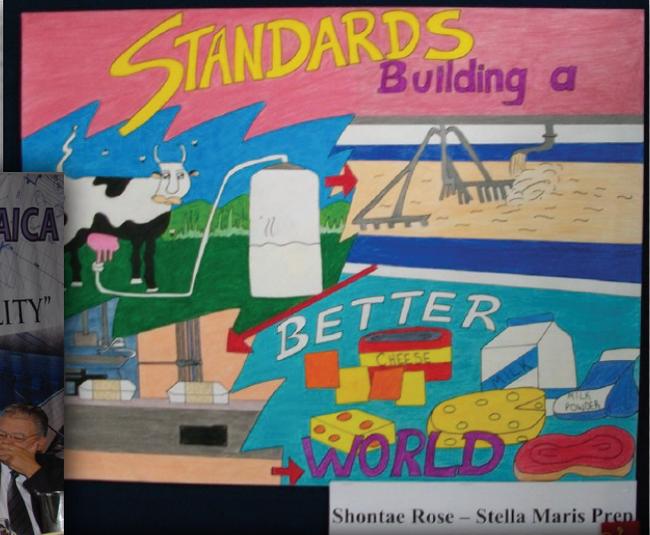




National Building Code Handover



Poster Competition



Outdoor Promotion – public education



Celebrating 40th Anniversary

BUREAU OF STANDARDS JAMAICA



39TH

ANNUAL REPORT

2009-2010

Mission

To promote the international competitiveness of Jamaican producers, facilitate trade and protect consumers by providing standardization, metrology and regulatory services through visionary leadership, consultations, teamwork and a committed, motivated and professional workforce.

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ACRONYMS

ANAB	ANSI National Accreditation Board
ANSI	American National Standards Institute
ASTJ	Association of Science Teachers of Jamaica
BIPM	Bureau International des Poids et Mesures (Bureau of International Weights and Measures)
BITU	Bustamante Industrial Trade Union
BSJ	Bureau of Standards Jamaica
CAC	Codex Alimentarius Commission
CAC	Consumer Affairs Commission
CARDI	Caribbean Agricultural Research and Development Institute
CASCO	Committee on Conformity Assessment
CASE	College of Agriculture, Science and Education
CAP	Certification of Agricultural Produce
CARIMET	Caribbean Metrology Group
CCCL	Caribbean Cement Company Limited
CCFL	Codex Committee on Food Labelling
CCLAC	Coordinating Committee for Latin America and the Caribbean
CD	Order of Distinction in the rank of Commander
CENAM	Centro Nacional de Metrología (National Metrology Centre)
CFNI	Caribbean Food Nutrition Institute
CIPM	International Committee for Weights and Measures
CITO	Central Information Technology Office
COPANT	Pan-American Standards Commission
COPOLCO	Committee on Consumer Issues
CROSQ	CARICOM Regional Organisation for Standards and Quality
CSME	CARICOM Single Market and Economy
DEVCO	Committee on developing country matters
EASO	Environmental Assessment of Sites and Organizations
EPA	Economic Partnership Agreement
FAO	Food and Agriculture Organization
FSPID	Food Storage and Prevention of Infestation Division
FTC	Fair Trade Commission
FWPIP	Furniture and Wooden Products Incubator Project
GMPs	Good Manufacturing Practices
GOJ	Government of Jamaica
HACCP	Hazard Analysis Critical Control Points
IAS	International Accounting Standards
ICC	International Code Council
ICENS	International Centre for Environmental Nuclear Sciences
ICPMS	Inductively Coupled Plasma Mass Spectrometry
ICT	Information and Communication Technology
ICWI	Insurance Company of the West Indies
IDB	Inter-American Development Bank
IEC	International Electrotechnical Commission
ISO	International Organization for Standardization
JAS	Jamaica Agricultural Society
JASAP	Jamaica Association of Secretaries and Administrative Professionals
JaWFA	Jamaica Wooden Products and Furniture Association

JEA	Jamaica Exporters Association
JIE	Jamaica Institution of Engineers
JMA	Jamaica Manufacturers' Association Limited
JOAM	Jamaica Organic Agriculture Movement
JP	Justice of the Peace
JSIF	Jamaica Social Investment Fund
JTI	Jamaica Trade and Investment
LACOMET	Laboratoria Costarricense de Metrología
MIF	Multilateral Investment Fund
MIIC	Ministry of Industry, Investment & Commerce
MOU	Memorandum of Understanding
MRA	Mutual Recognition Agreement
MRA	Mutual Recognition Arrangement
MSME	Micro, Small and Medium-sized Enterprises
NC	National Standards Body of Cuba
NCBJ	National Certification Body of Jamaica
NCSLI	National Conference of Standards Laboratories International
NCTVET	National Council on Technical Vocational Education and Training
NEPA	National Environmental Planning Agency
NIAP	National Innovation Awards Programme
NMI	National Metrology Institute
NQA	National Quality Awards
NQI	National Quality Infrastructure
NRC	National Research Council
NSB	National Standards Body
NSWMA	National Solid Waste Management Authority
NWC	National Water Commission
OAS	Organization of American States
OD	Order of Distinction in the rank of Officer
OJ	Order of Jamaica
PCJ	Petroleum Cooperation of Jamaica
PTB	Physikalisch-Technischen Bundesanstalt
REDI	Rural Economic Development Initiative
RADA	Rural Agricultural Development Authority
RQI	Regional Quality Infrastructure
SBAJ	Small Business Association of Jamaica
SEEP	Standards Expert Exchange Programme
SIM	Inter-American Metrology System
SMEs	Small and Medium Sized Enterprises
SR	Social Responsibility
SRC	Scientific Research Council
TBT	Technical Barriers to Trade
TTBS	Trinidad & Tobago Bureau of Standards
UDC	Urban Development Corporation
UTech	University of Technology
UWI	University of the West Indies
WHO	World Health Organization
WTO	World Trade Organization

YEAR AT A GLANCE

April 2009

- Mr Noel Osbourne was appointed Executive Director of the Bureau of Standards Jamaica (BSJ).
- The BSJ participated in the Creativity Expo, which formed a part of the Intellectual Property Week celebrations (organized by the Jamaica Intellectual Property Office) in Kingston. The BSJ's exhibition focused on its marks of quality: the National Certification Marks (Product and Plant); and the Certification of Agricultural Produce (CAP) Mark.
- The BSJ launched the pilot phase of the Furniture and Wooden Products Incubator Project (FWPIP).
- Commenced implementation of an integrated quality and environmental management system in accordance with ISO 9001 and ISO 14001 throughout the organization and a management system in accordance with ISO/IEC 17025 within its laboratories.

May 2009

- In commemoration of World Metrology Day "Metrology Underpinning Economic Development", 40 students from secondary and tertiary institutions toured metrology laboratories at the BSJ. Information was shared about the services offered by these laboratories, careers in metrology and how metrology affects commerce.
- The Technical Cooperation Agreement between the BSJ and the National Standards Body of Cuba (NC) was renewed for another 5 years. The agreement covers the areas of standardization, metrology, certification and technical information exchange.

June 2009

- The BSJ conducted an outdoor promotion in Savanna-la-mar in observance of its 40th anniversary. There was an emphasis on its products and services, particularly those offered by its regional office in that town.
- The BSJ participated in the RADA (Rural Agricultural Development Authority) Production and Marketing Organization (PMO) Conference. The BSJ's exhibition focused on its programmes and services targeted at the agricultural sector including the CAP and the Jamaica Made Mark Programmes.

July 2009

- The BSJ hosted one of the Annual BSJ/SRC (Scientific Research Council) one-week summer camps at its Head Office in Kingston. The other two camps were held in Montego Bay and Bluefields. The aim of the camps was to introduce primary school students to the fields of science, technology and standardization.
- The BSJ celebrated its 40th Anniversary with a week of activities, which commenced with a Thanksgiving Service at the Hope United Church in Kingston. Other activities included outside broadcasts and newspaper supplements, which sought to inform the public about the history and work of the organization.

August 2009

- The BSJ hosted and participated in the 8th Meeting of the CROSQ (CARICOM Regional Organisation for Standards & Quality) Editorial Committee. Nine (9) CARICOM Standards (Coconut oil, Carbonated beverages, Garbage bags, Safety matches, Table eggs, Code of Practice for Food Hygiene, Wooden craft items, Good Management Practices, Gold articles) were edited.
- The BSJ conducted an outdoor promotion in Montego Bay in observance of its 40th anniversary. In addition to highlighting its products and services, there was a focus on labelling of clothing, particularly as consumers were engaging in the annual 'Back-to-School' shopping exercise.
- The BSJ made a presentation on its trade facilitation services, the importance of participating in the regional and international standardization process and the activities of relevance to processed food exporters at a Jamaica Trade & Invest (JTI) workshop for newly registered exporters and potential exporters, which was held at the JTI office in Kingston.
- The BSJ, in seeking to assist in building capacity, made a presentation to a 5-member Haitian delegation on its role and function and services offered to the public.
- The BSJ registered the ISO Trade mark with the Jamaica Intellectual Property Office (JIPO).

September 2009

- The BSJ conducted a HACCP Awareness Seminar, under the project 'Productive Integration of Micro Enterprises in Jamaica (PIMJ)', at the St. Ann Chamber of Commerce Conference Room in Ocho Rios.

October 2009

- The BSJ handed over the National Building Code (11 Application Documents) to the Prime Minister, Hon Bruce Golding, at a ceremony held at the Knutsford Court Hotel in Kingston.
- The BSJ signed a Memorandum of Understanding (MOU) with HEART-NTA, University of Technology (UTech) and Jamaica Institution of Engineers (JIE) and for the provision of training to professionals and artisans.
- On World Standards Day 2009, the BSJ honoured technical committee members for their contribution to national, regional and international standards activities at an appreciation luncheon at the Terra Nova Hotel in Kingston.
- The BSJ presented awards to companies in the manufacturing, service and small business sectors for their adherence to quality in the manufacturing of products and provision of services at its annual National Quality Awards Ceremony and Dinner at the Jamaica Pegasus in Kingston.
- Four staff members of the BSJ were award recipients at the National Heroes Day Honours and Awards function held at King's House.

November 2009

- The BSJ's certification unit, the National Certification Body of Jamaica (NCBJ), was accredited by ANSI National Accreditation Body (ANAB) to offer certification services to ISO 9001.
- The BSJ made a presentation on its trade facilitation services, the importance of participating in the regional and international standardization process and the activities of relevance to processed food exporters at a JTI workshop for newly registered exporters and potential exporters, which was held at the Jamaica Trade & Invest Exporters Workshop in Mandeville.
- The BSJ hosted a delegation of four persons from Trinidad & Tobago (Executive Director, Secretary-Administration Trinidad & Tobago Bureau of Standards (TTBS), Head of the Metrology Division and Director, Business Development Directorate - Ministry of Trade & Industry). The main objectives of this study tour visit were (1) to gain an understanding of the operations of the inspection and metrology areas of BSJ and (2) to examine the physical layout of the BSJ's facilities.

December 2009

- The BSJ conducted an outdoor promotion in Mandeville in observance of its 40th anniversary. In addition to highlighting its products and services, there was a focus on sensitizing the public about items such as appliances, decorative lighting paints and clothing, which were usually purchased during the Christmas period.
- The BSJ hosted a delegation of two persons from the TTBS. The main objectives of the visit were (1) to benchmark the process undertaken by the NCBJ to attain accreditation, (2) to hold discussions regarding developing a Mutual Recognition Agreement (MRA) in the area of developing the competence of auditors in Trinidad & Tobago, and (3) to gain an understanding of the BSJ's product certification programmes.
- The BSJ conducted its annual Staff Awards function at which thirty employees received awards for service to the organization, ranging from five (5) to forty (40) years. Awards were also presented to the Employee of the Year for each division and for the organization.

January 2010

- The MOU and the Special Reseller Agreement between the BSJ and ASTM International was renewed. The agreement covers standardization, training, and sale of ASTM International standards by the BSJ.

March 2010

- The BSJ made a presentation titled "Building Code and Climate Change" at a seminar coordinated by Panos Caribbean and the National Environmental Education Committee on Climate Change and the Energy Sector, which was held at the Altamont Court Hotel in Kingston.
- The BSJ conducted an outdoor promotion in Ocho Rios in observance of its 40th anniversary. There was an emphasis on its products and services, particularly those offered by its regional office in that town.

EXECUTIVE SUMMARY

The maxim that life begins at forty may very well have held true for the Bureau of Standards Jamaica which celebrated its 40th anniversary in July 2009. In its 40th year the organization saw the appointment of its current Executive Director, only the 4th, in its 4-decade history. Even as the organization continued its re-structuring exercise, pursuing a 'new' vision, there was the engagement of five directors to assist in the organization's strategic path.

Noel G. Osbourne was appointed Executive Director on 01 April 2009 and during the year the team of directors was completed with the appointments of the Directors of Human Resource Development and Administration, Regulatory, Standards, Engineering and Science and Technology.

The National Certification Body of Jamaica, the unit of the Bureau of Standards Jamaica with responsibility for certification activities, was accredited by the ANSI National Accreditation Body (ANAB) to offer certification services to ISO 9001. This was a significant milestone and achievement for the organization as it continued to live out its mission of 'promoting the international competitiveness of Jamaican producers'.

The completion and handing over of the National Building Code to the people of Jamaica, as well as the implementation of the Furniture and Wooden Products Incubator project were other activities that has the potential for far reaching impact on the nation. These activities of national prominence were complemented by outdoor promotional activities across the island, staged in each of the geographical areas where Regional Offices are located. Staged as part of the 40th Anniversary celebrations the events allowed for the organization to interact with many of its clients as well as average Jamaicans from all across the country. Additionally, through participation in a range of fairs and public presentations, the organization's work was shared with the general public.

Regionally, the organization assisted in developing the capacity of other national standards bodies, facilitating study tours and presentations for Trinidad and Tobago and Haiti.

In a year of celebration, the organization also faced the challenge of operating within a recessionary environment and this affected some of the projections made for capital and infrastructural improvements/projects.

1.0 INTRODUCTION

1.1 Establishment of the BSJ

The Standards Act 1969 established the BSJ as a statutory organization to promote and encourage the maintenance of standardization in relation to commodities, processes and practices. In addition to the Standards Act, the BSJ's mandate is dictated by the Processed Food Act 1959, the Weights & Measures Act 1976, the CARICOM Regional Organization and Standards and Quality Act 2005 and their attendant regulations. The BSJ also has some responsibility in relation to the implementation of the Trade Act 1955, the Petroleum (Quality Control) Regulations 1990, the Customs (Prohibition of Importation of Goods) Order 1991, the Road Traffic (Protective Devices) Regulations 1999 and the Factories Regulations 1961.

1.2 Mandate

Under The Standards Act, the BSJ has the power to:

- a) make recommendations to the responsible Minister in respect of the formulation of specifications and the promulgation and application of standard specifications, and compulsory standard specifications;
- b) promote research in relation to specifications and to provide for the examination and testing of commodities, processes and practices;
- c) provide for the registration and use of standard marks;
- d) provide for examination, testing and calibration of instruments, appliances and apparatus in relation to their accuracy;
- e) encourage or undertake educational work in connection with standardization;
- f) make arrangements for the inspection of any operation which is being carried out in or upon any premises in connection with the manufacture, production, processing or treatment of any commodity, process or practice for which a standard specification or a compulsory standard specification has been declared;
- g) do such other things as may be expedient or necessary for the proper performance of its functions under this Act.

1.3 Main Activities

In fulfilling its mandate, the BSJ provides regulatory and trade facilitation services in the areas of standardization, conformity assessment and metrology. It operates within a national, regional and international framework (see Figures 3 and 4), which serves to guide its activities and provide it with the legitimacy it needs to remain a viable, credible and sustainable organization.

Standardization, conformity assessment and metrology are the pillars of knowledge for developing a technical infrastructure, and thereby enabling sustainable development and full participation in international trade. It is in relation to these three areas that the BSJ provides its services to the nation and the region.

Figure 1 - BSJ within the National Framework

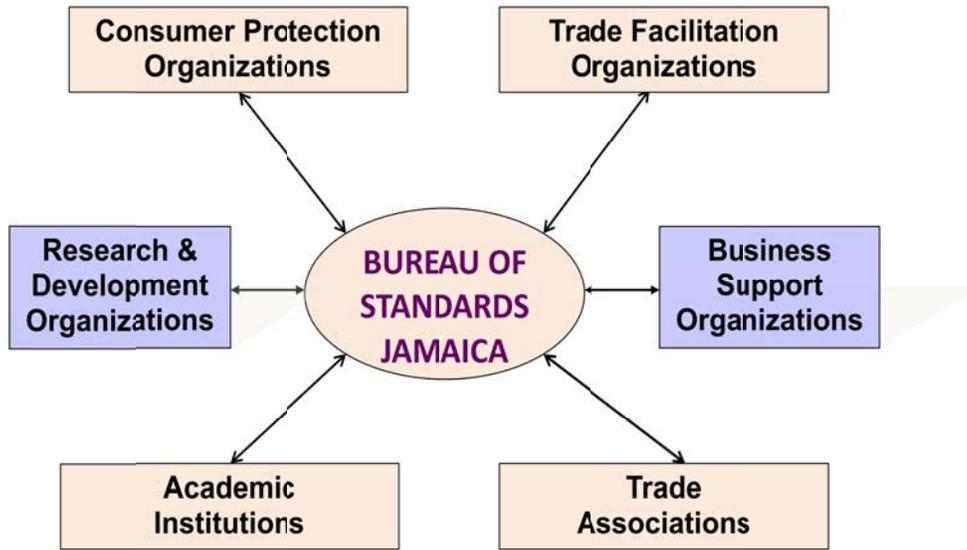
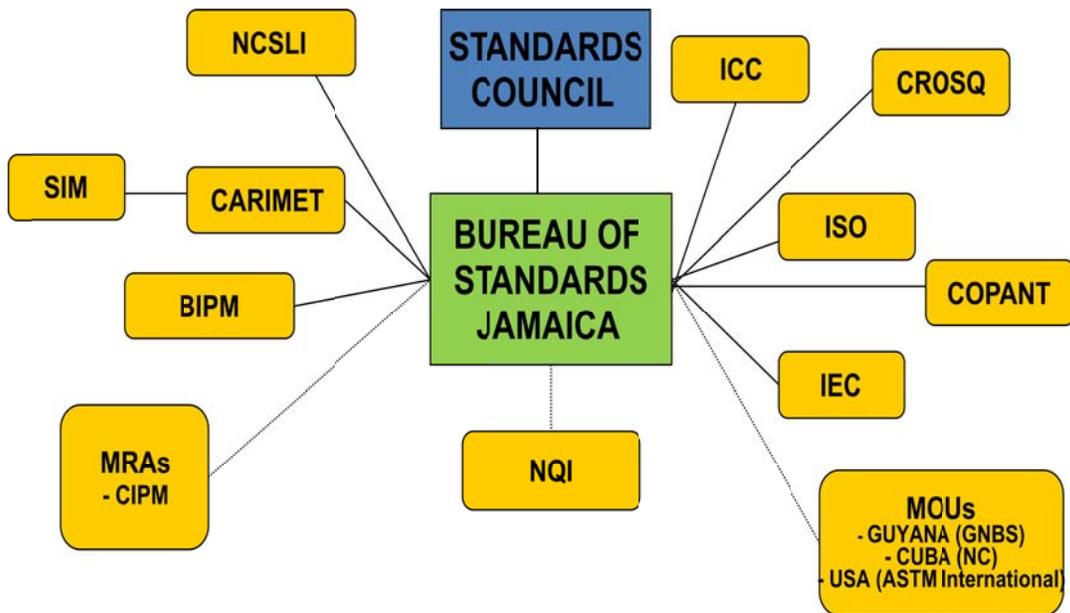


Figure 2 - BSJ within the Regional and International Framework



Standardization

Standardization involves the development and provision of standards and the supply of information on standards to interested parties. For national application, a national standards body may develop a national standard or may adopt a regional or international standard that has been developed by consensus and published by one of the regional or international standards organizations such as CROSQ, Pan-American Standards

Commission (COPANT), International Organization for Standardization (ISO), International Electrotechnical Commission (IEC) and the Codex Alimentarius Commission (CAC).

Standards exist to support all aspects of conformity assessment and to facilitate the implementation of integrated quality management systems at all stages in the production process, from product design, through inputs to the process, process control, to the final product.

Nationally, the BSJ is responsible for facilitating the timely development, promotion and implementation of national and regional standards (and technical regulations) for goods, services, processes and practices. It facilitates standards development through the formation of technical committees comprising of stakeholders such as manufacturers, consumers, regulators and professionals to set standards for safety and health, quality and performance.

Regionally and internationally, the BSJ manages Jamaica's participation in regional and international standards organizations through the process of harmonization of standards, participating in meetings, compiling and submitting national comments on the standards developed by these organizations and engaging in formal agreements.

Conformity Assessment

Conformity assessment is the comprehensive term used for measures taken or required by manufacturers, their customers, regulators and independent third parties to assess conformity to standards or technical regulations. Conformity assessment may relate to a product, process, system, person or body. Conformity assessment procedures, such as assessments for compliance (inspections, audits, product sampling, testing, and verifications) and certification, offer assurance that products fulfill the requirements specified in regulations and standards.

The BSJ seeks to protect the health and safety of Jamaicans and to encourage compliance and conformance to relevant standards through a number of conformity assessment services including:

- *Assessments for Compliance* include inspections, audits, product sampling, testing, and verifications. These activities are carried out to ensure that the manufacturing processes are in accordance with the applicable requirements and that the finished products are of good quality and fit for use. The overall aim is to reduce risk to the buyer, owner, user or consumer of the items.
- *Certification/Registration* refers to the third party written assurance that a product (including services), process, personnel or management system conforms to specific requirements. The two types of certification offered by the BSJ are product certification and management system certification. The two fundamental objectives of product certification are: (1) to assist consumers and end-users to make better-informed decisions about products in the marketplace, and (2) to assist suppliers of the products to achieve marketplace acceptance. Attaining management systems certification is one means of providing assurance that an organization has implemented a system for the management of relevant aspects of its activities in line with its policy.

Metrology

Metrology, the science of measurement, has three main branches: industrial, scientific, and legal. Metrology includes units of measurement and their standards, measuring instruments and their fields of application, and all theoretical and practical problems relating to measurement. The national measurement standards of a country provide the basis for its other conformity assessment activities such as calibration services, trade metrology services, and conformance testing with respect to technical regulations, testing, and accreditation, among others.

Quality and Environmental Management Systems

In April 2009, the BSJ formally commenced the process of implementing ISO 9001:2008 *Quality Management Systems – Requirements*, ISO 14001:2004 *Environmental Management Systems – Requirements*, throughout the organization and ISO/IEC 17025:2005 *General requirements for the competence of testing and calibration laboratories* within its laboratories.

In implementing these systems, the BSJ is seeking to provide support for its products, services and corporate functions and to improve its performance and enhance customer satisfaction. The systems provide confidence to stakeholders, both internal and external, that the BSJ's systems and practices conform to internationally recognized standards. The BSJ's Quality and Environmental Policy and the Quality Policy for its Metrology and Testing Laboratories are presented below.

▪ Quality and Environmental Policy

The Bureau of Standards Jamaica, a statutory body providing standardization, conformity assessment and metrology services, is committed to quality while conforming to the requirements of ISO 9001, ISO 14001 and ISO/IEC 17025 and all other applicable requirements. We are committed to continually improving our Management System to efficiently develop and deliver products and services to our customers/stakeholders through visionary leadership, consultation and teamwork while taking steps to prevent pollution and minimise the impact of our activities on the environment.

In order to achieve the above we will:

- a. Provide quality products and services that meet the requirements, needs and expectations of our internal and external customers/stakeholders.
- b. Comply with the provisions of the governing legislation and all other enactments relevant to our operations.
- c. Implement and maintain conformance to ISO 9001, ISO 14001 and ISO/IEC 17025 standards.
- d. Provide our employees with the necessary resources, including training and equipment, and establish and maintain a working environment that supports the provision of quality products and services to all customers.
- e. Implement strategies to reduce consumption of electricity, water and paper.
- f. Implement strategies to minimise solid waste by evaluating operations and ensuring they are as efficient as possible.
- g. Replace inputs to our operations that generate hazardous wastes with non-

- hazardous alternatives or minimise quantities where possible.
- h. Minimise vehicular emissions through the selection and use of our fleet and the source of our fuel requirement.
 - i. Comply with all environmental legislation and other requirements that relate to the organisation.
 - j. Update this policy, our objectives and targets periodically in consultation with employees and external customers/stakeholders.

This policy will be communicated internally to employees and externally to our customers/stakeholders. We encourage all to embrace these principles and practices.

▪ **Quality Policy – Metrology and Testing Laboratories**

The Laboratories' management is committed to good professional practice, in performing its testing and calibration services.

The management maintains a standard of service consistent with the requirements of ISO/IEC 17025, the organization's Quality and Environment Management System as well as the standard specifications of the tests and calibrations performed.

The importance of technical competence is recognized and personnel conducting tests or calibrations are fully trained.

The Laboratories' management is responsible for ensuring that the quality system is understood, implemented and maintained by every employee concerned with testing and calibration activities, thus increasing confidence in the results and in the quality of the work performed.

2.0 CORPORATE PROFILE

The BSJ falls under the aegis of the Ministry of Industry, Investment & Commerce (MIIC) and is governed by a fourteen-member Standards Council comprised of a Chairman, the Director of Standards (Executive Director) and twelve stakeholder group representatives, appointed by the Minister of the aforementioned Ministry.

2.1 Standards Council

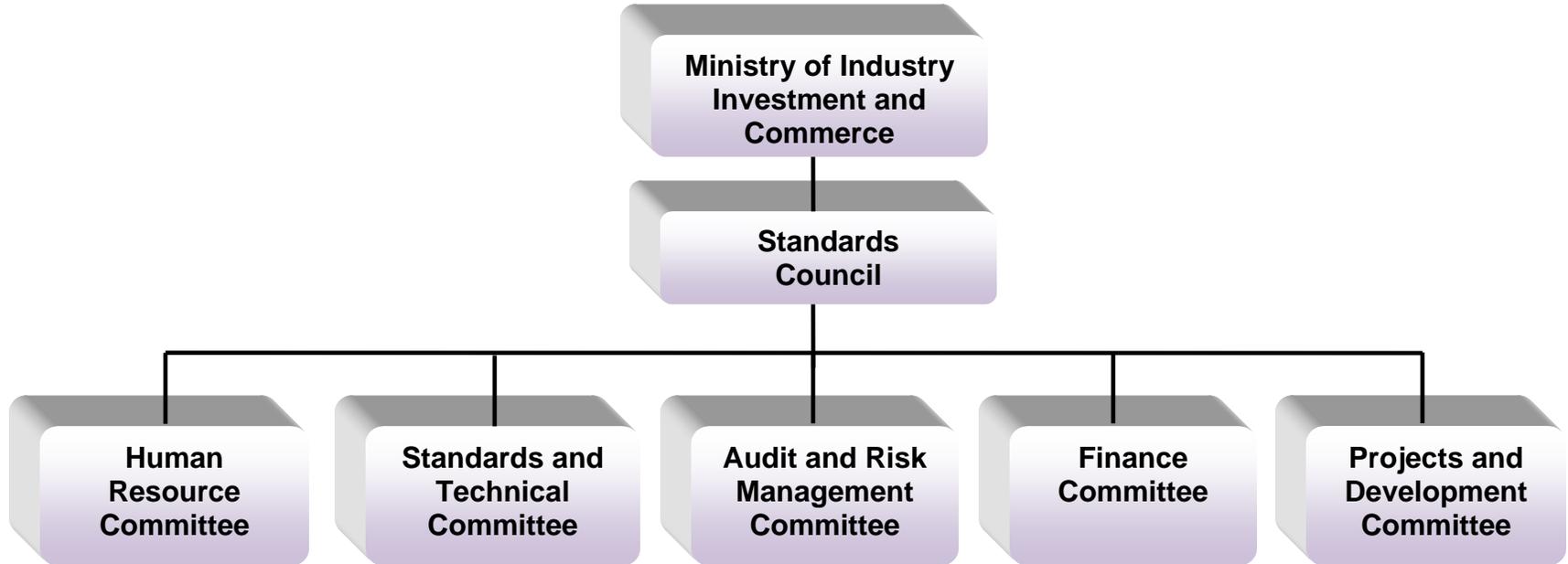
The Standards Council is responsible for the policy and general administration of the BSJ, thus providing governance and direction in ensuring the fulfillment of the organization's mandate. This work includes approval of standards, relevant policies; budgets and audited financial statements. The Standards Council and its Committees also work closely with the organization's Executive Director and Management in the development of relevant plans and strategies. Table 1 details the composition of the Standards Council during the year under review.

