



### PORTS AUTHORITY EXTENDS SERVICE HOURS

BVI Ports Authority (BVIPA) is extending its hours effective Wednesday, November 1. Customers will have access to services at the Port Purcell facility from 8:30 a.m. to 7:30 p.m. Monday through Friday. On Saturdays from 9:00 a.m to 3:00 p.m.

### NOTICE FROM NATURAL RESOURCES AND LABOUR

Residents wishing to conduct business with the Ministry of Natural Resources and Labour are asked to note that the telephone number has been changed to 284-468-2147. Persons can also contact the Department of Labour at the same telephone number.

### CENTRAL STATISTICS OFFICE UNDERTAKES DAMAGE AND LOSS SURVEY

The Central Statistics Office (CSO) is currently undertaking a survey to determine the extent of damage and loss of household contents persons experienced in the British Virgin Islands with the passage of Hurricanes Irma and Maria. Survey questionnaire is one-page and can be completed within five to ten minutes.

### NOTICE FROM WATER AND SEWERAGE DEPARTMENT

The Water and Sewerage Department has resumed operations from 9:00 a.m. - 4:30 p.m. daily. Payments on outstanding amounts up to July 2017 can be made Monday - Friday between 9:15 a.m. - 3:00 p.m. at the old compound. Please follow directional signs.

### PUBLIC SCHOOLS

All public schools students Grades K through 12 are expected to report to their respective schools Monday, November 6 as the school year commences.

### PARAQUITA BAY DEBRIS SITE CLOSED UNTIL FURTHER NOTICE

The public is advised that the Paraquita Bay Waste Debris Management station is closed until further notice. Residential waste should be taken to the incinerator at Pockwood Pond while galvanise, wood and white goods (appliances) should be taken to the debris management site in Cox Heath.

### MINISTRY OF HEALTH INVITES APPLICATIONS FOR HOUSING ASSISTANCE

Homeowners are invited to apply for assistance to rebuild/repair their homes through Ministry of Health & Social Development

#### ELIGIBILITY CRITERIA:

- Displaced homeowner
- Homeowner without insurance
- Unemployed homeowner
- Low-income homeowner

#### APPLICATION PROCESS:

- Complete National Emergency Relief and Recovery Assistance Form
- Return form to pick-up location
- Forms available at Road Town Seniors' Centre, next to BVI Red Cross and at distribution centres on the sister islands.

### VIRGIN ISLANDS SHIPPING REGISTRY RELOCATED

The Virgin Islands Shipping Registry is advising the public that its office is currently located on the 2nd floor of the Ritter House. The registry is providing its full range of services and can be contacted at 468-9499.

### PROJECT UPLIFT

Public Officers are invited to participate in free group support sessions to cope with the present reality post Hurricanes Irma and Maria. Officers who exhibit feelings of anxiousness, depression, lack of motivation, reoccurring thoughts and nightmares are asked to contact their department Head immediately to take advantage of this professional, confidential service.

### NOTICE FROM MAGISTRATE'S COURT

The Collection Unit of the Magistrate's Court has relocated to Road Town Police Station and will be processing cash payments at this time.

Persons wishing to make payments on fines or for child maintenance matters can submit them daily between 10:00 a.m. and 2:00 p.m. for processing.

### ALTERNATIVE SECONDARY EDUCATION PROGRAMME NOTICE

Individuals enrolled in the Alternative Secondary Education Programme are asked to re-register by visiting the Department of Youth Affairs and Sports, 2nd Floor of the Ward's Building in Road Town. Registration commences Monday, October 23 between 10:00 a.m. to 2:00 p.m. and 3:00 to 5:00 p.m. Monday through Friday daily.



## **ONLINE ELECTRICITY BILL PAYMENT**

British Virgin Islands Electricity Corporation's (BVIEC) Online Payment portal is up and functioning. Customers can go to [www.bvielectricity.com](http://www.bvielectricity.com) to pay bills online.

## **PWD RECEPTION TELEPHONE NUMBER**

The public is advised that the Public Works Department can be contacted by calling (284) 340-5904 to report roadblocks and other related issues.

