

Of the 32 vehicles on the divisional strength, 17 or 53% was out of service. Nine of the vehicles had defective engines, six were recommended for boarding and two were involved in accidents.

DEFECTIVE MOTOR VEHICLE			
Area 1 Garage Montego Bay	Toyota Prado	20 - 3802	Defective (Engine)
Cecil Garage Montego Bay	Suzuki SX4	1 - 46	Boarded
Area 1 Garage	Mitsubishi L-200	1-007	Defective
TMMMD	Toyota Hiace	30-3049	Defective (Engine)
Hanover Police Headquarters	Suzuki SX4	1 - 48	Defective (Mechanical)
Accident @ Green Island Police Station	Toyota Prado	1-009	Defective
Lucea Police Station	Toyota Corolla	20 - 3581	Off Strength
Area 1 Garage Montego Bay	Suzuki Vitara	20 - 3404	Boarded
Hanover Police Headquarters	Suzuki Vitara	20 - 3432	Recommend for Boarding
Kingston Industrial Garage	Ford Ranger	1 - 33	Recommend for Boarding
TMMMD Kingston	Ford Ranger	XC - 40	Boarded
Area 1 Garage Montego Bay	Suzuki Jimny	1 - 001	Boarded
TMMMD Kingston	Suzuki Grand Vitara	1 - 004	Defective ( involved in serious collision)
Area 1 Garage	Ford Ranger	1 - 30	Defective (Engine)
Area 1 Garage Montego Bay	Toyota Corolla	20 - 3592	Defective ( Need Body repairs )

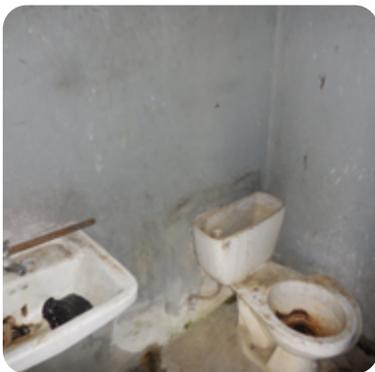
Listing of defective and boarded vehicles from the Hanover Division

## 2. Cell Conditions

There were several security concerns evident at the Ramble Station and Lucea Divisional Headquarters (HQ).

### Ramble Station:

The bathroom facilities at the station were in a deplorable condition and the roof and ventilation areas, damaged.



Condition of bathroom facility at the Ramble Station



Compromised roof and ventilation area at the Ramble Station



### Lucea Divisional HQ:

This lock-up was heavily infested with insects such as 'chink'. Holes were in the perimeter fence surrounding the cell area, thereby making the cells accessible to the public and for contraband to get inside the cells.



Close proximity of hole in the security perimeter fencing to the cell area as seen at the Lucea Divisional Headquarters

### 3. Station Clutter

Several defective vehicles and motorcycles were parked on the compounds of Sandy Bay, Kingsvale, Green Island and Ramble stations, as well as the Hanover Divisional Headquarters. Several of these vehicles have been parked on these station compounds for over five years.



Defective vehicles parked on the compound of the Sandy Bay Station



Defective vehicles parked on the compound of the Kingsvale Station



Defective motorcycles parked on the compound of the Green Island Station



Defective vehicles parked on the compound of the Ramble Station



Defective motorcycles parked on the compound of the Hanover Divisional Headquarters



## DIVISION: ST.MARY Inspection History

**Date of First Inspection:** September 26 – October 12, 2011; Officer in Charge – SP Cedric Allen

**Date of Re-inspection:** October 22 – November 1, 2012; Officer in Charge – SP Cedric Allen

**Date of Second Re-inspection:** February 6 - 16, 2017; Officer in Charge – SP Fabian Farquharson

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2011	2012	2017	2011	2012	2017	2011	2012	2017	2011	2012	2017
Castleton	Red	Red	Red	Red	Red	Green	Green	Green	Red	Grey	Grey	Green
Annotto Bay	Red	Red	Red	Red	Red	Red	Green	Red	Green	Grey	Grey	Red
Islington	Red	Red	Red	Red	Green	Green	Green	Green	Green	Grey	Grey	Red
Oracabessa	Red	Red	Red	Red	Green	Green	Green	Green	Green	Grey	Grey	Red
Port Maria	Red	Purple	Red	Red	Purple	Green	Green	Purple	Green	Grey	Purple	Green
Richmond	Red	Purple	Red	Red	Purple	Green	Green	Purple	Red	Grey	Purple	Green
Gayle	Red	Purple	Red	Red	Purple	Red	Green	Purple	Green	Grey	Purple	Green
Highgate	Red	Red	Green	Red	Green	Green	Green	Yellow	Green	Grey	Grey	Green
Prospect	Red	Purple	Red	Red	Purple	Green	Green	Purple	Green	Grey	Red	Yellow
Retreat	Red	Red	Red	Red	Green	Red	Green	Green	Green	Grey	Grey	Green
Belfield	Red	Purple	Red	Red	Purple	Red	Green	Purple	Green	Grey	Red	Yellow

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2011	2012	2017	2011	2012	2017	2011	2012	2017	2011	2012	2017
Castleton	Green	Green	Black	Green	Green	Black	Grey	Green	Black	Grey	Green	Black
Annotto Bay	Green	Green	Green	Green	Green	Red	Grey	Green	Green	Grey	Red	Red
Islington	Green	Green	Green	Green	Green	Red	Grey	Green	Red	Grey	Red	Green
Oracabessa	Green	Green	Green	Green	Green	Green	Grey	Green	Red	Grey	Red	Red
Port Maria												
Richmond	Green	Purple	Green	Green	Purple	Red	Grey	Purple	Red	Grey	Purple	Green
Gayle												
Highgate												
Prospect												
Retreat												
Belfield												

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2011	2012	2017	2011	2012	2017	2011	2012	2017
Castleton									
Annotto Bay									
Islington									
Oracabessa									
Port Maria									
Richmond									
Gayle									
Highgate									
Prospect									
Retreat									
Belfield									

**COMMENTS:** As highlighted, adherence to JCF policies as it pertained to the maintenance of the Station Diary remained for the most part, abysmal and as such, requires urgent attention. There were other areas requiring improvement such as Prisoners in Custody records. On a high note, the Highgate Station outshone all the other stations in the management of records.

