



CIRCULAR MEMORANDUM NO. 50 OF 2018

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FROM: Chief Executive Officer, Ministry of the Public Service, Energy and Public Utilities

TO: Office of the Governor General, Chief Justice, Auditor General, Solicitor General, Financial Secretary, Cabinet Secretary, Chief Executive Officers and Heads of Department

SUBJECT: DAMAGE ASSESSMENT AND NEEDS ANALYSIS (DANA) TRAINING FOR PUBLIC OFFICERS

DATE: 9th October, 2018

In an effort to fully equip Public Officers to handle disaster and emergency management duties responsibly and efficiently, the National Emergency Management Organization (NEMO) will be conducting a **Damage Assessment and Needs Analysis (DANA) Training** for the following Public Officers residing in **Hattieville** on Thursday, 18th October, 2018. The training will be held at the Hattieville Community Center, from 8:30 a.m. to 4:00 p.m.

<u>No.</u>	<u>Name</u>	<u>Post</u>	<u>Ministry</u>	<u>Department</u>
1	Decharie Gonzalez	Intake Welfare Officer	Attorney General's Ministry	Family Court
2	Nadine Lewis	Assistant Marshall	Attorney General's Ministry	General Registry
3	Shimon Cain	Office Assistant	Attorney General's Ministry	General Registry
4	Shermain Dawson	Senior Secretary	Ministry of Education, Youth, Sports and Culture	Education Department
5	Shirleen Coote	GST Officer I	Ministry of Finance	Department of GST
6	Elmer Reyes	GST Officer I	Ministry of Finance	Department of GST
7	Tricia Hislop	GST Clerk II	Ministry of Finance	Department of GST
8	Justin Vasquez	GST Clerk II	Ministry of Finance	Department of GST
9	Richard Waight	First Class Clerk	Ministry of Finance	Treasury Department
10	Ludrick Arnold	Maintenance Supervisor	Ministry of National Security (Defence)	Belize National Coast Guard
11	Darlene Jenkins	First Class Clerk	Ministry of National Security (Home Affairs)	Police Department
12	Brendalyn Staine	Registering Officer II	Ministry of the Public Service, Energy and Public Utilities	Elections & Boundaries
13	Samuel Ferguson	Postal Clerk II	Ministry of Transport & National Emergency Management	Belize Postal Service

Kindly ensure that the above-listed officers are granted time-off to attend the training, in accordance with Regulation 211 (3) (b) of the Belize Constitution (Public Service) Regulations, 2014.


ADRIANA GONZALEZ (MS.)
For CHIEF EXECUTIVE OFFICER

c: *Director, CITO*
National Emergency Coordinator
GEN/4/01/01