



NIHERST

NATIONAL INSTITUTE
OF HIGHER EDUCATION
RESEARCH SCIENCE AND TECHNOLOGY

INCORPORATED BY ACT OF PARLIAMENT ACT NO. 20 OF 1984

GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

2024 PUBLIC STATEMENT OF THE NATIONAL INSTITUTE OF HIGHER EDUCATION (RESEARCH, SCIENCE AND TECHNOLOGY) [NIHERST]

IN COMPLIANCE WITH SECTIONS 7, 8 AND 9 OF THE FREEDOM OF INFORMATION ACT Chap 22:02

In accordance with Sections 7, 8 and 9 of the Freedom of Information Act Chap 22:02 (FOIA) 1999, the National Institute of Higher Education (Research, Science and Technology) [NIHERST] is required by law to publish annual statements, setting out the particulars of the Institute including its mandate, functions, powers, structure, and listing the documents and information generally available to the public.

The FOIA provides members of the public, (hereinafter referred to as “the applicant”) with:

1. A legal right for each person to access information held by NIHERST unless it can be shown that disclosure can cause harm to essential interests;
2. A legal right for each person to have official information relating to himself/herself amended where it is held by NIHERST and such information is incomplete, incorrect or misleading;
3. A legal right to obtain reasons for adverse decisions made regarding an applicant's request for information under the FOIA;
4. A legal right to complain to the Ombudsman and to apply to the High Court for judicial review to challenge adverse decisions made under the FOIA.

The following information is published with the approval of the Minister of Education.

SECTION 7 STATEMENTS

SECTION 7 (1) (a) (i)

The National Institute of Higher Education (Research, Science and Technology) [NIHERST] was established as a body corporate by Act No. 20 of 1984, now known as Chapter 39:58 of the laws of the Republic of Trinidad and Tobago, and is hereinafter referred to as “the Institute”. The Institute is an agency currently under the purview of the Ministry of Education.

Since its establishment, NIHERST has resourcefully pursued its mandate to promote the development of science, technology, research and higher education in Trinidad and Tobago and to enhance the innovative, creative and entrepreneurial capabilities of the general population. The fulfilment of NIHERST's mandate has been guided by changes in both national development priorities and government's policy imperatives.

FUNCTIONS

In accordance with the NIHERST Act Section 12 (1), the functions of the Institute are to:

1. Provide and promote scientific and technological services in the country;
2. Promote and develop an indigenous capability in science and technology relevant to the developmental needs of the country;
3. Assist national bodies and/or organisations in securing technology appropriate to their needs;
4. Promote and operate facilities for higher and continuing education and in particular to
 - a. Undertake, promote and facilitate scientific and technological research and development and the provision of scientific and technological services;
 - b. Provide, promote and facilitate the provision of continuing education and specialised training at the post-secondary level;
 - c. Develop and collect information on scientific and technological development to evaluate technologies used in or to be imported into the country and to facilitate the dissemination and application of new technologies;
 - d. Assist persons and organisations in securing access to technology appropriate to their needs;
 - e. Designate where it considers it appropriate certain training institutions as approved bodies for the purpose of providing specialised and continuing education
5. Discharge such other related functions as the Minister may assign to it from time to time.

POWERS OF THE INSTITUTE

In accordance with section 13 of the NIHERST Act, the Institute may with the approval of the Minister –

1. Establish divisions or departments within the Institute;
2. Establish on its own behalf or jointly with other persons approved by the Minister research centres and such other facilities as it considers necessary for the discharge of its functions;

3. Undertake activities in the fields of research, science, technology, specialised education, continuing education and matters related thereto in association with or at the request of or as the agent for the Government or for such other national or international body approved by the Minister and the provision of scientific and technological services as it may consider appropriate on such terms and conditions as may be agreed between the Institute and the Government or the appropriate body as the case may be;
4. Establish and administer examination councils and award in its own right or jointly with any national, international or overseas body approved by the Minister, certificates, diplomas and other evidence of competence;
5. Charge fees for any service it provides to any person, receive grants, bequests, donations and gifts and be a beneficiary under covenants and establish and administer trusts for the purpose of discharging the functions assigned to it;
6. Employ such officers and employees as it considers necessary for the discharge of its functions at such remuneration and on such other terms and conditions of employment as it thinks fit, subject to limit set by the Act or Order of the Minister;
7. Give certificates of distinction to institutions or persons making outstanding contribution in the fields in which the Institute is concerned;
8. Liaise with external programmes in research, science and technology and the provision of scientific and technological services and provide representation on behalf of the Government in connection with such programmes and the bodies by which they are administered and advise the Minister on co-operation with other countries on scientific and technological activities; and
9. Invite and accept the co-operation of other persons approved by the Minister for the purpose of devising, funding and operating programmes related to the activities of the Institute and co-operate and liaise with any other persons approved by the Minister involved in similar or related activities.

