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## "Tree-mendous Beautification" Adopt-a-Roadway Blooms

In May 2004, the Agency launched its beautification programme dubbed "Tree-mendous Beautification" Adopt-a-Roadway programme. Conceptualized in 2002 by the National Works Agency, the programme provides Corporate and Volunteer Organizations a unique opportunity to beautify and maintain sections of roadside, verges and median strips, along the main road network. Five Corporate bodies embraced the opportunity to maintain and beautify sections of Trafalgar Road. These are National Commercial Bank, Life of Jamaica Limited, JN Real Estate, Guardian Life and Jamaica Mortgage Bank.

**Minister Pickersgill said he was pleased to observe that this desire "has began to blossom from concept into reality"**

Since its launch in May, other entities have shown keen interest in becoming a part of the programme, the most recent being Nature's Paradise, a member of the Guardsman Group of Companies. In addition, the companies sought to bring Christmas cheer to Trafalgar Road by sponsoring the decoration of JPSCo. poles with Christmas lights. Those who got a chance to view the magnificent array of lights, will agree that the lights brought the splendor and festivity of the season, to the lovely stretch of roadway. The lights were switched-on in a brief ceremony on Tuesday, December 15, 2004, held at the new Life of Jamaica Sculpture Park (intersection of Lord Nelson Way & Trafalgar Road), to mark the occasion.

Both activities, the lighting of the poles and beautification of the road reservation have started to bring cheer to the many motorists and pedestrians who traverse Trafalgar Road daily. Last year, at a similar event, Minister of Transport & Works, Robert Pickersgill challenged the sponsors to transform Trafalgar Road into the most scenic example of Jamaica's main roads. He also intimated his desire for pieces of sculpture, highlighting aspects of Jamaica's heritage, to be erected at strategic locations along the roadway. When complete, Trafalgar Road would be designated; "The Road of Sculptures".

On Tuesday December 14, 2004, Minister Pickersgill said he was pleased to observe that this desire "has began to blossom from concept into reality", with the completion of the Sculpture Park, developed by Life of Jamaica.



Marcus Garvey Drive - adopted by Petrojam.

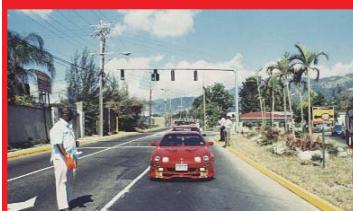


**Life of Jamaica's Sculpture Park.** This one of the projects under the Adopt-A-Roadway programme at the corner of Lord Nelson's Way and Trafalgar Road.

*These stories and others inside this issue*

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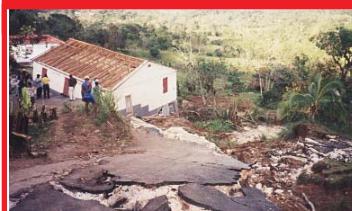
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# New traffic Signals Commissioned at Old Hope Road/Monroe Road Intersection

Motorists using Old Hope Road and Munroe Road, in metropolitan Kingston, will now have a smoother ride. This, as Transport & Works Minister, Robert Pickersgill commissioned a new traffic signal into operation at the intersection of both roads on Tuesday December 15, 2004. The commissioning of the signals marked the completion of the third phase of improvement works along the corridor.

The 51 million dollar improvement works, financed by the Road Maintenance Fund, is one of several projects undertaken by the Agency, specifically designed to arrest the problem of congestion in metropolitan Kingston and St. Andrew. The project started in March, this year and was geared at improving the traffic flow along 1 kilometre of Old Hope Road between Fairway Ave. and Munroe Road. The improvement was undertaken in three phases:

- Phase 1 - Seaview Ave. to Retreat;
- Phase 2 - Fairway Ave. to Seaview & Retreat Ave. to Halart Drive; and
- Phase 3 - Halart Drive to Munroe Road.

Phase 3, Halart Drive to Munroe Road, began in May this year and was completed at the end of November at a cost of 29.5 million dollars. Speaking at the function, Minister Pickersgill said, the "widening of the corridor to accommodate four lanes has resulted in a smoother flow of traffic and less travel time for motorists". All told, he said, the improvements translate into savings for motorists and is a direct result of tax payers dollars working for them. Minister Pickersgill congratulated the National Works Agency's team, headed by Mr. John Wright, for completing the improvement activities, in record time and with minimal disruption to the motoring public. He also congratulated Nature's Paradise for beautifying the road reservation and median strip at the intersection. "Nature's Paradise" he said "has embraced the tenets of the "Tree-mendous Beautification" Programme, launched in May 2004, with the participation of five corporate bodies along Trafalgar Road. "I am impressed by their dispatch to adorn the median with flowers and plants. Their contribution has added value to the millions of dollars spent to upgrade the corridor," the Minister said.