Table 1 - Standards Council Members

Name	Occupation	Remarks
Rev. Dr. Arnel Henry CD, JP (Chairman)	Retired Agriculturalist and Minister of Religion	
Dr. Jean Dixon CD (Vice Chairman)	Permanent Secretary, Ministry of Industry, Investment & Commerce	Resigned in September 2009
Mr. Noel Osbourne	Businessman	Appointed as Executive Director of the BSJ in April 2009
Dr. Marjorie Vassell	Doctor of Medicine and Surgery, Ministry of Health	
Mrs. Nicola Barbar	Managing Director, Digital Press	Resigned in October 2009
Miss Joyce Campbell OD, JP	Civil Society Representative	
Mr. Keith Reynolds	Managing Director, Bari Enterprises & Auto Parts	
Mrs. Joan Parris Woodstock	Attorney-at-Law	
Mr. James Rawle	General Manager, Nestle Jamaica Limited	
Hon. Lascelles Chin OJ, CD	Managing Director and Chairman, Lasco Distributors Limited	
Mr. Omar Azan	President, Jamaica Manufacturers' Association Ltd and Chief Executive Officer, Boss Furniture	
Mr. Trevor DeLeon	Attorney-at-Law and Notary Public	
Mr. Reginald Budhan	Permanent Secretary Ministry of Industry, Investment & Commerce	Appointed in July 2009
Mrs. Dolcie Allen	Chief Executive Officer, Consumer Affairs Commission	Appointed in July 2009

Figure 3 - Standards Council and Committees Structure

The Standards Council established a number of committees, which all played important roles in fulfilling its role in relation to corporate governance. The diagram outlines the roles and responsibilities of each committee.



- Reviews and advises on the strategic direction and goals relating to succession planning, compensation and benefits, labour relations management, recruitment, training and development, and performance management.

- Sets policy guidelines for the development of standards and technical regulations.
- Advises on the development of the metrology and conformity assessment infrastructure.
- Approves standards and technical regulations for submission to the portfolio Minister

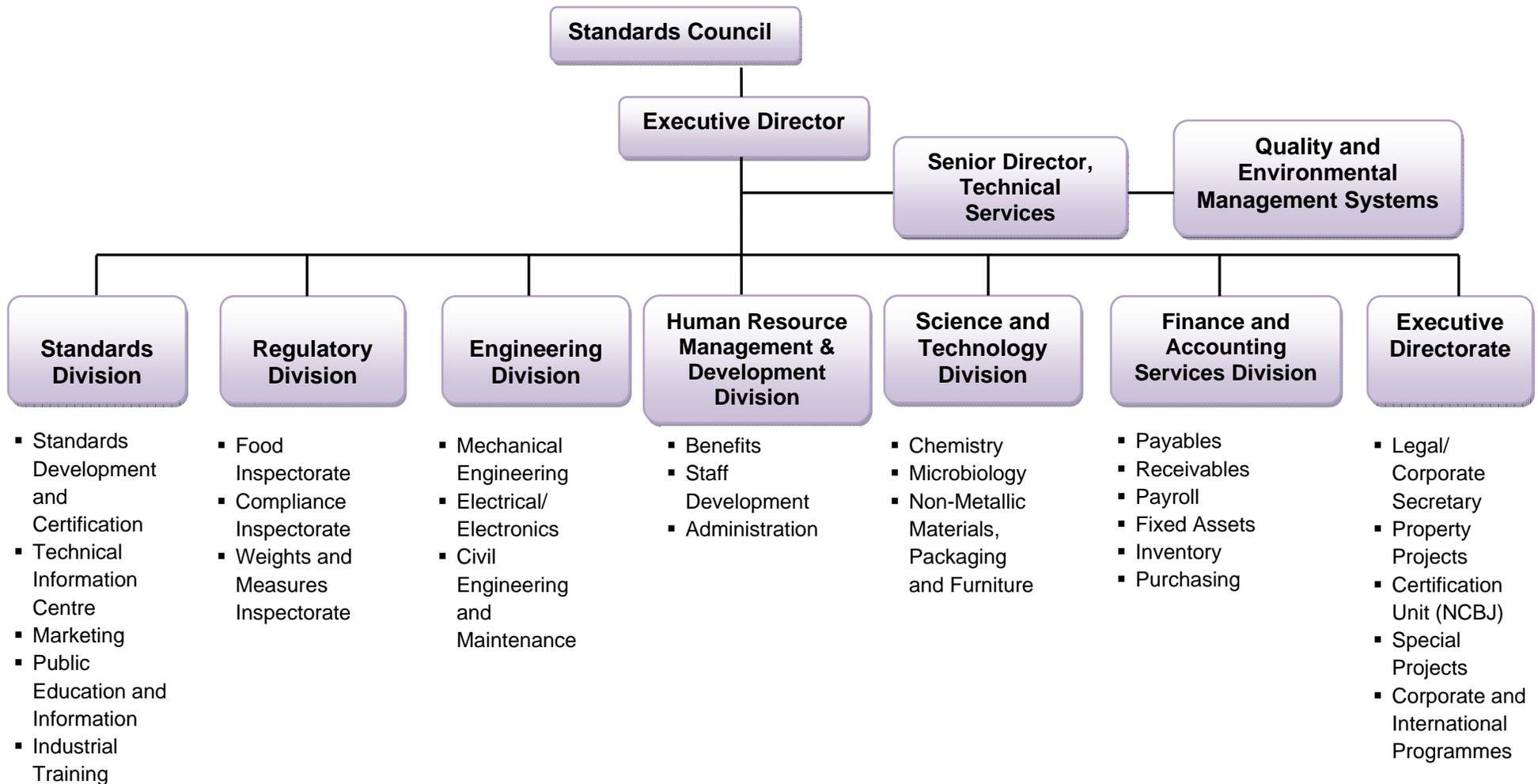
- Reviews the internal audit activity; and assists with financial reporting, risk management and legal compliance
- Advises on how to achieve improved productivity and quality of service.

- Reviews and advises on the organization's financial matters.

- Oversees projects and developmental activities.
- Reviews the organization's practices relating to the procurement and disposal of its tangible assets.

Figure 4 - Corporate Structure

The policies established by the Standards Council were operationalized by an Executive Director, who was assisted by a senior management team.



- **Staff Profile**

Figures 5a and bb present the BSJ's staff profile for the financial year 2009-10 in respect of scheme of service and qualifications.

Figure 5a - Distribution of Staff by Scheme of Service

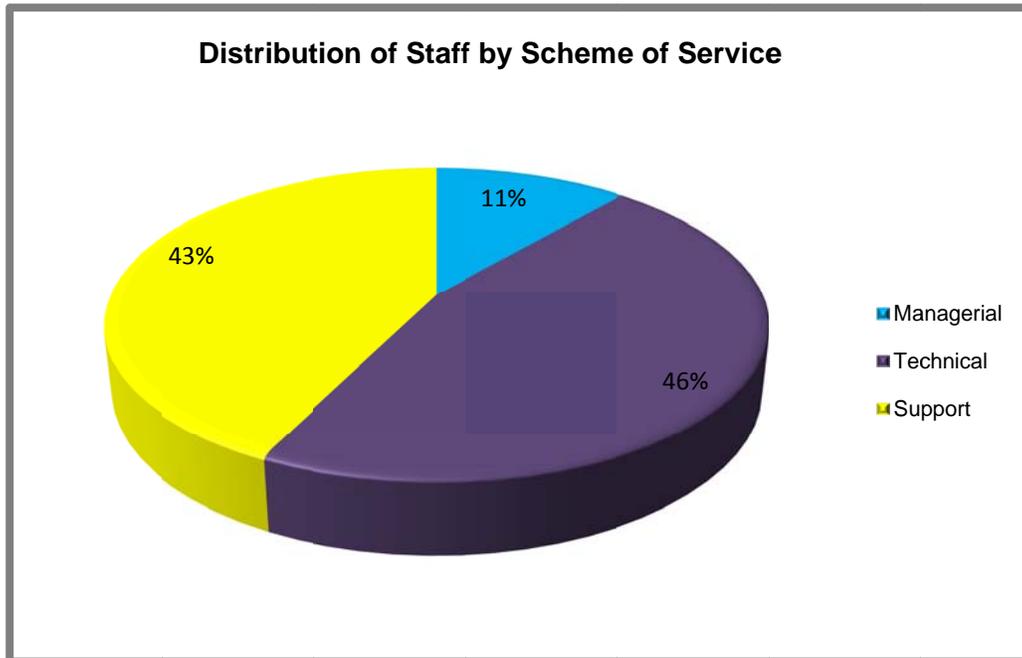
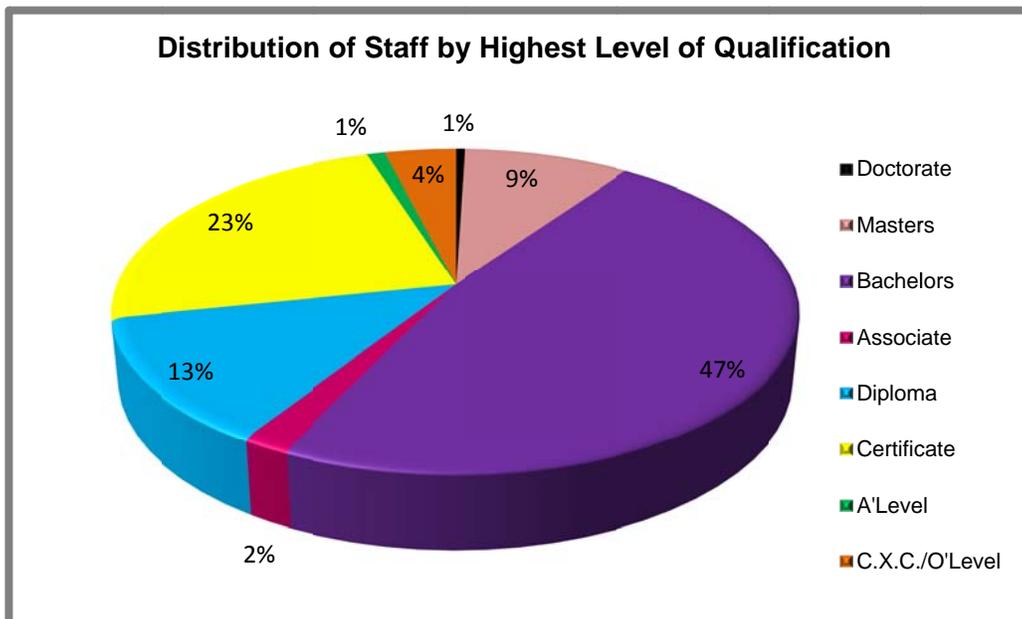


Figure 5b - Distribution of Staff by Highest Level of Qualification



3.0 Operating Environment & Context

Every year, the BSJ is affected by various environmental factors and conditions, at both the national and international levels. In 2009-10, the BSJ's strategic direction was drawn from a combination of sources: its mandate as a statutory organization; the direction outlined by the portfolio Ministry; the Vision 2030 National Development Plan and its commitments as a member of numerous regional and international organizations.

As it set out to achieve global results through national efforts, the environment and context in which the BSJ worked in the financial year 2009-10 was affected by specific internal and external influences.

3.1 Internal Conditions

Domestic legislative framework - Legislation is at the heart of an effective public sector institution. With the foregoing in mind, the BSJ sought to modernize its legislative framework to ensure that it is adequate and in accordance with regional and international obligations. This is an essential requirement for an institution that is responsible for facilitating standards development, protecting consumers and promoting quality in the 21st Century. The BSJ has been undertaking its work with legislation that is over 30 years old (Processed Food Act 1959, Standards Act 1968, Weights and Measures Act 1976) and needs to modernize them to maintain currency. An essential activity for the BSJ during the period was therefore to review all three pieces of legislation to ensure that they were current and relevant.

Financial and human resources - The BSJ faced the constant challenge of managing resources in order to continue to meet ongoing activities, respond to unforeseen developments while at the same time exercising prudent fiscal management. A significant percentage of the BSJ's income was from the Standards Compliance Fee, which was directly impacted by the levels of imports into the country. In order to increase its income from other sources, the BSJ continued to look for opportunities to expand its conformity assessment programmes into emerging sectors and provide value-added components to its existing programmes. In addition, work began on the review of the cost structure for its products and services. In addition, as it is a knowledge-based organization, it required significant investment to build and retain its intellectual capacity. To this end, the BSJ conducted appropriate recruitment, retention and training practices to attract new employees and maintain staff with the appropriate skills, knowledge and abilities.

Restructuring - During the year under review, the BSJ continued the process of organizational restructuring to enable increased effectiveness and improved efficiencies. Usually, when an organization engages in such an exercise, it often leads to reducing the manpower and hence the loss of jobs. This restructuring exercise however, has not involved this usual practice. Instead, the exercise has been used to make critical decisions and changes on the utilization of the existing human resources and to engage new persons, where necessary. To this end, a number of divisional areas have been restructured and the managerial team has been strengthened with the engagement of five directors, who have been engaged to assist the Executive Director in the strategic

management of the organization. The process will continue and deepen during the next financial year as the newly appointed directors will further the divisional restructuring process.

3.2 External Conditions

Development of the Regional Quality Infrastructure (RQI) and the Caribbean Single Market and Economy (CSME) - The signing of the CARIFORUM-EC Economic Partnership Agreement (EPA), as well as the increasing reliance on international trade, demands that Jamaica and the other members of CARICOM strengthen their national quality infrastructures and, through CROSQ, contribute towards the development of a regional quality infrastructure (RQI). Principally through externally funded regional projects, CROSQ, since its establishment in 2002, has been making significant progress in the establishment of a recognized regional quality infrastructure, which is a key element of the Caribbean Single Market and Economy (CSME).

As one of the more developed national standards bodies in the region, the BSJ has been playing a significant role in this process. While there have been benefits at the national level as a result of these regional projects and other initiatives, the organization is sometimes unable to effectively respond to the plethora of regional activities in which the organization is asked to participate and otherwise contribute. In seeking to effectively contribute to the regional process and at the same time effectively manage the development of Jamaica's national quality infrastructure, the organization has had to be constantly reprioritizing. The results of its efforts during the financial year 2009-10 in responding to the aforementioned demands have been variable and attempts will have to be made during the next financial year to be more effective in its contribution to the development of the RQI and by extension, the CSME.

Involvement in international standards development activities - Facilitating trade and eliminating barriers to the import and export of goods and services are critical outcomes of international standardization activities. The BSJ continues to promote the harmonization of standards and conformity assessment practices at the regional and international levels, while at the same time ensuring that Jamaican interests were being reflected. The emergence and growth of regional trading blocs such as the European Union, the signing of trading agreements like the CARIFORUM-EC EPA and the efforts towards establishing the CSME, has highlighted the importance of actively participating in international standardization bodies such as ISO and the CAC.

The BSJ understands the importance of contributing to the standardization process but faces constraints. While the level of participation at the regional level has been adequate and the voting record in respect of ISO standards under development was exemplary, physical participation in technical committee working meetings was minimal due to the high costs involved in travelling to overseas destinations to participate in these meetings. Jamaica only participated in two international technical committee meetings during the period under review (See Appendix 1B). External donors funded participation in both meetings. Participation in these meetings is open to volunteers from the public and private sectors who serve on national technical committees. Strategies to be implemented for participation to increase include accessing financial assistance from external funding sources and offering to host technical committee meetings.

4.0 OPERATIONAL ACTIVITIES

4.1 Developing Human Resources

Investment in human capital is of critical importance to any organization and given the highly specialized and dynamic nature of the work carried out by the BSJ, employees were provided with 62 training and professional development opportunities (training courses/seminars, workshops, meetings) locally and overseas to improve their competence, productivity and efficiency. Appendices 1A and 1B provide details on the local and overseas training and development activities in which staff participated during the period under review.

4.2 Maintaining Regional and International Relations

Tariff barriers to international trade have increasingly been reduced or eliminated since the creation of the World Trade Organization (WTO). However, there has been a considerable increase in non-tariff barriers (also referred to as technical barriers), in the form of, inter alia, sanitary and phytosanitary conditions, state subsidies, anti-dumping measures, standards and technical regulations. These standards and technical regulations pose serious challenges, especially to exporters in developing countries including Jamaica. As a small national economy with limited resources, it is necessary to develop an internationally recognized quality infrastructure comprising standardization, metrology, and conformity assessment activities (inspection, testing and certification) to assist in overcoming these challenges.

Partnerships

The development of this quality infrastructure requires not only national initiatives, but engagement with, and assistance from the international community. To this end, the BSJ, as the national standards body and the national metrology institute, continued to work through international institutions to help develop and operationalize international trading rules to ensure the protection of human, animal, ecosystem and plant life. The benefits of these alliances included: recognition of the organization's expertise; technical and financial assistance to improve human and physical capabilities; and reduction or removal of technical barriers to trade.

The BSJ worked closely with other national bodies and regional and international organizations. Some of the organizations with which the BSJ collaborated or in which it held membership are listed in Table 2.

Table 2 - Regional and International Partners

Standardization	Metrology & Conformity Assessment
<ul style="list-style-type: none">International Organization for Standardization (ISO)	<ul style="list-style-type: none">International Committee for Weights and Measures (CIPM)

Standardization	Metrology & Conformity Assessment
<ul style="list-style-type: none"> ▪ International Electrotechnical Commission (IEC) 	<ul style="list-style-type: none"> ▪ National Conference of Standards Laboratories International (NCSLI)
<ul style="list-style-type: none"> ▪ Codex Alimentarius Commission (CAC) 	<ul style="list-style-type: none"> ▪ Inter-American Metrology System (SIM)/Caribbean Metrology Group (CARIMET)
<ul style="list-style-type: none"> ▪ International Code Council (ICC) 	<ul style="list-style-type: none"> ▪ ASTM International
<ul style="list-style-type: none"> ▪ Pan-American Standards Commission (COPANT) 	<ul style="list-style-type: none"> ▪ Centro Nacional de Metrología (CENAM)
<ul style="list-style-type: none"> ▪ CARICOM Regional Organisation for Standards & Quality (CROSQ) 	<ul style="list-style-type: none"> ▪ Physikalisch-Technischen Bundesanstalt (PTB)

Regional and International Involvement

▪ Involvement in CROSQ

Jamaica, through the BSJ, is a member of CROSQ, a regional organization that is responsible for, *inter alia*, the harmonization of standards in CARICOM and the facilitation of intra-regional trade. Participation in CROSQ facilitates communication and co-operation with the National Standards Bodies (NSBs) of CARICOM member states.

In the financial year 2009-2010, Jamaica continued to serve:

- as Chair of the CROSQ Technical Management Committee;
- on the Financial Committee;
- on the Editorial and Financial Committees; and
- as one of four sub-executing agencies for the CROSQ/IDB Project: Promoting Small and Medium Enterprise Competitiveness in the Caribbean through Technical Standards (also referred to as the CROSQ/IDB SME Project).

Table 3 - Regional Events

In the financial year 2009-10, the BSJ hosted the following:

Date	Activity	Output
17 April 2009	Metrology Awareness Seminar 'Accurate Measurement in the Trade of Bulk Commodities - Increase Your Bottom Line' (an activity under the CROSQ/IDB/PTB Project: Harmonized Metrology and Related Quality Infrastructure for Market Access and Regional Integration (also referred to as the Regional Quality	Underscored the importance of measurement to the Jamaican economy with particular focus on the trade bulk commodities, highlighted the problems encountered by industry and identified possible solutions.

Date	Activity	Output
	Infrastructure (RQI) Project)	
22-26 June 2009	Training Attachment involving an officer from the St Lucia Bureau of Standards	Acquired practical and theoretical knowledge on the BSJ's compliance activities (monitoring, verification and testing) and the applicable regulations.
30-31 July 2009	Measurement Uncertainty Workshop (an activity under the RQI Project)	Laboratory personnel involved in calibration, chemical and medical testing were exposed to the principles of measurement uncertainty and its application in ensuring that test results were accurate, precise and reliable.
17-20 August 2009	8 th Meeting of the CROSQ Editorial Committee and a Meeting of the Project Management Group for the CROSQ/IDB SME Project	Edited 9 CARICOM standards -Coconut oil, Carbonated beverages, Garbage bags, Safety matches, Table eggs, Code of Practice for Food Hygiene, Wooden craft items, Good Management Practices, and Gold articles. Participants were representatives from the standards bodies in Barbados, St. Lucia, Trinidad and Tobago and Jamaica.

- **International Standardization**

The WTO/TBT Agreement encourages the participation of Members in the work of international standardizing bodies “within the limit of their resources”. In seeking to comply with this Agreement, the BSJ continued to serve as the National Enquiry Point and participated in the work of regional and international standards organizations (Article 2.6) such as ISO, COPANT and the CAC. Table 4 presents data on the organization’s level of involvement in these three standards-setting organizations during the year under review.

The ISO is a non-governmental organization, which develops and publishes international standards. ISO is a network of the national standards bodies of 157 countries, on the basis of one member per country. The BSJ represents Jamaica in this organization.

The COPANT is a hemispheric organization that promotes standardization and related activities. The members of COPANT are the national standards bodies of 28 countries of North, South and Central Americas, and the Caribbean. The BSJ also represents Jamaica in this organization.

The CAC was created by the Food and Agriculture Organization (FAO) as well as the World Health Organization (WHO) to develop food standards, guidelines and related texts such as codes of practice under the Joint FAO/WHO Food Standards Programme. Membership in the CAC is open to all members and associate members of the FAO and WHO.

Table 4 - Involvement in ISO, COPANT and the CAC

ACTIVITIES	ISO	COPANT	CAC
TCs ¹ & SCs ² in which Jamaica is a Participating 'P' Member	25	3	n/a
TCs & SCs in which Jamaica is an Observer 'O' Member	74	5	n/a
Other Committees in which Jamaica holds membership ³	3	n/a	n/a
TCs for which Jamaica serves as the Secretariat ⁴	1	n/a	n/a
TCs for which Jamaica has established Mirror Committees	6	1	6
# of meetings at which Jamaica was represented ⁵	3	1	1

▪ **National Mirror Committees**

National mirror committees study the documents produced by the international technical committee and prepare a national position for voting and adoption. National mirror committees for ISO and Codex committees that were active during the period under review are highlighted in Tables 5 and 6. In addition, one national mirror committee for a COPANT Committee, that is, COPOLCO, was active.

Table 5 - ISO National Mirror Committees

ISO/TC	Purpose
ISO 26000 Social Responsibility Working Group	To develop an International Standard providing guidelines for social responsibility (SR).
ISO/TC 34 Food	To standardize the field of human and animal foodstuffs, covering the food chain from primary production to consumption, as well as animal and vegetable propagation materials.
ISO/TC 207/SC1 Environmental Management Systems	To standardize the field of environmental management tools and systems.
ISO/TC 93 Starch (including derivatives and by-products)	To standardize terminology, methods of sampling, methods of analysis and examination of starch (including hydrolysis products and dextrins) and its by-products.
ISO/JTC 1 Information Technology	To develop worldwide information and communication technology (ICT) standards for business and consumer applications. The committee provides the standards approval environment for integrating diverse and complex ICT technologies.

¹ Technical Committees (TCs)

² Sub-Committees (SCs)

³ Jamaica holds 'P' Membership in ISO's three Policy Development Committees – Committee on developing country matters (DEVCO), Committee on Conformity Assessment (CASCO) and Committee on Consumer Policy (COPOLCO)

⁴ ISO/TC 93 Starch (including derivatives and by-products)

ISO/TC	Purpose
ISO/TC 228 Tourism and Related Services	To standardize terminology and specifications of the services offered by tourism service providers, including related activities, touristic destinations and the requirements of facilities and equipment used by them, to provide tourism buyers, providers and consumers with criteria for making informed decisions.

Table 6 - Codex National Mirror Committees

Codex Committee	Purpose
Food Hygiene	To draft basic provisions on food hygiene applicable to all foods.
Fresh Fruits and Vegetables	To elaborate worldwide standards and codes of practice as may be appropriate for fresh fruits and vegetables.
Food Labelling	To draft provisions on labelling applicable to all foods.
Pesticide Residue	To establish maximum limits for pesticide residues in specific food items or in groups of food.
Methods of Analysis & Sampling	To define the criteria appropriate to Codex Methods of Analysis and Sampling.
Food Import & Export Inspection & Certification Systems	To develop principles and guidelines for food import and export inspection and certification systems with a view to harmonizing methods and procedures, which protect the health of consumers, ensure fair trading practices and facilitate international trade in foodstuffs.

4.3 Facilitating Trade

- **WTO Notifications**

According to the WTO/TBT Agreement, each WTO Member must notify Members: 1) whenever a relevant international standard or guide or recommendation does not exist, or the technical content of a proposed or adapted technical regulation or procedure is not in accordance with the technical content of relevant international standards or guides; and (2) if the technical regulation may have a significant effect on the trade of other Members (Articles 2.9 and 5.6). In accordance with the above requirement, three standards, as indicated in Table 7, were notified to the WTO during the period under review.

Table 7 - Notifications to the WTO

Notification Code	Document Name	Objective
G/TBT/N/JAM/19	Drinking Water System Components	Protection of human health and safety
G/TBT/N/JAM/20	Bituminous Materials	Quality requirements
G/TBT/N/JAM/21	Transportable Gas Containers	Protection of human health and safety

▪ **Standards Development**

Standards serve as key enablers for Jamaican businesses to gain competitive advantage and access global markets. The BSJ continued to invest in facilitating the development, revision, adoption and adaptation of standards through technical committees comprised stakeholders such as manufacturers, consumers, regulators, and professionals. The 22 standards that were gazetted during the financial year 2009-10 are listed in Table 8.