STRUCTURE OF THE INSTITUTE

The Institute is managed by a Board of Governors comprising seven (7) members appointed by the President of the Republic of Trinidad and Tobago, and the President of the Institute who is ex officio a member of the Board. Appointed members hold office for a term of three (3) years. The present Board of Governors was re-appointed effective 28 May 2024.

The President of the Institute is the Chief Executive Officer of the Board and is responsible to the Board for the day-to-day management, administration, direction and control of the Institute.

Core departments:

The following core departments have responsibility for operationalising key STI initiatives under the strategic pillar Science and Innovation for Development: -

1. **Policy, Research and Intelligence Department** undertakes international benchmarking and comparative analytical studies on STI and provides policy support to inform national STI policy formulation.
2. **S&T Statistics Department** conducts surveys on STI and analyses the collated data to inform S&T policy formulation, planning and improvement.
3. **Science Education Department** plans and executes programmes in support of formal and informal science education to improve citizens' understanding of and engagement in STI.
4. **Innovation Department** plans and conducts initiatives to develop the creative, inventive and entrepreneurial abilities of students, teachers and existing and potential entrepreneurs.
5. **International Projects Department** promotes and develops partnerships and working alliances with regional and international agencies, centres of excellence in STI in foreign countries, and national agencies.

Corporate services:

The following departments/functions provide specialised, financial and administrative services that support the core work of the Institute and deliver quality services aligned with the other strategic pillars: -

- **Accounts** oversees and coordinates financial operations of the Institute.
- **Documentation Centre** provides access to information resources on STI and other relevant subject areas.
- **Human Resources and Corporate Services** oversees the Human Resources, Information & Communication Technology (ICT), General Administration, Facilities and Infrastructure and Health Safety and Environment (HSE) operations of the Institute.
- **Policy Administration** manages the development, approval, implementation and evaluation of policies and procedures of NIHERST.
- **Procurement** acquires goods and services in accordance with the *Public Procurement and Disposal of Public Property Act, 2017* (Amended) Office of Procurement Regulation Guidelines and the Institute's Procurement Procedures and guidelines.
- **Marketing and Communications** develops and maintains corporate image and brand identity, reputation and communications management, business and sponsorship development, and stakeholder engagement.

The functional structure at present is shown in the chart.
Science, Technology and Innovation (STI) services offered to the public
The STI services offered by the Institute to the public are as follows:

1. Science Advancement

- i. **National Science Centre (NSC) Visitor Programme**
Interactive hands-on exhibits, workshops and activities, Astronomy Night, Planetarium Features and Night of Science events; hands-on sessions to support specific and challenging syllabus areas in science.
- ii. **Outreach Programme**
Science and technology learning made more accessible to rural and under-served communities, by participating in events hosted by government agencies, NGOs, schools and private bodies. Content includes interactive exhibits (solar, wind, alternative energy, hydro-electric etc.), workshops, lectures and entertainment.
- iii. **Events and Exhibitions**
 - **Sci-TechKnoFest**
This grand science festival utilises entertaining and thought-provoking methods to educate the public on selected aspects of science and technology based on a chosen theme.
 - **Community Science Weeks**
Thematic and/or community-based events showcasing STI topics and issues