#### KEY

	Maintained adherence to JCF policy		No prisoners/children in lock-up		Lock-up under renovation
	Failed to maintain adherence to JCF policy		Not applicable		Record not available for inspection
	Record/activity not included in inspection		Station not included in re-inspection		
	Lock-up closed/Out of commission		No entries for period reviewed		



# CRITICAL OBSERVATIONS (2017)

## 1. Security and Safety Concerns

A security camera affixed to the rear section of the Islington Station was malfunctioning.



Security system showing malfunctioning camera



The rear section of the Islington Station where the malfunctioning camera surveys

## 2. Cell Conditions

There were major concerns regarding the physical structure and condition of the cells at the lock-up facilities within the division.

### Richmond Station

The ventilation system at this station was partially covered, thereby affecting air circulation in the cells.



Ventilation system covered with metal and mesh at the Richmond Station

The ventilation system was also accessible to the public.



Open access to ventilation system at the Richmond Station courtesy of a public entryway to a nearby rest room.

The roof at the station was also in poor condition and some lights in the cells were malfunctioning.



A section of the ceiling at the Richmond Station

## Islington Station

The perimeter light ceased functioning and there was no perimeter fencing enclosing the premises.



Malfunctioning perimeter light at Islington Station.



Absence of perimeter fencing at the Islington Station.



### 3. Station Clutter

Derelict vehicles were parked on the compounds of Retreat, Prospect, Gayle and Oracabessa stations.



A defective vehicle on compound of the Retreat Station



Defective vehicles on the compound of Prospect Station



Defective vehicles on the compound of the Gayle Station



Defective vehicles on the compound of the Oracabessa Station

### 4. General Concerns

A drainage pipe in the ceiling of the Annotto Bay Station was leaking waste water which was being collected in a bucket in the hallway.



Leaking pipe at the Annotto Bay Station with bucket to catch waste water



Floor boards, roof and windows at the Belfield and Retreat Stations required urgent repairs.



**Rotting floor and leaking ceiling at the Belfield Station**



**Missing/broken windows at the Retreat Station**





## DIVISION: ST. ANDREW CENTRAL

### Inspection History

**Date of First Inspection:** January 24 – February 1, 2012; Officer in Charge – SSP Derrick Knight

**Date of Re-inspection:** January 22 - 28, 2013; August 13 & 20, 2013; Officer in Charge – SSP Fitz Bailey

**Date of Second Re-inspection:** March 27 - 31, 2017; Officer in Charge – SSP Maurice Robinson

STATIONS	Station Diary			Firearm Register			General Property Book			Sudden Death Diary		
	2012	2013	2017	2012	2013	2017	2012	2013	2017	2012	2013	2017
Papine	Green	Red	Red	Green	Green	Green	Green	Yellow	Green	Green	Grey	Green
August Town	Green	Purple	Red	Green	Purple	Red	Green	Purple	Green	Green	Purple	Green
UWI Post	Red	Purple	Red	Green	Purple	Green	Green	Purple	Green	Green	Purple	Green
National Stadium	Red	Purple	Red	Green	Purple	Red	Green	Purple	Green	Green	Purple	Green
Matilda's Corner	Green	Purple	Red	Green	Purple	Green	Green	Purple	Green	Green	Purple	Green
New Kingston Post	Red	Purple	Red	Red	Purple	Green	Green	Purple	Green	Green	Purple	Green
Cross Roads	Red	Red	Red	Red	Green	Red	Green	Green	Red	Green	Grey	Green
Half Way Tree	Red	Red	Red	Red	Green	Red	Green	Green	Red	Green	Grey	Red

STATIONS	Prisoners in Custody (PIC) Register			PIC Cards			Charge and Prisoners Property Book			Remand Book		
	2012	2013	2017	2012	2013	2017	2012	2013	2017	2012	2013	2017
Papine												
August Town												
UWI Post												
National Stadium												
Matilda's Corner												
New Kingston Post												
Cross Roads			Red			Green			Green			Red
Half Way Tree	Green	Green	Red	Green	Green	Red	Grey	Grey	Red	Red	Green	Red

STATIONS	Physical Cell Checks			Mandatory Cell Searches			Gazetted Cell Capacity		
	2012	2013	2017	2012	2013	2017	2012	2013	2017
Papine									
August Town									
UWI Post									
National Stadium									
Matilda's Corner									
New Kingston Post									
Cross Roads			Red			Red			Green
Half Way Tree	Green	Grey	Green	Grey	Grey	Red	Red	Red	Red

**COMMENTS:** For the most part, the maintenance of records in the Division was fair, despite the upkeep of the Station Diary remaining a challenge for all stations in addition to, selected PIC records and related activities.

#### KEY

Green	Maintained adherence to JCF policy	Black	No prisoners/children in lock-up	Blue	Lock-up under renovation
Red	Failed to maintain adherence to JCF policy	White	Not applicable	Pink	Record not available for inspection
Grey	Record/activity not included in inspection	Purple	Station not included in re-inspection		
Orange	Lock-up closed/Out of commission	Yellow	No entries for period reviewed		

# CRITICAL OBSERVATIONS

## 1. Station Clutter

Derelict motorcycles were parked on the station compounds of Matilda's Corner, National Stadium and Half Way Tree stations.



