

OFFICE OF THE SUPERVISOR OF ELECTIONS

**ANNUAL
REPORT
2009**

**Ms. Juliette Penn
Supervisor of Elections**

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Introduction

The Elections Office continuous Voter Registration is striving. Registration of eligible voters, 18 years and older can be archived Mondays through Fridays, 8:30 a.m. to 4:30 p.m. at the Office. The Constituency Boundaries Commission's first exercise was successfully completed, with reports being handed over in November, 2009. Because the year was a non-election year, the activities of the Office was at a slower pace, however, it is anticipated that the up-coming year will create much work with the second part of the Boundaries Commission exercise (if necessary), implementation of the voter registration cards and other preparations for the up-coming Election.

1. Office Accommodation

The Elections Office is located in Ulric Dawson's Building #6, Russell Hill Road, Road Town. It currently houses all the staff of the Office along with the Registrar of Interest as a temporary arrangement. The Building remains in a satisfactory condition and the space provided is adequate for the staff.

The leasing of the property expired on August 31, 2009. The Supervisor of Elections requested a renewal of the lease via the Deputy Governor's Office who sought the advice of other essential Government Departments on the decision to continue with a new lease which would incorporate an increase in rental charges of Two hundred dollars (\$200) per month.

Two Officers from Fire and Rescue Department visited the Office to follow up a request from Deputy Governor's Office in a Memo dated October 26, 2009. Their main responsibility is Fire extinguishers, exit signs and floor space. They indicated the findings listed below:

- Ceiling tiles to be changed in the main/outer office and restroom
- Three EXIT signs and three Fire Extinguisher signs to be erected at the three exit doors and above the fire extinguishers respectively.
- Old AC outlet to be replaced or made more secure in roof

This information they indicated, will be brought to the attention of authorities in the Deputy Governor's Office in their report.

The EXIT and Fire Extinguisher signs have since been erected in the Office.

1.1 - Storage

Continued efforts are being made by the Supervisor of Elections to identify an area for storage of voting equipment. In 2008, a space was identified and was approved by Permanent Secretary (PS), Ms. Julia Christopher in the Deputy Governor's Office. A lease prepared by the Lessor, was sent to the Permanent Secretary who forwarded it to the Attorney General's Chambers for vetting. The Election's Office is awaiting final approval. It is expected that this area will also house the archive files for the Elections Office. The Administrative Officer who has to work in this area cannot work from the basement of the Central Administration Complex store room where most of the equipment is presently stored. The approval to acquire the desperately needed space is still anticipated.

2. Administration

2.1 - Staff

The Staff of the Elections Office comprises the Supervisor of Elections, Ms. Juliette Penn, an Administrative Officer, Mrs. Sharon Jennings, a Clerical Officer/Messenger, Mr. Kiel Julian and a custodial worker, Ms. Jennifer Vanterpool. There are vacancies for two other posts, which are usually filled during an Election year.

Mrs. Sharon Jennings joined the Office on August 10, 2009, as replacement for Administrative officer, Mrs. Karen Maduro who retired from the service in December, 2008.

2.2 - Equipment

Three new pieces of equipment were acquired at the office during the year: a scanner, a laminator and a binding machine.

2.3 - Filing System

There was need to have the filing system within the office restructured and the archiving brought under control to provide for easy access to needed information. This project was undertaken in August and September, 2009 by the Administrative Officer and has been completed.

2.4 - Expenses

A total of \$31,000 was allocated to the Elections Office for the 2009 budget year. The expenses incurred covered utilities: electricity, telephone and

water, purchase of equipment, maintenance, transportation and General Office supplies. (see **Appendix I** for the Summarized Budget and break down of expenses)

2.5 - Training

Two members of Staff, Ms. Juliette Penn and Mrs. Sharon Jennings were able to benefit from the 2009 Women of Power Summit organized by Ms. Persia Harrigan of Business BVI and held on November 28, 2009 at HLSCC Auditorium. This was the result of an investment by the BVI Government and consideration by Ms. Arlene Smith, Ag. Permanent Secretary.

3. Voter Registration

On-going voter registration continued at the Office with information being sent to the media on a quarterly basis. Twenty-one (21) persons were registered for 2009 (see **Appendix II** for the breakdown by districts).

4. Transfer of Voters

Four (4) persons requested transfer of their names from one district to another as a result of change of residence. One person was transferred from the eighth district to the first district and the other three persons from the third and seventh districts to the eighth district. (see **Appendix II** for breakdown by districts)

5. Removal of Names from the Voter's List

Eighty-four names were removed from the Voter's List in 2009 as a result of death (see **Appendix III** for the breakdown by districts).