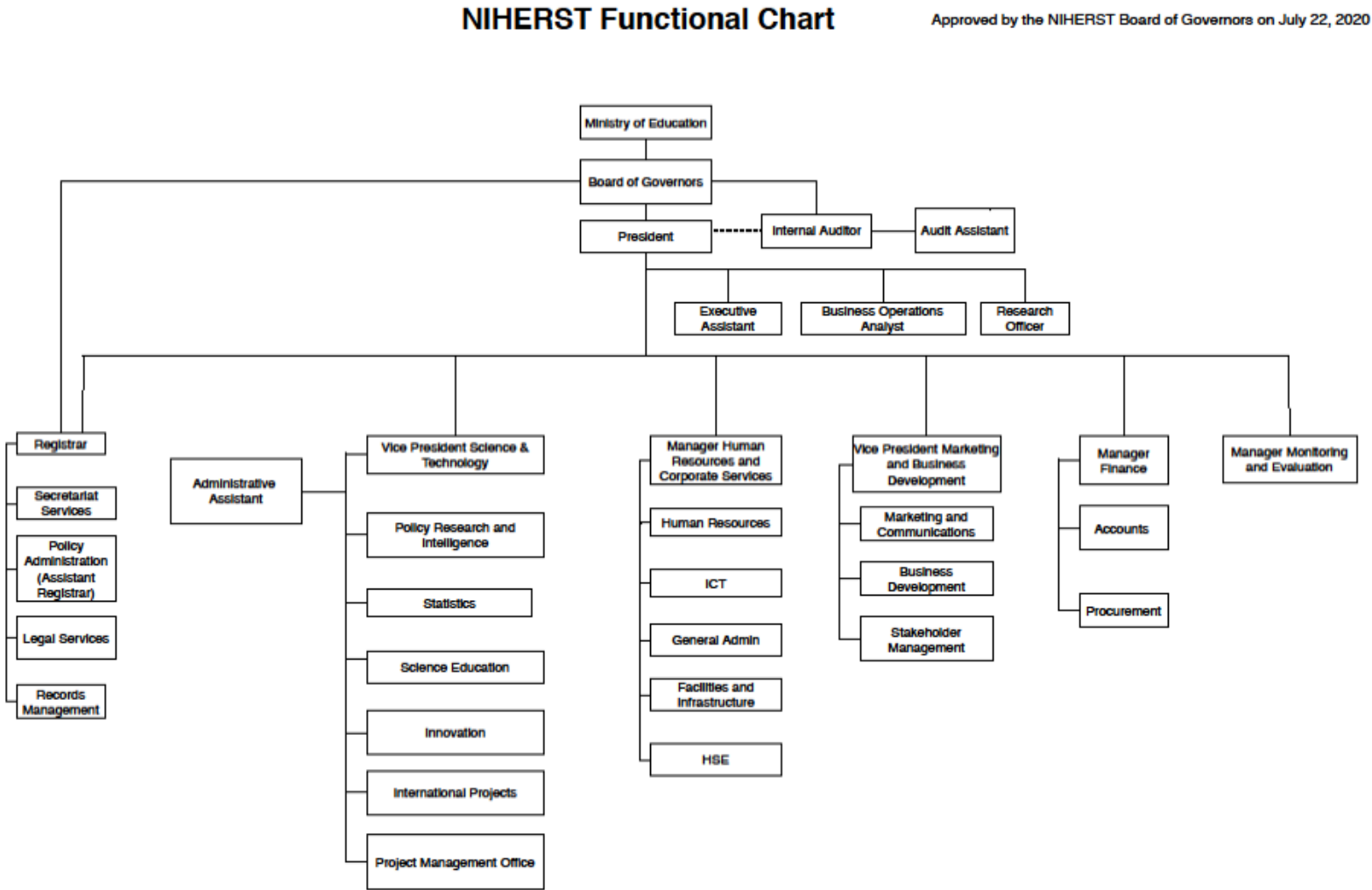
of interest and relevance to local residents to enable them to make more informed choices about scientific issues and apply new developments in STI in their daily lives.

- iv. **Prototyping Services**
Fab Lab is a Digital Fabrication Lab, an initiative of the world-renowned Massachusetts Institute of Technology (MIT). The facilities provide the local, regional and international population with affordable access to digital fabrication equipment (laser cutter, 3D design system and 3D printing) and resources for education, creativity, innovation and professional development (eg workshops).
- v. **Vacation Camps**
STI themed one-day and week-long camps aiming to expose its participants to phenomena in the natural physical world as well as provide the necessary tools to develop their capabilities in technological innovation and entrepreneurship in STEM fields.
- vi. **Science Education and Innovation Clubs**
Term-long learning sessions designed for students to gain critical-thinking abilities and other transferable skills in areas such as research, design, analytics, teamwork and communication.

2. Shell STREAM Programme Partnership
Contracted by Shell Trinidad and Tobago Ltd. to manage its STREAM Programme within the secondary and tertiary educational systems. NIHERST undertakes the programme design and development, and oversees the management, coordination and administration of the STREAM initiatives and Science Bus. Activities include clubs, camps, outreach programmes, career events and competitions that enhance critical thinking, creativity and problem solving and build/reinforce knowledge of STREAM (Science, Technology, Research, Engineering, Arts and Mathematics).

3. Research and Intelligence Gathering

- i. **Science & Technology Policy**
Development of national policies to promote the use and application of science and technology across all sectors of our economy and particularly the non-energy sectors targeted for diversification.
- ii. **STI Statistical Surveys & Publications**
Collection, compilation and dissemination of statistics in the field of science, technology and innovation (STI) including indicators and analyses to inform policy formulation and planning.
- iii. **Research Studies**
Sectoral Innovation Mapping (SIM) studies, including analyses and recommendations to



improve innovative capacity and enhance the performance of targeted economic strategic sectors. A SIM study is based on the premise that strengthening the role and linkages among actors will positively influence the performance and competitiveness of innovative firms.

iv. **Policy advice**

Review and contributions/comments on national and international policy documents received through its Line Ministry and other agencies.