## **RELOCATION OF THE MINISTRY OF HEALTH AND ITS SUPPORT OFFICES**

The Ministry of Health and Social Development, the Environmental Health Division, the Public Health Unit, the Medical & Dental Council and the Nurses and Midwives' Council, along with the Office of Gender Affairs and the Department of Waste Management have relocated and are now operating from the Peebles' Hospital Annex.

## **INLAND REVENUE DEPARTMENT RESUMES OPERATIONS**

The public is advised that the Inland Revenue Department has relocated to the 2nd floor of the Louise Malone Building (upstairs BVI Cable TV) and services will be offered from 9:00 a.m. to 4:30 p.m. daily, Monday through Friday.

Available services include revenue collection, tax exemption, certificate of good standing, stamp duty, liquor licence, taxpayers' collections and tax payers' education.

All August submissions are now due. All interest and penalties will be waived. For more information please call (284) 468-9564.

## **GAZETTE UNIT RESUMES OPERATIONS**

The Cabinet Office is informing the general public that the Gazette Unit will be in operation from 9:00 a.m. until 3:30 p.m. Monday through Friday from the ground floor of the Department of Trade, Investment Promotion and Consumer Affairs located in the Sebastian Building, across from Banco Popular, Wickham's Cay 1. For more information telephone (284) 468-9217 or email [bvigationette@gmail.com](mailto:bvigationette@gmail.com) or [kcallwood@gov.vg](mailto:kcallwood@gov.vg).

## **MINISTRY OF COMMUNICATIONS AND WORKS LOCATION**

The public is informed that the Ministry of Communications and Works is located in the Central Administration Complex, Conference Room 3, East Wing.

## **INTERNAL AUDIT RESUMES OPERATIONS**

The public is advised that Internal Audit has resumed operations from the third floor of the Ashley Ritter Building, Wickham's Cay I, Monday through Friday, between 9:00 a.m. to 4:30 p.m.

## **RELOCATION OF THE MINISTRY OF HEALTH AND ITS SUPPORT OFFICES**

The Ministry of Health and Social Development, the Environmental Health Division, the Public Health Unit, the Medical & Dental Council and the Nurses and Midwives' Council, along with the Office of Gender Affairs and the Department of Waste Management have relocated and are now operating from the Peebles' Hospital Annex.

## **NOTICE FROM FIRE & RESCUE SERVICE**

Persons can contact the Fire Headquarters in Road Town at 468-9040 or 346-5721 for all emergency matters until 911/999 is back in service.

## **BUSINESS OWNERS TO CONTACT LABOUR PRIOR TO ARRIVAL OF SKILLED WORKERS**

Business owners are informed that they must submit a request in writing to the Labour Commissioner prior to the arrival of skilled workers to the Territory. The request must include the name of the skilled worker, nationality, date of arrival, occupation and intended length of stay. The specific skills needed must also be outlined.

Skilled workers can enter the Territory via the Terrance B. Lettsome Airport, the West End Jetty, Tortola Pier Park Tender Dock and directly to Virgin Gorda via the St. Thomas Bay Jetty.

Letters addressed to the Labour Commissioner should be delivered to the Ministry of Natural Resources and Labour located in the East Wing of the Central Administration Complex, 2nd floor, between 9:00 a.m. and 4:30 p.m. daily, Monday through Friday.

Business owners are asked to comply as the Territory continues its recovery and rebuilding efforts.

## **HER MAJESTY'S CUSTOMS RESUMES OPERATIONS**

The public is notified that the Administration Unit of Her Majesty's Customs has relocated to the second floor of the Louise Malone Building (upstairs of BVI Cable TV) and will provide services from 9:00 a.m. until 4:30 p.m. daily.

Persons are encouraged to visit the office for general inquires and to access first time home builder's concessions and vessel registration (home and foreign based). For more information, please telephone (284) 468-9716 or (284) 468-9280.