Table 8 - National Standards Gazetted

Reference Number	Name of Standard
JS 311:2009	Jamaican Application Document for the International Private Sewage Disposal Code
JS 312:2009	Jamaican Application Document for the International Mechanical Code
JS 310:2009	Jamaica Application Document for the International Existing Building Code
JS 309:2009	Jamaica Application Document for the International Energy Conservation Code
JS 313:2009	Jamaica Application Document for the International Fuel Gas Code
JS 314:2009	Jamaica Application Document for the International Fire Code
JS 305:2009	Jamaican Standard Specification for Proprietary Dairy Cattle Starter and Milk Production Ration
JS 315:2009	Jamaica Standard Small Building Code and Jamaica Application Document for the International Residential Code
JS 316:2009	Jamaica Application Document for the International Code Council Electrical Administrative Provision and National Electrical Code

Reference Number	Name of Standard
JS ISO 14001:2004	Jamaican Standard Specification for Environmental Management Systems - Specification with Guidance for Use
JS ISO 14004:2004	Jamaican Standard Specification for Environmental Management Systems - General Guidelines on Principles, Systems and Support Techniques
JS ISO 14015:2001	Jamaican Standard Specification for Environmental Management - Environmental Assessment of Sites and Organizations (EASO)
JS ISO 14040:2006	Jamaican Standard Specification for Environmental Management - Life Cycle Assessment - Principles and Framework
JS ISO 14044:2006	Jamaican Standard Specification for Guidelines Management - Life Cycle Assessment- Requirements and Guidelines
JS ISO/TR 14047:2003	Jamaican Standard Specification for Environmental Management - Life Cycle Impact Assessment - Examples of Application of ISO 14042
JS ISO 14049:2000	Jamaican Standard Specification for Environmental - Life Cycle Impact Assessment- Examples of Application of ISO 14041 to Goal and Scope Definition and Inventory Analysis
JS ISO Guide 64:2008	Jamaican Standard Specification for Environmental Guide for the Inclusion of Environmental Aspects in Production Standards
JS ISO /TR 14062:2002	Jamaican Standard Specification for Environmental Management - Integrating Environmental Aspects onto Product Design and Development
JS ISO 14064-1:2006	Jamaican Standard Specification for Greenhouse Gases - Part 1: Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removal
JS ISO 14064-2:2006	Jamaican Standard Specification for Greenhouse Gases - Part 2: Specification with Guidance at the Project Level for Quantification, Monitoring and Reporting of Greenhouse Gas Emissions Reductions of Removal Enhancements
JS ISO 14064-3:2006	Jamaican Standard Specification for Greenhouse Gases - Part 3: Specification with Guidance for the Validation and Verification
JS ISO 14050:2009	Jamaican Standard Specification for Environmental Management - Vocabulary

Regional Standards Development

In fulfilling its mandate of developing and harmonizing standards “for the enhanced efficiency and improved quality in the production of goods and services in the Community, thereby facilitating consumer and environmental protection and improved trade”, 19 regional standards were harmonized (see Table 9).

Table 9 - CARICOM Standards Developed/Harmonized

▪ CARICOM Regional Standard Specification for Fruit & Vegetable Juices and Fruit Nectars
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 1: Bananas
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 2: Cabbages
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 3: Grapefruits
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 4: Hot Peppers
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 5: Mangoes
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 6: Oranges
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 7 : Pineapples
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 8 : Pumpkins
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 9 : Sweet Peppers
▪ CARICOM Regional Standard Specification for Grades of Fresh Agricultural Produce Part 10 : Tomatoes
▪ CARICOM Regional Standard Specification for Cassava Bread
▪ CARICOM Regional Standard Specification for Botanical Cosmetics
▪ CARICOM Regional Standard Specification for Gold Articles
▪ CARICOM Regional Standard Specification for Polyethylene garbage bags – high density

▪ CARICOM Regional Code of Practice - General Principles of Food Hygiene
▪ CARICOM Regional Code of Practice - for the Preparation of Frozen Fruit Pulp and Purées
▪ CARICOM Regional Code of Practice for the Manufacture of Wooden Craft Items
▪ CARICOM Regional Standard Requirements for Good Management Practices for Micro, Small and Medium Enterprises

▪ **Standards being Developed, Reviewed and Adopted**

At the end of the year under review, there were 21 technical committees developing, adopting and/or reviewing 31 standards to help businesses achieve better productivity, quality, safety and reliability of products, processes and services. The national, regional and international standards that were being developed, reviewed and adopted are presented in Table 10. See Appendix 2 for the list of active National Technical Committees and their membership.

Table 10 - Standards being Developed, Reviewed and Adopted

National	CARICOM (Regional)	International
1. JS 35: 1998 Jamaican Standard Specification for Hollow concrete blocks [Reviewed]	1. CARICOM Regional Standard Specification for Packaged Natural Coconut Water [Developed]	1. ANSI/ NSF 61- 2007A: Drinking water system components: Health effects [Adopted]
2. JS 124: 2000 Jamaican Standard Specification for Aggregates for concrete [Reviewed]	2. Code of Practice for Packaged Natural Coconut Water [Developed]	2. IEC 60335-2-76 Household and similar electrical appliances – Safety – Part 2-76: Particular requirements for electric fence energizers [Adopted]
3. JS 133: 1999 Jamaican Standard Specification for Ready-mixed concrete [Reviewed]	3. CARICOM Standard Specification for the Labelling of Aerosol Insecticides [Reviewed]	3. ISO 26000 Social Responsibility [Developed]
4. JS 303 Jamaican Standard Physical Test Methods for Hydraulic Cements [Developed]	4. CARICOM Standard Specification for the Labelling of Prepackaged Goods [Reviewed]	
5. JS 73:1992 Synthetic laundry detergent powder [Reviewed]	5. CARICOM Standard Specification for the Labelling of Prepackaged Foods [Reviewed]	
6. JS 268 Jamaican Standard Specification for	6. CARICOM Standard Specification for Ketchup [Reviewed]	

National	CARICOM (Regional)	International
Bituminous materials [Reviewed]		
7. JS 61:1977 Jamaican Standard Specification for Coffee [Reviewed]	7. CARICOM Standard Specification for the Specification for Honey [Developed]	
8. JS 84:1988 Jamaican Standard Specification for Ketchup [Reviewed]	8. CARICOM Regional Code of Practice for organically produced food [Developed]	
9. Jamaican Standard Specification for the Production of Processed Food utilizing the HACCP Principles (General) [Developed]		
10. JS 110: 1984 Jamaican Standard Specification for Paint: interior and exterior, emulsion type flat [Reviewed]		
11. JS 111:1984 Methods of test for paints and surface coatings [Reviewed]		
12. JS 123:1995 Jamaican Standard Specification for Paint: emulsion type, interior and exterior, low sheen and semi-gloss [Reviewed]		
13. JS 25:1992 Transportable Gas Containers [Reviewed]		
14. Jamaican Standard Specification for Used pneumatic tyres for passenger cars [Developed]		

Laboratory Retooling and Maintenance Programme

In an effort to have new and enhanced testing and calibration capabilities in the areas of metrology and testing, the BSJ continued to upgrade its laboratories. The objective of the Laboratory Retooling and Maintenance Programme was to ensure that the BSJ had an adequate metrology and testing infrastructure to offer technical support to industry, thus facilitating trade.

During the year under review, an investment of a little over J\$40 million was made to acquire equipment to upgrade a number of laboratories. See Appendix 3 for a list of the metrology and testing laboratories at the BSJ and Appendix 4 for the laboratory equipment acquired and commissioned during 2009-10.

Laboratory Competence Demonstrated

As part of its effort to assure quality measurements, the BSJ participates in laboratory intercomparisons to assess the degree of equivalence of its measurement standards with that of different National Metrology Institutes (NMIs). In addition, to check the quality and traceability of products that are traded, certified reference materials are established through a collaborative testing process that involves different, and if possible, equally competent laboratories.

Regional Mass Intercomparison - Under the CROSQ/IDB/PTB RQI Project, a regional mass intercomparison commenced in November 2009 with the BSJ Mass Laboratory as the coordinating institution. The other participants in the intercomparison were the standards institutes in Trinidad & Tobago, St Vincent & the Grenadines, St Lucia, Grenada and Guyana. The intercomparison is star-type, that is, the transfer standard is initially calibrated by the pilot laboratory and then returned to that laboratory for recalibration after each of the other laboratories had performed a calibration.

Certification of Reference Material (CRM) - Through the BSJ's Chemistry Laboratory, Jamaica continued to participate in the 4-year SIM/OAS Certified Reference Material Verification/Production Project. The other nine members of SIM who are participating in this project are Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Peru, Uruguay, Mexico, and Jamaica. In the financial year 2009-10, which was the third year of the project, reference material for beef was successfully certified. This reference material is to be disseminated to local laboratories for them to attain traceability to same material. During the first and second years of the project, the focus was placed on certifying reference material for milk powder and waste water respectively. Only the latter reference material was formally certified.⁶ During the next financial year, reference material for wheat flour is to be certified.

4.4 Protecting Consumers

The BSJ is one of the national agencies responsible for market monitoring and consumer protection. Both imports and locally produced goods are subjected to the same rules to ensure that, not only to promote fair trade but also to ensure that they do not pose a significant threat to the health of Jamaicans.

As a regulatory agency, the BSJ conducted assessments for compliance (inspections, audits, product sampling and verifications) with national regulatory requirements and standards. These assessments were carried out in relation to three main activities: food safety, legal metrology, and standards compliance. Table 11 presents data on some of the compliance activities undertaken during the financial year. Besides strict enforcement of the nation's food safety system through a well-established legal

⁶ The analysis of the results from the participating labs of the milk powder certification exercise revealed wide variations, which were unacceptable

framework, the BSJ educated consumers on their shared responsibility in maintaining food safety in Jamaica.

Table 11 - Compliance Activities

Location	Activities	Achievements
Ports of Entry and Site (Premises of Importers)	Inspection visits	6,229
	Consignments inspected	7,413
	Consignments detained	302
Domestic Marketplace	Inspection visits	6,119
	Products inspected	370,030
	Products withdrawn	6,028
Processed Food Establishments	Inspection visits	1,995
	Establishments Registered	352
	Approval Certificates issued	469
	Export Certificates issued	1,145
	Cases/Pails of products approved	144,695
	Cases/Pails of products approved for Export	131,936
Premises with Weighing and Measuring Devices	Verification visits	1,198
	Weighing and measuring devices verified	7,833

▪ **Regulating Local Processed Food Production**

In ensuring the safety of locally produced processed food products, each food-processing establishment was subject to an annual registration process to confirm that critical systems and controls were in place. The BSJ inspected these establishments regularly to ensure that they complied with the relevant compulsory standards and other national regulations. While the BSJ worked towards ensuring full compliance with legislative requirements within the food processing industry, it recognized that due to the complexity and inherent variability of the food-processing sector, some degree of non-compliance was inevitable. The BSJ's working assumption was that as industry improved compliance, food safety risks would diminish.

Regulated by BSJ's stringent registration criteria, local processed food establishments were encouraged and, in the case of ackee producers, required to adopt Good Manufacturing Practices (GMPs) or other equivalent systems of food safety such as the HACCP system, for the entire manufacturing process⁷. A preventive approach to managing food safety, the HACCP system analyses potential hazards and identifies critical control points through scientific methodologies.

⁷ After the aftermath of the ackee export crisis in 2006, a condition for re-entry into that market was that ackee producers were required to adopt the HACCP System. This conditions still applies.

As indicated by Table 11, during the year under review, the BSJ made 1,995 routine inspection visits to local processed food establishments to ensure adherence to proper hygiene practices. Non-conformances identified during these visits included unauthorized food processing and storage, unhygienic food-handling practices, and expired or non-existent food handlers' permits. When the BSJ's inspectors detected these and other non-compliances, the establishment was required to correct the related deficiencies. Non-compliant facilities were subject to re-inspection to confirm that they had taken corrective action identified by the inspectors.

As of the end of 2009-10 reporting period, the BSJ had evaluated and registered 352 processed food establishments. The BSJ will continue to promote adoption of food safety systems such as the HACCP approach and assist processors in identifying all critical stages that may affect the safety and quality of food products.

- **Product Testing**

The BSJ tested regulated food commodities to confirm that they complied with applicable laws and regulations. This testing assisted in verifying that domestic and imported food products did not pose a significant risk to the health of Jamaicans. In financial year 2009-10, the BSJ conducted 1,590 chemical and microbiological tests on 755 samples of imported and locally produced food products to, among other things, determine the pH, acidity, brix (sweetness) levels, to check for contaminants and/or extraneous matter and quantify specific bacteriological variables such as yeast and mould counts. Besides analyzing food samples as per the relevant regulations, the BSJ also provided analytical testing services to private and public entities for quality assurance purposes.

- **Monitoring Imports**

Under its Standards Compliance/Import Monitoring Programme, the BSJ continued to ensure compliance of imported products with the requirements of compulsory standards (technical regulations) and labelling regulations by conducting inspections, examinations and investigations at the ports of entry and the premises of importers as well as related regulatory conformance testing. Consignments found to be in breach of compulsory standards were subject to detentions. Based on the gravity of the breach, the non-conforming products in the consignments were either allowed to be rehabilitated (by the importer), re-exported or destroyed.

During the year under review, a total of 6,229 inspections visits were conducted and of the 7,413 consignments inspected, 302 were detained for labelling breaches and for conformance testing of selected products such as electrical/electronic products and building materials.

Tyre Inspection - In an effort to ensure that defective used tyres were not introduced into the market, putting the lives of Jamaicans at risk, and in order to clear a backlog of 6,000 tyres that were awaiting clearance at the wharf, the BSJ commenced formal inspections of used tyres in December 2009. As at the end of the reporting period, 16,425 tyres were inspected; with 2,486 or 15% failing to meet the established requirements. Further, recognizing the growing demand for used tyres in the society, it was decided, in consultation with the pertinent stakeholders, that used tyres would be allowed entry into Jamaica subsequent to the development of an import regime for the

sector to ensure that the country complied with international standards, as well as to guarantee the integrity of the tyres that were being imported into the country. This import regime, to be introduced during the first quarter of the new financial year, is to involve the development of a standard for used tyres and the introduction of appropriate technology to complement the existing visual inspection regime.

- **Conducting Market Surveillance**

Under the aforementioned Standard Compliance/Import Monitoring Programme, the BSJ inspected establishments in the domestic market (e.g. pharmacies and supermarkets) and withdrew products for labelling breaches for regulatory laboratory testing to ensure compliance of products (locally produced and imported) with the relevant requirements. Products found to be in breach of these standards were subject to withdrawal from sale. Products withdrawn were either allowed to be rehabilitated (by the supplier) or destroyed (by the BSJ).

The BSJ implemented a number of approaches to assessing compliance when carrying out its domestic market surveillance activities. These included:

- *Monitoring approach* - Establishments and products were inspected; and products were sampled and tested in accordance with relevant standards.
- *Targeted approach* - In cases where monitoring had identified specific compliance problems, the BSJ employed a targeted approach to inspections, product sampling and testing by focusing on the problem area.
- *Investigative approach* - In response to complaints, investigations were conducted. This involved gathering evidence and information from a variety of sources considered relevant to a suspected violation or offence.

The BSJ conducted 6,119 inspections in the domestic marketplace on 370,030 products. Of this amount, 6,028 products were withdrawn due to labelling breaches, and for chemical, microbiological and physical analyses. The labelling breaches included information that was solely in a foreign language, nonexistent expiry date, coded date mark and no stated country of origin. As it relates to products that were subjected to laboratory analyses, rejections were due mainly to the presence of microbial activity and foreign matter.

- **Verifying Weighing and Measuring Devices**

In fulfillment of its mandate to ensure accuracy in trade, the BSJ continued to engage in legal metrology activities, which involved verifying weighing and measuring devices (e.g. scales, tanker wagons, gas nozzles at petrol stations and weighbridges). Under the Gas Pump Certification Programme, gas nozzles were inspected to ensure that the amount dispensed was in agreement with the indicated meter reading. "Passed" stickers were affixed to equipment that were tested and found to be accurate while "Rejected" stickers were affixed to those assessed to be inaccurate. Owners of inaccurate equipment were required to have them corrected, re-tested and passed by the BSJ, before putting them back into use. Gas pumps were re-certified every 6 months. In addition to activities under the Certification Programme, pumps islandwide were randomly tested.

During the year under review, 7,833 weighing and measuring devices (scales, gas pumps, tankerwagons, weighbridges, LPG cylinders) were verified during the 1,198 visits conducted.

4.5 Enhancing Business Competitiveness

Recognizing that the majority of businesses in Jamaica were small and medium-sized enterprises (SMEs) that did not have the capacity and resources to conduct and implement all the necessary quality controls, the BSJ's key focus was on assisting these entities to improve the quality of their products and services thus enhancing their competitiveness. This was achieved through the implementation of two projects - one national and the other regional - with the financial assistance of the IDB. As it relates to all local companies, regardless of their size, the BSJ continued its quality systems-based award programme, the National Quality Awards, which sought to recognize and reward those that demonstrated the application of high standards and quality systems in both the production of goods and the delivery of services.

Quality Jamaica Project

Since 2002, the BSJ had been the executing agency for the IDB/Government of Jamaica (GOJ) Quality Jamaica Project, which is a Technical Cooperation Agreement for the "Implementation of Quality, Environmental and Food Safety Systems in Jamaica" in SMEs. The project encouraged the implementation of ISO 9000, ISO 14000 and HACCP in SMEs. The objectives of the project were: (i) to develop local demand and capacity of the SMEs to implement quality, environmental and food safety management systems, (ii) to improve the levels of efficiency, quality, and the competitiveness of their exports.

The project came to end in August 2009 with the following achievements during the year under review:

(1) *Training Courses* - 7 subsidized training courses (ISO 14000 Internal Audit, ISO 22000 Awareness Session, Root Cause Analysis & Systematic Corrective Action (was conducted twice), Process Mapping & Process Internal Audit, ISO 9001 Transition, HACCP General Awareness) with 157 participants were conducted in Kingston and Montego Bay. The aim of these courses was to raise the awareness of SMEs about the importance of management systems as tools for continuous improvement and enhancing competitiveness.

(2) *Accreditation of the National Certification Body of Jamaica (NCBJ)* - The NCBJ, which commenced its operations on 02 April 2007, is the Certification Unit of the BSJ. It was established to institutionally strengthen the BSJ by ensuring that it had the competence to audit and issue certifications confirming that an organization meets the requirements of a specific management system standard (e.g. ISO 9001). In November 2009, the NCBJ was accredited by ANAB to offer certification to ISO 9001. It is anticipated that the NCBJ will attain accreditation to offer certification to ISO 14001 during the first quarter of the next financial year.

A critical component of the operations of the NCBJ is the competence of the auditors who will be providing the certification services to the aforementioned systems. To this end, four persons participated in supervised witness audits in manufacturing companies in the USA.

National Quality Awards (NQA) Programme



The activities of the 6th National Quality Awards (NQA) Programme culminated with an Awards Ceremony on 14 October 2009. This awards programme, which was developed by the BSJ as part of its standards monitoring and promotion thrust, forms part of a national initiative with the objectives of: (i) promoting the international competitiveness of Jamaican products and services; and (ii) creating a national medium for the recognition of business excellence.

As presented in Table 12, Awards of Excellence were presented to three companies representing the manufacturing, services and small business sectors. In addition, sectional awards were presented to 10 companies.

Table 12 - 2009 NQA Award Recipients

	Manufacturing	Services	Small Business
AWARDS OF EXCELLENCE			
	Trinjam Food Processors Ltd (t/a as JP Tropical Foods)	National Council on Technical and Vocational Education and Training (NCTVET)	Caribbean Flavours & Fragrances
SECTIONAL AWARDS			
Customer Focus	Trinjam Food Processors Ltd (t/a as JP Tropical Foods)	Digicel	
Human Resource Focus	Nestle Jamaica Ltd.	National Council on Technical and Vocational Education and Training (NCTVET)	
Process Management Focus	Red Stripe	Beaches Boscobel	
Organizational Focus			
Business Results Focus	Trinjam Food Processors Ltd (t/a as JP Tropical Foods)	National Council on Technical and Vocational Education and Training (NCTVET)	

National Certification Mark Programme

Under the Standards Act of 1969 and the Standards Regulations of 1983, the BSJ has the power to confer Standard Marks (Certification Marks) to companies that demonstrate that their commodities, processes and practices conform to the relevant standard specifications. The National Certification Mark Programme was developed by the BSJ in 1984 as a means of demonstrating compliance with standards and providing a visible link between standards and the market.

The objectives of the National Certification Mark Programme are:

- ✓ to encourage the provision of quality goods and services to consumers, whether on the local market or overseas;
- ✓ to encourage local manufacturers to establish and maintain effective quality systems, which will result in the production of quality goods and services and ultimately increased profitability;
- ✓ to promote the visibility of high quality products to consumers; and
- ✓ to enhance international competitiveness of Jamaican products

The two marks granted were:

- **Product Mark**



This Mark signifies that a specific product meets a defined set of requirements as specified in relevant standards. This Mark is placed on the product or its packaging.

- **Plant Mark**



This Mark is awarded to a company based on the management of its system, i.e. its production processes and practices. It certifies the ability of a company or an organization to consistently supply products that conform to customer and/or applicable regulatory requirements. It does not relate to a specific product or service.

As of the end of the 2009-10 reporting period, six companies had earned the Product Mark for 18 products, while three companies had earned the Plant Mark (see Appendix 5).

Furniture and Wooden Products Incubator Project (FWPIP)

The Furniture and Wooden Products Incubator Project (FWPIP), which commenced in April 2009 with the launch of the pilot phase, is aimed at improving the quality infrastructure of the local furniture sector through the provision of technical support to new and existing micro and small furniture and wooden products manufacturers. Through networking/clustering/incubating, the industry is being assisted in the areas of: finance and procurement; design and marketing; standards and production; and training. The BSJ serves as the Secretariat for this project and is providing funding of J\$100

million over a 3-year period. Funding will be sought from foreign donor organizations to complement this sum.

The pilot phase ended in December 2009 and had the following deliverables:

- Establishment of a Furniture Advisory Committee with five working groups.
- Holding of Town Hall meetings in Kingston, Montego Bay and Mandeville to get feedback and sensitize potential incubates about the project.
- Development of a Furniture Industry Database containing information on furniture manufacturers, distributors, wholesalers, retailers and other stakeholders
- Official launch of the Design Centre at the BSJ on 4 December 2009.
- Design and production of three prototypes (a coffee table, a bedroom set and pens), which were on display at the launch of the Design Centre.
- Development of a draft MOU between BSJ and HEART Portmore for the latter to be one of the six hubs for the incubation and training of entrepreneurs (incubates).
- Development of a draft MOU between BSJ and Jamaica Wooden Products and Furniture Association (JaWFA) for collaboration between both entities in relation to the activities of the Project Secretariat.
- Development of the application process for candidates to perform the role of hubs or spokes.

As at March 2010, additional achievements were as follows:

- 30 applications had been received by the Secretariat from Micro, small and medium-sized enterprises (MSMEs) and individuals interested in being incubatees. 15 candidates were accepted into the programme as incubatees.
- 2 technical training workshops on 'Finishing and Finishes' had been conducted in Montego Bay and Mandeville on 11 and 31 March 2010 respectively.
- In collaboration with Ministry of Education, HEART, EdgeChem, 3M and other stakeholders, plans are underway for the development of a Furniture Production and Design Certification Course.

4.6 Forging Alliances

The BSJ recognized that building linkages with public and private sector organizations was a viable means of increasing awareness about its standardization, metrology and conformity assessment activities. Details of the BSJ's engagement in collaborative activities with private and public sector organizations are presented below.

National Innovation Awards Programme (NIAP)

The BSJ continued to collaborate with the SRC and the Ministry of Education, Youth and Culture (specifically the Association of Science Teachers of Jamaica - ASTJ) to execute activities under the National Innovation Awards Programme (NIAP). The programme forms part of a national initiative to promote the importance and relevance of science, technology and standardization among primary/preparatory and high school students and to encourage career paths in these fields. In the financial year 2009-10, the activities were as follows:

- *Science, Technology and Standardization Essay & Poster Competitions* – 92 essays and 165 posters were received from 27 and 20 primary (including

preparatory) schools and high schools respectively. The essay and poster themes are presented in Table 13.

Table 13 - Themes for the Science, Technology and Standardization Essay & Poster Competitions

Primary & Preparatory Schools	
Essay Themes	Poster Themes
<ul style="list-style-type: none"> ▪ Health and Wellness ▪ Myself as a Career Scientist ▪ Science & Technology Influencing the Way we Live ▪ Environmentally Responsible ▪ Science and Invention 	<ul style="list-style-type: none"> ▪ Good Hygienic Practices ▪ My Scientific Profession ▪ Science & Technology: Then and Now ▪ Protecting our Water Bodies ▪ Robotics for the Future ▪ Standards and You: Dealing with Climate Change
High Schools	
Essay Themes	Poster Themes
<ul style="list-style-type: none"> ▪ Biology ▪ Chemistry ▪ Energy ▪ Environmental Science ▪ Information Technology ▪ Standardization 	<ul style="list-style-type: none"> ▪ Human Genetic Engineering: A Breakthrough in Crime Solving ▪ Chemistry Crime Fighters ▪ Nuclear Energy Potentials ▪ Kingston Harbour – Opportunities for Remediation ▪ Information Technology in Healthcare ▪ Tackling Climate Change through Standards

- *Science, Technology and Standardization Quiz Competitions* - These competitions were held in the eastern and central regions of the island and had participants from 30 primary, preparatory and high schools. The competition focused mainly on areas of science and technology that formed a part of the academic syllabi while standardization was introduced to the students by way of fact sheets.
- *Science, Technology and Standardization Summer Camps* - The theme for the summer camps was 'Science, Technology & Standardization – Exploring Our World' and involved primary and preparatory schools students from Grades four to six. The three camps accommodated 128 students and were located in Westmoreland, St James and Kingston (on the premises of the BSJ).

National Building Code

After intense work, and extensive research over several years, the National Building Code was officially presented to the Prime Minister in October 2009. The National Building Code comprises 11 International Code Council Codes (I-Codes) and the National Electric Code (published by the National Fire Protection Association) and corresponding Jamaican Application Documents specific to various areas of the building industry. The completed documents reflect work by the BSJ, with significant technical input from the Jamaica Institution of Engineers (JIE) and other public and private organizations. These building codes go far beyond regulating the structural integrity of buildings as they provide standards to regulate the planning of buildings for adequate

ventilation, natural light, sanitation, means of egress, density, flood/hazard mitigation, and topography.

A MOU involving UTech, HEART-NTA, the JIE and BSJ for the provision of training to professionals and artisans was also signed in October 2009. The two educational institutions (UTech and HEART-NTA) will coordinate courses for professional students and artisans, the JIE will host training seminars for its membership while the BSJ will target the general public.

The development of a national building control framework to make the National Building Code enforceable is the next step in the process of modernizing and improving quality in the building construction industry⁸. This is to involve the repeal of the Kingston and St Andrew Building Act 1883 and Parish Councils Building Act 1908, which now provide the rules governing buildings in Jamaica and the development and promulgation of a National Building Act.

4.7 Educating the Public

Raising awareness on the importance of standards, quality and related issues remained one of the priorities of the BSJ. Promotional and public education efforts to foster awareness among industry, non-governmental organizations, academia and the wider public on the organization’s role in facilitating trade, protecting consumers and enhancing business competitiveness were effected through activities such as expositions, outdoor promotions, and presentations to stakeholder groups and the public. In addition, information was provided through the print and audio media through advertorials, interviews, time signals, among others. Table 14a presents the major promotional and public education activities organized by the BSJ, while Table 14b presents those activities organized by others in which the BSJ participated.

Table 14a - Activities Organized by the BSJ

Date	Activity
April 2010	Laboratory tours by 35 students and two teachers from the Consumer Science Department of the Anchovy High School in St James
May 2010	Laboratory tours by 40 students from secondary and tertiary institutions (in commemoration of World Metrology Day ‘Metrology Underpinning Economic Development’)
June 2010	Regional Outdoor Promotion (Savanna-la-mar) – part of BSJ’s 40 th Anniversary celebrations
July 2010	BSJ/SRC Annual Science, Technology and Standardization one-week

⁸ Hundreds of buildings crumbled in Haiti when that country was hit by a 7.0-magnitude earthquake on 12 January 2010 while the devastation to buildings was less in Chile when that country was hit by an earthquake with a magnitude of 8.8 on 27 February 2010. The quality of the building code enforced in Chile was given as one of the factors why the destruction was less in that country.