4. Internships, Scholarships & Grants

i. **Membership in International Centre for Genetic Engineering and Biotechnology (ICGEB)**

ICGEB provides a scientific and education environment of the highest standard and conducts innovation research in life sciences for the benefit of developing countries. Trinidad and Tobago is a member of ICGEB since 2003 and NIHERST is its Cabinet-appointed liaison office.

ii. **NASA International Internship (NASA I²) Program tenable at NASA Ames Research Centre, California, USA**

A structured educational exchange among students from Trinidad and Tobago, U.S. interns and visiting university students from abroad, under the mentorship of a member of NASA's science and engineering workforce. The internship focuses on teamwork, research and creativity.

iii. **National Youth Science Camp (NYSC), West Virginia, USA**

The NYSC annual summer program offers educational forums and recreational activities that encourage the development of thoughtful science leadership. The Embassy of the United States of America, Port of Spain, and NIHERST select delegates to attend.

5. School-Based Interventions

i. **Teach ME - Increasing Teachers Confidence for My Education project**

This project includes Teacher Professional Development Workshops, Science Club initiatives, an Innovation Competition and provision of school equipment and manipulatives. It aims to contribute towards improving the levels of creativity nationally by building and strengthening capacities in STI - specifically Science Education as an enabler for building a quality primary to secondary education system that caters to the diverse needs of 21st century learners.

6. Library Services

The NIHERST Documentation Centre offers a reference service to persons researching NIHERST, Science and Technology Policy, Science and Technology Planning, Innovation, Science Popularisation, Science Education, and Science and Technology Statistics.

CONTACT INFORMATION:

Further information on any of the aforementioned STI services can be obtained as follows:

Head Office

Ministry of Education
Level 13, Education Towers,
No. 5 St. Vincent Street, POS
Phone : (868) 625-6437, (868) 624-4611
Fax : (868) 627-8272
Email: marketing@niherst.gov.tt
NIHERST Website: <http://www.niherst.gov.tt/>

The Institute may charge fees for any of the above services.

SECTION 7 (1) (a) (ii)

CATEGORIES OF DOCUMENTS IN THE POSSESSION OF NIHERST:

The official documents of NIHERST include a wide range of files, records, manuals and documents across all functional areas of the Institute as follows:

Agreements - Affiliations with regional/international Science and Technology organisations, collaboration with other organisations, collective Agreements with recognised majority union, legal contracts and deeds, service contracts, software licenses

Audio Visuals - Maps, charts, compact and digital disks, tapes, photographs, catalogues, design drawings

Board of Governors appointments, papers, agendas and minutes of meetings
Cabinet documents

Accounting and financial management records - Financial statements/reports, bank statements, transactions, payments

Documents in relation to strategic review and plan of the Institute

Forms

Customer feedback, HSE matters, ICT help desk tickets, registration for STEM initiatives, survey instruments

General Administration documents - Registers of internal and external correspondence, attendance registers, inventories of stock, assets, files, files with internal memoranda and other administrative documents

Human Resources files - Job specifications, appointments/promotions, job applications, transfers, resignations, deaths, retirements, leave, performance appraisals, training, staff engagements, correspondence

Legal opinions and related matters

Legislation and legal instruments

NIHERST Programme materials for outreach, workshops, seminars, competitions, exhibitions, camps, clubs

NIHERST Publications - Annual reports, audio-visual productions, conference/seminar proceedings, newsletters, pamphlets, brochures, flyers, science and Technology (S&T) educational materials, S&T research studies, S&T statistical survey reports

Policies, procedures, guidelines, manuals internal to the Institute

Press releases, advertorials and speeches originating in the Institute

Procurement documents related to the supply of goods, services and equipment

Programme and Project Documents - Proposals, approvals, schedules, reports

Reports - Consultancy reports, project progress and close-out reports, incident reports, investigative reports

STI Books, journals, periodicals, audio-visual materials

SECTION 7 (1) (a) (iii)

MATERIALS PREPARED FOR PUBLICATION OR INSPECTION:

A selected list of NIHERST publications is available on the NIHERST website at: www.niherst.gov.tt. The public may also inspect, view and/or obtain copies of NIHERST publications. For further information or assistance, please contact:

Phone: (868) 642-6112, 642-9371, 625-6437, 624-4611
Email: Doc-centre@niherst.gov.tt or marketing@niherst.gov.tt

Limited photocopying services are available.

SECTION 7 (1) (a) (iv)

Literature available by subscription

NIHERST has no publications available by way of subscription.

SECTION 7 (1) (a) (v)

If you wish to obtain access to an official NIHERST document that is not readily available to the public, follow the procedure below.