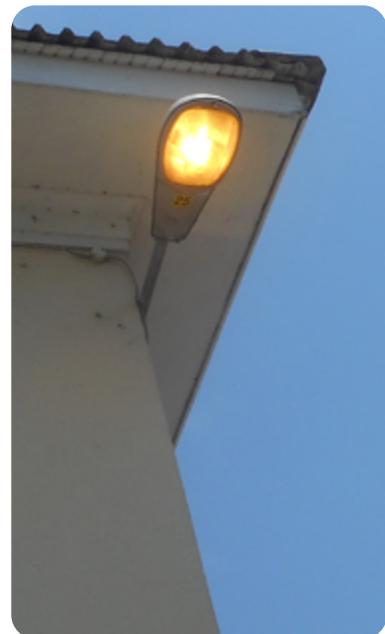
Defective motorcycles parked on the compound of the Matilda's Corner Station



Defective motorcycles parked on the compound of the Half Way Tree Station

## 2. Malfunctioning Perimeter Lights

Perimeter lights were on during the inspection at the Half Way Tree, Cross Roads and August Town stations.



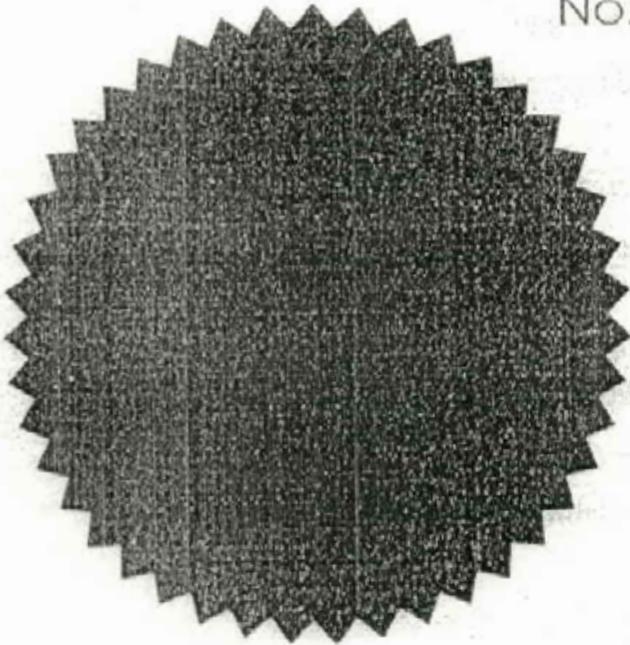
Malfunctioning security lights at the Cross Roads, Half Way Tree and August Town Stations, respectively

## Appendix 2: Police (Civilian Oversight) Authority Act of 2005

JAMAICA

No. 33-2005

I assent,



*H. F. Cooke*

Governor-General

*28<sup>th</sup> day of December 2005*

AN ACT to Provide for the establishment of a civilian oversight authority to monitor the operations of the Jamaica Constabulary Force and the Auxiliaries and for connected matters.

BE IT ENACTED by The Queen's Most Excellent Majesty, by and with the advice and consent of the Senate and House of Representatives of Jamaica, and by the Authority of the same, as follows:—

1. This Act may be cited as the Police (Civilian Oversight) Authority Act, 2005, and shall come into operation on a day to be appointed by the Minister by notice published in the *Gazette*.

Short title  
and com-  
mencement

2. In this Act, unless the context otherwise requires—

Interpreta-  
tion

“Authority” means the Police (Civilian Oversight) Authority established under section 3;



“Auxiliaries” means—

- (a) the Island Special Constabulary Force constituted by the Constables (Special) Act; and
- (b) the Rural Police constituted by the Constables (District) Act;

“Force” means the Jamaica Constabulary Force.

Establishment and constitution of Authority. Schedule

3.—(1) There is hereby established a body to be known as the Police (Civilian Oversight) Authority.

(2) The provisions of the Schedule shall have effect as to the constitution of the Authority and otherwise in relation thereto.

Functions of Authority.

4.—(1) The functions of the Authority are to—

- (a) monitor the implementation of policy relating to the Force and the Auxiliaries;
- (b) monitor the standard of performance of the Force and the Auxiliaries so as to ensure that internationally accepted standards of policing are maintained, and to report thereon;
- (c) conduct inspections of the Force and the Auxiliaries;
- (d) monitor the management and use of the financial and other resources of the Force and the Auxiliaries;
- (e) perform such other functions as may be necessary for promoting the efficiency of the Force and the Auxiliaries.

(2) The Authority shall, in the exercise of its functions under this Act, have the power to—

- (a) require the attendance of the Commissioner of Police or any other officer of the Force or the Auxiliaries;
- (b) call for and examine documents and records;
- (c) receive representations from members of the public in relation to the operation of the force and the Auxiliaries;
- (d) do all such other things as it considers necessary or expedient for the purpose of carrying out its functions under this Act.

*The Police (Civilian Oversight) Authority  
Act, 2005*

[No. ]

3

(3) An officer or employee of the Authority may, with the prior written authorization of the chairman of the Authority, at any reasonable time—

- (a) enter premises occupied by any division of the Force or by any of the Auxiliaries;
- (b) require a member of the Force or of any of the Auxiliaries to furnish such information or to produce such category of documents or records as may be specified in the authorization; and
- (c) inspect and examine such documents or records and make copies thereof.

5.—(1) A member of the Force or any of the Auxiliaries shall give an officer, employee or member of the Authority all reasonable assistance in his power and furnish him with such information, records or documents as he may reasonably require.

*Duty of member of Force or Auxiliaries to furnish information, etc.*

(2) A person who—

- (a) obstructs, hinders or prevents an officer or employee of the Authority from entering any premises referred to in section 4(3);
- (b) fails or refuses to give information or to produce any document or record required by that officer,

shall be guilty of an offence and liable on summary conviction before a Resident Magistrate to a fine not exceeding one hundred thousand dollars.

6.—(1) The Authority may, where it considers necessary, refer a matter to—

*Reference of matters by Authority.*

- (a) the Police Service Commission;
- (b) the Minister;
- (c) the Commission for the Prevention of Corruption; or
- (d) the Commissioner of Police,

as the case may require, for appropriate action to be taken.



4

[No. ] *The Police (Civilian Oversight) Authority  
Act, 2005*

(2) Where the Authority refers a matter under subsection (1) the person or body to whom the matter was referred shall as soon as possible cause a report to be made to the Authority on the action taken.

Annual  
Report.

