

TURKS AND CAICOS ISLANDS



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May 17<sup>th</sup> 2021

## PRESS RELEASE:

**SUBJECT: Guidelines for the Filing of Declarations for Specified Persons in Public Life during the Covid-19 Pandemic**

The Integrity Commission wishes to inform the public and, in particular, to remind the *Specified Persons in Public Life* (Declarants), as set out below and in Schedule 1, that they must file their Declarations of Income, Assets and Liabilities, as required by Section 39 of the TCI Integrity Commission Ordinance.

**Due to the Covid-19 pandemic, the filing of declarations, will take place, on an on-going basis, during June and July 2021.**

All Declarants are required to deliver their completed Declaration forms, along with the relevant supporting documents, **in person**, at an office of the Commission, **BY APPOINTMENT ONLY**.

Declarants will be contacted individually, with a **specific date, time and location**, for delivery of declaration forms.

Specified Persons in Public Life include the following:

- All Specified Persons in Public Life who made their last filing on or before June 30, 2019.
- All persons who are appointed to Statutory Boards, effective April 1, 2021, or thereafter.
- All Specified Persons in Public Life who are appointed, within the TCIG Government, effective April 1, 2021, or thereafter.

Addresses: **The Turks and Caicos Islands Integrity Commission**  
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Commissioners: Hon. Mr. Justice Seymour Panton (Chairman); Canon Mark Kendall; Mr. Dax Bruton;  
Rev. Samuel Goldston Williams; Mrs. Tremmaine Swann-Harvey, Esq.; Stephen Wilson Q.C.

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- All persons who are no longer sitting members of Statutory Boards, as at March 31, 2021.
- All persons who have resigned their posts, or whose contracts have not been renewed, within the TCIG Government, are required to file within 90 days of the end of their tenure.
- All other persons who are considered Specified Persons in Public Life, but who would not have been aware of their obligation to file, under section 39 the Integrity Commission Ordinance.

Declaration Forms are available on the Commission’s website at: [www.integritycommission.tc](http://www.integritycommission.tc).

For any inquiries about an appointment, please call 946-1941 or send an email to [complianceofficer2@integritycommission.tc](mailto:complianceofficer2@integritycommission.tc)

All members of the public visiting our Offices **MUST** wear a **FACE MASK** and observe **SOCIAL DISTANCING**.

There will be **no exceptions** to the above arrangements.

For those declarants who fail to attend their scheduled appointment, please be mindful of the following:

**A failure, without reasonable cause, to file a Declaration is a criminal offence, punishable with imprisonment for 1 year, or a fine of \$15,000, or both. In addition, the Commission is, among other things, obligated to publish the fact of such failure in the Gazette.**

All Declarations are confidential documents. Please **DO NOT** submit your completed Declaration form through a third party, or via electronic or surface mail.

Persons who have filed a Declaration during calendar year 2020, will **NOT** be required to file in 2021.

**Schedule 1** below details all *Specified Persons in Public Life* (Declarants) who are required to file a declaration.

## SCHEDULE 1

### (Section 2)

#### SPECIFIED PERSONS IN PUBLIC LIFE

1. Members of the House of Assembly
2. Members of Cabinet
3. Deputy Governor
4. Permanent Secretaries
5. Under Secretaries/Deputies Secretaries (or post of equivalent rank)
6. Clerk and Deputy Clerk of the House of Assembly
7. Chief Financial Officer
8. Chief Auditor
9. Accountant General
10. Complaints Commissioner
11. Chief Economist
12. Chief Statistician
13. Chief Medical Officer
14. Heads of Department
15. Director and Deputy Director of Planning
16. Director and Deputy Director of Surveys and Mapping
17. Registrar and Deputy Registrar of Deeds
18. Registrar and Deputy Registrar of Lands
19. Director and Deputy Director of Education
20. Director and Deputy Director of Immigration
21. Collector and Deputy Collector of Customs
22. Commissioner and Deputy Commissioner of Lands
23. Chief and Deputy Chief Valuation Officer
24. Deputy Heads of Departments, where the Head of Department is not called a Director

25. Deputy Attorney General
26. Crown Counsel
27. Clerk of Courts
28. Registrar and of Deputy Registrar of the Supreme Court
29. Supervisor of Elections
30. Members of the Public Service Commission
31. Commissioner of Police, Deputy Commissioner and Officers at or above the rank of Superintendent
32. Special Advisers (Inserted by L.N. 64/2012)
33. Members and Staff Members of the Integrity Commission
34. Chairman, Executive Officers, Directors, Deputy Directors and Members of any body referred to in paragraph (d) of the definition of “public body” in the Ordinance
35. Any person who has a statutory duty to record the minutes of meetings of a commission, statutory board, public authority or other body referred to in item 34 who signs the entity’s books and is involved in its business and affairs
36. Any person who acts in an office referred to in this Schedule for a continuous period of six months or more.

(Amended by Ord. 1 of 2009 and 15 of 2010, L.Ns. 7/2012, 29/2012 and 64/2012 and s. 6(1) Turks and Caicos Constitution Order 2011)