(1) General Procedure

In order to have the rights given to applicants by the FOI Act (for example, the right to challenge a decision if your request for information is refused), you must make your request in writing.

- i. Obtain a copy of the form *Request for Access to Official Document(s)* from the NIHERST website at: www.niherst.gov.tt, the Designated Officer or by downloading from the FOI Unit's website at: www.foia.gov.tt/node/59;
- ii. Complete the form by entering the relevant information, date and sign the completed application. The applicant may wish to seek the assistance of the Designated Officer to complete the form;
- iii. Submit the completed form to the Designated Officer as named in Section 7 (1) (a) (vi) of this statement. The form may be hand-delivered, mailed, or e-mailed.

(2) Details in Request

An applicant should provide details that will allow for ready identification and location of the records that are being requested. If insufficient information is provided, NIHERST will contact the applicant to seek clarification. The applicant may specify which form of access is required eg. printed copy, or making available for inspection. The application must be signed by the applicant.

(3) Requests not handled under the FOIA

A request under the FOIA will not be processed to the extent that it seeks information that is readily available in the public domain, either from NIHERST or from any other public authority, for example, brochures, Acts, Legal Notices, and publications available for purchase.

(4) Responding to Requests

NIHERST is required to furnish copies of documents only when they are in its possession or can be retrieved from storage. Various laws, regulations and manuals give the time periods for preserving/retaining records before they can be destroyed. Prior to the commencement of the FOIA, old records that passed the legally stipulated retention period may not have been kept by the Institute. Granting of requests for such documents may therefore not be able to be fulfilled.

(5) Furnishing Documents

An applicant is entitled to access copies of information that the Institute has in its possession, custody or power. The Institute is required to furnish only one (1) copy of a document. If the Institute is unable to provide a legible copy of a requested document, there may not be an attempt to restore it. The Institute will furnish the best copy possible and notify of its quality in the reply. The Institute is not required to create new documents or conduct further/additional research on the behalf of the applicant.

(6) Time Limits

The FOIA sets a time limit of 30 calendar days after the day the request was received, to notify the applicant of the approval or refusal of access to the requested documents. NIHERST will contact the applicant to acknowledge receipt of the request. The applicant may follow up on the request via telephone or in writing to confirm receipt by the Designated Officer and to ascertain its status.

The Institute will determine whether to grant the request for access to information and in accordance with the FOIA, will notify the applicant of the approval or refusal of the request as soon as practicable, but in any case, within 30 calendar days of having received the request. If a decision is taken to grant access, then the Institute will provide a time period within which the information will be disclosed. If it appears that processing the request is taking longer than the estimated time, NIHERST will advise the applicant of its status.

SECTION 7 (1) (a) (vi)

Officers at NIHERST responsible for:

- the initial receipt of and action upon notices under section 10
- requests for access to documents under section 13; and
- applications for correction of personal information under section 36 of the FOIA, are as follows:

The Designated FOI Officer for NIHERST is:

Mrs. Nandi Ogiste
Registrar (Ag.)
NIHERST
Level 13, Education Towers
5 St Vincent Street Port of Spain
Trinidad, West Indies
Tel: ext. 2300
Fax: 627-8272
Email: nandi.ogiste@niherst.gov.tt

The Alternate FOI Officer for NIHERST is:

Mrs. Giselle Dinzey
Assistant Registrar
NIHERST
Level 13, Education Towers
5 St Vincent Street
Port of Spain
Trinidad, West Indies
Tel: ext. 1704
Fax: 627-8272
Email: giselle.dinzey@niherst.gov.tt

SECTION 7 (1) (a) (vii)

Advisory Boards, Councils, Committees and other bodies (where meetings/minutes are open to the public)

At the present time there are no other bodies that fall within the meaning of this section.

SECTION 7 (1) (a) (viii)

Library/Reading Room Facilities

Information in the public domain can be accessed via the NIHERST website www.niherst.gov.tt or at the Institute's Documentation Centre.

The provision of copies of documents in the public domain may be subject to a charge to cover administrative costs. In order to better serve your information needs, NIHERST strongly recommends that requests be made in advance either by telephone to NIHERST Senior Librarian at 642-6112/9371, or by email to Doc-centre@niherst.gov.tt.

SECTION 8 STATEMENTS

Section 8 (1) (a) (i)

Documents containing interpretations or particulars of written laws or schemes administered by the public authority, not being particulars contained in another written law:

There are no documents of this nature held by the Institute at this time.