Date	Activity
	summer camps (in Kingston, Montego Bay and Bluefields)
August 2010	Regional Outdoor Promotion (Montego Bay) - part of BSJ's 40 th Anniversary celebrations
October 2010	Discussion session and concert on Climate Change (organized in conjunction with the National Environmental Education Committee and Panos Caribbean for students from Alpha, Holy Trinity, St George's College and Clan Carthy)
March 2010	Exhibition (in conjunction with CAC) at the World Consumer Rights Day celebration under the theme 'Our Money, Our Rights'
March 2010	Regional Outdoor Promotion (Ocho Rios) – part of BSJ's 40 th Anniversary celebrations

Table 14b - Activities Organized by Others

Date	Activity
April 2010	Exhibition at the Creativity Expo (organized by the JIPO as a part of the Intellectual Property Week celebrations)
May 2010	Exhibition at the JBDC Expo 'Your Business, Our Business...How can we help you?'
June 2010	RADA (Rural Agricultural Development Authority) Production and Marketing Organization (PMO) Conference
July - August 2010	Exhibition at the Denbigh Agricultural Show
August 2010	Presentation 'Bureau of Standards Jamaica – A Facilitator of Trade' (at a workshop organized by the Jamaica Trade and Invest for newly registered and potential exporters that was held in Kingston)
	Presentation on role, function, national, regional and international involvement and services offered by the BSJ (to the a 5-member Haitian delegation)
November 2010	Presentation 'Bureau of Standards Jamaica – A Facilitator of Trade' (at a workshop organized by the Jamaica Trade and Invest for newly registered and potential exporters that was held in Mandeville)
	Presentation on the impact of standards on Jamaica's food security [to students and teachers at the College of Agriculture, Science and Education (CASE)]
December 2010	Exhibition at the Rural Economic Development Initiative (REDI) Community Sensitization and Information Workshop (organized by the Jamaica Social Investment Fund (JSIF))

Date	Activity
March 2010	Presentation 'Building Code and Climate Change' at the Climate Change and the Energy Sector Seminar (coordinated by the National Environmental Education Committee and Panos Caribbean)
	Presentation on the Role of the BSJ and Tyres and Tyre Safety (to the Association of Past Members of the Jamaica Constabulary Force)
	Exhibition at Farm Fest 2010 (at the Ebony Park HEART Academy)
	Exhibition at Careers Day 2010 'Multidisciplinary Career Opportunities – Be Prepared' (at the Northern Caribbean University (NCU))

External Training Activities

The BSJ offered structured training activities to 605 industry personnel and professionals during the year under review (see Table 15 for details). Most of the training activities focused on the transfer of knowledge and skills needed to meet the requirements associated with producing quality products and services. All the courses were designed for a specific audience. Some of the courses were aimed at increasing the awareness of industry personnel about quality, environmental and food safety management system standards, labeling requirements for specified products and the importance of measurement in trade. Other courses were aimed at providing quality professionals with the requisite knowledge and tools to assist companies to implement the management systems standards referred to above.

Table 15 - External Training Activities

Date	Activity
14-16 April 2009	ISO 14000 Internal Audit Training Course
15 April 2009	Workshop - Labelling of Pre-Packaged Foods
17 April 2009	Metrology Awareness Seminar - Accurate Measurement in the Trade of Bulk Commodities: Increase Your Bottom Line
22-23 April 2009	ISO 22000 Awareness Session
06 May 2009	Understanding ISO 14001:2004 - Identifying Environmental Aspects and Impacts Training Course
11 & 14 May 2009	Root Cause Analysis & Systematic Corrective Action Training Course
12 May 2009	Process Mapping & Process Internal Audit Training Course
14 May 2009	ISO 9001 Transition Training Course

Date	Activity
18 May 2009	Labelling of Pre-Packaged Goods Seminar
20-22 May 2009	HACCP General Awareness Session
25 June 2009	Standards Compliance Seminar - Regulatory requirements for the Labelling of Pre-Packaged Goods, Appliances, Electronics and Food
7-9 July 2009	Safe Handling and Transportation of Dangerous Goods Training Course
20-22 July	HACCP General Awareness Training Course
27 July 2009	Workshop - CARICOM Standard Specification for Packaged Water
30-31 July 2009	Measurement Uncertainty Workshop
15 September 2009	HACCP Awareness Seminar
29 October 2009	Good Manufacturing Practices Seminar
10-11 December 2009	Root Cause Analysis Training Course
28 January 2010	Block Making Seminar
24-26 March 2010	HACCP General Awareness Training Course
11 & 31 March 2010	Finishing and Finishes Workshop
31 March 2009	Awareness Workshop - CARICOM Standard Specification for Fruit and Vegetable Juices and Drink and Fruit Nectars

4.8 Providing Standards and other Technical Information

The Arnel S. Henry Technical Information Centre (TIC) has an extensive collection of national, regional and international standards for reference purposes and has access to standards in either printed or electronic format including ISO, ASTM, BS (British standards code), EN (European standards code) and JIS (Japanese standards code).

As Figures 6a and 6b illustrate, during the financial year 2009-10, the TIC responded to 1169 enquiries for standards and other technical information from 1213 persons from the public and private sectors, students and the wider public. The number of enquiries addressed during the period under review was approximately 30% more than the previous year. As it relates to the number of persons who made the enquiries, there was an approximately 32% increase over the figure for the previous year. During both financial years, more than 50% of the enquiries were in relation to food, building materials and management system standards.

Figure 6a - Enquiries (by Stakeholder Group)

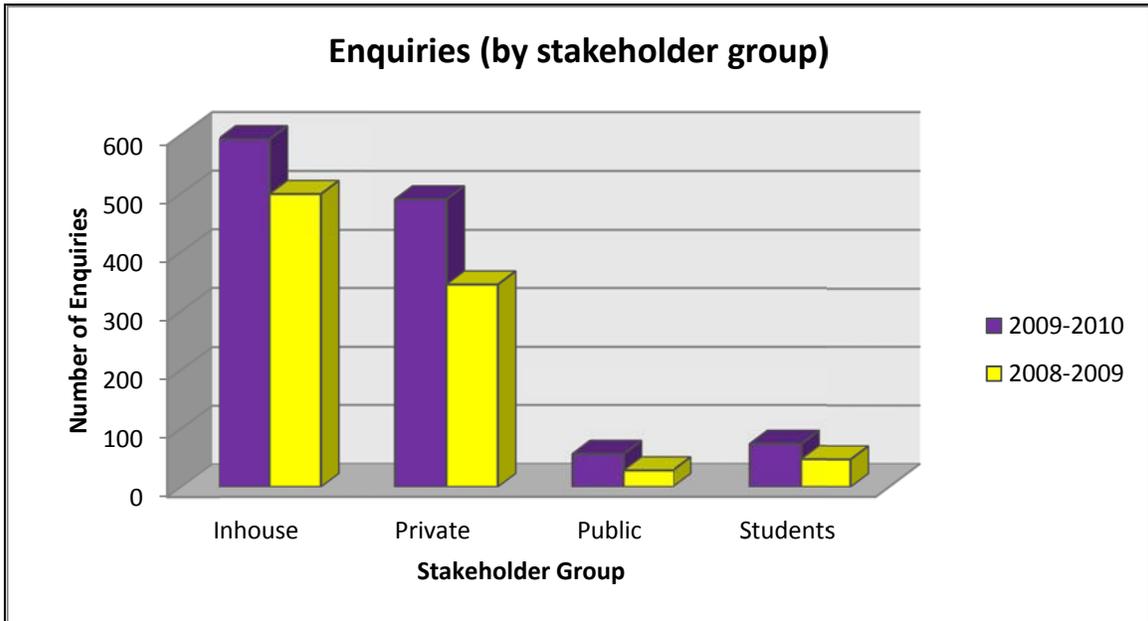
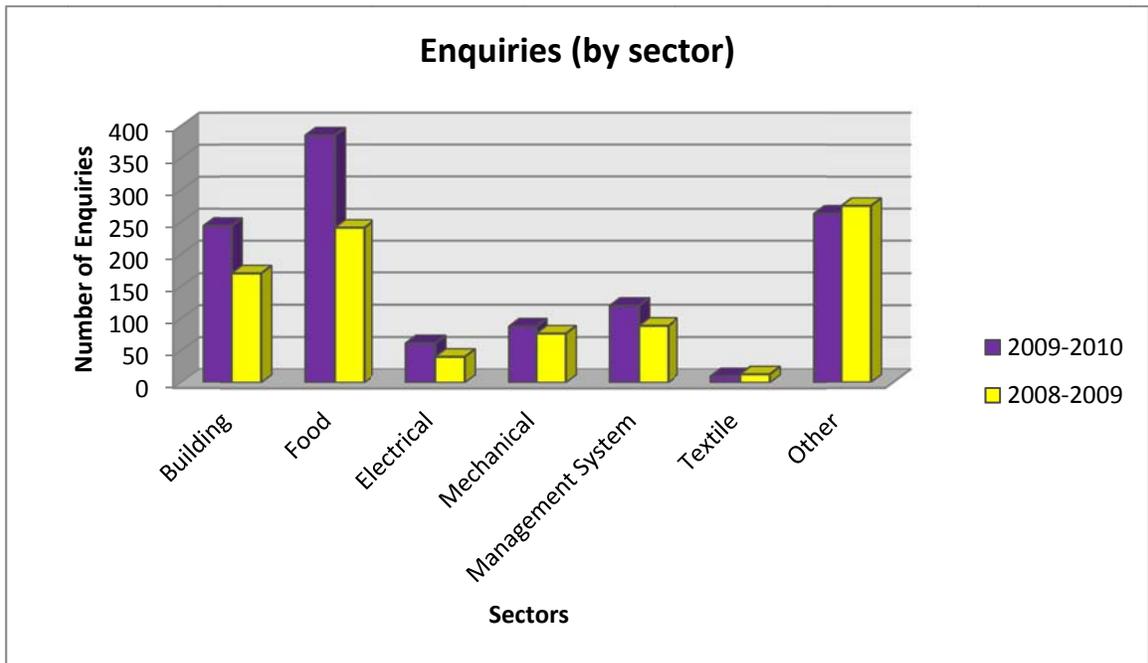


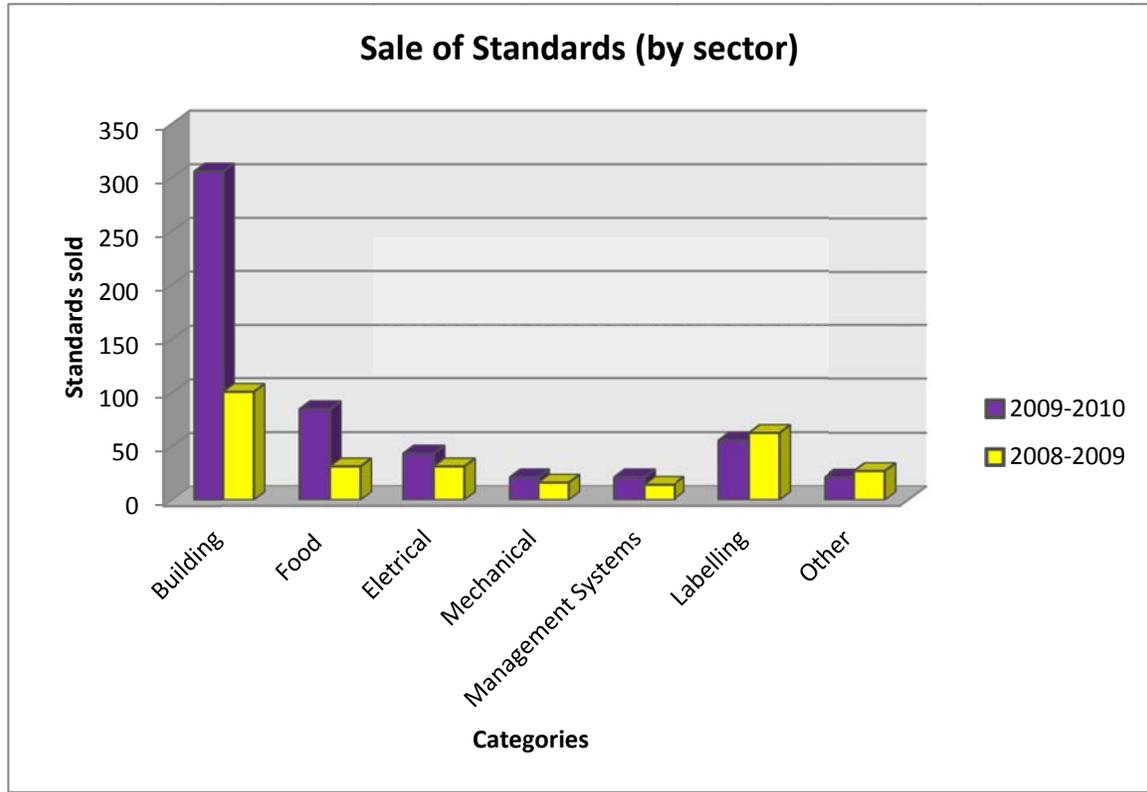
Figure 6b - Enquiries (by Sector)



- **Sale of Standards**

The TIC not only provides access to and information on standards and but also offers them for sale. During the period under review, the TIC sold 551 standards (national and those published by overseas standards organizations). As Figures 7 illustrates, this represented an increase of 96% over those sold during the previous year. During both financial years, more than 60% of the standards sold were in relation to food, building materials and labelling of products.

Figure 7 - Sale of Standards



4.9 Managing Financial Resources

Adjusted Audited Financial Statements

In adopting the International Financial Reporting Standards, namely International Accounting Standards (IAS) 19 Employee Benefits, the BSJ which has a Defined Benefit Pension Plan, is required to recognize the present value of this Plan in its Financials. The amount of the obligation recognized is computed by an actuarial valuation to obtain the present value of expected future payments required to settle the obligation resulting from current and past employee service. The audited financial statements have been adjusted for the purpose of this annual report, disaggregating all amounts relating to the actuarial valuation of BSJ's Pension Plan, in order to provide commentary on the operational activities. Consequently, the amounts of \$494.6M charged to the Balance Sheet in 2008 and expense of \$106.7M and credit of \$109M to the Income Statement in 2009 and 2010 respectively are reflected in Table 16 (Income and Expenditure Statement), Table 17 (Balance Sheet Net for Pension Funds) and Table 18 (Cash Flow).

Income and Expenditure

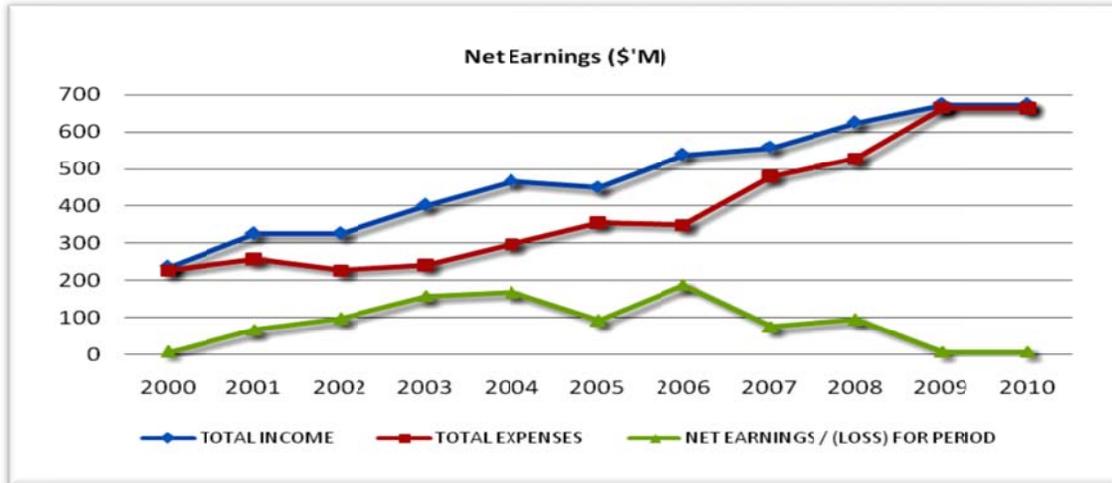
Table 16 - Income and Expenditure Statement

Summary Income & Expenditure Statement				
For the Year Ended March 31, 2008 - 2010				
	NOTES	2008	2009	2010
		\$'M	\$'M	\$'M
INCOME				
Net Standards Compliance Fee		509.2	544.6	539.6
Technical Services Income		68.2	71.3	76.0
Other Income		46.6	57.7	57.1
		114.8	129.0	133.1
TOTAL INCOME		624.0	673.6	672.7
EXPENSES				
Employee Compensation		341.4	417.9	432.5
Travel & Subsistence		22.7	34.0	31.3
Public Utilities		26.0	30.5	34.1
Goods & Services		88.6	129.1	110.4
Grants, Contributions & Membership		9.7	12.5	17.4
Other Expenses		39.8	42.1	39.4
TOTAL EXPENSES		528.2	666.2	665.1
NET EARNINGS / (LOSS) FOR PERIOD		95.7	7.5	7.6
Pension Fund Contribution - Actuarial		0.0	(106.7)	109.0
ADJUSTED NET EARNINGS / (LOSS) FOR PERIOD		95.7	(99.3)	116.6

Net Earnings/(Loss)

The BSJ recorded net operational earnings of \$7.6M for the current year ended 2010, which was a negligible increase from the 2009 amount of \$7.5M.

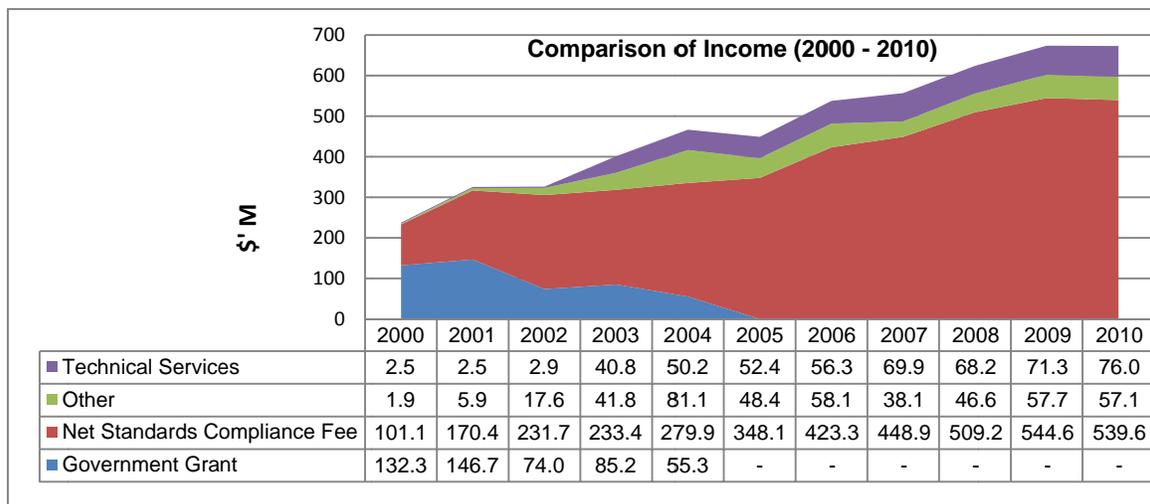
Figure 8 - Net Earnings/(Loss)



Income

Total income for the period was \$672.7M (3.0% below the budgeted amount of \$692.4M), comprising standards compliance fees (\$539.6M) and technical services income (\$76.0M) supplemented by other income (\$57.1M). Net Standards Compliance Fee (\$539.6M) decreased 0.9% below the 2009 figure (\$544.6M). Technical Services income increased by 6% increase \$71M in 2009 to \$76M in 2010. See Figure 9 for details.

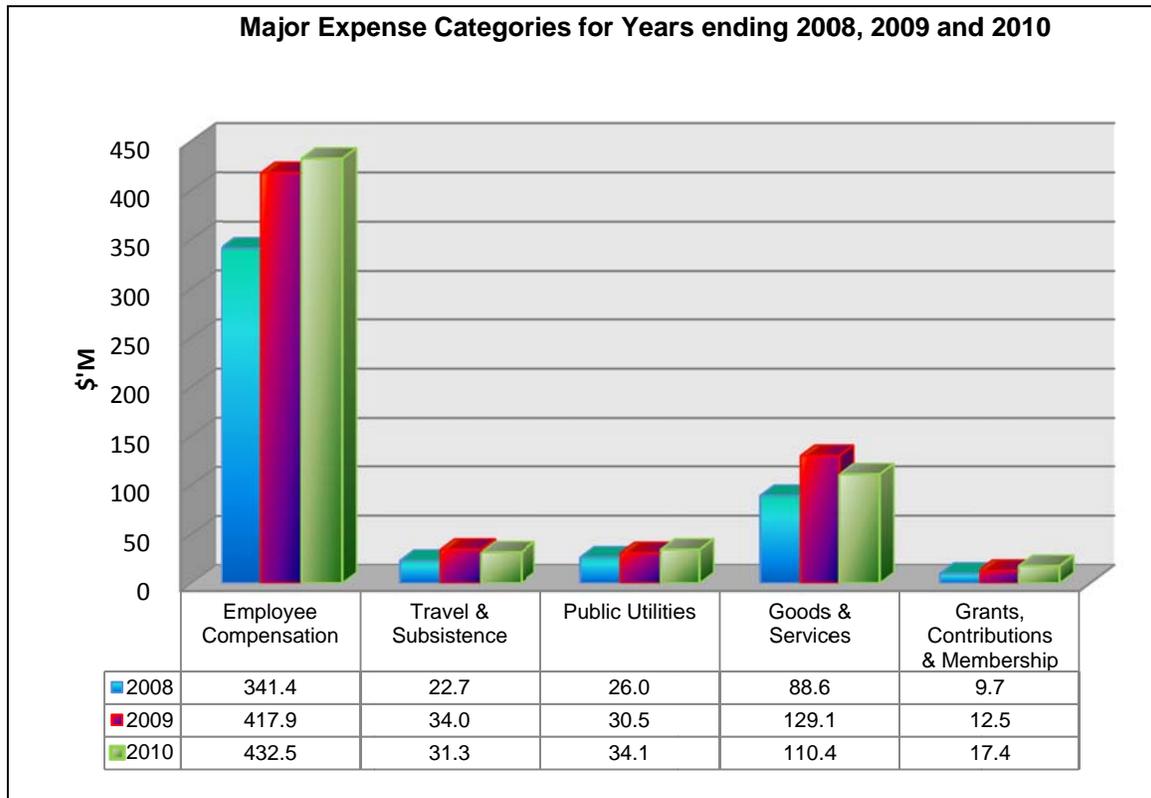
Figure 9 - Comparison of Income



Expenditure

Total recurrent expenditure for the fiscal year ended March 2010 decreased by 0.2% moving from \$666.2M in 2009 to 665.1M and 3% below the budgeted amount of \$687M. The five (5) major operational expense categories which contributed to 2010 expenses are shown in Figure 10 along with comparative figures for 2008 and 2009.

Figure 10 - Major Expense Categories for Years ending 2008, 2009 and 2010



Employee Compensation

In 2009 the BSJ began a restructuring process in order to strategically strengthen the management component and provide guidance in securing sustainable capital. Employee compensation reflected a 3.5% increase from \$417.9M in 2009 to \$432.5M in 2010 as the BSJ continued to strengthen its human resource capacity in response to local and international demand (see Figure 10).

Travel Expenses and Subsistence

This item includes local travel and subsistence as well as international travel expenses and per diem for the BSJ's international representation (Figure 10). It decreased by 8% from \$34.0M in 2009 to \$31.3M in 2010. The main contributors were regional and international representation – fares and per diem – with a decrease of 76%. This was mainly due to funding being sought and received from other standards organizations, to ensure that Jamaica remained active in the regional and international arena.

Public Utility Services

Public utility services increased by 11.5% from \$30.5M in 2009 to \$34.1M in 2010 due to a rate increases from the providers. Expenditure on electricity increased by 8% and telephone by 15% during the period. See Figure 10.

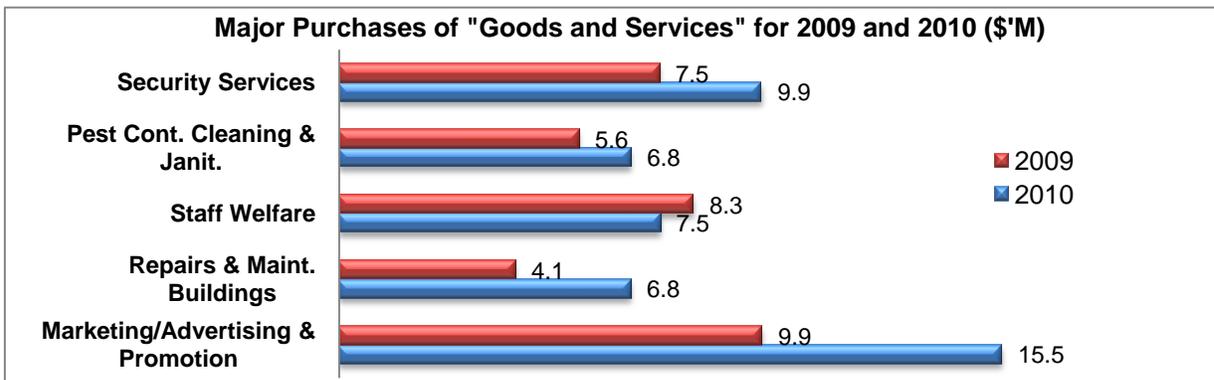
Grants, Contribution & Membership Fees

Grants, Contributions and Membership fees increased by 39% from 12.5M in 2009 to \$17.4M in 2010. This included membership fees to the CROSQ, ISO and other international standards and metrology organizations. See Figure 10.

Goods and Services

Purchase of Goods & Services of \$110M, was 12% below the budgeted amount of \$126M and 14% below the \$129M in 2009 (see Figure 10). In 2009, the difference was caused mainly by a reduction in professional fees. Professional fees incurred in 2009 were associated with the management restructuring process. Other major areas of expenditure in this category are shown in Figures 11.