6. Public Relations

The GIS Representative within the Deputy Governor's Office has been successful in reaching the media and the general public with information relating to continuous voter registration and any other information relevant to the Elections Office. Notices and radio reports which were held from October 13, 2009 to November 4, 2009 was another area in which Public Relations played an important role. The Supervisor of Elections assisted in the Public relations for the Constituency Boundaries Commission by appearing on the Talk Show, "Speak Out BVI".

7. Emergency Response and Contingency Plan

A copy of the emergency response and contingency plan for the Elections Office was forwarded to Disaster Management for overview; however, there is need for some amendments which are being worked on. On completion of the amendments the plan will be returned to Disaster Management for final approval.

8. Elections Act

The Law Reform Commission under the Chairmanship of Mr. Ray Harris, embarked on a review of the 1994 Elections Act which is expected to culminate in recommendations and draft legislation. An Elections Legislation Committee was formed to assist the Commission, and the Supervisor of Elections, Ms. Juliette Penn was asked to serve on the committee.

9. Voter's ID

The Supervisor of Elections continues to pursue efforts to put Voter Registration cards in place before the next Election. She has tried to secure information from some Caribbean Election Offices (Cayman Island, Bermuda, Barbados, Antigua, St. Kitts/Nevis, Jamaica) on their experience with use of the voter ID system and their sources of contact to aid in the process.

Responses were received from Barbados, Jamaica, Antigua/Barbuda and St Christopher/Nevis. Copies were forwarded to the Ag. Permanent Secretary, Ms. Arlene Smith in the Deputy Governor's Office.

Mr. Collin Scatliffe, Managing Director of Data Pro was contacted by the Supervisor of Elections, who requested that he prepare a proposal for the supply, implementation, training and maintenance of voters' registration cards. He was also asked to provide a proposal that would enhance the security for the existing voters' database.

Proposals for both the voters' registration cards and the voters' database were received from Mr. Scatliffe and forwarded to the Governor's and Deputy Governor's Offices, who were responsible for forwarding the necessary papers to Cabinet.

Presently, the proposals are with Cabinet; and it is anticipated that approval will be granted for Mr. Scatliffe to provide voters' registration cards, enhance the voters' database security as well as provide information technology services and maintenance for the Elections Office.

It is hoped that voters' registration cards will be issued for use in the next General Election constitutionally due in 2011.

10. Constituency Boundaries Commission

The Supervisor of Elections, Ms. Juliette Penn coordinated the activities for the first phase of the Constituency Boundaries Commission which was presided over by Retired Judge, Justice Monica Joseph. Justice Joseph arrived in the Territory on October 12, 2009 and was accommodated at Treasure Isle Hotel.

Mrs. Karen Maduro was contracted to provide assistance to Justice Joseph from the venue of the Elections Office from October 13 – November 24, 2009. Transcribing of the recordings from the meetings was done by Mrs.

Maduro assisted by Ms. Juliette Penn, Mrs. Sharon Jennings and Mrs. Victoreen Romney Varlack.

Transportation for Justice Joseph was provided by the Deputy Governor's Office. Justice Joseph's driver was Mr. Kiel Julian of the Elections Office who was provided with a rental from Virgin Islands Motors. The rental was used for the entire period that Justice Joseph was in the Territory (October 12 – November 18, 2009). Mr. Julian is to be commended for the excellent job done as driver for Justice Joseph.

The public meetings for the Constituency Boundaries Commission were held over the period October 14 to November 4, 2009. The meetings were conducted on schedule and on time. For the Boundaries Commission exercise, the Elections Office received assistance from the following sources:

- **BVI Airport Authority** for use of the V.I.P lounge by Justice Joseph
- **Social Development Department** for accommodation at Community Centres
- **Department of Education** for accommodation at schools
- **House of Assembly** for accommodation
- **Sir Rupert Briercliffe Hall** for accommodation
- **Government information Service(GIS)** for media coverage and photography

- **Commissioner of Police** (for use of the police boat and the Captain and crew of the Police Marine Base) to travel to the Sister Islands (see **Appendix IV** for scheduled meetings).

Justice Joseph presented her report to His Excellency, Governor David Pearey on November 18, 2009. A verbatim report was prepared and delivered to His Excellency, the Governor on November 19, 2009. On November 27, 2009, thirteen (13) copies of each report were delivered to His Excellency, the Governor. On December 18, 2009, eighteen additional copies of the Constituency Boundaries Commission Report and the Verbatim Report requested by the Cabinet Secretary were delivered to him on December 21, 2009 and another thirteen (13) copies of each report requested on December 23, 2009 by the Cabinet Secretary was delivered on December 29, 2009.