SECTION 8 (1) (a) (ii)

Manuals, rules of procedure, statements of policy, records of decisions, letters of advice to persons outside NIHERST, or similar documents containing rules, policies, guidelines, practices or precedents:

- Government Circulars
- NIHERST Act No. 20 of 1984 (Chap 39:58 of Laws of Republic of Trinidad & Tobago)
- NIHERST Brand Guidelines
- NIHERST Financial Policy and Procedures Manual
- NIHERST HSE Management System
- NIHERST ICT Guidelines (Cybersecurity, Password Construction, Email Etiquette)
- NIHERST Institutional Policy and Procedures Manual
- NIHERST Internal and External Communication Guidelines
- NIHERST Manual of Human Resource Policies and Procedures
- NIHERST Pension Fund Plan Members Reference Guide
- NIHERST Pension Fund Plan Trust Deed and Rules
- NIHERST Records and Information Management Procedures and Guidelines
- NIHERST-PSA Collective Agreements
- Shaping Performance: A Manual for Performance Management in the Public Service
- State Enterprises Performance Monitoring Manual
- Office of Procurement Regulation Handbooks and Guidelines

SECTION 8 (1) (a) (b)

In enforcing written laws or schemes administered by NIHERST where a member of the public might be directly affected by that enforcement, being documents containing information on the procedures to be employed or the objectives to be pursued in the enforcement of, written laws or schemes.

There are no statements to be published under this section at this time.

SECTION 9 STATEMENTS

SECTION 9 (1) (a)

A report or a statement containing the advice or recommendations, of a body or entity established within NIHERST.

- Report of the Policy Management Team - Term 1 : 1st July 2022 to 30th June 2024
- The Value of NIHERST Salaries Accounting for Inflation, 2023
- Sci-TechKnoFest 2.0 Closeout Report, 2022
- Reports of Policy and Procedures Development Team, 2020-2021
- Review of NIHERST Management Tenders Committee, 2020
- Making the Connection – Improvement of NIHERST Procurement Processes, Procedures with Recommendations and Operating Procedures for Mapped Processes, 2018
- Report on the first Monitoring & Evaluation workshop conducted for NIHERST staff over a 6-day period: September 6th–8th and 14th–16th, 2016
- Final Report on the NIHERST Brainstorming Exercise: Towards the Development of a New Strategic Plan 2016–2020, 2016

SECTION 9 (1) (b)

A report or a statement containing the advice or recommendations, of a body or entity established outside NIHERST by or under written law, or by a Minister of Government or other public authority for the purpose of submitting a report or reports, providing advice or making recommendations to NIHERST or to the responsible Minister.

- Joint Select Committee - An Inquiry into the Role of NIHERST in the Development of STEM in Trinidad and Tobago Written Responses (NIHERST), 2021
- Building a National Innovation System for Trinidad and Tobago – Final Report (Vision 2020 Sub-Committee on Science, Technology and Innovation), February 2005
- A national policy on Science, Technology and Innovation for Trinidad & Tobago: Into a new era of human development and international competitiveness, National Task Force on Science, Technology and Innovation Policy, 2001

SECTION 9 (1) (c)

A report or a statement containing the advice or recommendations, of an inter-departmental committee whose membership includes an officer of NIHERST.

There are no documents of this nature held by the Institute at this time.

SECTION 9 (1) (d)

A report or a statement containing the advice or recommendations, of a committee established within NIHERST to submit a report, provide advice or make recommendations to the responsible Minister or to another officer of NIHERST who is not a member of the committee.

- Science City Report for Ministry of Education, 2021
- Reports of Policy and Procedures Development Team, 2020-2021
- NIHERST Contribution to Government Roadmap Committee, 2020
- Review of NIHERST Management Tenders Committee, 2020
- Making the Connection – Improvement of NIHERST Procurement Processes, Procedures with Recommendations and Operating Procedures for Mapped Processes, 2018
- NIHERST's Contribution and Relevance to the National Innovation System, 2017
- Final Report on the NIHERST Brainstorming Exercise: Towards the Development of a New Strategic Plan 2016–2020, 2016
- Toward a National Science and Technology Education Policy: A Position Paper, 2006

SECTION 9 (1) (e)

A report (including a report concerning the results of studies, surveys or tests) prepared for NIHERST by a scientific or technical expert, whether employed within NIHERST or not, including a report expressing the opinion of such an expert on scientific or technical matters.