7.—(1) The Authority shall, within four months after the end of each financial year or within such longer period as the Minister may in special circumstances approve, cause to be made and transmit to the Minister, a report of the operations and findings of the Authority during that financial year and may include in the report recommendations for improving the efficiency of the Force and the Auxiliaries.

(2) The report shall be in the form directed by the Minister.

(3) The Minister shall cause a copy of the report to be laid on the Table of the House of Representatives and of the Senate as soon as possible, but in any case, not later than two months after submission of the report to him.

Report to  
Minister.

8. The Authority shall, upon the request of the Minister, furnish to him a report on any specific matter which the Minister may from time to time request of the Authority.

Restriction  
of disclosure  
and  
publication  
of  
information.

9.—(1) Except with the approval of the Authority or where required by a court of competent jurisdiction or a tribunal lawfully constituted, no officer or employee of the Authority shall give or disclose any information concerning the affairs of the Authority, the Force or any of the Auxiliaries acquired by him by reason of his employment.

(2) A person who is in possession of any information which he knows to have been disclosed in contravention of subsection (1) shall not publish such information.

(3) A person who contravenes subsection (1) or (2) shall be guilty of an offence and liable on summary conviction before a Resident Magistrate to a fine not exceeding five hundred thousand dollars or to imprisonment for a term not exceeding twelve months or to both such fine and imprisonment.

Regulations.

10.—(1) The Minister may make regulations subject to affirmative resolution, with regard to any matter or thing in respect of which it appears to him to be expedient to make regulations for the purpose of carrying this Act into effect.

*The Police (Civilian Oversight) Authority  
Act, 2005*

[No. ]

5

(2) The maximum penalty that may be imposed in respect of a breach of a provision of the regulations shall be a fine not exceeding two hundred and fifty thousand dollars or imprisonment for a term not exceeding six months or both such fine and imprisonment.

11. Part VI of the Constabulary Force Act is hereby repealed.

Repeal of  
Part VI of  
Constabulary  
Force Act.



6

[No. ] *The Police (Civilian Oversight) Authority  
Act, 2005*

SCHEDULE

(Section 3)

*The Police (Civilian Oversight) Authority*

Constitution  
of Authority

1—(1) The Authority shall consist of not less than five nor more than seven members, of whom—

- (a) two members shall be members of the Police Service Commission;
- (b) one member shall be a duly qualified accountant;
- (c) subject to sub-paragraph (2), one member shall be a person with operational experience in security services.

(2) A person may not be appointed under sub-paragraph (1) if he is—

- (a) a serving member of the Jamaica Constabulary Force, or any of the Auxiliaries or the Jamaica Defence Force;
- (b) a member of the first class of the Jamaica National Reserve.

Tenure of  
Office.

2.—(1) The members shall be appointed by the Governor-General after consultation with the Prime Minister and the Leader of the Opposition and shall hold office for a period of five years.

(2) Every member shall be eligible for reappointment.

Chairman.

3.—(1) The Governor-General shall appoint one of the members, other than a member appointed pursuant to paragraph 1 (1) (a), to be chairman of the authority.

(2) The Chairman shall preside at all meetings of the Authority at which he is present, and in the case of the chairman's absence from any meeting, the members present and forming a quorum shall elect one of their number to preside at that meeting.

Acting  
appointments.

4. If any member is absent or unable to act, the Governor-General may appoint any person to act in the place of that member, so, however, that such appointment shall be made in the same manner and from among any of the categories of persons as would be required in the case of the substantive appointment.

Resignation.

5.—(1) Any member other than the Chairman may at any time resign his office by instrument in writing addressed to the Governor-General and transmitted through the Chairman and from the date of receipt by the Governor-General of such instrument, that person shall cease to be a member.

(2) The Chairman may at any time resign his office by instrument in writing addressed to the Governor-General and such resignation shall take effect as from the date of receipt by the Governor-General of that instrument.

*The Police (Civilian Oversight) Authority  
Act, 2005*

[No. ]

7

6. The Governor-General after consultation with the Prime Minister and the Leader of Opposition may at any time revoke the appointment of any member.

Revocation  
of  
appointment.

7. If any vacancy occurs in the membership of the Authority, such vacancy shall be filled by the appointment of another member, so, however, that such appointment shall be made in the same manner and from the same category of persons as would be required in the case of the original appointment.

Filling of  
vacancies.

8. The names of all members of the Authority as first constituted and every change therein, shall be published in the *Gazette*.

Gazetting of  
member-  
ship.

9. The funds of the Authority shall consist of funds as may from time to time be placed at its disposition for the purposes of this Act by Parliament, and such other moneys as may be lawfully paid to the Authority.

Funds of  
Authority.

10. The Authority shall keep proper accounts of its receipts, payments, assets and liabilities and such accounts shall be audited annually by an auditor appointed in each year by the Authority with the approval of the Minister.

Accounts  
and audit.

11. The Authority shall, on or before the 31st October in each year, submit to the Minister for approval, its estimates of revenue and expenditure in respect of the ensuing financial year.

Estimates.

12.—(1) The Authority shall appoint and employ at such remuneration and on such terms and conditions as they think fit, a Secretary and such other officers and employees as they think necessary for the proper carrying out of the provisions of the Act:

Appoint-  
ment of  
staff.

Provided that no salary in excess of the prescribed rate shall be assigned to any post without the prior approval of the Minister.

(2) In sub-paragraph (1) "prescribed rate" means such rate as may be prescribed by the Minister by order published in the *Gazette*.

(3) The Governor-General may, subject to such conditions as he may impose, approve of the appointment of any officer in the service of the Government to any office with the Authority and any officer so appointed shall, in relation to any pension, gratuity or other allowance, and other rights as a public officer, be treated as continuing in the service of the Government.

12.—(i) The seal of the Authority shall be kept in the custody of the Chairman and shall be affixed to instruments pursuant to a resolution of the Authority.

Seal and  
execution of  
documents.

(2) The seal of the Authority shall be authenticated by the signatures of the Chairman and one other member.