Figure 11 - Major Purchases for Years ending 2009 and 2010



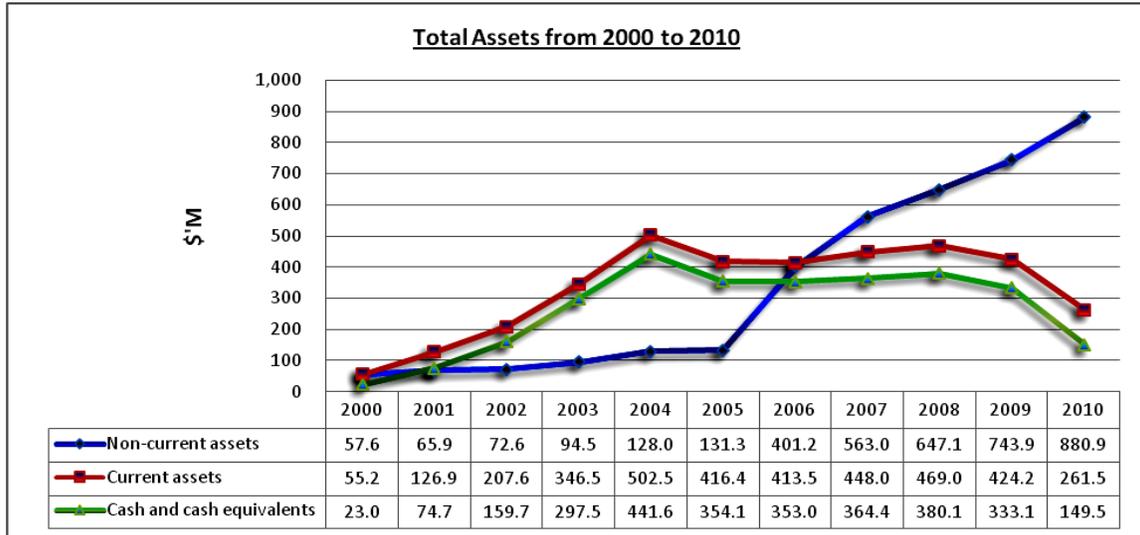
Balance Sheet

Table 17 - Balance Sheet for Pension Funds

BALANCE SHEET AS AT 31 March 2008 - 2010			
	2008	2009	2010
	\$'M	\$'M	\$'M
<i>BALANCE SHEET NET FOR PENSION FUNDS</i>			
ASSETS	1,116.1	1,168.0	1,142.4
Non-current assets	647.1	743.9	880.9
Property, plant and equipment	613.9	706.1	788.4
Investment property	33.2	37.8	92.5
Current assets	469.0	424.2	261.5
Inventories	3.7	5.0	3.9
	2008	2009	2010
	\$'M	\$'M	\$'M
Trade and other receivables	35.0	33.8	49.9
Income tax recoverable	50.1	52.3	58.2
Cash and cash equivalents	380.1	333.1	149.5
EQUITY AND LIABILITIES	1,116.1	1,168.0	1,142.4
Equit	1,002.0	1,039.2	889.4
Capital reserve	428.6	458.4	524.9
Insurance reserve	5.6	7.0	8.4
Revenue reserve	567.8	573.9	356.1
Revenue reserve	1,034.8	1,040.9	1,047.1
Less Funds Allocation	(467.0)	(467.0)	(691.0)
Current liabilities	114.0	128.8	253.0
Special Fund	0.0	0.0	119.4
Trade and other payables	114.0	128.8	133.6
<i>EFFECT ON BALANCE SHEET DUE TO PENSION FUNDS</i>			
ASSETS			
Non-current assets			
Employee Benefits Asset (Pension)	494.6	392.4	505.0
EQUITY AND LIABILITIES	(494.6)	(392.4)	(505.0)
Carry Forward from Expense	0.0	0.0	106.7
Pension Fund Contrib. {Actuarial}	0.0	106.7	(109.0)
Employee Benefit Pension & Health	(467.3)	(467.3)	(467.3)
Employee Benefits Liability	(27.3)	(31.9)	(35.5)
<i>AS PER AUDITED BALANCE SHEET</i>			
ASSETS	1,610.7	1,560.4	1,647.4
EQUITY AND LIABILITIES	1,610.7	1,560.4	1,647.4

Total Assets

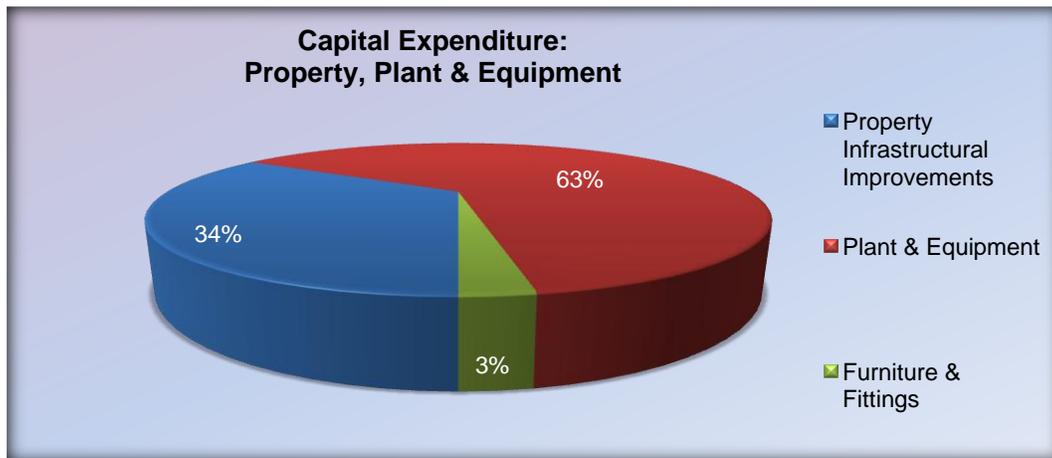
Figure 12 - Total Assets



Total Assets reflected a 2% net decrease from \$1.17B in 2009 to \$1.14B in 2010 (Figure 14). This decrease in Total Assets was mainly as a result of the net effect of:

- I. a 12% or \$82.3M increase in Capital Expenditure: Property, Plant and Equipment from \$706.1 in 2009 to \$788.4M in 2010. Ignoring depreciation, the total asset value procured for the period was 106.8M, distributed as detailed in Figure 15:
 - ✓ Property Infrastructural Improvements - \$36.3M
 - ✓ Plant & Equipment - \$67.5M
 - ✓ Furniture & Fitting - \$3.0M

Figure 13 - Capital Investment: Property, Plant and Equipment



- II. a 38% decrease in current assets, mainly due to the net result of a 47% increase in Trade and Other Receivables from \$33.8M in 2009 to \$49.9M in 2010 and a 55% decrease in Cash & Cash Equivalent from \$333.1M in 2009 to \$149.5M in 2010 (see Table 18).

The 2% decrease in Equity & Liability is the net effect of:

- I. a 38% decrease in Revenue Reserve due to a \$224M allocation of funds to the Government. The amount payable in the short term is reflected in the Current liabilities.
- II. a 96% increase in Current Liabilities from \$128.8M in 2009 to \$253M in 2010 accounted for by the current portion of the allocation payable to the Government via a Cabinet Decision.

Cash Flow

Table 18 - Cash Flow for Years ending 2008, 2009 and 2010

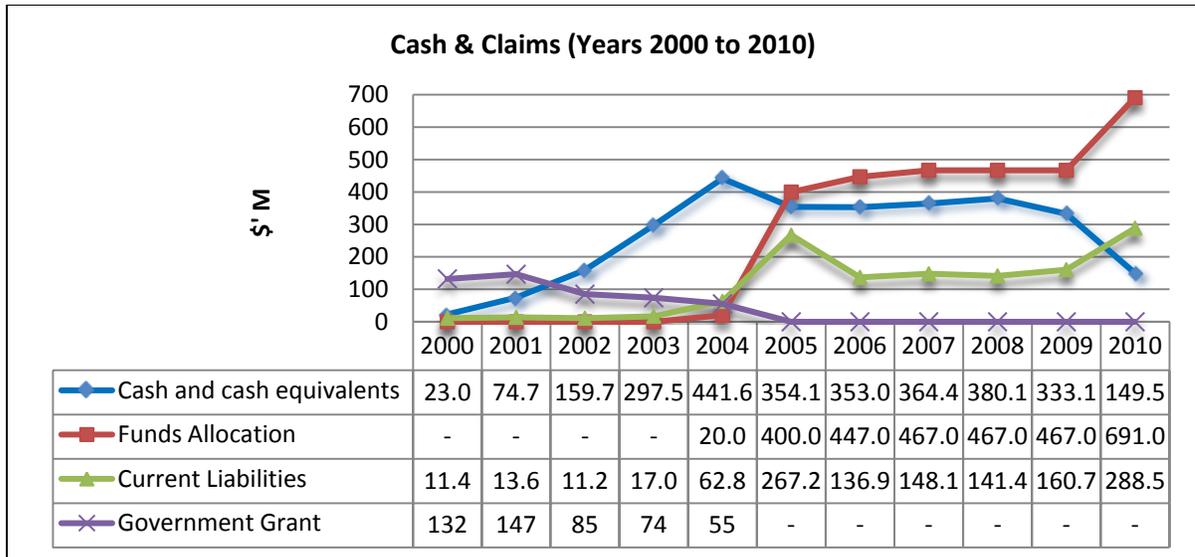
Statement of Cash Flow			
As at 31 March 2008 - 2010			
	2008	2009	2010
OPERATING ACTIVITIES	\$' M	\$' M	\$' M
Surplus for the year	95.7	(99.3)	116.6
Employee Benefit (Actuarial)	-	106.7	(109.0)
Adjusted Surplus for the year	95.7	7.5	7.6
Non-cash items included in surplus for year	(16.1)	(19.6)	(25.8)
Operating cash flows before movement in working capital	79.7	(12.2)	(18.2)
Cash inflow / (outflow) from Working Capital	20.3	9.1	(11.0)
Cash generated by operations	100.0	(3.1)	(29.1)
Cash Inflow / (outflow) from Income Tax	(0.0)	(2.2)	(5.1)
Net cash flow from operating activities	100.0	(5.2)	(34.2)
INVESTING ACTIVITIES			
Net cash flow from / (used in) investing activities	(24.1)	(43.2)	(44.5)
FINANCING ACTIVITIES			
Net cash used in financing activities	(65.2)	-	(104.6)
Net Increase / (decrease) in Cash & Cash Equivalence	10.7	(48.5)	(183.3)
CASH AND CASH EQUIVALENTS at start of year	364.4	380.1	333.1
Foreign Exchange Gain	5.0	1.4	(0.2)
CASH AND CASH EQUIVALENTS at end of year	380.1	333.1	149.5

The funds held by the BSJ reflected amounts accumulated to ensure the entity remained "Self Sufficient". (See Figure 14). This therefore allowed the BSJ to:

- 1) Strategically plan for asset replacement and purchase. Internationally the laboratories of standards organizations utilize costly, specialized equipment. The BSJ therefore had to strategically procure to ensure their continued functionality and to remain internationally accredited.

- 2) Be sufficiently liquid to be able to match any funding being accessed from available international grants.
- 3) Provide a hedge in the event that there was a shortfall in income.
- 4) Undertake infrastructure upgrade.

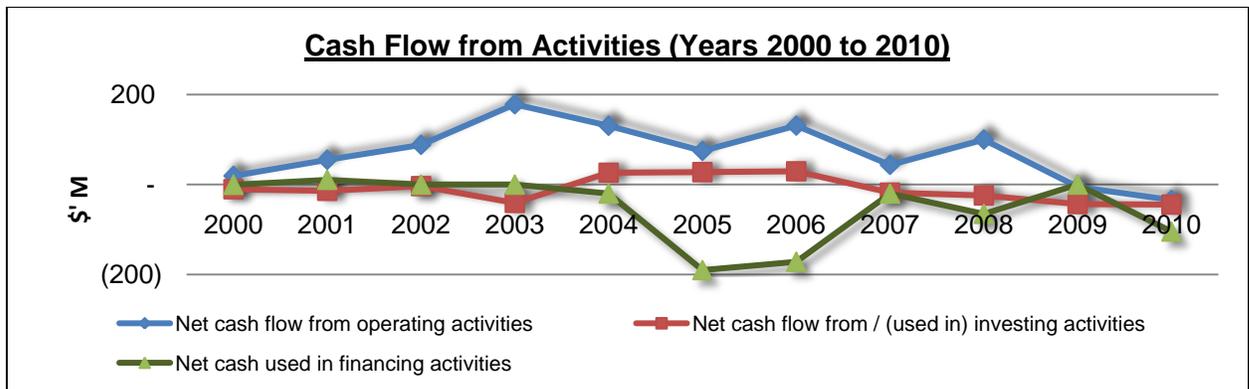
Figure 14 - Accumulated Cash & Claims



The BSJ has consistently produced a positive net cash flow from its operations of over \$50M within the last ten years, except in 2000, 2009 and 2010. These funds are necessary for capital purchases and replacement, infrastructure upgrade to ensure certification and accreditation of laboratories, and to supplement seasonal operational deficits.

The BSJ actively and aggressively practices working capital management by seeking to use only the funds from investments to meet its Capital commitments as shown in the graph (Figure 15). Cash holdings accumulated along with grant funding was secured for major upgrade projects.

Figure 15 - Cash Flow 2000 – 2010



5.0 Emoluments and Compensation for Directors

Table 19a - Emoluments for the Senior Executive

This table details the emoluments for the senior executive at the BSJ.

Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Fully Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Executive Director	7,500,000	-	-	120,000	-	-	-	7,620,000
Senior Director, Technical Services	6,216,210	-	241,885	796,500	-	-	-	7,254,595
Director, Engineering (with eff. 05 Oct. 2009)	2,179,794	-	-	389,685	-	-	-	2,569,480
Director, Standards (with eff. 02 November 2009)	1,796,325	-	-	331,875	-	-	-	2,128,200
Director, Regulatory (with eff. 05 October 2009)	2,122,930	-	-	389,685	-	-	-	2,512,615
Director, Human Resources (with eff. July 20, 2009)	3,030,323	-	-	556,694	-	-	-	3,587,016
Director, Science & Technology (with eff. Jan 1, 2010)	1,153,103	-	-	199,125	-	-	-	1,352,228
Manager, Metrology & Testing: Analytical Services (until Dec. 2010)	3,018,514	-	172,401	597,375	-	-	-	3,788,290
Manager, Finance & Accounting Services	3,591,258	668,955	138,825	796,500	-	63,109 (vacation)	-	5,258,646
Manager, National	3,428,722	-	140,728	796,500	-	-	-	4,365,950

Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Fully Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Certification Body of Jamaica								
Manager, Standards Development & Certification	3,522,214	1,922,004	145,176	796,500	-	-	-	6,385,894
Manager, Inspectorate	3,621,917	731,230	148,183	796,500	-	95,854 (vacation)	-	5,393,685
Manager, Metrology & Testing: Engineering Services	2,845,709	-	129,633	796,500	-	287,321 (acting)	-	4,059,163
Manager, Information (Acting)	1,722,633	-	118,391	796,500	-	1,275,599 (acting)	-	3,913,123
Manager, Marketing	3,374,544	-	-	796,500	-	-	-	4,171,044
Manager, Property Projects	2,740,740	-	103,144	796,500	-	199,827 (acting)	-	3,840,210
Manager, Human Resources	2,271,601	-	117,259	796,500	-	1,055,079 (acting)	-	4,240,440
Manager, Quality & Environmental Systems (with eff. 17 August 2009)	1,941,088	-	-	496,742	-	-	-	2,437,830
Legal Officer/Corporate Secretary	3,931,808	-	161,571	796,500	-	-	-	4,889,879
	60,009,431	3,322,190	1,617,195	12,041,806	-	2,976,789	-	79,967,412

Table 19b - Compensation for Directors (Standards Council Members)

This table details the compensation for directors (Standards Council Members) of the BSJ.

Position of Director	Fees	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle	Honoraria	All other Compensation including Non-Cash Benefits as applicable	Total
Chairman, Standards Council	260,500	-	-	-	260,500
Chairman, Human Resource Committee	195,000	-	7,000 ⁹	-	202,000
Standards Council Member up to October 2009	7,500	-	-	-	7,500
Standards Council Member	220,000	-	7,000 ¹⁰	-	227,000
Chairman, Audit & Risk Management Committee	117,000	-	-	-	117,000
Chairman, Standards & Technical Committee	119,500	-	-	-	119,500
Standards Council Member	55,500	-	-	-	55,500
Standards Council Member	33,000	-	-	-	33,000
Chairman, Projects & Development Committee	145,500	-	-	-	145,500
Standards Council Member	48,000	95,760 ¹¹	-	-	143,760
Vice Chairman, Standards Council & Chairman, Finance Committee from 06 July 2009	65,500	-	-	-	65,500
Vice Chairman, Standards Council & Chairman, Finance Committee up to 05 July 2009; Standards Council Member from 06 July to September 2009	14,500	-	-	-	14,500
Standards Council Member	70,000	-	-	-	70,000
TOTAL	1,351,500	95,760	14,000		1,461,260

⁹ Honorarium for serving as an Examiner on the NQA Examiners' Board.

¹⁰ ibid

¹¹ This Council Member lived outside the corporate area and as such his compensation included mileage allowance.

Staff Training & Development Activities (Local)

Date	Activity
April 2009	ISO 22000 Awareness Training Course
	Standby Generator Maintenance
	ISO 14000 Internal Audit Training Course
	Workplace Hazards
	ISO14000 Environmental Management System Workshop
May 2009	Root Cause Analysis & Systematic Corrective Action Training Course
	Process Mapping & Process Internal Audit Training Course
	HACCP General Awareness
	Project Management Training Course
May - June 2009	Proof-Reading & Editing Training Course
June 2009	Present & Future Innovative Uses of Concrete & Concrete Products
July 2009	Measurement Uncertainty Workshop
August 2009	Safe Handling and Transportation of Dangerous Goods
	AutoCAD (Computer Aided Design) Training Course
	Control of Electronic Documents
August - September	Public Speaking
September 2009	Document Control Procedures and Communications of QEMS
	Training in Maintenance of the Electricity Meter Test Bench
	Instrumentation (Agilent 7500 ICP-MS Hardware & Software) Training Course
	Manage & Maintain a Windows Server 2003 Environment
October 2009	GC MS Operations & Applications
	Meat Processing
	Training Course - Install, Configure and Administer MS Windows XP Professional
	Good Manufacturing Practices
	Food Safety Management Seminar (Fish)
November 2009	Training Course - Implement, Manage & Maintain a MS Windows Server 2003 Environment
	Wines & Spirits Seminar
	Succession Planning & Talent Management
	Raising the Bar on Customer Service
November - December 2009	20 Milestone for Accreditation
January 2010	Motor Vehicle Engine Systems Training Course
February 2010	Natural Juice Processing
	Documenting Your QMS for Accreditation
	JASAP (Jamaica Association of Secretaries and Administrative Professionals) Annual Seminar 'Changing Times...Changing Minds'
March 2010	Principles and Practices of Direct Customer Interface
	Microsoft Excel (Level 1)
	Customer Service Training Course

Staff Training & Development Activities (Overseas)

Date	Activity	Location
April 2009	Supervised qualification audits - ISO 9001:2008 Quality Management Systems Requirements	Florida, USA
	14 th CROSQ Council Meeting and CROSQ/PTB Planning Workshop and related activities	Kingstown, St Vincent & the Grenadines
May 2009	2009 COPANT General Assembly and Workshop 'Technical Standards, Energy Efficiency and Renewable Energy'	Santo Domingo, Dominican Republic
	37 th Session of the Codex Committee on Food Labeling (CCFL) and Working Group Meeting for the Implementation of the WHO Global Strategy on Diet, Physical Activity and Health	Calgary, Canada
	Supervised qualification audits - ISO 9001:2008 Quality Management Systems Requirements	Florida, Michigan, and Pennsylvania, USA
	Project Monitoring Group (PMG) Meeting for CROSQ/IDB-MIF Technical Cooperation Project "Promoting Small & Medium Sized Enterprise Competitiveness in the Caribbean through Technical Standards" (SME Project)	Georgetown, Guyana
June 2009	14 th CROSQ Technical Management Committee (TMC) Meeting	Bridgetown, Barbados
August 2009	Western Hemisphere Delegates Colloquium, a Forum for Members of the Coordinating Committee for Latin America and the Caribbean (CCLAC)	Florida, USA
	ISO Workshop on Conformity Assessment Infrastructure Supporting Trade	Castries, St Lucia
	Mass Intercomparison Workshop [at Laboratoria Costarricense de Metrologia (LACOMET)]	San José, Costa Rica
	Fresh Fruit and Vegetable Standardization Workshop	Virginia, USA
September 2009	Training Course on "Inductively Coupled Plasma Mass Spectrometry (ICPMS)" [at Agilent Technologies Inc.]	Missouri, USA
September - October 2009	15 th CROSQ Council Meeting and related activities	Bridgetown, Barbados
October 2009	ASTM Standards Expert Exchange Programme (SEEP)	Pennsylvania, USA
	ISO Regional Workshop on the Role Standards in Economic Development & Trade	Port of Spain, Trinidad & Tobago
November 2009	ISO Regional Workshop on Social Responsibility	San José, Costa Rica
	CROSQ 1 st Stakeholder Dialogue Workshop on Strengthening Caribbean Cooperation towards Standards and Quality	Bridgetown, Barbados
December 2009	9 th Editorial Committee Meeting of CROSQ Project Monitoring Group Meeting for the CROSQ/IDB SME Project	Castries, St Lucia
February 2010	CROSQ 2 nd Stakeholder Dialogue Workshop on Strengthening Caribbean Cooperation towards Standards and Quality	Bridgetown, Barbados

Date	Activity	Location
	Calibration of Weighing Machines according to SIM WG W7/cg-01/v.00 Workshop	Port of Spain, Trinidad & Tobago
March 2010	10 th CROSQ Editorial Committee Meeting	Bridgetown, Barbados
	Workshop on Assessment of Laboratory Competence (ISO/IEC 17025) for Lead and Technical Assessors	
	SIM Time and Frequency Workshop and Planning Meeting	Lima, Peru
	Regional Workshop on Force Measurements	Bogota, Colombia
	Verification of Fuel Dispensers Workshop and CARIMET Meeting	Georgetown, Guyana

National Technical Committees

Technical Committees are responsible for the development and review of standards. Our Technical Committee members are the lifeblood of standardization. They willingly give their time and expertise to advance the principles and practices of standardization. The table below presents the active national technical committees, the standards that were being developed, adopted or reviewed, their members and the entity/association which they represented during the period April 2009 to March 2010.

Technical Committee & Standards	Names of Committee Members	Organization/ Association
Baked Products <i>Revision of JS 145:1985 Breads and Rolls</i>	Mr. Gerry Chambers (Chairman)	Hilton's Bakery Ltd.
	Ms. Ereca Peart (Recording Secretary)	Kraft Foods Jamaica
	Mr. Winston Piper (Technical Secretary)	UTech, Jamaica
	Ms. Paulette Brown	Bakers Association of Jamaica
	Mr. Horace Lue	St. James Bakery
	Ms. Navenia Wellington (Facilitator)	BSJ
Botanical Cosmetics (CROSQ Regional Technical Sub-Committee) <i>Development of CARICOM Regional Standard Specification for Botanical Cosmetics</i>	Mr. Donald Hinds (Chairman)	Food Storage & Prevention of Infestation Division (FSPID)
	Dr. Lawrence Williams (Vice Chairman)	SRC
	Mrs. Yvonne Bailey-Shaw	
	Mr. Everith Smith	Federated Pharmaceuticals Co. Ltd.
	Ms. Mary Dawes	HEART/ NTA School of Cosmetology
	Mrs. Bevene Alvaranga	National Association of Hair Dressers & Cosmetologists
	Mrs. Janice Smith-Shirley	
	Ms. Karen Miller	BSJ
	Mrs. Vonetta Nurse Thompson (Facilitator, Technical Secretary)	
Building & Associated Materials <i>Revision of JS 35: 1998 Jamaican Standard Specification for Hollow concrete blocks, JS 133: 1999 Jamaican Standard Specification for Ready-mixed concrete and JS 124: 2000</i>	Mr. Delroy Christie (Chairman)	Telawney Aggregates Ltd.
	Mr. Rudolph Dawkins (Technical Secretary)	
	Mr. Ken Strachan	Caribbean Cement Company Ltd. (CCCL)
	Ms. Larissa Smith	
	Mr. Anthony Morgan	Caribbean Stone Industries Ltd.
	Mr. Garth Martin	Concrete Blocks & Aggregate
	Mr. Steve Malcom	National Consumers League
	Mr. Dwight McKoy	Jamaica Premix
	Ms. Marjorie Paul	Black's Block Factory & Quarry
	Mr. Derryck Penso	Somerset Enterprises Ltd.
	Kesseta Scott (Facilitator)	BSJ

Technical Committee & Standards	Names of Committee Members	Organization/ Association
<i>Jamaican Standard Specification for Aggregates for concrete</i>		
Cement	Mr. Victor Douse (Chairman)	University of the West Indies (UWI)
<i>Development of JS 303 Jamaican Standard Physical Test Methods for Hydraulic Cements</i>	Ms. Marva Blankson (Vice-Chair)	UTech, Jamaica
	Mr. Junior Gordon (1st Technical Secretary)	
	Mr. Errol Salkey	Alumina de Caribe
	Mr. George Blackwood	
	Mr. Desmond Young	JIE
	Mr. Steve Malcolm	National Consumers League
	Mr. Jaleel Handel	Title City & Home Centre
	Mr. Gordon Hutchinson	JENTECH Consultants Ltd
	Mr. David Allen (2nd Technical Secretary)	
	Mr. Dwight McKoy	Jamaica Premix Company Limited
	Mr. Melbourne Lyn-Cook	CCCL
	Ms. Elaine Edwards (Facilitator)	BSJ
	Coconut Water	Mr. Donald Hinds (Chairman)
<i>Development of CARICOM Regional Standard Specification for Packaged Natural Coconut Water and Code of Practice for Packaged Natural Coconut Water</i>	Dr. Donna Minott-Kates (Vice-Chair)	UWI
	Ms. Jacqueline Morgan (Recording Secretary up to June 2009)	Heart Rinse
	Mr. Pash Fuller	Consumer Affairs Commission (CAC)
	Mrs. Marchelle Turner-Pitt	Ministry of Health & Environment
	Mr. Vaughn Barnaby	RADA
	Mr. Anthony HoSang	Bonfire Farms
	Mr. Leo Stone	Magnacorp Investments Ltd.
	Mr. Lorrel Palmer	Nu-Taste
	Mr. Sean Black	Caribbean Agri-Business Association
	Ms. Bernadette Ambrose	
	Mrs. Vonetta Nurse Thompson (Facilitator, Technical Secretary, Recording Secretary)	BSJ
	Detergents and Soaps (Phosphates)	Mr. Eglon Stewart (Chairman)
<i>Revision of JS 73:1992 Synthetic laundry detergent powder</i>	Ms. Betsy Bandy (Recording Secretary)	National Environmental & Planning Agency (NEPA)
	Mrs. Paulette Kolbusch (Technical Secretary)	
	Ms. Andrea Jones	
	Mr. Dillard Knight	
	Mr. Oswald Chinkoo	
	Mr. Carlton Stewart	National Consumers League

Technical Committee & Standards	Names of Committee Members	Organization/ Association
	Ms. Audrey Whitely	Zep Products Ltd.
	Mrs. Racquel Chambers	CAC
	Ms. Michelle Watts	Water Resources Authority
	Andreas Haiduk	
	Mr. Hugh Wellington	Ecolab Ltd.
	Mr. Mitkov Vutchkov	International Centre for Environmental & Nuclear Sciences (ICENS), UWI
	Mr. Ralston Fisher	Quality Chemicals Ltd.
	Mr. Calvert Selby	National Water Commission (NWC)
	Ms. Bridget Lawrence	
	Ms. Claudia Bess	
	Ms. Lorraine Robinson	Versachem International Ltd.
	Ms. Denise Haiduk	Ministry of Health & Environment
	Mr. Leonard Smith	
	Mr. Kenol Vertus	Shirlhome Chemicals Corp Ltd.
	Mr. Lloyd Graham	Shell Chemicals
	Mrs. Judy-Mae Mitchell-Merrick	
	Mr. Anthony Greenaway	UWI
	Mr. Courtney Leckie	Klean World Chemicals Ltd.
	Ms. Julia Brown	SRC
	Ms. Shanti Persaud	Jamaica Bauxite Institute
	Mr. Trevor Clarke	Lascelles Merchandise Ltd.
	Mr. Wayne Kirkpatrick	
	Mr. Devon Gardner	NCU
Mr. Maurice Jones	Fluid Systems Eng.	
Ms. Melissa March	Grace Kennedy and Company (GKCo) Ltd.	
Ms. Tanesha Williams (Facilitator)	BSJ	
Drinking Water System Components <i>Adoption of the ANSI/ NSF 61- 2007A: Drinking water system components: Health effects</i>	Dr. Homero Silva (Chairman)	PAHO/WHO
	Mr. Steve Malcolm	National Consumers League
	Mr. William Broughton	Ministry of Health and Environment
	Mr. Eustace Smith	SRC
	Ms. Bridgette Lawrence-Blake	NWC
	Professor Anthony Greenaway	UWI
	Ms. Christine Fray-Aiken	
	Mr. Gary Walters	JIE
	Mr. Ian Levy	Ian K (Agencies) Ltd.
	Mr. Matthew Levy	
	Ms. Tanesha Wallace	BSJ
	Mr. Carlton Thomas (Technical Secretary)	
	Ms. Kesseta Scott (Facilitator/Recording Secretary)	
	Electrical Practices and Products <i>Adoption of International Standards - Electric</i>	Mr. Ray Campbell (Chairman)
Mr. M. Tai (Vice-Chair)		SPECOM Ltd.
Mr. Andrew Hunter (Technical Secretary)		Pepsi Cola Jamaica
Mr. Winston Smith		Cable and Wireless (C&W)
Mr. Solomon Burchell		General Electrical Inspector