NIHERST Science, Technology and Innovation Statistical Surveys S&T Indicators

(conducted annually and published at niherst.gov.tt)

- Science and Technology Indicators 2000-2023
- Human Resources in Science and Technology in the Public Sector, 2001

STEM Education

- Survey of Mathematics in Primary Schools, 2017
- Survey of Mathematics in Secondary Schools, 2016
- Survey of Science in Primary Schools, 2015
- Survey of Middle Form Students, 2014
- Survey of Engineering Graduates, 2001
- Survey of Science in Secondary Schools, 2011
- Survey of Graduates of Technical Institutions, 2008
- Survey to Identify the Characteristics of an Ideal University, 2007
- Survey of Social Sciences Graduates, 2007
- The Survey of Mathematics in Primary Schools, 2007
- Survey of Mathematics in Secondary Schools, 2006
- Survey of Science and Agriculture Graduates, 2004
- Study of Science in Primary Schools, 2003
- C.X.C. and G.C.E. A' Level Results, 2002

Innovation

- Survey of Innovation in the Assembly-Type and Related Industries, 2013
- Survey of Innovation in the ICT Sector, 2013
- Survey of Innovation in the Publishing, Printing and Paper Converter Industry, 2010
- Survey of Innovation in the Tourism Sector, 2009
- Survey of Innovation in the Chemical and Non-Metallic Products Industry, 2008
- National Innovation Survey of the Food and Beverage Industry in Trinidad and Tobago, 2006

ICT

Utilisation of Information Technology by Households, 2009, 2001

Public Perception of Science

Survey on the Public Perception of Science, 2012, 2005

Environmental Awareness and Practices

Survey of Environmental Awareness and Practices, 2013, 2008

NIHERST Sectoral Innovation Mapping Studies

- Trinidad and Tobago's Energy Services SIM Study, 2019
- SIM of the ICT Sector Case Study: The Animation Industry of Trinidad and Tobago, 2018

Icons in Science, Technology and Innovation

- Caribbean Women in Science and Their Careers, 2011
- Caribbean Icons in Science, Technology and Innovation: Volumes 1-2, Caribbean Council for Science and Technology and NIHERST, 2005-2010
- The Contribution of Local Chinese to Science, Technology and Innovation, 2009
- Trinidad & Tobago Icons in Science & Technology: Volumes 1-4, 2009-2016

Other Reports

- Final Project Report: NIHERST Entrepreneurship Initiative - GBest Trading Company Limited, 2023
- NIHERST Contributions to the Revised Chapter on Science, Technology, Innovation and Research (STIR) of the Post Cotonou Partnership Agreement, 2019
- National Science & Technology Policy (draft prepared in-house), 2014
- Economic Priority Areas, Jobs and Skills for Growth in Trinidad and Tobago (Dr. Sandra Sookram), 2012
- Business and innovation success stories from Trinidad and Tobago, 2007
- Towards A National Science and Technology Education Policy: A position paper, 2005
- Design of Seamless System of Education and Training in Trinidad and Tobago, A Position Paper prepared for NIHERST (Dr. Alvin Ashton & Mr. Lloyd Pujadas), 2004
- NIHERST's Contribution to a National Policy on Science, Technology and Innovation for Trinidad and Tobago (Dr. Steve Thompson), 2002
- Feasibility Study for a National Science Centre for Trinidad and Tobago (Symonds Group Limited, Bristol, UK), 2001

SECTION 9 (1) (f)

A report prepared for NIHERST by a consultant who was paid for preparing the report.

- Innovation and Entrepreneurship Ecosystem Stakeholder Assessment Report: NIHERST Entrepreneurship Initiative - GBest Trading Company Limited, 2023
- NIHERST Strategic Analysis Report (SAR) – VSL Consultants, 2022

- ICT Hardware and Software Management Process – Moore Business Solutions, 2022
- Health and Safety – Business Continuity Process – Moore Business Solutions, 2022
- Finance Internal Audit – Moore Business Solutions, 2022
- Review of the Procurement Process -Provision of Consultancy Services to assist with the closeout of Contracts for the Science City Project, (Moore Business Solutions (Trinidad) Limited), 2021
- HR Operational Efficiency Review report, (Dr. Hyacinth Guy Human Resource Company), 2020
- Special Internal Audit Advisory Services (Moore Business Solutions (Trinidad) Limited), 2020
- Civil Engineer's Reports on the Science City Project (Chris Harrysingh), 2019
- NIHERST Key Issues and Challenges in 2018, A Strategic Analysis Report Towards Strategic Plan 2019-2021 (VSL Consultants), 2019
- Organisation Transformation Study...the Restructuring of NIHERST (HRC Associates), 2017
- NIHERST Cash Control Review (Thaxa Consulting), 2017
- NIHERST Payroll Review (Camille Dhoray), 2016
- Sub-surface Investigation for the Proposed Construction of a Science City at Indian Trail, Couva for NIHERST (Trinidad Engineering & Research (1978), Ltd.), Feb 2015
- NIHERST Science City – Phase I – Hydrological Assessment Report (CEP Limited), January 2015
- NIHERST Tendering Process Review (Camille Dhoray), 2014
- Survey Report - Re-establishment of a Monument for Site in Couva for Construction of a New NIHERST National Science Centre (Trintoplan Consultants Limited), August 2013
- Drainage Design Report – Revision 2 – NIHERST Science City at Couva for EcoEngineering Consultants Limited (Trintoplan Consultants Ltd.), July 2013
- Review of the Business Plan for the Establishment of a National Science Centre for Trinidad and Tobago (M M Monique & Associates), May 2013
- Geotechnical Report for Geotechnical Investigation for Construction of a National Science Centre – Indian Trail at Couva for NIHERST (Trintoplan Consultants Limited), March 2013
- Economic Priority Areas, Jobs and Skills for Growth in Trinidad and Tobago (Dr. Sandra Sookram), 2012
- Survey Report – Monumentation & Topographic Surveys for Site in Couva for Construction of a New National Science Centre for NIHERST (Trintoplan Consultants Limited), October 2012
- Report on Review of Science and Technology Framework in Selected Countries (Clive Pegus), 2007
- Science and Technology Legal Framework for Trinidad and Tobago (Clive Pegus) 2007
- A National Science, Technology and Innovation Policy for Trinidad and Tobago (Satarine Balkaransingh), 2006
- NIHERST's Contribution to a National Policy on Science, Technology and Innovation for Trinidad and Tobago (Dr. Steve Thompson), 2002
- Feasibility Study for a National Science Centre for Trinidad and Tobago (Symonds Group Limited, Bristol, UK), 2001