(3) All documents, other than those required by law to be under seal, and all decisions of the Authority may be signified under the hand of the Chairman or the Secretary.



8

[No. ] *The Police (Civilian Oversight) Authority  
Act, 2005*

Proceedings  
and  
meetings

14.—(1) The Authority shall meet at least once per month for ten calendar months of every year and at such other times as may be expedient for the carrying out of its functions, and such meetings shall be held on such days and at such places as the Chairman may determine.

(2) A quorum of the Authority shall be three.

(3) The decision of the Authority shall be by a majority of votes and, in addition to an original vote, the Chairman shall have a casting vote in any case in which the voting is equal.

(4) Minutes in proper form of each meeting of the Authority shall be kept and shall be submitted to the Governor-General and the Minister within seven days after confirmation thereof.

(5) The validity of the proceedings of the Authority shall not be affected by any vacancy amongst the members thereof.

Protection  
of members.

15. No member shall be personally liable for any act or default of the Authority done or omitted to be done in good faith in the course of the operations of the Authority.

Remuneration  
of members.

16. There shall be paid to the members of the Authority such remuneration as the Minister may determine.

Office of  
member  
not public  
office.

17. The office of chairman or member of the Authority shall not be a public office for the purposes of Chapter V of the Constitution.

Provisions  
applicable  
when no  
Leader of  
Opposition.

18. Where, pursuant to the provisions of this Schedule, the Governor-General is required to act after consultation with the Leader of the Opposition and—

- (a) there is no person holding the office of Leader of the Opposition; or
- (b) the holder of that office is unwilling or, by reason of his illness or absence from Jamaica, unable to perform his functions in that regard,

those provisions shall be construed as if the reference to the Leader of the Opposition were a reference to such person as the Governor-General, in his discretion, considers appropriate.

*The Police (Civilian Oversight) Authority  
Act, 2005*

[No. ]

9

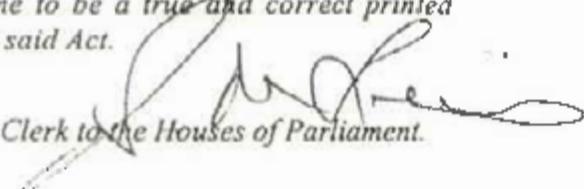
Passed in the House of Representatives this 25th day of October, 2005.

O. T. WILLIAMS  
*Deputy Speaker.*

Passed in the Senate this 25th day of November, 2005.

SYRINGA MARSHALL-BURNETT, C.D.  
*President.*

*This printed impression has been carefully compared by me with the authenticated impression of the foregoing Act, and has been found by me to be a true and correct printed copy of the said Act.*

  
*Clerk to the Houses of Parliament.*



# FINANCIAL STATEMENTS

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<b>65</b>	Statement of Change in Equity
<b>66</b>	Statement of Cash Flows
<b>67-74</b>	Notes to Financial Statements



AUDITOR GENERAL'S DEPARTMENT  
P. O. BOX 455  
KINGSTON 5  
JAMAICA

Email: [audgen@auditorgeneral.gov.jm](mailto:audgen@auditorgeneral.gov.jm)

## **AUDITOR GENERAL'S REPORT**

To the Chief Executive Officer  
Police Civilian Oversight Authority

### **Opinion**

I have audited the accompanying Financial Statements of the Police Civilian Oversight Authority, set out on pages 1 to 12, which comprise the Statement of Financial Position as at March 31, 2017, Statement of Financial Performance, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

In my opinion, the Financial Statements give a true and fair view of the financial position of the Police Civilian Oversight Authority as at March 31, 2017, and of its financial performance, and its cash flows for the year then ended, in accordance with the International Public Sector Accounting Standards (IPSAS).

### **Basis for Opinion**

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report. My staff and I are independent of the Authority in accordance with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (IESBA Code) and we have fulfilled our other ethical responsibilities in accordance with the IESBA Code. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.

### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, were of most significance in the audit of the financial statements of the current period. These matters were addressed in the context of our audit of the financial statements as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on these matters. I did not identify any key audit matter.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these Financial Statements in accordance with International Public Sector Accounting Standards (IPSAS). This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there are plans to liquidate the Authority or to cease operations, or has no realistic alternative but to do so.

## **Auditor's Responsibility for the audit of the Financial Statements**

My responsibility is to express an opinion on these Financial Statements based on my audit. I conducted my audit in accordance with the auditing standards issued by the International Organization of Supreme Audit Institutions (INTOSAI). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISSAIs, I exercise professional judgment and maintain professional scepticism throughout the audit.

I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. The conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that presents a true and fair view.

I have communicated with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that was identified during the audit.

**Report on Additional Requirements of the PCOA Act**

I have obtained all the information and explanations, which to the best of my knowledge and belief were necessary for the purpose of the audit. In my opinion, proper accounting records have been maintained and the Financial Statements are in agreement therewith and give the information required in the manner so required.



**Auditor General of Jamaica**

2020/10/29.....

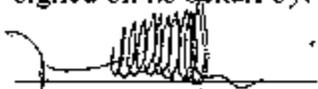
**Date**

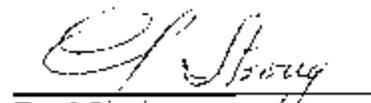


**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**STATEMENT OF FINANCIAL POSITION**  
As at March 31, 2017

	Note	<u>2017</u> \$	<u>2016</u> \$
<b>Non-current assets</b>			
Property, plant and equipment	5	<u>227,712</u>	<u>454,322</u>
<b>Current assets</b>			
Accounts receivable	6	467,314	467,314
Cash and cash equivalents	7	<u>20,279</u>	<u>20,279</u>
		<u>487,593</u>	<u>487,593</u>
<b>Current liabilities</b>			
Accounts payable	8	1,573,211	1,226,321
Employee benefits	9	<u>2,604,653</u>	<u>2,479,005</u>
		<u>4,177,864</u>	<u>3,705,326</u>
<b>Net current liabilities</b>		<u>(3,690,271)</u>	<u>(3,217,733)</u>
<b>Total Net Liabilities</b>		<u>(3,462,559)</u>	<u>(2,763,411)</u>
<b>Non-current liabilities</b>			
Employee benefits	9	<u>3,677,436</u>	<u>6,705,841</u>
<b>Equity</b>			
Capital - GOJ investment	10	2,656,086	2,656,086
Accumulated deficit		<u>(9,796,081)</u>	<u>(12,125,338)</u>
		<u>(7,139,995)</u>	<u>(9,469,252)</u>
<b>Total equity and liabilities</b>		<u>(3,462,559)</u>	<u>(2,763,411)</u>