Technical Committee & Standards	Names of Committee Members	Organization/ Association
<i>Fence Regulations - IEC 60335-2-76, Development of Ministerial Order for the Installation of Electric Fences</i>	Mr. Jessel H. Dunstan	J. H. Dunstan & Associates Ltd.
	Mr. Wilfred Roberts	Source Technology
	Mr. Errol Dennis	Dentronix Ltd.
	Mr. Desmond Bennett	Independent
	Ms. Lesline Smith	Caribbean Cable Company Ltd.
	Mr. Roosevelt DaCosta	JIE
	Mrs. Elaine Edwards (Facilitator)	BSJ
Grades and Standards <i>Development and revision of Ministry of Agriculture (MOA) industry standards with the possible intention for them to be declared National Standards</i>	Ms. Patricia Lyttle (Chair/Technical Secretary)	Ministry of Agriculture and Fisheries
	Mr. Delmar Rhodes	
	Mr. Digby Scott	
	Mr. Joseph Alder	RADA
	Mr. Vaughn Barnaby	
	Mr. Byron Henry	
	Mr. Russel Parker	National Meat and Food Distributors
	Mrs. Sharon McFarlane	FSPID
	Ms. Tanesha Williams - Facilitator	BSJ
Industrial Chemicals and Allied Products <i>Revision of JS 268 Jamaican Standard Specification for Bituminous materials</i>	Mrs. Racquel Chambers (Chairman)	CAC
	Mrs. Yvonne Barrett-Edwards (Vice-Chair)	Ministry of Energy, Mining and Telecommunications
	Mr. Fitzroy Vidal	
	Mr. Dave Grant	
	Mr. Gladston Ivey (Technical Secretary)	Petrojam
	Mr. L. Jarrett	
	Mr. Errol Edwards	Jamaica Gasoline Retailers Association (JGRA)
	Major G. Virgo	UTech, Jamaica
	Mr. Rohan Campbell	Chevron Jamaica Ltd.
	Mr. Horace Cochrane	
	Mr. David Sterling	
	Ms. Paulette Hemmings	Transport Authority
	Mr. Paul Reid	Petcom
	Mr. Carmen Chen	United Petroleum Ltd.
	Mr. Andrew Grahame	Esso
	Mr. David Harrison	Total Jamaica Ltd.
	Dr. D. Riley	SRC
	Mrs. Camille Tyson-Young	Petroleum Cooperation of Jamaica (PCJ)
	Ms. Lilieth Nelson	UWI
	Mr. John Hanson	National Consumers League
	Mr. James Kerr	BSJ
	Mrs. Karen Watson-Brown	
	Mr. Earle Stewart	
	Mr. Tyrone Henry	
	Ms. Andrene Phillips (Recording Secretary)	
	Ms. Tanesha Williams (Facilitator)	

Technical Committee & Standards	Names of Committee Members	Organization/ Association
Information Communication Technology <i>Vote on ISO/IEC JTC-1 Standards and identify international standards to be adopted or adapted as National Standards</i>	Dr. Patrick Dallas Chairman	Central Information Technology Office – Government of Jamaica (CITO)
	Mr. Nigel Henry (Vice Chairperson)	Jamaica Computer Society
	Ms. Vitra A. Gopee (Recording Secretary)	Info Tech Caribbean (Jamaica) Ltd.
	Mr. Luz Johnson	Heart Trust/NTA
	Mr. Stuart King	Irie Tools
	Ms. Maxine Brown	PriceWaterhouse Coopers
	Mr. Gordon Webster	
	Mr. Samuel Prince	
	Ms. Kadian Murray	Former C&W Customer Service Representative
	Mr. Dave Johnson	Clarendon Skills Training
	Mr. Carl Gordon	Ministry of Industry, Investment & Commerce
	Mr. Robert Findley	Maths Supreme
	Mr. Michael Terrelonge	FocalPoint Consulting Limited
	Ms. Marlene Hines	Ministry of Education
	Mr. Rohan Ramsay	LIME
	Ms. Kimmin Smith	Ralph Chen & Associates
	Mr. Ralph A. Chen	
	Mr. Ian Bailey-Harris	New Horizons
	Ms. Dionne Palmer	Technology Innovation Centre
	Mr. George A. Brown	Betting, Gaming & Lotteries Commission
	Mr. Ricardo Williams	Mona School of Business, UWI
	Mr. Arnold Cooper	dotTech ICT Training & Consultants Co. Ltd.
	Mr. Milverton Moore	Independent
	Mr. Dean Smith	Independent
	Ms. Keisha Syblis	Independent
	Mr. Charles Heholt	Amazing PC
	Mr. Gladstone Rose (Technical Secretary)	BSJ
	Mr. Ajani Blake (Facilitator)	
National Mirror Technical Committee for ISO 26000 Social Responsibility <i>Development of ISO 26000 Social Responsibility (including voting and making comments at various of its development)</i>	Mrs Bridgette Levy (Interim Chair)	UWI
	Mrs. Ann Marie Smith	SRC
	Ms. Aldrie Henrylee	UWI
	Mr. Eric D. Schoburgh	
	Mr. Carlton Stewart	National Consumers League
	Ms. Christine Harris	NEPA
	Ms. Dawn McNeil	UTech, Jamaica
	Dr. Janet Lawrence	Caribbean Agricultural Research and Development Institute (CARDI)
	Mr. Edward Chin-Mook	Small Business Association of Jamaica (SBAJ)
	Ms. Sasha Shillingford	Fair Trading Commission (FTC)
	Mr. Donovan McLaren	Independent
	Ms. Jeanne Robinson	Insurance Company of the West Indies

Technical Committee & Standards	Names of Committee Members	Organization/ Association
		(ICWI)
	Mrs. Jean Smith	Jamaica Exporters Association (JEA)
	Ms. Kloa Bell-Lewis	Churches Cooperative Credit Union of Jamaica
	Mrs. Racquel Chambers	CAC
	Ms. Sharon Bowie	Urban Development Corporation (UDC)
	Mr. Kavan Gayle	Bustamante Industrial Trade Union (BITU)
	Miss Fay Bailey	BSJ
	Ms. Sheryl Mullings	
	Ms. Tanesha Williams (Facilitator)	
National Mirror Technical Committee for ISO/TC 228 Tourism and Related Services <i>Review and comment on ISO standards under development.</i>	Mrs. Rose Marie Headley-Smith (Chairman)	Tourism Product Development Co. Ltd. (TPDCo.)
	Ms. Suzette Edwards	
	Mrs. Ann Marie Rodriguez	
	Mrs. Deanne Keating-Campbell (Vice-Chairman)	
	Captain Winston Reid	
	Captain Anthony Brown	
	Mrs. Lavern Kerr-Harvey	National Council on Technical Vocational Education and Training (NCTVET)
	Mr. Ludlow Thompson	
	Mrs. Winsome Belnavis	New Lifestyle Health Spa
	Mrs. Sharon Paris-Chambers	Resort & Day Spa Association
	Mrs. Noriel Jacobs-Gray	NCU
	Ms. Cherisse Pink	Super Club - Grand Lido Braco
	Mr. Leonard Smith	Ministry of Health and the Environment
	Mr. Stephen Phillips	Half Moon Hotel & Spa
	Mrs. A. Johnson Heron	Ministry of Tourism
	Ms. Tina Williams	
	Dr. Carolyn Gayle	UWI
	Mr. Pash Fuller	CAC
Ms. Tanesha Williams (Facilitator)	BSJ	
National Mirror Technical Committee for ISO/TC 93 Starch (including derivatives and by-products)	Dr. Andrew Pearson (Chairman)	UWI
	Dr. Roy Porter	
	Ms. Joy Spence	J. Wray and Nephew
	Mrs. Christine Fray-Aiken	UTech, Jamaica
	Ms. Sharmaine Edwards	Ministry of Health and the Environment
	Dr. Cliff Riley	NCU
	Ms. G. Sessing	West Indies Paper and Pulp Ltd.
	Ms. D. Ladiley	VAP
	Ms. Sardia Morgan	SRC
	Ms. Audrey Morris	Caribbean Food and Nutrition Institute (CFNI)
	Mrs. Janet Rankine Henry (Facilitator)	BSJ
	Mr. Ajani Blake (Facilitator)	

Technical Committee & Standards	Names of Committee Members	Organization/ Association
Labelling (CROSQ Regional Technical Committee) <i>Revision of the CARICOM Standard for the Labelling of Aerosol Insecticides, Labelling of Prepackaged Goods & Labelling of Prepackaged Foods</i>	Mr. Wayne Stewart (Chairman)	Dunlop Corbin Communications Ltd.
	Mr. Roy Banarsee	Summit Marketing Ltd.
	Mrs. Yvonne Haynes	Independent
	Mr. Pash Fuller	CAC
	Ms Lehonie Francis	GKCo. Ltd.
	Ms Roxanne Miller	Dunn Cox
	Ms Audrey Morris	CFNI
	Mr. Boswell Ivey	Mona School of Business, UWI
	Ms. Kolleen Russell	Consumer Brands Co. Ltd.
	Mr. David Gaynair	Jamaica Manufacturers' Association (JMA)
	Mr. Ryan Strachan	W. A. Consulting
	Mr. Rolando Parkes Mrs. Vonetta Nurse Thompson Facilitator, Technical Secretary, Recording Secretary Mrs. Karen Watson-Brown (Co-Facilitator)	BSJ
	National Food Standards <i>Revision of JS 61:1977 Jamaican Standard Specification for Coffee, JS 84:1988 Ketchup/CARICOM Standard Specification for Ketchup, Development of CARICOM Standard Specification for Honey and Jamaican Standard Specification for the Production of Processed Food utilizing the HACCP Principles (General)</i>	Mr. Omar Manasseh (Chairman)
Ms. Donna Bromfield (Vice-Chair)		Southern Fruits & Food Processors
Mrs. Madeen Miller (Technical Secretary)		SRC
Mrs. Denyse Perkins		Walkerswood Caribbean Foods
Ms. Laura D. Richards		CFNI
Mrs. Audrey Morris		
Mr. Leo Stone		Magnocorp Investment Ltd.
Ms. Joycelene McFarlane		Exotic Products Jamaica Ltd.
Mrs. Lorna Gooden		RADA
Ms. Leslie Hoo Fung		ICENS, UWI
Mr. Richard Rowe		CAC
Ms. Sheila Harvey		Ministry of Agriculture and Fisheries
Mr. Sylvester Christie		
Mr. Hugh Smith		
Mrs. Janet Pullen		Jamaica Agricultural Society (JAS)
Mr. Winston Ashley		Independent
Mrs. Karen Watson-Brown (Co-Facilitator)		BSJ
Mr. Ajani Blake (Facilitator)		
Organic Foods (CROSQ Regional Technical Sub-Committee) <i>Development of the CARICOM Regional Code of Practice for organically produced food</i>	Ms. Dianna DaCosta (Chair)	CAC
	Mr. Leroy Brown	Jamaica Organic Agriculture Movement (JOAM)
	Mr. Raymond Martin (Technical Secretary)	
	Ms Stacy-Marie Brown	
	Ms. Doriene Rowan-Campbell	
	Dr. Joseph Lindsay	JOAM/UWI
	Dr. Eustace Smith	SRC
	Ms Claudette McKenzie	Ministry of Agriculture and Fisheries
	Mr. David Lee	Independent

Technical Committee & Standards	Names of Committee Members	Organization/ Association
	Mr. Hugh Johnson	Johnson Organic Fertilizer
	Mr. Trevor Brown	Johnson Organic Fertilizer/JOAM
	Ms. Tanesha Williams (Facilitator)	BSJ
Paint and Surface Coatings <i>Revision of JS 110: 1984 - Jamaican Standard Specification for Paint: interior and exterior, emulsion type flat, JS 111:1984 Methods of test for paints and surface coatings and JS 123:1995 Jamaican Standard Specification for Paint: emulsion type, interior and exterior, low sheen and semi-gloss</i>	Mr. Ansel Mohansingh (Chairman)	Sherwin Williams (W.I) Ltd.
	Ms. Sandra Graham (Vice-Chair)	Edgechem (Jamaica) Ltd.
	Ms. Gladys Miller (Technical Secretary)	Berger Paints Jamaica Ltd.
	Ms. Margaret Jarrett	Caribbean School of Architecture
	Ms. Atasha Perry	Brandram Henderson (W.I) Ltd.
	Mr. Corie Forbes	Diamond Paint Manufacturing Co.
	Dr. Henry Ellis	UWI
	Mr. Simon Todd	William Wilson Ltd T/AS The Paint Shop
	Mr. Gavin Davis	QD & Ace
	Mr. Alton Davis (Technical Facilitator)	BSJ
Ms. Kesseta Scott (Facilitator)		
Spa Standard Development <i>Development of Spa Standards in conjunction with Tourism Product Development Company (TPDCo)</i>	Mrs. Winsome Belnavis (Chairman)	New Lifestyle Health Spa
	Mr. Stephen Phillips (Vice-Chair)	Half Moon Hotel & Spa
	Mrs. Noriel Jacobs-Gray (Technical Secretary)	NCU
	Mrs. Rose Marie Headley-Smith	TPDCo. Ltd.
	Ms. Suzette Edwards	
	Mrs. Ann Marie Rodriguez	
	Mrs. Deanne Keating-Campbell	
	Mrs. Lavern Kerr-Harvey	NCTVET
	Mr. Ludlow Thompson	
	Mrs. Sharon Paris-Chambers	Resort & Day Spa Association
	Ms. Cherisse Pink	Super Club - Grand Lido Braco
	Mr. Leonard Smith	Ministry of Health and the Environment
	Mr. Pash Fuller	CAC
Ms. Tanesha Williams (Facilitator)	BSJ	
Transportable Gas Containers <i>Revision of JS 25: 1992</i>	Mr. Howard Chin (Chairman)	JIE
	Mr. Dorr Campbell (Vice-Chair)	UTech, Jamaica
	Mr. Paul Campbell	
	Mr. Paul Reid (Technical Secretary)	Petcom
	Mr. Dwight Campbell	Cool Petroleum
	Mr. Carlyle Anderson	Gas Products Ltd.
	Mr. Steve McCalla	
	Mr. Don Maxwell	
	Ms. J. Prendergast	T. Geddes Grant
Mr. Samuel McIntosh	Jamaica Fire Brigade	

Technical Committee & Standards	Names of Committee Members	Organization/ Association
	Ms. Racquel Chambers	CAC
	Mr. Hunston Hunter	BSJ
	Mr. Tariq Nembhard	
	Mr. Norman Henderson (Technical Facilitator)	
	Mrs. Elaine Edwards Facilitator	
Used Tyre	Mr. Kenute Hare (Chairman)	Ministry of Transport and Works
<i>Development of standard for Used pneumatic tyres for passenger cars</i>	Ms. Kenry Jackson (Vice-Chair)	Jamaica Ultimate Tyre Co. Ltd.
	Mr. Michael Powell	PAJ Imports
	Mr. Neil Crum-Ewing	Tropical Battery
	Mr. Andrew Buddan	Tyres R Us
	Mrs. Sarah-Ann Buddan	
	Mr. Goffe Richards	FSPID
	Mr. Ron Rowe	Auto Mania
	Mr. Michael Shill	MAS Tyre Jamaica Ltd.
	Mr. Geoffrey Zaidie	Chad-AD Distributors Ltd.
	Mr. Paul Clemetson	Island Traffic Authority
	Mr. Damien Satterwaite	Goodyear Jamaica Ltd.
	Mr. Andrew Levy	Jamaica International Insurance Co. Ltd.
	Ms. Shurla Bennett	Auto Brand Import Ltd.
		Beep Beep Tyres Batteries and Lubes Ltd.
	Mr. Danny Gunzal	B Mull Auto Ltd.
	Mr. Byron Mullings	A.E.A Auto
	Ms. Audrie Curtis	National Solid Waste Management Authority (NSWMA)
	Ms. Andrine Stanhope	A & A Vulcanizing Limited
	Mr. Alfred Bahador	Lovells Auto
	Mr. Kevin Noteman	CAC
	Mr. Eric McDonald	BSJ
	Mr. Carlton Thomas	
	Ms. La Narda Lee Morris	
Mr. Wendell Richards		
Mr. David Tomlinson (Technical Secretary)		
Ms. Esha Wilson (Facilitator)		

Metrology & Testing Laboratories

Mechanical Engineering

- Flow and Volume
- Mass
- Dimensional
- Force and Pressure
- Product Testing
- Density
- Metallurgy

Electrical/Electronics Engineering

- Appliance Testing
- Battery Testing
- Electronic Workshop
- Temperature Metrology
- AC/DC Metrology
- Time and Frequency Metrology
- Energy Metrology
- Energy Efficiency

Analytical Services

- Chemistry
- Microbiology
- Packaging
- Non-Metallic
- Furniture

Civil Engineering

- Cement Testing
- Asphalt Testing
- Block Testing
- Aggregates Testing

Laboratory Equipment Acquired & Commissioned

Area	Equipment	Purpose
Electrical Department	Three Phase 5 Position Meter Test System	To conduct type approval and accuracy verification tests on electricity meters
Mechanical Department	Dial Gauge Comparator with Computer System	To calibrate dial gauges in the Dimensional Laboratory
	Universal Hardness Tester	To conduct failure analysis of material in the Metallurgy Laboratory
	Laboratory Equipment Monitor 2456-LEM	To monitor laboratory environmental conditions such as temperature, atmospheric pressure, and relative humidity
	HY Powermax Plasma Cutter w/Compressor	To cut steel and other metal
	Water meter test bench	To conduct performance testing on water flow meters in the Flow and Volume Laboratory
	Mass Standard (Weight Set Class F1 - 1g-10kg)	To establish the traceability of the volume standards in the Volume Laboratory
	Mass standard (Weight Set Class F1 - 20kg)	
	Digital Pressure Gauge	To calibrate sphygmomanometers (blood pressure meters)
Civil Engineering Department	Diamond Bit, Angle Drilling Attachment	To drill concrete test core
	Balance 2600G, Bulk Sampler	To weight out and collect cement samples
	Core Drill and Coresnap	To cut cylindrical sample in existing concrete structures
	Concrete Micrometer	To measure small diameters in concrete
	Concrete Tester	To conduct non-destructive test on concrete
	Field Curing Chest	To cure and store concrete and cement test specimens

Area	Equipment	Purpose
	Portable Water Pressure Tank	To store concrete samples
	Temperature Recorder with Probe	To monitor the temperature and humidity in the laboratories
Chemistry Department	Laboratory Fume Hood	To provide a safe workspace for conducting test work limiting exposure to noxious or hazardous fumes, vapors and dusts.
	Grabner IROX 2000 Gasoline Analyzer	To analyze fuels for octane rating, organic contamination and moisture levels.
	Agilent Gas Chromatograph Mass Spectrometer Detector (GCMSD)	To separate and analyze components of complex mixtures, allowing identification of unknown substances.
	Fisher Isotemp Top Stirring Hotplate	For general laboratory use where heating and stirring of liquid is required.
Microbiology Department	Top Loading Autoclave	To be utilized for the sterilization of culture media and equipment used for the microbiological analysis of samples.
	Laboratory Fume Hood	To provide safe workspace for conducting test work limiting exposure to noxious or hazardous fumes, vapors and dusts.
	UTL Freezer	To provide storage for laboratory stock cultures of microorganisms.
	Orion pH Meter: Model 720A	To ascertaining the pH of test samples, culture media and other laboratory materials.
	Vycor Immersion Heater	To prepare distilled water.
	Wall Mounted Water Heater	To provide hot water for laboratory use.
Regulatory Division	Hygiene Monitoring System	To test for the presence of microbiological organisms in the processing area of food processing plants.
	CLC Pocket Photometer	To test for free chlorine in water.
	Digital Handheld Refractometer	To test for brix in syrups, juices, among others.
	Infrared Thermometer	To test for surface temperature in hard to reach areas in food processing plants.

Area	Equipment	Purpose
	Weighing Terminal (for Platform Scale)	The platform scale is used to calibrate roller test weights
	Test Measures	To conduct volumetric testing of petroleum from gas station nozzles.

National Certification Mark Programme



Companies that have the Product Mark

BERGER PAINTS (JA) LTD

Nature's White Flat Emulsion Paint
Nature's White Low Sheen Emulsion Paint
Berger 303 Flat Emulsion Paint
Berger Everglow Low Sheen Emulsion Paint
Magicote Flat Emulsion Paint

GRAY'S PEPPER PRODUCTS LTD

Gray's Hot Pepper Sauce
Gray's Spicy Sauce

GRACE FOOD PROCESSORS (CANNING DIVISION) LTD

Grace Tomato Ketchup
Grace Hot Tomato ketchup
Grace Reconstituted Orange Juice (Canned)
Grace Reconstituted Grapefruit Juice (Canned)
Grace Reconstituted Pineapple Juice (Canned)
Grace Reconstituted Tomato Juice (Canned)
Grace Strawberry Flavoured Syrup
Grace Cherry Flavoured Syrup

Caribbean Choice Reconstituted Orange Juice (Canned)
Caribbean Choice Tomato Ketchup

MARJOBAC QUARRY AND BLOCK FACTORY

Hollow Concrete Blocks



Companies that have the Plant Mark

Caribbean Cement Company Limited
Grace Food Processors (Canning) Division
Gray's Pepper Products Limited

APPENDIX 6

Audited Financial Statements

BUREAU OF STANDARDS JAMAICA

YEAR ENDED MARCH 31, 2010

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FINANCIAL STATEMENTS

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INDEPENDENT AUDITORS' REPORT

To the members of

BUREAU OF STANDARDS JAMAICA

Report on the financial statements

We have audited the financial statements of Bureau of Standards Jamaica, set out on pages 2 to 32, which comprise the statement of financial position as at March 31, 2010, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards and the requirements of the Standards Act. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and consistently applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Report on the financial statements (Cont'd)

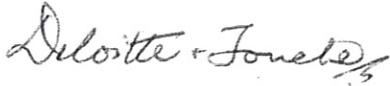
Opinion

In our opinion, the financial statements give a true and fair view of the financial position of the Bureau as at March 31, 2010, and of its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards.

Report on additional requirements of the Standards Act

We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit.

In our 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.

A handwritten signature in cursive script that reads "Deloitte + Jones".

Chartered Accountants

Kingston, Jamaica
March 14, 2011

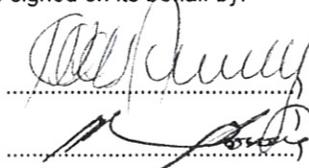
BUREAU OF STANDARDS JAMAICA

STATEMENT OF FINANCIAL POSITION AT MARCH 31, 2010

	<u>Notes</u>	<u>2010</u> \$'000	<u>2009</u> \$'000
<u>ASSETS</u>			
Non-current assets			
Property, plant and equipment	5	788,433	706,099
Investment property	6	92,492	37,759
Employee benefits asset	14(a)	<u>504,993</u>	<u>392,378</u>
		<u>1,385,918</u>	<u>1,136,236</u>
Current assets			
Inventories	7	3,851	4,983
Trade and other receivables	8	49,889	33,847
Income tax recoverable		58,235	52,301
Securities purchased under resale agreements	9	24,098	178,042
Cash and cash equivalents	10	<u>125,435</u>	<u>155,014</u>
		<u>261,508</u>	<u>424,187</u>
Total assets		<u>1,647,426</u>	<u>1,560,423</u>
<u>EQUITY AND LIABILITIES</u>			
Equity			
Capital reserve	11	524,923	458,356
Insurance reserve	11	8,400	7,000
Special fund	11	119,405	-
Revenue reserve	12	<u>825,584</u>	<u>934,404</u>
		<u>1,478,312</u>	<u>1,399,760</u>
Non-current liability			
Employee benefits liability	14(b)	<u>35,514</u>	<u>31,856</u>
Current liabilities			
Trade and other payables	13	114,597	112,675
Provisions	15	<u>19,003</u>	<u>16,132</u>
		<u>133,600</u>	<u>128,807</u>
Total equity and liabilities		<u>1,647,426</u>	<u>1,560,423</u>

The Notes on Pages 6 to 32 form an integral part of the Financial Statements.

The financial statements on Pages 2 to 32 were approved and authorized for issue by the Council on March 14, 2011 and are signed on its behalf by:


 Council Members

BUREAU OF STANDARDS JAMAICA
STATEMENT OF COMPREHENSIVE INCOME
YEAR ENDED MARCH 31, 2010

	<u>Notes</u>	<u>2010</u> \$'000	<u>2009</u> \$'000
Revenue	16	618,175	620,371
Investment revenue	17	45,122	48,491
Other gains and losses	17	9,433	4,751
Administrative expenses	18	(432,877)	(630,071)
Other operating expenses		<u>(123,273)</u>	<u>(142,827)</u>
SURPLUS (DEFICIT) FOR THE YEAR	19	116,580	(99,285)
Other comprehensive income			
Gain on revaluation of properties	5	<u>66,567</u>	<u>29,734</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u>183,147</u>	<u>(69,551)</u>

The Notes on Pages 6 to 32 form an integral part of the Financial Statements.

BUREAU OF STANDARDS JAMAICA
STATEMENT OF CHANGES IN EQUITY
YEAR ENDED MARCH 31, 2010

	<u>Note</u>	<u>Capital Reserve</u> \$'000	<u>Insurance Reserve</u> \$'000	<u>Special Fund</u> \$'000	<u>Revenue Reserve</u> \$'000	<u>Total</u> \$'000
Balance at April 1, 2008		<u>428,622</u>	<u>5,600</u>	-	<u>1,035,089</u>	<u>1,469,311</u>
Increase in insurance reserve		-	<u>1,400</u>	-	(1,400)	-
Other comprehensive income	5	29,734	-	-	-	29,734
Deficit for the year		-	-	-	(99,285)	(99,285)
Total comprehensive income for the year		<u>29,734</u>	-	-	(99,285)	(69,551)
Balance at March 31, 2009		<u>458,356</u>	<u>7,000</u>	-	<u>934,404</u>	<u>1,399,760</u>
Increase in insurance reserve		-	1,400	-	(1,400)	-
Transfer from revenue reserve		-	-	224,000	(224,000)	-
Disbursement to Government of Jamaica		-	-	(104,595)	-	(104,595)
		-	<u>1,400</u>	<u>119,405</u>	(225,400)	(104,595)
Other comprehensive income	5	66,567	-	-	-	66,567
Surplus for the year		-	-	-	<u>116,580</u>	<u>116,580</u>
Total comprehensive income for the year		<u>66,567</u>	-	-	<u>116,580</u>	<u>183,147</u>
Balance at March 31, 2010		<u>524,923</u>	<u>8,400</u>	<u>119,405</u>	<u>825,584</u>	<u>1,478,312</u>

The Notes on Pages 6 to 32 form an integral part of the Financial Statements.