SECTION 9 (1) (g)

A report prepared within NIHERST and containing the results of studies, surveys or tests carried out for the purpose of assessing, or making recommendations on, the feasibility of establishing a new or proposed Government policy, programme or project.

- Highlights on the Innovation Pathway of Industries in Trinidad and Tobago, 2023
- The Value of NIHERST Salaries Accounting for Inflation, 2023

SECTION 9 (1) (h)

A report on the performance or efficiency of NIHERST, whether the report is of a general nature or concerns a particular policy, programme or project administered by NIHERST.

- Sci-TecKnoFest 2.0 Closeout Report, 2022
- NIHERST Strategic Analysis Report (SAR) – VSL Consultants, 2022
- ICT Hardware and Software Management Process – Moore Business Solutions, 2022
- Health and Safety – Business Continuity Process – Moore Business Solutions, 2022
- Finance Internal Audit – Moore Business Solutions, 2022
- Joint Select Committee - An Inquiry into the Role of NIHERST in the Development of the STEM in Trinidad and Tobago Written Responses (NIHERST), 2021
- Review of the Procurement Process - Provision of Consultancy Services to assist with the closeout of Contracts for the Science City Project (Moore Business Solutions (Trinidad) Limited), 2021
- HR Operational Efficiency Review report (Dr. Hyacinth Guy Human Resource Company), 2020
- Science City Report, May 20, 2020
- Civil Engineer's Reports on the Science City Project (Chris Harrysingh), 2019
- Board of Governors Annual Performance Appraisal Report, 2020 - 2021, 2021 - 2022
- Special Internal Audit Advisory Services (Moore Business Solutions (Trinidad) Limited), 2020
- NIHERST Annual Administrative Reports, 2001-2016, 2018, 2019
- NIHERST Audited Financial Statements for years ended 31 December, 2001-2013
- NIHERST Cash Control Review (Thaxa Consulting), 2017
- NIHERST Payroll Review (Camille Dhoray), 2016
- NIHERST Tendering Process Review (Camille Dhoray), 2014
- Review of the Science Popularisation Programmes of the NIHERST/NGC National Science Centre Trinidad and Tobago, 2013

SECTION 9 (1) (i)

A report containing final plans or proposals for the re-organisation of the functions of NIHERST, the establishment of a new policy, programme or project administered by NIHERST whether or not the plans or proposals are subject to approval by an officer of NIHERST, another public authority, the responsible Minister or Cabinet.

NIHERST Strategic Plans 2011-2015, 2020-2022

SECTION 9 (1) (j)

A statement prepared within NIHERST and containing policy directions for the drafting of legislation.

- National Science and Technology Policy (draft), 2014
- Towards A National Science and Technology Education Policy: A position paper, 2005

SECTION 9 (1) (k)

A report of a test carried out within NIHERST on a product for the purpose of purchasing equipment.

There are no reports to be published under this section at this time.

SECTION 9 (1) (l)

An environmental impact statement prepared within NIHERST.

There are no statements to be published under this section at this time.

SECTION 9 (1) (m)

A valuation report prepared for NIHERST by a valuator, whether or not the valuator is an officer of NIHERST.

NIHERST Pension Fund Plan Actuarial Valuation Reports as at 1 November 2003, 2006, 2009, 2012, 2015, 2018 and 2021.