FINANCIAL REPORT FOR 2009

Budget Summary for 2009

Budgeted Amount -	\$25,000.00
Reallocation #76 -	<u>\$ 6,000.00</u>
	\$31,000.00

Actual Encumbrance	\$26,025.09
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Remaining Budget	\$ 4,974.71
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Breakdown of Expenses Incurred for 2009

Utilities

BVI Cable TV	\$ 384.00
Cable and Wireless	\$ 3,849.26
BVI Electricity Corporation	\$ 7,582.02
CCT Global Communication	\$ 1,066.91
Water (Cus # 98834 LSE#1)	\$1000.92
Water (Cus # 130403 LSE#)	\$3.99
BVI Spring Water	\$200.50
TOTAL	\$14,087.60

Transportation

Drive Master's Inc.	\$200.00
Tropical Shipping	\$411.30
International (BVI) Movers	\$65.00
TOTAL	\$676.30

Maintenance

Infinite Solutions	\$3400.00
Todman's Air Conditioning	\$65.00
TOTAL	\$3465.00

Publicity

BVI Beacon	\$95.00
StandPoint	\$350.00
Oyster Publications	\$350.00
TOTAL	\$795.00

Reprography

GIS	\$337.50
Caribbean Printing	\$2260.55
TOTAL	\$2598.05

General Office Expense

Road Town Wholesale	\$895.00
Island Services (BVI) Ltd	\$586.23
Global Enterprise Services	\$2145.05
Passport Office – 2 Elections Ordinance & 2 Virgin Islands Constitution Order 2007	\$102.00
General Post Office – 250 Stamps	\$50.00
Survey Department – 10 Electoral District maps	\$30.00
Corea's Business Services	\$179.10

General Office Expense Cont'd

Department of Information Technology – Computer/Printer Supplies	\$235.00
Bolo & Brothers	\$50.26
Varieties & Electronics	\$130.50
TOTAL	\$4403.14

TOTAL EXPENSES INCURRED - \$26,025.09

VOTERS' REGISTRATION and TRANSFERS FOR 2009

District	New Registered Voters	Transfer of Voters	
		From	To
First District	7	0	1
Second District	0	0	0
Third District	3	2	8
Fourth District	1	0	0
Fifth District	2	0	0
Sixth District	2	0	0
Seventh District	1	1	8
Eighth District	1	1	1
Ninth District	4	0	0
Total	21	4	

**REMOVAL OF NAMES FOM VOTERS' LIST
2009**

District	Reason for Removal
	Death
First District	5
Second District	12
Third District	13
Fourth District	9
Fifth District	12
Sixth District	9
Seventh District	9
Eighth District	4
Ninth District	11
Total	84

SCHEDULE OF CONSTITUENCY BOUNDARIES COMMISSION PUBLIC MEETINGS
2009
with Commissioner, Justice Monica Joseph CBE

DAY/TIME	DISTRICT	MEETING PLACE
Wednesday, October 14 7:00 p.m.	Second	Meyers Enis Adams Primary School
Thursday, October 15 7:00 p.m.	Fourth	Road Town House of Assembly
Friday, October 16 1:30 p.m.	Ninth	Anegada Emile Dunlop Community Centre
Tuesday, October 20 7:00 p.m.	Third	Sea Cow's Bay Valerie Thomas Community Centre
Wednesday, October 21 7:00 p.m.	Seventh	East End/Long Look Community Centre
Thursday, October 22 7:00 p.m.	Ninth	Valley, Virgin Gorda Ashford Waters Community Centre
Friday, October 23 6:00 p.m.	Second	Jost Van Dyke School
Monday, October 26 7:00 p.m.	Second	Cane Garden Bay Ivan Dawson Primary School
Tuesday, October 27 7:00 p.m.	Sixth	Baughers Bay Alexandrina Maduro Primary School
Wednesday, October 28 7:00 p.m.	Fifth	Road Town Sir Rupert Briercliffe Hall
Thursday, October 29 7:00 p.m.	Ninth	North Sound Robinson O'Neal Memorial Primary
Monday, November 2 7:00 p.m.	First	West End West End Community Centre
Tuesday, November 3 7:00 p.m.	Eighth	East End/Long Look Community Centre
Wednesday, November 4 7:00 p.m.	First	Carrot Bay Abraham Leonard Community Centre

