

SECOND ADVISORY DATED MAY 05, 2023

Dear Colleague,

The new Council of the Pharmacy Board of Trinidad & Tobago was elected on Thursday 27th April 2023. On Friday 28th an advisory message was circulated. Today, I am to inform of the following: The President Mr. Clinton Sahadeo and I visited the office on Friday 28th to take stock of the existing conditions.

There were no documents for 2023, except two incomplete applications for new pharmacies. The Seal and stamp for the Pharmacy Board were missing.

The computer and printer were non-functional.

There was no internet.

The phones had been disconnected because the bills were unpaid.

The microwave oven, refrigerator and electric kettle was non-functional.

The air-condition unit had not been serviced in more than two years and was barely working.

The office needed professional cleaning.

An application was made to the bank to formally change the signatures on the account. The process we need to follow is detailed below.

- Make an application for a change of signatures.
- The bank will contact as to when to collect a package.
- Complete the forms in the package and return to the bank, together with a copy of the minutes from the election meeting.
- A letter on the official pharmacy board stationery signed by the current signatories authorizing the changeover of the signatures.

The above process has been started.

A letter was also delivered to Mr. Rahaman giving him seven days to return all property belonging to the Pharmacy Board. Today, to my regret I must inform you that nothing has been returned. This means that no documents can be issued as the Seal is required on all such documents. We are pursuing options and efforts to purchase a new Seal.

All pharmacists who have in their possession a 2023 receipt for a Practising Licence and a Practising Licence from 2022, can function legally as provided for in legal Notice 41 of 2023.

All pharmacies can also function legally if a pharmacy Licence from 2022 and a receipt for 2023 is in the possession of the licensed pharmacist. This is provided for in Legal Notice 47 of 2023. These documents can be used to apply for Antibiotic, Controlled, Narcotic and Pesticides and Toxic Chemical Licences.

Considering our findings at the Board's offices, pharmacists are asked to use the legal notices to continue with these provisions. The new Council will focus on the other problems.

New Pharmacists Seeking Registration Certificates and Practising Certificates

I am very sorry to inform you that no applications are at the Pharmacy Board office.

If you have photocopies of your documents, you can resubmit to the Board's email address with New Pharmacist and your full name as your subject. Proof of payment should also be submitted with the documents.

If you do not have copies of previously submitted documents, you will have to resubmit all documents together with proof of payment. Again, these can be emailed to the Board. If no proof of payment is available, an affidavit attesting to payment or new payment will have to be done.

In the cases where documents are emailed with proof of payment or affidavit you will get an email giving a date for bringing in the documents and your certificates will be available for collection.

If you have no proof of payment or affidavit, bring your documents in when payment is made.

NEW PHARMACIES

An update will be issued next week.

Change of Pharmacists

Your concerns have been noted. Check your email for information. If your time for contact has passed, you will be notified as to a new time and date.

GENERAL

Any pharmacist seeking clarification, can send an email to boardpharmacyt@gmail.com, you may be asked to initiate contact at a time and place, this is because the numbers at the Board's office are non-functional and private cells have to be used.

In conclusion, the new Council would like to thank everyone for their concerns and best wishes and we hope that with your cooperation and goodwill, we can return to a smooth working relationship between members and the Council.

Junia Forde Walcott
Secretary/Treasurer/Registrar