**Curfew Remains in Effect 11:00 p.m. - 6:00 a.m.**

Direct all inquiries to [bviddmirma@gmail.com](mailto:bviddmirma@gmail.com) Please log onto @bviddm and @bvigovernment on Facebook for regular updates on the response and relief efforts in the Territory



## NOTICES FROM BVI PORTS AUTHORITY

The BVI Ports Authority would like to advise the public that all regular services have resumed via their Port Purcell and Spanish Town facilities.

The BVI Port Authority along with its industry stakeholders, particularly the shipping companies, are working diligently to clear all LCL backlogged cargo. As such, we encourage all cargo consignees to make every effort to collect your LCL cargo as soon as possible.

For all queries about our services or cargo collection, please contact the Customer Service Desk at 442-0808 or 340-3537 Monday through Friday, 9:30 a.m.–4:30 p.m.

## NOTICE FROM DEPARTMENT OF TRADE

The Department of Trade, Investment Promotion and Consumer Affairs is open to the public during normal business hours, Monday through Friday from 8:30 a.m. to 4:30 p.m., meanwhile the cashier closes at 3:30 p.m.

## WATER AVAILABLE FOR THE PUBLIC

The Water and Sewage Department will be setting up standpipes to supply water at the following locations:

- West End across from Big Ben's Gas Station
- Duffs Bottom across from New Life Baptist Church
- Cappoon's Bay near Leonora Delville Primary School

Persons are asked to bring their own containers to be filled.

A water truck will also be located at Carrot Bay festival grounds to provide water on Saturday, October 14 from 9:00 a.m. to 1:00 p.m.

## NOTICE ON HURRICANE RATED WINDOWS

A message to all homeowners in the BVI interested in the purchase of hurricane rated windows and doors for their properties. It is important to understand that the term "hurricane rated" describes a range of windows tested from 70 pounds per square foot to 200 pounds for square foot of wind pressure. Many people in the BVI who had purchased hurricane rated windows and doors before have lost those windows and doors because they were not sufficiently strong enough for the location of their home. Where your property is located on the hill relative to the ridge has a very significant impact on the required strength of your windows, with properties on the ridge needing the strongest. Persons seeking to purchase hurricane rated windows and doors should therefore consider the allowable pressure of the items they are purchasing. It is also highly recommended that they consult with a structural engineer who would be able to identify and recommend the required allowable pressure specific to their property location, in order to avoid windows and doors failing in the future.

## TREASURY DEPARTMENT RESUMES OPERATIONS

The public is advised that the Treasury Department has resumed operations from its office located on the ground floor of the Central Administration Complex, East Wing between the hours of 9:00 a.m. and 4:30 p.m. Distribution of Treasury cheques will continue at the National Bank of the Virgin Islands during banking hours.

## FIRST DISTRICT MEETINGS

Please note daily meetings will be held in the 1st District (West End Area) as follows:  
12:00 noon – D'Coal Pot, Carrot Bay  
2:00 p.m. – Basketball Court West End  
4:00 p.m. – Little Apple Bay, Sebastian's

## TIPS FOR REPAIRING A GALVANIZED ROOF

**STEP 1:** Measure the damaged area, this will help determine the amount of materials you need to finish the job. Mark the measurement on the underside of the galvanize using a permanent marker.

**STEP 2:** Cut the galvanize using specialised metal snips. Set the scribe to a half of an inch, and run it along the edges of the cut piece of steel, snipping each corner of the patch at a 45 degree angle. Use the metal snips for this as well. Be sure that the angle cuts cross through the intersection of the half-inch scribe lines. Fold the sides of the metal patch using a sheet metal seamer, and use the scribe lines as your reference lines to mark the bends. Bend all folds towards the surface of the patch.

**STEP 3:** Clean the Metal Patch and Apply the flux. Before the flux is applied to the roof, the metal patch should be cleaned and smoothed using 120 grit sandpaper. The edges of the hole in the roof should also be cleaned in the same manner before applying flux to its edge and the edges of the patch. Use an acid brush to apply the flux thoroughly.

**STEP 4:** Place the patch over the repaired area and place a weight upon it to help keep it firmly in place. Rub lead-free solder with a heated soldering iron around the edge of the metal patch, allowing it to flow under and set to fix the patch in place over the repaired area. The solder should be left to cool and thoroughly harden before the weight is removed. When it is dried, remove the weight and refinish the surface of the repaired area in the same manner as the rest of the roof.