Minister Pickersgill presented a certificate to Mr. Kenneth Benjamin, Director of the Guardsman Group, in recognition of the company's participation in the project. In his reply to the Minister's accolades, Mr. Benjamin expressed appreciation for the opportunity to volunteer, in what he described as a meaningful venture.



A pleased Minister of Transport and Works, Hon. Robert Pickersgill beams a smile as he commissioned the New Traffic Light at the intersection of Monroe Road and Old Hope Road.

Looking on are Dr. Fenton Ferguson (2nd right) State Minister in the Ministry of Transport and Works and Mrs. Valrie Juggan Brown Managing Director, Guardsman Group of Companies.



New Traffic signals at Old Hope Road/Monroe Road intersection.

## ***CEO Signs contracts valued in excess of \$257M over the period November to December 2004***



Minister of Transport and Works (2nd from right, seated), Hon Robert Pickersgill signs a multimillion contract for the rehabilitation of the Albert Town to Troy & Albert Town - Ulster Spring main roads, Trelawny this morning at the CEO's Conference Room at the National Works Agency. Looking on, are Peter Schroeter - Asphalting Specials (1st left), Ivan Anderson - CEO, NWA (2nd left), Hon. Dr. Fenton Ferguson - Minister of State (right), O'Reilly Henry - Major Projects Manager, NWA (left standing); V. George Palmer - Manager Communications and Customer Services, NWA (right standing).



Minister of Transport and Works (3rd from left seated), Hon Robert Pickersgill signs a \$33M dollar contract to patch main roads in all parishes except Trelawny, Hanover, St. Ann, and St. Elizabeth. Also participating in the function were Prakash Vaswani - Chairman of the Road Fund (left), Milton Hodlin Director, Regional Implementation (left, standing), Leighton Anderson assistant Parish Manager for Kingston (right, standing) and Vando Palmer, Manager Communication and Customer Services (leaning over).



Minister of Transport and Works (3rd from left seated) Hon. Robert Pickersgill signs contracts to rehabilitate Orange Lane, St. Catherine and Free Town - Alley main road in Clarendon. Looking on L-R (standing) O'Reilly Henry - Major Projects Manager, V. George Palmer - Manager Communication and Customer Services Department. L-R (seated) Ivan Anderson - CEO, Donovan Bryan of B&F Pavement and Consultants, and Hon. Dr. Fenton Ferguson, State Minister, Ministry of Transport and Works.

# *nwa assists Jamaica to rebound quickly, after the passage of Category IV Hurricane*

In June 2004, the National Works Agency embarked on a 100 million dollar Flood Damage Mitigation programme aimed at cleaning drains in the flood prone areas of 11 parishes. At the time, the programme did not receive any unusual interest, until August, when the island was put on a hurricane watch. By then, Hurricane Charlie was on course, for Jamaica.



*Palisadoes - Front-End Loader removing sand that covered the Palisadoes main road.*

As is customary, there was a flurry of activities associated with the pending catastrophe. Many were curious about the programmes that the NWA had implemented and how effective these would be in the face of a storm. Luckily, Charlie's impact on the island was significant, in only a few parishes. It however, provided us with a unique opportunity to review our Disaster Preparedness and Emergency Plan. So, on Friday September 11, 2004, when Hurricane Ivan, a category IV Hurricane swept across the island's contours, with sustained winds exceeding 120 miles per hour, and depositing in excess of 10 inches of rainfall, the NWA was one of the wise virgins, for when the morning broke we still had oil in our lamp.