The financial statements were approved for issue by management on September 10, 2019 and signed on its behalf by:

  
Dave McIntosh  
Chief Executive Officer

  
Errol Strong  
Chairman of the Authority

The accompanying notes on pages 59-66 form an integral part of the financial statements

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
 Year ended March 31, 2017

	Note	<u>2017</u> \$	<u>2016</u> \$
<b>Revenue</b>			
Subvention		39,432,899	43,824,300
<b>Total operating revenue</b>		<u>39,432,899</u>	<u>43,824,300</u>
<b>Operating expenses</b>			
Compensation of employees	11	27,612,521	32,540,803
Travelling and transportation		7,451,979	7,449,647
Premises related expenses	12	388,892	1,983,491
Administrative expenses	13	1,117,640	2,693,533
Board fees		306,000	290,500
Depreciation	5	226,610	441,725
<b>Total operating expenses</b>		<u>37,103,642</u>	<u>45,399,699</u>
<b>Net surplus/(deficit) for the year</b>		<u>2,329,257</u>	<u>(1,575,399)</u>

The accompanying notes on pages 59-66 form an integral part of the financial statements



**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**STATEMENT OF CHANGE IN EQUITY**  
Year ended March 31, 2017

3

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**Statement of Changes in Equity**  
**Year ended March 31, 2017**

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	<b>Capital GOJ Investment</b>	<b>Accumulated Deficit</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Balance as at March 31, 2015</b>	2,656,086	(10,549,939)	(7,893,853)
Deficit for the year	-	(1,575,399)	(1,575,399)
<b>Balance as at March 31, 2016</b>	2,656,086	(12,125,338)	(9,469,252)
Surplus for the year	-	2,329,257	2,329,257
<b>Balance as at March 31, 2017</b>	<u>2,656,086</u>	<u>(9,796,081)</u>	<u>(7,139,995)</u>

The accompanying notes on pages 59-66 form an integral part of the financial statements

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**STATEMENT OF CASH FLOWS**  
Year ended March 31, 2017

4

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**Statement of Cash Flows**  
**Year ended March 31, 2017**

	Note	<u>2017</u> \$	<u>2016</u> \$
<b>Cash flows from operating activities</b>			
Surplus/(deficit) for the year		2,329,257	(1,575,399)
<b>Adjustments:</b>			
Depreciation		226,610	441,725
(Increase)/Decrease in accounts receivable		-	-
Increase/(Decrease) in accounts payable		346,890	(925,343)
Increase/(Decrease) in employee benefits		(2,902,757)	2,108,515
Net cash from/(used in) operating activities		<u>-</u>	<u>49,498</u>
<b>Cash flows from investing activities</b>			
Capital expenditure	5	<u>-</u>	<u>(166,962)</u>
Net cash used in investing activities		<u>-</u>	<u>(166,962)</u>
<b>Cash flows from financing activities</b>			
Net cash flows from financing activities		<u>-</u>	<u>-</u>
<b>Increase in cash and cash equivalents</b>		-	(117,464)
Cash and cash equivalents at beginning of year		<u>20,279</u>	<u>137,743</u>
Cash and cash equivalents at end of year		<u><u>20,279</u></u>	<u><u>20,279</u></u>

The accompanying notes on pages 59-66 form an integral part of the financial statements



# POLICE CIVILIAN OVERSIGHT AUTHORITY

## NOTES TO FINANCIAL STATEMENTS

Year ended March 31, 2017

### 1. Identification

The Authority was established by an act of Parliament on 28 December 2005. Its principal activities are to:

- monitor the implementation of policy relating to Jamaica Constabulary Force (Force) and the Auxiliaries;
- monitor the standard of the performance of the Force and the Auxiliaries so as to ensure that internationally accepted standards of policing are maintained and to report thereon;
- conduct inspections of the Force and Auxiliaries and,
- monitor the management and use of the financial and other resources of the Force and the Auxiliaries.

### 2. Statement of compliance

- i) These financial statements have been prepared in accordance with International Public Sector Accounting Standards (IPSAS). IPSAS's are developed by the International Public Sector Accounting Standards Board (IPSASB). The IPSAS Board is an independent board of the International Federation of Accountants (IFAC). IPSASs are based on International Financial Reporting Standards (IFRS).

IPSAS deals with public sector reporting issues not dealt with within IFRSs. The preparation of the financial statements to conform to IPSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, contingent assets and contingent liabilities at the statement of financial position date and the revenue and expenses during the reporting period. Actual results could differ from those estimates. The estimates and the underlying assumptions are reviewed on an ongoing basis and any adjustments that may be necessary would be reflected in the year in which actual results are known.

- ii) The Financial Statements are prepared under the historical cost convention and are presented in Jamaican dollars (JMS), which is the reporting currency of the Authority.

## POLICE CIVILIAN OVERSIGHT AUTHORITY

# NOTES TO FINANCIAL STATEMENTS

Year ended March 31, 2017

### 3. Significant accounting policies

#### i. Cash and cash equivalents

Cash and cash equivalent are carried in the statement of financial position at cost. For the purpose of the cash flow statement, cash and cash equivalents comprise cash at bank, in hand, and deposits.

#### ii. Receivables

Trade receivables are carried at original invoice amounts less provision made for impairment losses. A provision for impairment is established when there is objective evidence that the entity will not be able to collect all amounts due according to the original terms of receivables.