BUREAU OF STANDARDS JAMAICA

STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2010

	<u>2010</u> \$'000	<u>2009</u> \$'000
CASH FLOWS FROM OPERATING ACTIVITIES		
Surplus (Deficit) for the year	116,580	(99,285)
Investment revenue recognized in surplus or deficit	(45,357)	(47,061)
Foreign exchange loss (gain)	235	(1,430)
Surplus on revalued investment property	(9,433)	(4,530)
Depreciation of property, plant and equipment	28,749	28,024
Impairment loss recognized on trade receivables	8	5,601
Reversal of impairment loss on trade receivables	(524)	-
Gain on disposal of property, plant and equipment	-	(221)
(Credit)/Charge recognized in respect of employee pension benefits	(85,768)	126,618
Charge recognized in respect of other employee benefits	<u>5,351</u>	<u>5,578</u>
	9,841	13,294
Movements in working capital		
Increase in receivables	(15,526)	(4,438)
Decrease (Increase) in inventories	1,132	(1,254)
Increase in payables	1,922	9,588
Increase in provision	2,871	5,174
Contribution to employee pension benefits	(26,847)	(24,387)
Contribution to other employee benefits	<u>(1,693)</u>	<u>(1,062)</u>
Cash used in operations	(28,300)	(3,085)
Income tax paid	<u>(5,934)</u>	<u>(2,163)</u>
Net cash used in operating activities	<u>(34,234)</u>	<u>(5,248)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest received	45,357	47,061
Purchases of property, plant and equipment	(89,816)	(91,205)
Proceeds from disposal of property, plant and equipment	-	910
Securities purchased under resale agreements	<u>153,944</u>	<u>(178,042)</u>
Net cash generated by (used in) investing activities	<u>109,485</u>	<u>(221,276)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Disbursements to Government of Jamaica from special fund	<u>(104,595)</u>	-
Net cash used in financing activities	<u>(104,595)</u>	-
NET DECREASE IN CASH AND CASH EQUIVALENTS	(29,344)	(226,524)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	155,014	380,108
Effect of exchange rate changes on the balance of cash held in foreign currencies	<u>(235)</u>	<u>1,430</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>125,435</u>	<u>155,014</u>

The Notes on Pages 6 to 32 form an integral part of the Financial Statements.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****1. IDENTIFICATION**

The Bureau of Standards was established by the Standards Act, No. 57 of 1968 (Laws of Jamaica) for the purpose of promoting and encouraging the maintenance of standardization in relation to commodities, processes and practices, and is empowered to exercise such other functions as may be prescribed by the relevant Minister of the Government of Jamaica.

The registered office of the Bureau is 6 Winchester Road, Kingston 10.

Income tax

The Bureau is a statutory body operating under the Ministry of Industry, Investment and Commerce (MIIC) and is exempt from income tax under the Income Tax Act, Section 12(b).

2. ADOPTION OF NEW AND REVISED INTERNATIONAL FINANCIAL REPORTING STANDARDS***Standards and Interpretations affecting presentation and disclosure reported in the current period (and/or prior periods)***

The following revised Standard has been adopted in the current period and has affected the presentation in these financial statements:

Standard affecting presentation and disclosure

IAS 1 (as revised in 2007) Presentation of Financial Statements

IAS 1 (2007) has introduced terminology changes (including revised titles for the financial statements) and changes in the format and content of the financial statements. These changes include the presentation of a Statement of Comprehensive Income in one or two statements. The Bureau has adopted the one statement method. (See Page 3). On adoption of the standard, the Bureau changed the name of the balance sheet to "Statement of Financial Position." Presentation of the Bureau's Statement of Financial Position and Statement of Changes in Equity has also been amended to comply with the revisions. In addition, the revised standard requires presentation of a third statement of financial position in certain situations.

Standards and Interpretations affecting the reported results or financial position

There were no Standards or Interpretations that were adopted during the year that affected the Bureau's reported results or financial position.

Standards and Interpretations adopted with no effect on financial statements

The following new and revised Standards and Interpretations have also been adopted in these financial statements. Their adoption has not had any impact on the amounts reported in these financial statements but may impact the accounting for future transactions or arrangements.

Effective for annual periods
beginning on or after

Amendments to IFRS 2 *Share-based Payment - Vesting Conditions and Cancellations*

January 1, 2009

Amendment to IFRS 7: *Enhancing Disclosures about Fair Value and Liquidity Risk (Note 2(a))*

January 1, 2009

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

2. ADOPTION OF NEW AND REVISED INTERNATIONAL FINANCIAL REPORTING STANDARDS (Cont'd)

Standards and Interpretations adopted with no effect on financial statements (Cont'd)

	<u>Effective for annual periods beginning on or after</u>
IFRS 8 Operating Segments	January 1, 2009
IAS 23 (as revised in 2007) Borrowing Costs (Note 2(b))	January 1, 2009
Amendments to IAS 32 Financial Instruments: Presentation and IAS 1 Presentation of Financial Statements – Puttable Financial Instruments and Obligations Arising on Liquidation	January 1, 2009
Embedded Derivatives (Amendments to IFRIC 9 and IAS 39)	(i)
Improvements to IFRS (2008)	(ii)
IFRIC 13 Customer Loyalty Programmes	July 1, 2008
IFRIC 15 Agreements for the Construction of Real Estate	January 1, 2009
IFRIC 16 Hedges of a Net Investment in a Foreign Operation	October 1, 2008
IFRIC 18 Transfers of Assets from Customers	(iii)
Amendments to IFRS 1 First-time Adoption of International Financial Reporting Standards and IAS 27 Consolidated and Separate Financial Statements – Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate	January 1, 2009
(i) Effective for annual period ending on or after June 30, 2009.	
(ii) The majority of these amendments are effective from January 1, 2009.	
(iii) Effective for transfers received on or after July 1, 2009.	
(a) The amendments expand the disclosures required in respect of fair value measurements recognised in the statement of financial position. For the purpose of these expanded disclosures, a three-level hierarchy has been introduced for financial instruments recognised at fair value in the financial statements. The Bureau does not hold financial instruments that are subsequently measured at fair value; as such the adoption of this amendment has no effect on the amounts reported.	
(b) The principal change to the Standard was to eliminate the option to expense all borrowing costs when incurred and to capitalise borrowing costs attributable to qualifying assets. This change has had no impact on these financial statements as borrowing costs attributable to qualifying assets have always been capitalised in accordance with the Bureau's accounting policy.	

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

2. ADOPTION OF NEW AND REVISED INTERNATIONAL FINANCIAL REPORTING STANDARDS (Cont'd)

Standards and Interpretations in issue not yet effective

At the date of authorisation of these financial statements, the following Standards and Interpretations were in issue but not yet effective for the financial period being reported upon:

<u>New Standard</u>		<u>Effective for annual periods beginning on or after</u>
IFRS 9	Financial Instruments – Classification and measurement	January 1, 2013
<u>Amendments to Standards</u>		
IAS 1, 7, 17, 36, 39, ()	Amendments arising from April 2009 Annual Improvements to IFRS	January 1, 2010
IFRS 5 and 8 (Revised)	Amendments arising from May 2010 Annual Improvements to IFRS	January 1, 2011
IAS 1, 34, IFRS 1 and 7 (Revised)	Amendments arising from May 2010 Annual Improvements to IFRS	July 1, 2011
IAS 27 and IFRS 3	Related Party Disclosures – revised definition of related parties	January 1, 2011
IAS 24 (Revised)	Consequential amendments arising from amendments to IFRS 3	July 1, 2009
IAS 27, 28, and 31 (Revised)	Financial Instruments:	
IAS 32	- Amendment relating to classification of rights issue	February 1, 2010
IAS 38 (Revised)	Intangible assets – Amendments arising from April 2009 Annual Improvements to IFRS	July 1, 2009
IAS 39 (Revised)	Eligible Hedged Items	July 1, 2009
IFRS 1 (Revised)	First-time Adoption of International Financial Reporting Standards - Amendment relating to oil and gas assets and determining whether an arrangement contains a lease	January 1, 2010
IFRS 2 (Revised)	Share-based Payment:	
	– Amendments arising from April 2009 Annual Improvements to IFRS	July 1, 2009
	– Amendments relating to group cash- settled share-based payment transactions	January 1, 2010
IFRS 3 (Revised)	Business Combinations – Comprehensive revision on applying the acquisition method	July 1, 2009
IFRS 5 (Revised)	Non-current Assets Held for Sale and Discontinued Operations - Amendments resulting from May 2008 Annual Improvements to IFRS	July 1, 2009
<u>New and Revised Interpretations</u>		
IFRIC 9 (Revised)	Reassessment of Embedded Derivatives – Amendments arising from April 2009 Annual Improvements to IFRS	July 1, 2009
IFRIC 13 (Revised)	Amendments arising from May 2010 Annual Improvements to IFRS	January 1, 2011
IFRIC 16 (Revised)	Hedges of a Net Investment in a Foreign Operation – Amendments arising from April 2009 Annual Improvements to IFRS	July 1, 2009
IFRIC 17	Distributions of Non-cash Assets to Owners	July 1, 2009
IFRIC 19	Extinguishing Financial Liabilities with Equity Instruments	July 1, 2010

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

2. ADOPTION OF NEW AND REVISED INTERNATIONAL FINANCIAL REPORTING STANDARDS (Cont'd)

Standards and Interpretations in issue not yet effective (Cont'd)

New and Revised Standards and Interpretations considered relevant

The Board of Directors and management believe that the adoption of the following Standards and Interpretations in the future periods at their effective dates will be relevant to the financial statements of the Bureau.

- Amendments specifically to IAS 1, 7, 17, 36 and 39, resulting from the April 2009 Annual Improvements to IFRS are not expected to have a significant impact on the Bureau's financial statements on adoption at their respective effective dates.
- Amendments specifically to IAS 1, 27 and IFRS 7 resulting from May 2010 Annual Improvements to IFRS are not expected to have a significant impact on the Bureau's financial statements on adoption at their respective effective dates.
- IAS 24 (Revised 2009) Related Party Disclosures – Amendment to IAS 24 allows for a partial exemption from the disclosures requirements for transactions between a government-controlled reporting entity and that government or entities controlled by that government. The revision also resulted in an amendment to the definition of related party. On adoption at its effective date, the revised standard is not expected to have any significant impact on the Bureau's financial results but will have an impact on the disclosures in the financial statements.
- IFRS 9 *Financial Instruments: Classification and Measurement* - IFRS 9 introduces new requirements for classifying and measuring financial assets. On adoption at its effective date, the standard is not expected to have a significant impact on the Bureau's financial statements.

3. SIGNIFICANT ACCOUNTING POLICIES

Statement of compliance

The Bureau's financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS) and comply with the requirements of the Standards Act.

Basis of preparation

The financial statements have been prepared on the historical cost basis except for the revaluation of certain non-current assets and financial instruments. These principal accounting policies are set out below.

These financial statements are expressed in Jamaican dollars.

Foreign currencies

Transactions in currencies other than the Bureau's functional currency (Jamaican dollars) are recorded at the rates of exchange prevailing on the dates of the transactions. At the end of each reporting period monetary assets and liabilities denominated in foreign currencies are retranslated at the rates prevailing at the end of each reporting period.

Non-monetary items carried at fair value that are denominated in foreign currencies are retranslated at the rates prevailing at the date when the fair value was determined. Non-monetary items that are measured in terms of historical cost in a foreign currency are not retranslated.

All resulting gains and losses are credited to or charged against net surplus or loss for the year.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Property, plant and equipment**

Land and buildings held for use in the supply of goods or services, or for administrative purposes, are stated in the statement of financial position at their revalued amounts, being the fair value at the date of revaluation, less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations are performed with sufficient regularity such that the carrying amounts do not differ materially from those that would be determined using fair values at the end of each reporting period.

Any revaluation increase arising on the revaluation of such land and buildings is credited to the property's revaluation reserve, except to the extent that it reverses a revaluation decrease for the same asset previously recognized in profit or loss, in which case the increase is credited to profit or loss to the extent of the decrease previously charged. A decrease in carrying amount arising on the revaluation of such land and buildings is charged to profit or loss to the extent that it exceeds the balance, if any, held in the property's revaluation reserve relating to a previous revaluation of that asset.

Depreciation on revalued buildings is charged to profit or loss. On the subsequent sale or retirement of a revalued property, the attributable revaluation surplus remaining in the property's revaluation reserve is transferred directly to revenue reserve.

Plant and equipment are stated at cost less subsequent accumulated depreciation and any accumulated impairment losses.

Depreciation is charged so as to write off the cost or valuation of assets, other than land and properties under construction, over their estimated useful lives, using the straight-line method.

The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognized in profit or loss.

Investment property

Investment property, which is property held to earn rentals and/or for capital appreciation, is stated at its fair value at the end of each reporting period. Investment property is measured initially at cost, including transaction costs. Subsequent to initial recognition, investment property is measured at fair value at the end of each reporting period. Gains or losses arising from changes in the fair value of investment property are included in profit or loss for the period in which they arise.

Impairment of tangible and intangible assets

At the end of each reporting period, the Bureau reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the Bureau estimates the recoverable amount of the cash generating unit to which the asset belongs. Where a reasonable and consistent basis of allocation can be identified, corporate assets are also allocated to individual cash-generating units, or otherwise they are allocated to the smallest group of cash-generating units for which a reasonable and consistent allocation basis can be identified.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Impairment of tangible and intangible assets (Cont'd)**

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. Impairment losses are recognized as an expense immediately, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognized for the asset in prior years. A reversal of an impairment loss is recognized as income immediately, unless the relevant asset is carried at revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

All impairment losses are recognized in the statement of comprehensive income.

Inventories

Inventories are stated at the lower of cost and where applicable, net realizable value. Cost is calculated using the first in, first out method. Net realizable value represents the estimated selling price less disposal cost.

Financial instruments

A financial instrument is any contract that gives rise to a financial asset to one entity and a financial liability to, or equity to, another entity.

A financial asset is any asset that is:

- (a) cash
- (b) an equity instrument of another entity
- (c) a contractual right:
 - (i) to receive cash or another financial asset from another entity; or
 - (ii) to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the Bureau; or

A financial liability is any liability that is a contractual obligation:

- (i) to deliver cash or another financial asset to another entity;
- (ii) or to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the Bureau.

The Bureau recognizes financial assets or financial liabilities on its statement of financial position only when the Bureau becomes a party to the contractual provisions of the instruments.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Financial instruments (Cont'd)***Financial assets*

These are classified at initial recognition based on their nature and purpose as 'loan and receivables.' Loans and receivables have fixed and determinable payments and are not quoted in an active market.

(i) Trade receivables

These are measured at initial recognition at their fair values. Interest is not charged on outstanding balances and these are not generally discounted as they are usually settled within a short period during which market interest rates do not normally move significantly. Appropriate allowances for estimated irrecoverable amounts are recognized in surplus or loss when there is objective evidence that the asset is impaired. The allowance recognized is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows.

(ii) Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and in hand, net of bank overdraft and short-term deposits with original maturity dates ranging between one to three months. The balances are held for cash rather than investment purposes.

(iii) Impairment of financial assets

Financial assets are assessed for indicators of impairment at the end of each reporting period. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been impacted.

Objective evidence of impairment could include:

- significant financial difficulty of the issuer or counterparty; or
- default or delinquency in interest or principal payments; or
- it becoming probable that the borrower will enter bankruptcy or financial re-organisation.

For certain categories of financial asset, such as trade receivables, assets that are assessed not to be impaired individually are subsequently assessed for impairment on a collective basis. Objective evidence of impairment for a portfolio of receivables could include the Bureau's past experience of collecting payments, an increase in the number of delayed payments in the portfolio past the average credit period of 45 days, as well as observable changes in national or local economic conditions that correlate with default on receivables.

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables where the carrying amount is reduced through the use of an allowable account. When a trade receivable is uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognized in profit or loss.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognized, the previously recognized impairment loss is reversed through profit or loss to the extent that the carrying amount of the investment at the date the impairment is reversed does not exceed what the amortized cost would have been had the impairment not been recognized.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Financial instruments (Cont'd)***Financial liabilities*

Financial liabilities include current liabilities except accruals.

Trade payables

These are initially measured at their fair values net of transaction costs. No interest is charged on outstanding balances and these are usually settled within a short period during which interest charged would be immaterial.

The fair values of the financial instruments are discussed in Note 20 (f).

Capital grants

Grants are not recognized until there is reasonable assurance that the Bureau will comply with the conditions attached to them and that the grants will be received.

Grants whose primary condition is that the Bureau should purchase, construct or otherwise acquire non-current assets are recognized as deferred income in the statement of financial position and transferred to profit or loss on a systematic and rational basis over the useful lives of the related assets.

Other grants are recognized as income over the periods necessary to match them with the costs for which they are intended to compensate on a systematic basis.

Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable and represents amount receivable for goods and service provided in the normal course of business, net of discount and sales related taxes.

Fees income

These are recognized when services have been rendered.

Compliance income

These are recognized on an as received basis.

The Standards Compliance Fee (SCF) in accordance to the Standards Act is 0.3% of the Cost Insurance and Freight (C.I.F.) value of each shipment of imported commodities, excluding household effects, raw material and capital goods. As at October 2000, this income has been collected on behalf of the Bureau of Standards, at source, by the Collector of Customs at a fee of 3% of the gross SCF. Additionally, based on Cabinet Decision 31/06 (dated September 11, 2006) an amount of 10% of gross SCF was allocated to the Jamaica National Agency for Accreditation (JANAAC). The resulting SCF amount remitted to the Bureau of Standards on a monthly basis is 87.3% of the gross calculated.

Interest income

Interest income is accrued on a time basis, by reference to the principal outstanding and the effective interest rate applicable which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial assets to the asset's carrying amount.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Revenue recognition (Cont'd)***Rental income*

Rental income from operating leases is recognized on a straight-line basis over the term of the relevant lease.

The Bureau's policy for recognition of revenues from operating leases is described under "leases" below.

Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

The Bureau as a lessor

Rental income from operating lease is recognized in income on a straight-line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognized on a straight-line basis over the lease term.

As lessee

Rentals payable under operating leases are charged to income on a straight-line basis over the term of the relevant lease.

Benefits received and receivable as an incentive to enter into an operating lease are also spread on a straight-line basis over the lease term.

Employees' benefits*Pension obligations*

The Bureau participates in a defined benefits plan.

The cost of providing benefits is determined using the Projected Unit Credit Method with independent actuarial valuations being carried out at the end of the reporting period. Actuarial gains and losses that exceed 10% of the greater of the present value of the Bureau's obligation and the fair value of plan assets are amortized over the expected average remaining working lives of the participating employees. Past service cost is recognized immediately to the extent that the benefits are already vested, and otherwise is amortized on a straight-line basis over the average period until the amended benefits become vested.

The retirement benefit obligation recognized in the statement of financial position represents the present value of the defined benefit obligation as adjusted for unrecognized actuarial gains and losses and unrecognized past service costs, and as reduced by the fair value of plan assets. Any asset resulting from this calculation is limited to the unrecognized actuarial losses and past service cost, plus the present value of available refunds and reductions in future contributions to the plan.

Termination obligations

Termination benefits are payable whenever an employee's employment is terminated before the normal retirement date or whenever an employee accepts voluntary redundancy in exchange for these benefits. The Bureau recognizes termination benefits when it is demonstrably committed to either terminate the employment of current employees according to a detailed formal plan without the possibility of withdrawal or as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than twelve (12) months after the end of each reporting period are discounted to present value.

Leave entitlements

Employee entitlements to annual leave are recognized when they accrue to employees. A provision is made for the estimated liability for annual leave for services rendered by employees up to the end of each reporting period.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****3. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)****Related party balances and transactions**

A party is related to the Bureau if:

- (a) directly, or indirectly through one or more intermediaries, the party:
 - (i) controls, is controlled by, or is under common control with the Bureau (this includes parent, subsidiaries and fellow subsidiaries);
 - (ii) has an interest in the entity that gives it significant influence over the Bureau; or
 - (iii) has joint control over the Bureau;
- (b) the party is an associate of the Bureau;
- (c) the party is a joint venture in which the Bureau is a venturer;
- (d) the party is a member of the key management personnel of the Bureau or its parent;
- (e) the party is a close member of the family of any individual referred to in (a) or (d);
- (f) the party is an entity that is controlled, jointly controlled or significantly influenced by, or for which significant voting power in such entity resides with, directly or indirectly, any individual referred to in (d) or (e); or
- (g) the party is a post-employment benefit plan for the benefit of employees of the Bureau, or of any entity that is a related party of the Bureau.

Related parties to the Bureau also include other profit-oriented state-controlled entities.

Related party transactions are recorded in accordance with normal policies of the entity and are not discounted since settlement is anticipated in the near future.

4. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the process of applying the Bureau's accounting policies, which are described in Note 3, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Critical accounting judgements

Management believes there are no judgements made that had a significant effect on the amounts recognized in the financial statements.

Key sources of estimation uncertainty

The following are the key assumptions concerning the future or other key sources of estimation uncertainty at balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Employee benefit obligations

- (a) Pension obligations

As disclosed in Note 14 (a), the Bureau participates in a defined benefit pension plan. The amount shown in the statement of financial position of an asset of approximately \$504.993 million in respect of the defined benefits plan is subject to estimates in respect of periodic costs which costs are dependent on returns on assets, future discount rates, rates of salary increases and the inflation rate.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****4. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY (Cont'd)****Key sources of estimation uncertainty (Cont'd)***Employee benefit obligations (Cont'd)*

(a) Pension obligations (Cont'd)

The estimated return on pension assets assumption is determined by considering long-term historical returns, asset allocation and future estimates of long-term investment returns. The Bureau, on advice of actuaries, estimates the appropriate discount rate annually which rate is used to determine the present value of estimated cash outflows expected to be required to settle any future pension obligation.

To determine the appropriate discount rate in the absence of high quality corporate bonds, the interest rate on government bonds that have maturities approximating the related pension liabilities were considered.

(b) Post employment medical benefits

As disclosed in Note 14 (b), the Bureau participates in a post retirement medical plan. The amount shown in the statement of financial position of a liability of approximately \$35.514 million in respect of the medical plan is subject to estimates in respect of periodic costs, which costs are dependent on returns on future discount rates, medical claim, growth and the inflation rate.

The Bureau, on the advice of the actuaries, estimates the appropriate discount rate annually, which rate is used to determine the present value of estimated cash outflows expected to be required to settle any future medical benefit obligation.

Fair value of property, plant and equipment and investment property

The Bureau's property having a carrying value of \$578.5 million (2009: \$542.2 million) is carried at fair market value as determined by independent valuers. On the instructions of management, the valuers have used a direct sales comparison approach to determine fair market value. This approach is based on the principle of substitution, whereby there is a purchaser with perfect knowledge of the property market who would pay no more for the property than the cost of acquiring an existing comparable property, assuming no cost delay in making the substitution. This approach thus requires a comparison of the property with others of similar design and utility which were sold in the recent past.

However, as no two properties are exactly alike, adjustments are made by the valuers to reflect differences between properties. Consequently, the determination of fair market value of the property requires that the valuers analyse the differences in relation to age and physical condition, time of sale, land to building ratio, the advantages and disadvantages of the location and other function gains to be derived from the property and make necessary adjustments.

Included in the statement of financial position is the amount of \$92.5 million (2009: \$37.8 million) representing the fair value of investment property.

In making its judgement, management's best estimate of their fair value was based on current prices of properties of different nature, condition or location adjusted to reflect those recent prices of similar properties in less active markets, with adjustments to reflect any changes in economic conditions since the date of transactions received at those prices.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

5. PROPERTY, PLANT AND EQUIPMENT

	Freehold Land at <u>Fair Value</u> \$'000	Freehold Buildings <u>at Fair Value</u> \$'000	Motor Vehicles <u>at Cost</u> \$'000	Plant & Equipment <u>at Cost</u> \$'000	Furniture & Fittings <u>at Cost</u> \$'000	<u>Total</u> \$'000
At cost/valuation						
April 1, 2008	420,967	77,804	27,508	203,303	24,330	753,912
Revaluation	(5,300)	28,227	-	-	-	22,927
Additions	-	20,543	5,454	57,939	7,269	91,205
Disposal	-	-	(2,140)	-	(565)	(2,705)
March 31, 2009	415,667	126,574	30,822	261,242	31,034	865,339
Transfer to investment property (Note 6)	(29,000)	(16,300)	-	-	-	(45,300)
Revaluation	20,009	42,262	-	-	-	62,271
Additions	-	<u>19,295</u>	-	<u>67,535</u>	<u>2,986</u>	<u>89,816</u>
March 31, 2010	<u>406,676</u>	<u>171,831</u>	<u>30,822</u>	<u>328,777</u>	<u>34,020</u>	<u>972,126</u>
Depreciation						
April 1, 2008	-	3,643	13,589	107,507	15,300	140,039
Charge for year	-	3,164	4,434	18,569	1,857	28,024
Eliminated on disposal of asset	-	-	(1,474)	-	(542)	(2,016)
Eliminated on revaluation	-	(6,807)	-	-	-	(6,807)
March 31, 2009	-	-	16,549	126,076	16,615	159,240
Charge for year	-	4,296	4,778	17,816	1,859	28,749
Eliminated on revaluation	-	(4,296)	-	-	-	(4,296)
March 31, 2010	-	-	<u>21,327</u>	<u>143,892</u>	<u>18,474</u>	<u>183,693</u>
Net Book Value						
March 31, 2010	<u>406,676</u>	<u>171,831</u>	<u>9,495</u>	<u>184,885</u>	<u>15,546</u>	<u>788,433</u>
March 31, 2009	<u>415,667</u>	<u>126,574</u>	<u>14,273</u>	<u>135,166</u>	<u>14,419</u>	<u>706,099</u>

The following rates are used for depreciation of property, plant and equipment:

Buildings	-	2.5% p.a.
Motor vehicles	-	20 % p.a.
Plant and equipment	-	25% p.a.
Furniture and fittings	-	10% p.a.

Land and buildings included at valuation were based on fair market value as expressed by independent professional valuers, Langford & Brown, Valuers and Real Estate Dealers, on April 20, 2010.

Had the land and buildings been measured on a historical cost basis, their carrying amount would have been as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Freehold land	4,938	5,038
Freehold buildings	87,765	78,019

A property with a carrying value of \$45.3 million previously occupied by the Bureau was rented during the year to Jamaica National Agency for Accreditation (JANAAC) for \$1,000 p.a., and this property was transferred to investment property.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****6. INVESTMENT PROPERTY**

The analysis and movement in investment property are as follows:

	\$'000
Fair value of investment property	
At April 1, 2008 (Fair value)	33,229
Increase in fair value	<u>4,530</u>
At March 31, 2009 (Fair value)	37,759
Transfer of land and building (Note 5)	45,300
Increase in fair value	<u>9,433</u>
At March 31, 2010 (Fair value)	<u>92,492</u>

This is a commercial building held for long-term rental and is not occupied by the Bureau.

The property rental income earned by the Bureau from its investment property which is leased under operating leases amounted to approximately \$481,000 (2009: \$481,000). Direct operating expenses arising on the investment property during the year amounted to approximately \$983,160 (2009: \$737,814).

7. INVENTORIES

Inventories consist of supplies held for use in the daily operations of the Bureau.

8. TRADE AND OTHER RECEIVABLES

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Trade receivables	8,661	11,485
Less: Allowance for doubtful debts	<u>(5,316)</u>	<u>(6,585)</u>
	3,345	4,900
Staff loans (Net of deferred interest income 2010: \$1,504,000; 2009: \$816,000)	15,575	11,369
Deposits on property, plant and equipment	23,569	8,979
GCT recoverable	6,230	7,065
Other receivables	<u>1,170</u>	<u>1,534</u>
	<u>49,889</u>	<u>33,847</u>

The average credit period for receivables is 45 days. Trade receivables outstanding for over 45 days have been provided for in full as historical experience is such that receivables that are past due beyond this period are generally doubtful. Trade receivables over 45 days are provided for based on estimated irrecoverable amounts from the services provided, determined by reference to past default experience.