**By September 27, 2004, the Agency had received over 1600 reports of damage**

#### **Disaster Management Committee**

Once the relevant notices were issued by the MET office, the NWA activated its Disaster Preparedness Plan, by convening the first meeting of the Disaster Management Committee. The committee refined plans to respond to the disaster after the hurricane. These included:

- Activation of transportation, road clearance and logistics;
- Finalization of arrangements with contractors and equipment owners for hireage;
- Fueling and strategic pre-positioning of the National Works Agency's own equipment island-wide; and
- Establishment/Activation of the NWA's Emergency

#### Response Centre

#### **Emergency Operation Centre**

For the first time, the NWA/MTW Emergency Operation Center was established at the NWA's corporate office. Its operations began operation early Friday, September 10, 2004. The center operated on a twenty-four (24) hour basis with a four-shift schedule.

By September 27, 2004, the Agency had received over 1600 reports of damage to roads, gullies and drains as well as landslides, fallen trees and flooding. These reports were prioritized so that access to critical institutions, hospitals, shelters were first acted upon, after which, the arterial roads are treated with priority before all other classes of roads, provided that there were no incidents which were life threatening.

One month after the passage of Hurricane Ivan, the National Works Agency had:

- Restored access to 99 % of all main roads island wide;
- Repaired 95 % of malfunctioning traffic signals island wide;
- Worked closely with the Parish Councils & KSAC to restore access to the interior roads;
- Undertaken preliminary assessment of damage to entire main road network & commenced work on critical corridors;
- Instituted a Post Ivan Spray Patching Programme



*Damage section of Bog Walk Gorge in St. Catherine.*

and simultaneously, resumed activities under all the major rehabilitation programmes.

The major damage to the road infrastructure was associated with major breakaways, heavy silting, major landslips and demolished sea defence structures. Roadways along a number of critical corridors were seriously damaged during the passage of Hurricane

Ivan. The most notable were the Palisadoes main road in Kingston, a section of the main road from Kingston to Morant Bay, at Roselle in St. Thomas and the Bog Walk Gorge in St. Catherine.

Notwithstanding these challenges the Agency achieved the following, only one month after the passage of the storm:

1. Provided access to the Norman Manley International Airport (Monday September 13, 2004) with the assistance of Bouygues Travaux Publics;
2. Filled extensive breakaway at Roselle in St. Thomas;
3. De-silted the Yallahs River, upstream/downstream of the ford, installed culverts and constructed concrete ford thus restoring single lane traffic by September 21, 2004, and full access on September 29, 2004 with the assistance of Bouygues Travaux Publics and Premix Company;
4. Repaired damaged sections of the Bog Walk Gorge;
5. Re-opened to single lane, four roadways that were closed due to breakaways:
  - Petersfield to Yallahs via Danvers Pen main road in St. Thomas;
  - Sandy River to McNie via Rhoden Hall main road in Clarendon;
  - Duncans to Long Pond main road; and
  - Westphalia Parish Council road in St. Andrew
6. Construction of retaining wall to secure the Glengoffe to Mt. Industry Road main road got underway. The contract for the repairs of the Sligoville main road was awarded. However, the work was stalled due to threats from extortionists.

#### **Post Ivan Spray Patching Programme**

On Monday, October 11, 2004, the National Works Agency commenced a programme of post hurricane Ivan spray patching to repair those roadways that were not severely damaged. The programme started in the Kingston Metropolitan Region and in St. Mary. The areas patched were Seaward Drive, Seaward Drive, Bay Farm Road, Conway Drive, Gordon Town Road and Santa Maria-Turn Bridge in KMR. Oracabessa to White River, Little Bay to Oracabessa, Trinity to Little Bay, Trinity to Ballards Valley in St. Mary , among others.

In some instances however, repair activities necessary to bring the main road network back to its original state, will require the construction of a large number of retaining walls, gabion structures and rehabilitation of roadways. It must be noted however, the Drain Mitigation measures that were implemented over the past year were effective in minimizing the extent of the damage to the main road network.

# Western Region Hurricane Ivan's Update

Hurricane Ivan paid Jamaica a visit on September 10, 2004. The Hurricane touched down on the East and crept across the island towards the West, in the dead of night, but it was far from being dead. Uprooted trees, downed power lines, roofless houses, massive landslides and angry waves, were all evidence of this Category five monster that veered away from the island at the last minute.

Treks through the parishes, 48 hours after the passage of Ivan, revealed much damage in all four western parishes. The resort town of Negril was littered with downed power lines, trees, roofs and weeds from the belly of the ocean. Many visitors to the island stayed indoors. The more intrepid among them however, found fun within the devastation, walking along the coast road taking pictures or having a drink of coconut water. Coconuts were aplenty in Negril thanks to Ivan. Not to be outdone however were the 20 feet high waves that lashed the coastline. Business persons along the West-end were particularly affected, as where small Bars once stood, only rock or sand could be found. It seemed that Ivan having taken spirits from Grenada and further East, was now fully drunk and decided to take down the "house."