#### iii. Accounts payable and accrued charges

These are recognised at their carrying amounts.

#### iv. Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation. Depreciation is calculated on the straight-line basis at annual rates to write off the assets over their estimated useful lives. Annual rates are as follows:

	%
Computers	25
Office equipment	20
Furniture fixtures and fittings	10

Property, plant and equipment are reviewed periodically for impairment. Where the carrying amount of an asset is greater than its estimated recoverable amount, it is written down immediately to its recoverable amount.

#### v. Amortisation of donated assets reserve

The reserve is written off on a straight-line basis over the life of the assets.



## **POLICE CIVILIAN OVERSIGHT AUTHORITY**

# **NOTES TO FINANCIAL STATEMENTS**

Year ended March 31, 2017

### **3. Significant accounting policies (Cont'd)**

#### **vi. Foreign currency translation**

Transactions in foreign currency are converted at the exchange rates prevailing at the dates of the transactions. Monetary assets and liabilities denominated in foreign currency are translated using the exchange rate ruling at the statement of financial position date. Exchange differences arising from the settlement of transactions at rates different from those at the dates of the transactions and unrealised foreign exchange differences on unsettled foreign currency monetary assets and liabilities are recognized in the statement of financial performance account.

#### **vii. Employee benefits**

A provision is made for the estimated liability for annual leave earned, for employees, that are not taken and gratuity not paid as at the date of the statement of financial position. The expected cost of vacation leave that accumulates is recognized when the employee becomes entitled to the leave.

#### **viii. Provisions**

Provisions are recognized when the Authority has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation, and a reliable estimate of the amount of the obligation can be made.

#### **viii. Impairment and reversals of impairment**

At the date of authorization of the financial statements, there were no impairment reviews by Authority. This lack of review is not expected to have a material impact on the financial statements.

#### **ix. Financial instruments**

A financial instrument is any contract that gives rise to both a financial asset of one enterprise and a financial liability or equity instrument of another enterprise. The Authority's financial instruments at March 31, 2017, were receivables and payables.

## **POLICE CIVILIAN OVERSIGHT AUTHORITY**

# **NOTES TO FINANCIAL STATEMENTS**

Year ended March 31, 2017

### **3. Significant accounting policies (Cont'd)**

#### **x. Revenue recognition**

Revenue is recognized in the income statement when the significant risks and rewards of ownership have been transferred to the buyer, recovery of the consideration is probable, the associated costs and the possible return of goods can be estimated reliably and there is no continuing management involvement with the products.

Subvention is recognized when payments are made on behalf of the Authority by the portfolio ministry (Ministry of National Security). The Authority's expenditures are paid directly by the Ministry as no funds are disbursed to PCOA.

Interest income is recognized in the income statement for all interest-bearing instruments on an accrual basis unless collectability is doubtful.

#### **xi. Taxation**

No provision has been made for taxation as the Authority is tax exempted as per section 12 (b) of the Income Tax Act.

### **4. Financial risk management**

The Authority's activities expose it to a variety of financial risk: market risks (including currency risk and price risk), credit risk, liquidity risk, interest rate risk and operational risk. The Authority's overall risk management policies are established to identify and analyse the risk exposure and to set appropriate risk limits and controls and to monitor risk and adherence limits. The risk management framework is based on guidelines set by management and seeks to minimize potential adverse effects on the Authority's financial performance.

#### **a. Market Risk**

The Authority takes on exposure to market risks, which is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risks mainly arise from changes in foreign currency exchange rates and interest rates. Market risk exposures are measured using sensitivity analysis. There has been no change to the Authority's exposure to market risks or the manner in which it manages and measures the risk.



**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
 Year ended March 31, 2017

**4. Financial risk management (Cont'd)**

**a. Market Risk (cont'd)**

**i. Currency risk**

Currency risk is the risk that the value of a financial instrument will fluctuate because of changes in foreign exchange rates. The Authority manages this risk by maintaining a minimal balance on its foreign currency bank account.

**ii. Interest rate risk**

Interest rate risk is the risk that the interest earned on interest-bearing bank account balances will fluctuate due to changes in market interest rate. Income and operating cash flows are substantially independent of changes in market interest rate. The Authority is not exposed to interest rate risk.

	<u>2017</u>	<u>2016</u>
	\$	\$
Cash and cash equivalents	<u>20,279</u>	<u>20,279</u>

**b. Liquidity Risk**

Liquidity risk is the risk that an organization will encounter difficulty in raising funds to meet its commitments associated with financial instruments. The risk is managed by maintaining sufficient cash and cash equivalent balances and GOJ providing budgetary support.

Financial liabilities	<u>2017</u>			
	Carrying Amount	Contract Amount	Within 1-12 months	Within 1-3 Years
	\$	\$	\$	\$
Accounts payable	1,573,211	1,573,211	1,573,211	-
Employee benefits	6,282,089	6,282,089	2,604,653	3,677,436
	<u>7,855,300</u>	<u>7,855,300</u>	<u>4,177,864</u>	<u>3,677,436</u>
Financial liabilities	<u>2016</u>			
	Carrying Amount	Contract Amount	Within 1-12 months	Within 1 -3 Years
	\$	\$	\$	\$
Accounts payable	1,226,321	1,226,321	1,226,321	-
Employee benefits	9,184,846	9,184,846	2,479,005	6,705,841
	<u>10,411,167</u>	<u>10,411,167</u>	<u>3,705,326</u>	<u>6,705,841</u>

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
 Year ended March 31, 2017

**4. Financial risk management (Cont'd)**

c. Credit risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Authority has limited exposure to credit risk. This is managed by GOJ through the Ministry of National Security. The authority has the following financial assets:

	<u>2017</u>	<u>2016</u>
	\$	\$
Cash and cash equivalents	20,279	20,279
Receivables	467,314	467,314
	<u>487,593</u>	<u>487,593</u>