**CREDIT:** <http://www.doityourself.com/stry/how-to-repair-a-galvanized-steel-roof>

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## WASTE MANAGEMENT

The Department of Waste Management is in need of public officers to assist with the Debris Management Programme, which will be organised according to the collection zones.

**Four (4) additional officers** are required to serve as Project Managers, who will serve in a supervisory capacity and a large number of officers will be required to assist with sorting debris in the various zones.

Public officers who reside in the following zones are asked to register to assist with the clean-up process:

**Zone 1** – West End to Duff's Bottom, including Carrot Bay, Cappoon's Bay and Frenchman's Cay;

**Zone 2** – Slaney Hill, McNamara, Main Street, Wickham's Cay I, Road Town Public Market, Scatliffe Alley, Sunday Morning Well.

**Zone 3** – Long Bush, Lower Estate, Huntum's Ghut, Horse Path, Botanic Station, John's Hole, Wickham's Cay II, Purcell Estate, Free Bottom, Johnson Ghut, and Fort Hill

**Zone 4** – Baugher's Bay – Fat Hog's Bay

**Zone 5** – Long Look to Trellis Bay, Beef Island including Little Dicks Hill and Greenland

**Zone 6** – Hope Hill to Cane Garden Bay (through the Ridge Road), including Chalwell, Meyers, Mount Sage and Ballast Bay.

## ENVIRONMENTAL HEALTH DIVISION

The Environmental Health Division is in need of four (4) Vector Control Officers (male or female). Officers must be able to lift 50 pounds and flexible to work at nights. They will be required to wear work boots and will be working with foggers and using respirators and other personal, protective equipment. Therefore, officers should not have any underlying respiratory disease.

## GENERATOR SAFETY TIPS

**TIP 1:** Please do not turn on generators indoors as high levels of poisonous carbon monoxide gas will be released. Carbon monoxide is a deadly, odorless, and colorless gas which can be fatal within as little as 5 minutes.

**TIP 2:** Do not run a portable generator in the rain, unless it is covered and vented.

**TIP 3:** Before refueling, turn off your gasoline-powered generator and let it cool. Gasoline spilled on hot engine parts can ignite. Allowing the engine to cool also reduces the risk of burns while refueling.

**TIP 4:** Avoid electrical hazards. For stationary generators, an approved generator transfer switch, which keeps your house circuits separate from the electric co-op, should be installed by a professional. For portable generators, plug appliances directly into the outlet provided on the generator.

**TIP 5:** Use a heavy-duty extension cord for outdoor use, rated (in watts or amps) at least equal to the sum of the connected appliance loads.

**TIP 6:** Do not attempt to backfeed your house. Backfeeding means trying to power your home's wiring by plugging the generator into a wall outlet. This reckless and dangerous practice presents an electrocution risk to utility workers and neighbors served by the same utility transformer. It also bypasses some of the built-in household circuit protection devices, that could result in frying of your electronic equipment or starting an electrical fire.

**TIP 7:** Start the generator first BEFORE connecting appliances.

These tips were brought to you by the Electrical Inspection Unit, the British Virgin Islands Electricity Corporation and the National Emergency Operations Centre.

## VISITATION HOURS AT HM PRISON

The public is notified that visiting hours at Her Majesty's Prison resumes Thursday, October 5.

**Visitation for remanded prisoners are as follows:**

- Tuesday or Thursday ONLY from 8:30 to 11:30 a.m. and from 1:30 to 2:30 p.m.

**Visitation for convicted prisoners are as follows:**

- Saturday or Sundays between the hours of 8:30 to 11:30 a.m. and from 1:30 to 2:30 p.m.
- Booking appointments will be waived until further notice. However, each inmate will be entitled to one visit per week on a first come, first served basis, and for a duration of 20 minutes.