And speaking of spirits those in Tangle River, St. James were not spared the wrath of Ivan. A massive breakaway in that South St. James community saw the destruction of not only the roadway, but also a cemetery, where Graves with Coffins were open for display, a Baptist Church made useless and scores of persons being cut off from their regular route.

"I wake up yesterday morning and walked behind my house and hear a rumbling underground...the rains continued and I just leave." one resident told the NWA team.

"Dis happen three times before, in 1903, 1934 and again in 1979...there is a river underground that was dumped up years ago, the only way out is to move di road or build a Bridge." another resident said.

South St. James can be described as the Banana basket of the West, while South Trelawny is Yam country. Ivan appeared to have taken note and set out to ensure some starvation for the region. The community of

Freemans Hall in South Trelawny was cut off in two places. Firstly the Quashie River that is a tributary to the Bengal River in St. Ann took away a large chunk of the roadway, then another section simply collapsed out of position.

Ivan was not finished in the area, as the main road linking Manchester and Trelawny (Highgate Hall to Stettin) had no fewer than 30 landslides and breakaways. One house on the

inter-ministerial approach would have to be taken with a view to dealing with the environmental problems.

"I will speak to my colleague Ministers in the Land and Environment Ministry (Dean Peart) and Agriculture (Roger Clarke) with a view to arriving at some workable solutions to this kind of problem." Dr. Ferguson told a gathering in one of the communities.



Damaged roadway, Tangle River, St. James

Wire Fence to Warsop control section had to be evacuated by its owners after the community, along with the roadway started a southern movement - into a gully. Drains were blocked and water could be seen running in places never seen before.

Ivan did a tremendous amount of damage in this area, but was helped by the farming practices. Large parcels of land on hillsides had been denuded of trees to make way for the planting of Yams and, in a few cases, Bananas.

State Minister for Transport and Works, Dr. Fenton Ferguson, speaking on a tour of the area, described what he had seen as an "environmental disaster." The Minister said that an

The inter-lands of Westmoreland and Hanover were not to be left out by Ivan. Except for the kinds of breakaways and landslides experienced in St. James and Hanover, the picture was basically the same. Many downed trees, power lines, fallen rocks and in the case of Hanover massive inundation in the community of Chigwell.

The region did get its fair share of battering from Ivan, but the Hurricane did not dampen the zeal and spirit of most persons. Many selfless deeds were performed by officers in the region, as they sought to fulfill the mission of the Agency and be true to the expectations of the Jamaican people.

# Pictorial Hurricane Ivan



Roselle main road, St. Thomas, extensively damaged during the passage of Hurricane Ivan.



A section of the Sandy Gully retaining wall, adjacent to the Trade Centre, damaged during Hurricane Ivan.



Breakaway - Tangle River, St. James



This section of the Downs to Alligator Pond main road in St. Elizabeth was badly scoured during the passage of Hurricane Ivan.



A section of the road, which leads to the Flat Bridge that was damaged during Hurricane Ivan.



Damaged section of the Point to Flamstead Gardens main road at Tangle River, St. James.



Collapsing road at Niagra - Mocho to Niagra main road, St. James



Loader cleans fallen trees along the Hopton to Auchindown main road, Westmoreland.



Freemans Hall breakaway. Ulster Spring to Stettin main road, Trelawny



Garland wall - Mocho - Niagra, St. James



Another damaged section of the main road leading from point to Flamstead Gardens in St. James.

# Central Region Hurricane Ivan's Update

The gale force winds and rain which accompanied Hurricane Ivan foretold the devastation and destruction left in its wake. The damage to road infrastructure, loss of life and property was testimony of the power of Ivan's touch. Eight persons from Portland Cottage in Clarendon lost their lives during the storm. Meanwhile the roads which meander through the Savannahs of Black River, climb the steep Spur Tree Hill and graze the plains of Clarendon were littered with fallen trees, silt and debris.

Team members from the Region, braved the inclement weather the morning after the storm, to assess the damage, first hand. There were over 376 reports of damage to roadways. Two hundred and eleven (211) such reports were connected to the main road network, the remainder comprised of Parish Council Roads, largely in St. Elizabeth.