**5. Property, plant and equipment**

	Computer Hardware	Office Equipment	Office Furniture	Total
	\$	\$	\$	\$
<b>At Cost or Valuation:</b>				
April 1 2016	3,100,361	1,010,827	1,833,099	5,944,287
Additions	-	-	-	-
Disposals	-	-	-	-
March 31 2017	<u>3,100,361</u>	<u>1,010,827</u>	<u>1,833,099</u>	<u>5,944,287</u>
<b>Depreciation:</b>				
April 1 2016	3,057,061	1,010,827	1,422,077	5,489,965
Charge for the year	43,300	-	183,310	226,610
Disposals	-	-	-	-
March 31 2017	<u>3,100,361</u>	<u>1,010,827</u>	<u>1,605,387</u>	<u>5,716,575</u>
<b>Net Book Value:</b>				
March 31 2017	-	-	227,712	227,712
March 31 2016	<u>43,300</u>	-	<u>411,022</u>	<u>454,322</u>



**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
Year ended March 31, 2017

**6. Accounts receivable**

This represents overpayment of board fees to directors during the financial periods 2007/08 to 2010/11.

	<u>2017</u>	<u>2016</u>
	\$	\$
Accounts receivable	<u>467,314</u>	<u>467,314</u>

**7. Cash and cash equivalents**

	<u>2017</u>	<u>2016</u>
	\$	\$
Cash at bank	<u>20,279</u>	<u>20,279</u>

**8. Accounts payable**

	<u>2017</u>	<u>2016</u>
	\$	\$
Accruals	513,689	409,694
GCT Payable	229,234	193,911
Accrued Audit Fee	830,288	622,716
	<u>1,573,211</u>	<u>1,226,321</u>

**9. Employee benefits**

A provision is made for the estimated liability for unused annual vacation leave not taken and gratuity due as a result of services rendered by employees up to the balance sheet date.

	<u>2017</u>	<u>2016</u>
	\$	\$
<b>Current :</b>		
Provision for gratuity	2,055,716	1,931,198
Provision for vacation leave	548,937	547,807
	<u>2,604,653</u>	<u>2,479,005</u>
<b>Non-current:</b>		
Provision for gratuity	<u>3,677,436</u>	<u>6,705,841</u>
	<u>6,282,089</u>	<u>9,184,846</u>

**POLICE CIVILIAN OVERSIGHT AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
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**10. Capital - Government of Jamaica Investment**

These amounts represent initial notional loans received from the Government of Jamaica (GOJ) deemed to be expended on capital assets retained by the Authority at December 28, 2005. This has now been converted to equity in line with a change in GOJ's policy.

**11. Compensation of employees**

	<u>2017</u>	<u>2016</u>
	\$	\$
Salaries	21,001,991	24,955,958
Employer's contribution	1,594,953	1,726,451
Employee benefits	5,015,577	5,858,394
	<u>27,612,521</u>	<u>32,540,803</u>

**12. Premises related expenses**

	<u>2017</u>	<u>2016</u>
	\$	\$
Rental of building	-	881,411
Water	-	86,574
Telephone	388,892	293,958
Electricity	-	721,548
	<u>388,892</u>	<u>1,983,491</u>

**13. Administrative expenses**

	<u>2017</u>	<u>2016</u>
	\$	\$
Security services	-	1,053,600
Office expenses	182,031	679,687
GCT Irrecoverable	102,542	193,911
Audit fee	207,572	207,572
Meals	102,095	47,200
Hotel accommodation	444,400	488,563
Staff training	79,000	23,000
	<u>1,117,640</u>	<u>2,693,533</u>



## PCOA BOARD MEMBERS COMPENSATION

Name & Position of Board Members	Year 2016/2017	Fees (\$)	Motor Vehicle Upkeep / Travelling or Value of Assignment of Motor Vehicle (\$)	Honoraria (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman, The Most Rev. & Hon. Charles Dufour, O.J		12,000 x 4	N/A	N/A	N/A	48,000
Professor Anthony Harriott*		12,000 x4 7,000 x 4	N/A	N/A	N/A	76,000
Pastor Glen Samuels		7,000 x 2	N/A	N/A	N/A	14,000
Dr. The Hon. Marshall Hall, O.J		7,000 x 6	N/A	N/A	N/A	42,000
Rudolph Hamilton		7,000 x 3	N/A	N/A	N/A	21,000
Gladstone Lewars, O.D		7,000 x 7	N/A	N/A	N/A	49,000
Jacqueline Hinkson		7,000 x 4	N/A	N/A	N/A	28,000
Errol Strong		7,000 x 4	N/A	N/A	N/A	28,000
<b>Grand Total</b>						<b>306,000</b>

**Notes** \* Professor Anthony Harriott was appointed PCOA Chairman on December 15, 2016

## SENIOR EXECUTIVE COMPENSATION

Position of Senior Executive	Year	Salary (\$)	Gratuity or Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Chief Executive Officer Dave M. McIntosh	2016 / 2017	4,918,572	1,229,643	1,341,624	N/A	N/A	N/A	7,489,839
Senior Director of Inspections & Monitoring Gregory A. Simms	2016 / 2017	850,463	212,616	279,505	N/A	N/A	N/A	1,342,584
Senior Director of Inspection & Monitoring Andrew Beaumont-Smith	2016 / 2017	1,057,777	264,444	503,109	N/A	N/A	N/A	1,825,330
<b>Grand Total</b>		<b>6,826,812</b>	<b>1,706,703</b>	<b>2,124,238</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>10,657,753</b>

### Notes:

1. Mr. Beaumont Smith was appointed as Senior Director effective November 25, 2016
2. Where contractual obligations and allowances are stated in a foreign currency, the sum in that stated currency must be clearly provided and not the Jamaican equivalent.
3. Other Allowances (including laundry, entertainment, housing, utility, etc.)
4. Where a non-cash benefit is received (e.g. government housing), the value of that benefit shall be quantified and stated in the appropriate column above.

# CONTACT INFORMATION



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📷 : [@policecivilianoversight](https://www.instagram.com/policecivilianoversight)

📺 : Police Civilian Oversight Authority





## **POLICE CIVILIAN OVERSIGHT AUTHORITY**

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