**Please note the following requirements in order to visit HM Prison:**

- All visitors must be dressed appropriately (no tights, sleeveless, and no clothing above the knee).
- All visitors must present a valid ID such as a driver's license, a passport, NHI card or student's ID.
- Children under the age of 16 must be accompanied by an adult. A limited amount of snacks and juice will be accepted as water is being provided by the Prison at this time)
- No cooked food or items for food preparation will be accepted.

All visitors will be subjected to search before entering the facility.

## NOTICE TO RESIDENTS ON VIRGIN GORDA

Residents of Virgin Gorda are advised of the locations of the distribution centres on Virgin Gorda: North Sound Methodist Church, Yacht Harbour Town Centre  
Monday | Wednesday | Friday  
9:00 A.M. - 3:00 P.M.

**Curfew Remains in Effect 11:00 p.m. - 6:00 a.m.**

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## **NOTICE TO ALL BUILDING PROFESSIONALS**

Building experts such as electricians, contractors, plumbers, engineers, architects or anyone in the building profession are asked to volunteer with the Ministry of Health and Social Development's Social Housing Programme through their expertise, time and services. Interested persons can call or whatsapp 468-9854 to register.

## **1ST DISTRICT DISTRIBUTION SCHEDULE**

Currently distribution of water and relief supplies is taking place in the 1st District for all residents of Carrot Bay at the Coal Pot Restaurant.

Distribution of water and relief supplies for all residents from Smuggler's Cove to Little Apple Bay including Long Bay, Zion Hill on the Northern side among other surrounding area is currently taking place at the Sebastian's area.

## **SHIPMENT PROCEDURES IN THE TERRITORY**

The public is advised of the following procedures in which to follow when sending goods to family, friends and businesses in the Territory:

Shipper is expected to send a copy of the manifest to the recipient. Recipient will take the manifest to a Customs broker to facilitate the preparation of the T12 form.

After the shipment is received in the BVI, the recipient takes the completed T12 form to Customs for approval.

Customs will review, approve and release the shipment to the recipient (duties will apply for items not exempted)

## **HM CUSTOMS HEADQUARTERS TEMPORARILY RELOCATED**

The public is notified that Her Majesty's Customs headquarters has been temporarily relocated to upstairs of BVI Cable TV in Road Town. Services resume effective Monday, October 2 from 9:00 a.m. to 4:30 p.m.

Additionally, Customs officers will be stationed in Tortola at the West End Ferry Terminal, CAPS office upstairs of Qwomar; the Terrance B. Lettsome International Airport on Beef Island and in Spanish Town, Virgin Gorda.

## **FINANCIAL SERVICES COMMISSION NOTICE**

The Registry of Corporate Affairs announces a temporary extension to the name reservation process. All company names reserved during the period September 4 to October 31 will remain reserved until November 15. Please direct any inquiries regarding this change to the Registry of Corporate Affairs via email: [virrginsupport@bvifsc.Vg](mailto:virrginsupport@bvifsc.Vg) or by tel 852-4067 / 852-4712 / 852-4116.

## **NOTICE ON IMMIGRATION AND LABOUR**

The Government of the Virgin Islands is notifying persons with valid work permits, property owners and longtime residents who were away from the Territory during the passage of Hurricanes Irma and Maria that they are free to return.

Work permit holders will have up to three months after their permits have expired to address their immigration status.

Government has also relaxed its labour and immigration policies to expedite the processing of skilled workers that will be needed to support businesses in the rebuilding process.

## **NOTICE ON TAX WAIVER**

The Government of the Virgin Islands is waiving ALL taxes on the importation of supplies to assist in the rebuilding efforts. The supplies include food and water, building material, electrical fixtures and materials, plumbing fixtures and materials, household furniture and appliances, pharmaceutical, generators and cleaning supplies.

The tax waiver will end of December 31, 2017.

## **NOTICE FROM DEPARTMENT OF IMMIGRATION**

The Government of the Virgin Islands is notifying prospective employers that measures in place to speed up the processing of work permits for skilled craftsmen to help rebuild the Territory.

The processing of the work permits will be done on a case by case basis.

Prospective employers can contact the Department of Labour at telephone number 468-9898 or 468-9329 for further information.