Before accepting new customers an assessment is made of the potential customer's credit quality and credit limits are defined. 92% of the trade receivables, that are neither past due nor impaired, are of good quality in line with the Bureau's credit policy. Of the trade receivables balance at the end of the year, approximately \$2.9 million is due from the Bureau's largest customer. There is no other customer who represents more than 5% of the total balance of trade receivables.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

8. TRADE AND OTHER RECEIVABLES (Cont'd)

Movement in allowance for doubtful debts

	<u>2010</u> \$'000	<u>2009</u> \$'000
Balance at beginning of year	6,585	3,802
Impairment losses recognized during year	8	5,601
Impairment loss reversed	(524)	-
Amounts written off as uncollectible	(753)	(2,818)
Balance at end of year	<u>5,316</u>	<u>6,585</u>

In determining the recoverability of a receivable, the Bureau considers any change in the credit quality of the receivable from the date the credit was granted up to the reporting date. The concentration of credit risk is limited due to the customer base being large and unrelated. Accordingly, management believes that there is no further credit provision required in excess of the allowance for bad debts.

Included in the allowance for doubtful debts are individually impaired trade receivables with a balance of \$5,316,000 (2009: \$5,601,000).

Ageing of impaired trade receivables

	<u>2010</u> \$'000	<u>2009</u> \$'000
Over 45 days	<u>5,316</u>	<u>6,585</u>

9. SECURITIES PURCHASED UNDER RESALE AGREEMENTS

The Bureau entered into reverse repurchase agreements collateralised by Government of Jamaica securities. These agreements may result in credit exposure in the event the counterparty to its transaction is unable to fulfil its contractual obligations.

These investments are with reputable financial institutions and mature within 1 – 12 months from the dates of placement. These are United States dollar investments bearing interest at rates ranging between 5.3% and 7.25%.

10. CASH AND CASH EQUIVALENTS

Cash and cash equivalents comprise:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Bank balances (Note 10(a))	16,808	26,797
Short-term deposits (Note 10(b))	108,555	128,145
Cash in hand	<u>72</u>	<u>72</u>
	<u>125,435</u>	<u>155,014</u>

(a) Bank balances include foreign currency savings accounts totalling approximately US\$139,000 (2009: US\$86,000) at interest rates of 0.95% to 1.5% (2009: 1.9% to 2.5%). Jamaican dollar deposits are at interest rates of 1.5% (2009: 2.5%).

(b) Short-term deposits include foreign currency deposits totalling approximately US\$25,000 (2009: US\$314,000) at interest rates of 5.25% to 7.25% (2009: 5.35% to 7.40%). Jamaican dollar short-term deposits are at interest rates of 5.75% to 19.25% (2009: 7.5% to 25%).

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

11. RESERVES

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Capital reserve	524,923	458,356
Insurance reserve	8,400	7,000
Special fund	<u>119,405</u>	<u>-</u>
	<u>652,728</u>	<u>465,356</u>

.1 *Capital reserve*

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Balance, April 1	458,356	428,622
Property revaluation surplus	<u>66,567</u>	<u>29,734</u>
Balance, March 31	<u>524,923</u>	<u>458,356</u>

The properties revaluation reserve arises on the revaluation of land and buildings. When revalued land or buildings are sold, the portion of the properties revaluation reserve that relates to that asset, and that is effectively realised, is transferred directly to revenue reserves.

.2 *Insurance reserve*

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Balance, April 1	7,000	5,600
Increase in reserve	<u>1,400</u>	<u>1,400</u>
Balance, March 31	<u>8,400</u>	<u>7,000</u>

Insurance reserve represents a self insurance fund established to meet the cost of damages to the head office building. Transfers are made from the revenue reserve to the insurance reserve on the basis of the estimated annual premium which would have been payable to external insurers. The insurance reserve is unfunded.

.3 *Special fund*

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Balance, April 1	-	-
Transfer from revenue reserve	224,000	-
Disbursements to GOJ	<u>(104,495)</u>	<u>-</u>
Balance, March 31	<u>119,505</u>	<u>-</u>

Equity obligations (Funds Allocation) resulting from Cabinet decisions are transferred to the special fund from which disbursements are made.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

12. REVENUE RESERVE

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Revenue reserve	1,516,584	1,401,404
Less: Funds allocation	<u>691,000</u>	<u>467,000</u>
Balance, March 31	<u>825,584</u>	<u>934,404</u>

Revenue reserves are stated net of equity obligations (Funds Allocation) resulting from Cabinet Decisions.

The equity obligations relating to Cabinet Decisions which have accumulated to the year to date amount to \$691 million of which \$571.595 million (including a disbursement of \$104.495 million during 2009/10) has been disbursed as follows:

<u>Year</u>	<u>Funds Allocated</u>
	\$'000
2003	20,000
2005	380,000
2006	47,000
2007	20,000
2010	<u>224,000</u>
	691,000
Disbursement to date	<u>571,595</u>
Balance, Special Fund March 31, 2010	<u>119,405</u>

13. TRADE AND OTHER PAYABLES

The analysis of trade and other payables is as follows:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Trade payables	25,107	23,860
IDB project (See Note 13(a))	11,981	6,880
Gratuity and incentive payable	42,216	48,248
Deposits	1,613	1,073
Statutory deductions	8,391	10,677
Staff welfare	6,364	6,364
Local contributions	10,000	10,000
Prepayment liability	6,494	3,361
Other payables and accruals	<u>2,431</u>	<u>2,212</u>
	<u>114,597</u>	<u>112,675</u>

- (a) The IDB project balance represents the residual cash balance due to the IDB in respect of an IDB project managed by the Bureau. As of March 31, 2010 the project had not been finalized.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

14. EMPLOYEE BENEFITS

(a) Defined benefit pension plan

The Bureau operates a defined benefit plan for qualifying employees of the Bureau. The plan is funded by contributions from the employee at a rate of 5% of pensionable salaries. The employer contributes at a rate of 10% of pensionable salaries.

If the employee's service is terminated before retirement age, the employee may leave contributions to accumulate at credited interest thereon to provide a deferred pension commencing at normal retirement date or elect a cash return of contributions together with credited interest to the date of termination. No other post-retirement benefits are provided.

The most recent valuation of plan assets and the present value of the defined benefit obligation at March 31, 2010 was carried out at July 23, 2010 by Constance Dalmadge Hall, Fellow of the Society of Actuaries, (Coke & Associates/Eckler Partnership). The present values of the defined benefit obligation, the related current service cost and past service cost were measured using the projected unit credit method.

The actuarial valuation showed that the market value of plan assets was \$1,344.907 million (2009: \$1,037.724 million) and that the actuarial valuation of these assets represented 60.1% (2009: 90.1%) in excess of the present value of obligation.

(i) The principal assumptions used for the purpose of the actuarial valuations were as follows:

	Valuation at	
	<u>2010</u> %	<u>2009</u> %
Discount rate at beginning of year	16.0	13.0
Discount rate at end of year	11.5	16.0
Expected return on assets	12.0	12.0
Expected rate of salary increases	8.5	11.0
Future pension increases	7.5	10.0
Inflation	7.5	10.0

(ii) Amounts included in the statement of financial position in respect of the plan are as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Present value of funded obligation	(839,914)	(545,981)
Fair value of plan assets	<u>1,344,907</u>	<u>1,037,724</u>
	504,993	491,743
Unrecognized actuarial gains (losses)	80,142	52,606
Unrecognized asset due to limitation	(80,142)	(151,971)
Net asset in the statement of financial position	<u>504,993</u>	<u>392,378</u>

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

14. EMPLOYEE BENEFITS (Cont'd)

(a) Defined benefit pension plan (Cont'd)

(iii) Amounts recognized in income in respect of the plan are as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Current service cost	20,742	25,738
Interest costs	90,054	75,705
Expected return on plan assets	(124,735)	(126,796)
	(13,939)	(25,353)
Change in income not eligible for recognition due to limit	(71,829)	151,971
Total included in employee benefits expense	(85,768)	126,618
Actual return on plan assets	<u>303,718</u>	(23,678)

The charge for the year has been included in administration expenses.

(iv) Movements in the net assets in the year were as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Balance, April 1	392,378	494,609
Amounts credited to income	13,939	25,353
Contributions	<u>26,847</u>	<u>24,387</u>
	433,164	544,349
Change in income not eligible for recognition due to limit	<u>71,829</u>	(151,971)
Balance, March 31	<u>504,993</u>	<u>392,378</u>

(v) Changes in the present value of the defined benefit obligation are as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Opening defined benefit obligation	(545,981)	(557,250)
Service cost	(36,351)	(39,300)
Interest cost	(90,054)	(75,705)
Actuarial (loss) gain on obligation	(206,519)	97,868
Benefits paid and administrative expenses	<u>38,991</u>	<u>28,406</u>
Closing defined benefit obligation	<u>(839,914)</u>	<u>(545,981)</u>

(vi) Changes in the fair value of plan assets are as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Opening fair value of plan assets	1,037,724	1,051,859
Contributions – employer	26,847	24,387
Contributions – employees	15,609	13,562
Expected return on plan assets	124,735	126,796
Benefits paid and administrative expenses	(38,991)	(28,406)
Actuarial (loss) on plan assets	<u>178,983</u>	<u>(150,474)</u>
Closing fair value of plan assets	<u>1,344,907</u>	<u>1,037,724</u>

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

14. EMPLOYEE BENEFITS (Cont'd)

(a) Defined benefit pension plan (Cont'd)

(vii) The fair value of plan assets at the end of each reporting period is analyzed as follows:

	<u>2010</u> \$'000	<u>2009</u> \$'000
Equity fund	241,606	163,836
Fixed income fund	910,416	700,133
Mortgage and real estate	<u>192,885</u>	<u>173,755</u>
Closing fair value of plan assets	<u>1,344,907</u>	<u>1,037,724</u>

The plan assets do not include any of the company's own financial instruments, nor any property occupied by or other assets used by the company.

(viii) Retirement benefit experience adjustments

	<u>2010</u> \$'000	<u>2009</u> \$'000
Present value of defined benefit obligation	(839,914)	(545,981)
Unrecognised asset due to limitation	(80,142)	(151,971)
Unrecognised actuarial gain	80,142	52,606
Fair value of plan assets	<u>1,344,907</u>	<u>1,037,724</u>
Surplus	<u>504,993</u>	<u>392,378</u>
Experience (gain) loss adjustments to plan liabilities	<u>(4,482)</u>	<u>51,516</u>
Experience gain (loss) adjustments to plan assets	<u>178,983</u>	<u>(150,474)</u>

(b) Other post-employment benefit obligations

	<u>2010</u> \$'000	<u>2009</u> \$'000
Post-employment medical benefits	<u>35,514</u>	<u>31,856</u>

(i) Post-employment medical benefits

	<u>2010</u> \$'000	<u>2009</u> \$'000
Present value of the obligations	53,006	23,955
Unrecognized actuarial (losses) gains	(17,492)	<u>7,901</u>
Liability recognized in statement of financial position	<u>35,514</u>	<u>31,856</u>

(ii) Movements in post-employment medical benefits

	<u>2010</u> \$'000	<u>2009</u> \$'000
Balance at beginning of year	31,856	27,340
Contributions paid	(1,693)	(1,062)
Expense recognized in the statement of comprehensive income	<u>5,351</u>	<u>5,578</u>
Balance at end of year	<u>35,514</u>	<u>31,856</u>

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

14. EMPLOYEE BENEFITS (Cont'd)

(b) Other post-employment benefit obligations (Cont'd)

(iii) Expense recognized in the statement of comprehensive income

	<u>2010</u> \$'000	<u>2009</u> \$'000
Current service costs	1,628	1,852
Interest on obligations	3,958	3,726
Net actuarial gain recognized in year	<u>(235)</u>	<u>-</u>
	<u>5,351</u>	<u>5,578</u>

The expense recognized is included in administrative expenses.

(iv) Assumed health care cost trend rates have a significant effect on the amounts recognized in the statement of income. A one percentage point change in assumed health care cost trend rates would have the following effect:

	<u>One Percentage Point Increase</u>		<u>One Percentage Point Decrease</u>	
	<u>2010</u> \$'000	<u>2009</u> \$'000	<u>2010</u> \$'000	<u>2009</u> \$'000
Effect on the aggregate of the service cost and interest cost	56	56	(56)	(56)
Effect on defined benefit obligation	355	319	(355)	(319)

(v) Principal actuarial assumptions at the end of the reporting period (expressed as weighted averages)

	<u>2010</u> %	<u>2009</u> %
Discount rate at start of year	16.0	13.0
Discount rate at end of year	11.5	16.0
Medical claims growth	9.0	12.0

Actuarial assumptions regarding inflation, etc., follow the same bases as those outlined in Note 12(a) above.

(c) Historical information

Post-employment medical and life insurance obligation benefit

	<u>2010</u> \$'000	<u>2009</u> \$'000
Present value of the post-employment benefit obligation	<u>53,006</u>	<u>23,955</u>
Experience adjustments arising on plan liabilities	<u>13,914</u>	<u>(4,004)</u>

No information was available in respect of the experience adjustments for the years 2006 to 2008.

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****15. PROVISIONS**

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Employee benefits (i)	<u>19,003</u>	<u>16,132</u>
(i) The provision for employee benefits represents annual vacation leave accrued.		
The movement in the provision is as follows:		
	\$'000	
Balance, April 1, 2008	10,958	
Additional provision recognized	<u>5,174</u>	
Balance, April 1, 2009	16,132	
Additional provision recognized	<u>2,871</u>	
Balance, March 31, 2010	<u>19,003</u>	

16. REVENUE

An analysis of the Bureau's gross revenue (which includes services rendered to third parties and other income) is as follows:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Compliance income	539,589	544,604
Fees	75,992	71,325
Rental income	481	481
Miscellaneous	<u>2,113</u>	<u>3,961</u>
	<u>618,175</u>	<u>620,371</u>

17. INVESTMENT AND OTHER REVENUE

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
INVESTMENT INCOME GAINS AND RECEIVABLES		
Interest on bank deposits	45,357	47,061
Foreign exchange (loss) gains on deposits	<u>(235)</u>	<u>1,430</u>
	<u>45,122</u>	<u>48,491</u>
OTHER GAINS AND LOSSES		
Surplus on revaluation of investment property	9,433	4,530
Gain on disposal of property, plant and equipment	<u>-</u>	<u>221</u>
	<u>9,433</u>	<u>4,751</u>
	<u>54,555</u>	<u>53,242</u>

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

18. ADMINISTRATIVE EXPENSES

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Salaries and wages	368,102	361,175
Statutory contributions	22,113	21,802
Group and health insurance	13,726	9,441
Pension and post-employment medical plan (income) cost (Note 14)	(80,417)	132,196
Travelling and subsistence	31,294	33,985
Staff welfare	10,616	13,173
Utilities	34,063	30,548
Advertising	15,504	9,976
Other	<u>17,876</u>	<u>17,775</u>
	<u>432,877</u>	<u>630,071</u>

19. SURPLUS/ (DEFICIT) FOR THE YEAR

Surplus (deficit) for the year has been arrived at after charging:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Directors' fees	1,135	2,142
Staff costs	323,524	524,614
Depreciation	28,749	28,024
Audit fees	1,800	1,600

20. FINANCIAL INSTRUMENTS, FINANCIAL RISKS MANAGEMENT

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument are disclosed in Note 3 to the financial statements.

Categories of financial instruments

The following table sets out the financial instruments as at the end of each reporting period:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Financial Assets		
Loans and receivables (Including cash and bank balances)		
Securities purchased under resale agreements	24,098	178,042
Cash and cash equivalents	125,435	155,014
Receivables	<u>43,659</u>	<u>25,939</u>
	<u>193,192</u>	<u>358,995</u>
Financial Liabilities (At amortized cost)		
Payables	<u>45,195</u>	<u>35,174</u>

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

20. FINANCIAL INSTRUMENTS, FINANCIAL RISKS MANAGEMENT (Cont'd)

Financial risk management policies and objectives

The Bureau has financial risk management policies which are directed by its Standards Council. These policies set out the Bureau's overall business strategies and its risk management philosophy. The financial risk management programme seeks to minimize potential adverse effects of financial performance of the Bureau. The Standards Council provides principles for overall financial risk management and policies covering specific areas, such as market risk (including currency risk, fair value interest rate risk, cash flow interest rate risk and other price risk), credit risk and liquidity risk. Periodic reviews are undertaken to ensure that the Council's policy guidelines are complied with.

The Bureau's activities expose it to a variety of financial risks, including the effects of changes in foreign currency exchange rates and interest rates.

There has been no change during the year to the Bureau's exposure to these financial risks or the manner in which it manages and measures the risk.

The Bureau does not hold or issue derivative financial instruments.

Exposures are measured using sensitivity analyses indicated below.

(a) Market risk

Market risk is the risk that the value of a financial instrument will fluctuate as a result of changes in market prices whether those changes are caused by factors specific to the individual security or its issuer or factors affecting all securities traded in the market. Except in respect of foreign currencies, as disclosed in Note 20 (b) below and interest rates, as disclosed in Note 20 (c) below, the Bureau has no exposure to market risk.

(b) Foreign exchange risk management

The Bureau undertakes certain transactions denominated in currencies other than the Jamaican dollar resulting in exposures to exchange rate fluctuations.

Currency risk is the risk that the value of a financial instrument will fluctuate due to changes in foreign exchange rates. Management consistently monitors the Bureau's exposure in this regard.

The carrying amounts of foreign currency denominated monetary assets arising in the ordinary course of business at the reporting date are as follows:

	<u>Assets</u>	
	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
United States dollars	38,820	35,442

Foreign currency sensitivity

The following table details the sensitivity to a 2% revaluation or 10% devaluation (2009: 2% revaluation and 10% devaluation) in the Jamaican dollar against the relevant foreign currencies. The above sensitivity rates are used when reporting foreign currency risk internally to key management personnel and represents management's assessment of the possible change in foreign exchange rates. The sensitivity analysis includes only outstanding foreign currency denominated monetary items and adjusts their translation at the year end for the percentage changes in foreign currency rates as described above.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

20. FINANCIAL INSTRUMENTS, FINANCIAL RISKS MANAGEMENT (Cont'd)

Financial risk management policies and objectives (Cont'd)

(b) Foreign exchange risk management (Cont'd)

Foreign currency sensitivity (Cont'd)

If the Jamaican dollar strengthens by 2% or weakens by 10% (2009: strengthens by 2% or weakens by 10%) against the relevant foreign currency, income will decrease or increase by:

	2010		2009	
	Increase \$'000	Decrease \$'000	Increase \$'000	Decrease \$'000
United States dollars	<u>776</u>	<u>3,882</u>	<u>709</u>	<u>3,544</u>

This is mainly attributable to the exposure outstanding on bank and investment balances in the respective foreign currency at year end in the Bureau.

(c) Interest rate risk management

Interest rate risk is the potential that the value of a financial instrument will fluctuate due to changes in market interest rates as a result of cash flow or fair value interest rate risk. Financial instruments subject to fixed interest rates are exposed to fair value interest rate risk while those subject to floating interest rates are exposed to cash flow risk.

The Bureau's exposure to interest rates on financial assets is detailed below:

	Jamaican Dollar Instruments			
	Effective Interest Rate %	1 – 3 Months \$'000	3 – 12 Months \$'000	Total \$'000
March 31, 2010				
Variable interest rate instruments	11.2	<u>106,351</u>	<u>-</u>	<u>106,351</u>
March 31, 2009				
Variable interest rate instruments	19	<u>100,820</u>	<u>178,042</u>	<u>278,862</u>
	United States Dollar Instruments			
	Effective Interest Rate %	1 – 3 Months \$'000	3 – 12 Months \$'000	Total \$'000
March 31, 2010				
Variable interest rate instruments	6.3	<u>14,722</u>	<u>24,098</u>	<u>38,820</u>
March 31, 2009				
Variable interest rate instruments	7.3	<u>35,442</u>	<u>-</u>	<u>35,442</u>

The Bureau manages its interest rate risk by monitoring the movements in the market interest rates closely.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

20. FINANCIAL INSTRUMENTS, FINANCIAL RISKS MANAGEMENT (Cont'd)

Financial risk management policies and objectives (Cont'd)

(c) Interest rate risk management (Cont'd)

Interest rate sensitivity

The sensitivity analyses below have been determined based on the exposure to interest rates for non-derivative instruments at the end of each reporting period. A 500 basis point increase or a 800 basis point decrease and for US\$ instruments a 100 basis point increase or decrease is used when reporting interest rate risk internally to key management personnel and represents management's assessment of the possible change in interest rates.

If interest rates had been 500 basis points higher or 800 basis points lower and for US\$ instruments a 100 basis point increase or decrease (2009: 500 basis points higher or 800 basis points lower and for US\$ instruments a 100 basis point increase or decrease) and all other variables were held constant, the Bureau's profit for the year ended March 31, 2010 would increase/decrease by approximately \$5.92 million/\$9.24 million (2009: increase/ decrease by \$15.23 million/ \$24.16 million). This is mainly attributable to the Bureau's exposure to interest rate risk on its deposits.

(d) Credit risk management

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Bureau.

The Bureau has adopted a policy of only dealing with credit worthy counterparties. The Bureau's exposure is continuously monitored and spread among approved counterparties.

Financial assets that potentially subject the Bureau to concentration of credit risk consist principally of cash, cash equivalents and trade and other receivables. The maximum exposure to credit risk is the amount of approximately J\$193.120 million (2009: J\$358.923 million) disclosed under 'categories of financial instruments' above and the Bureau holds no collateral in this regard. Management believes that the credit risks associated with these financial instruments are minimal.

The credit risk on liquid funds is limited because all investments are backed by Government of Jamaica Instruments.

Trade receivables consist of a large number of customers spread across diverse industries and there are formal contracts for each job which require the customer to make a deposit.

(e) Liquidity risk management

Liquidity risk, also referred to as funding risk, is the risk that the Bureau will encounter difficulty in raising funds to meet commitments associated with financial instruments. Liquidity risk may result from an inability to sell a financial asset quickly at, or close to, its fair value. Prudent liquidity risk management implies maintaining sufficient cash and cash equivalents, and the availability of funding through an adequate amount of committed facilities. Due to the nature of the underlying business, the management of the Bureau maintains an adequate amount of its financial assets in liquid form to meet contractual obligations and other recurring payments.

Management considers that the Bureau is not exposed to any significant liquidity risk.

BUREAU OF STANDARDS JAMAICA

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2010

20. FINANCIAL INSTRUMENTS, FINANCIAL RISKS MANAGEMENT (Cont'd)

Financial risk management policies and objectives (Cont'd)

(f) Fair value of financial assets and financial liabilities

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction. A market price, where an active market (such as a recognized stock exchange) exists, is the best evidence of the fair value of a financial instrument. Where market prices are not available for the financial assets and liabilities of the Bureau, fair values have been determined using various estimation techniques based on market conditions existing at the end of each reporting period. Generally, judgement is necessarily required in interpreting market data to develop estimates of fair value. Accordingly, the estimates presented in these financial statements are not necessarily indicative of the amounts that the Bureau would realise in a current market exchange.

The following methods and assumptions have been used in determining the fair values of financial assets and financial liabilities:

- The amounts included in the financial statements for cash and bank deposits, receivables and payables, reflect the approximate fair values because of the short-term maturity of these instruments.

21. OTHER DISCLOSURES – EMPLOYEES

	<u>2010</u>	<u>2009</u>
(a) Average number of persons employed by the Bureau during the year:	<u>204</u>	<u>191</u>
	\$'000	\$'000
(b) Staff costs incurred during the year were:		
Salaries and wages (including retroactive and terminal payments)	368,102	361,175
Statutory contributions	22,113	21,802
Pension (credit)/cost and post-employment medical plan	(80,417)	132,196
Group and health insurance	<u>13,726</u>	<u>9,441</u>
	<u>323,524</u>	<u>524,614</u>

22. OPERATING LEASE ARRANGEMENTS

The Bureau as lessor:

The Bureau rents out its investment property to a tenant under an operating lease. At the end of each reporting period the Bureau had contracted with the tenant for the following future minimum lease payments:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Within one year	481	481
In the second to third years inclusive	<u>-</u>	<u>481</u>
	<u>481</u>	<u>962</u>

BUREAU OF STANDARDS JAMAICA**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2010****23. RELATED PARTY BALANCES AND TRANSACTIONS**

Compensation of Key Management Personnel

The remuneration of the Executive Director and other members of key management during the year was as follows:

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Short-term benefits	75,796	68,290
Directors' fees	<u>1,135</u>	<u>2,142</u>
	<u>76,931</u>	<u>70,432</u>
Loans to related parties		
	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Loans to key management personnel	<u>1,270</u>	<u>908</u>

The Bureau administers motor vehicle and personal loan schemes that are available to staff at approved concessionary interest rates.

24. COMMITMENTS

Capital commitments

	<u>2010</u>	<u>2009</u>
	\$'000	\$'000
Authorized but not contracted for	<u>31,500</u>	<u>62,700</u>

Capital commitments are in respect of the acquisition of property, plant and equipment.

ADDITIONAL INFORMATION

**REPORT TO THE DIRECTORS OF
BUREAU OF STANDARDS JAMAICA
ON
ADDITIONAL INFORMATION**

The additional information presented on page 2 has been taken from the accounting records of the Bureau and has been subjected to the audit tests and other auditing procedures applied in our examination of the financial statements of the Bureau for the year ended March 31, 2009.

In our opinion, the said information gives a true and fair view of the financial statements, taken as a whole, although it is not necessary for a fair presentation of the financial position of the Bureau at March 31, 2009 or of its financial performance and cash flows for the year then ended.

Chartered Accountants

Kingston, Jamaica,
March 14, 2011

BUREAU OF STANDARDS JAMAICA

EXPENSES

YEAR ENDED MARCH 31, 2010

	<u>2010</u> \$'000	<u>2009</u> \$'000
Administrative		
Salaries and wages	368,102	361,175
Statutory contributions	22,113	21,802
Group and health insurance	13,726	9,441
Pension and post-employment medical plan (income) cost	(80,417)	132,196
Tea and small supplies	794	776
Pest control and janitorial	6,824	5,610
Travelling and subsistence	31,294	33,985
Staff welfare	10,616	13,173
Utilities	34,063	30,548
Stationery and other supplies	6,202	5,541
Courier and postage	2,060	2,135
Board expense	422	1,279
Bank charges	439	292
Directors' fee	1,135	2,142
Advertising	<u>15,504</u>	<u>9,976</u>
	<u>432,877</u>	<u>630,071</u>
Other Operating		
Motor vehicles	5,996	4,961
Repairs and maintenance		
- Buildings	6,816	4,120
- Furniture and equipment	1,396	4,121
- Other	5,491	5,311
General insurance	6,465	5,850
Audit and accounting fees	2,123	1,663
Impairment loss recognized on trade receivables	8	5,601
Depreciation	28,749	28,024
Professional fees	7,732	26,843
Security	9,873	7,491
Lab supplies	3,916	6,579
Entertainment	125	624
Local and international contributions	17,420	12,525
Conferences and seminars	1,849	5,588
Canteen expenses	6,200	6,368
Rental	5,673	4,189
Projects	4,225	3,511
National Quality Awards	4,231	5,901
Books and publications	1,676	566
Miscellaneous	<u>3,309</u>	<u>2,991</u>
	<u>123,273</u>	<u>142,827</u>