Officers worked assiduously to ensure that the blockages were cleared quickly and that access was restored to communities across the region. Their efforts were sometimes hindered in areas where large sections of the roadway had broken away. Consequently the Sandy River to

Kellits, via Rhoden Hall main road in Clarendon, and Ginger Hill to Pisgah main road in St. Elizabeth were closed. Residents of surrounding communities were restive as the alternative routes for both roads were in a state of disrepair.

After several attempts to excavate a huge boulder, adjacent to the roadway at Sandy River in Clarendon, blasting operations had to be undertaken in order to restore single lane traffic in the area. The residents of Huntley Castle, near Ginger Hill in St. Elizabeth did not share similar fortunes, as the breakaway which severed the community in two, will require a massive retaining structure to secure the roadway.

The Suttons Bridge, located on the Lower Chapelton to Rock River main road in Clarendon, was closed because sections of the wing walls and approach to the bridge had collapsed.

Several corridors were inundated for days rendering some communities inaccessible and exacerbating the devastation experienced by residents. Middle Quarters, Maggoty, Big Woods and Aberdeen in St. Elizabeth;



*This section of the Sandy River to McNie via Rhoden Hall main road in Clarendon was badly damaged during the passage of Hurricane Ivan.*



*The Braes River to Newton main road in St. Elizabeth was inundated for days after the passage of Hurricane Ivan.*

Longville, Bog Land Settlement and Cave Valley in Clarendon; and Alligator Pond, Gutters and Downs in Manchester, were some of the areas affected.

Notwithstanding the many challenges they faced, the team from Central region was unrelenting in pursuing activities to improve the free movement of goods and services in all three parishes. By September 27, 2004, the region had successfully cleared over 90 % of all blocked main roads. They also managed to assist the Parish Councils in Clarendon and St. Elizabeth to re-open community roads. Their extraordinary efforts attest to the veracity that the Agency's culture of excellence is alive.

# North East Region Hurricane Ivan Update

All parishes in the North Eastern Region suffered some effect from the passing of hurricane Ivan in September 2004. The Hurricane deposited in excess of 10 inches of rainfall and had sustained winds exceeding 120 miles per hour. The damage to the road network and infrastructure was characterized by breakaways, landslips, silting, and the destruction of sea defence structures.

## St. Mary

Some 61 main roads in St. Mary were blocked by landslides, mudslides or fallen trees during the passage of Hurricane Ivan. Clearing of these roads began within three days after the hurricane.

In collaboration with the St. Mary Parish Council, the team from the Parish Office cleared 72 parochial roads. Final cleaning activities on some road sections in the hinterland of the south east of the parish were completed in October 2004.

Damage to pavements of roads in St. Mary was considerable. As a result roadways were impassable. Temporary restoration works to the most seriously affected areas was carried out within two weeks of the passage of the hurricane.

To compliment these activities, spray patching was carried out on the following control sections.

Oracabessa - White River  
Little Bay - Oracabessa  
Trinity - Little Bay  
Ballard's Valley - Trinity  
Martins - Ballard's Valley  
Agualta Vale - Martins  
Clarendon - White Hall

## St. Thomas

The hurricane left a trail of damage to the main road network in St. Thomas. Several control sections were blocked by fallen trees and landslides while others were completely cut off to vehicular traffic. The response of the Parish team was swift and decisive in clearing these roadways. Within seven days, the team cleared 85% of the blocked roadways to at least single lane traffic. Measures were then put in place for the removal of all debris. Although the road section in Roselle was extensively damaged, the NWA were able to effect re-instate-

ment within seven days.

Control Sections such as Bethel Gap to White Ford and Hill Side to White Hall, where the roads were totally cut off, have been re-instated. The Yallahs Ford which was completely washed out, was reconstructed to accommodate traffic, through the joint effort of the NWA, Bouygues Travaux Publics and Pre-mix Company. Several break-aways occurred along roadways and numerous retaining walls were damaged. Estimates have been prepared to carry out repair works. Within a month of the hurricane the majority of affected roads were cleared of debris.

## **The Region's team should be commended for the tremendous effort and dedication exerted in the challenging circumstances under which they carried out their duties.**

### St. Ann

Forty one (41) control sections in St. Ann suffered damage from Hurricane Ivan. Fallen trees, boulders, landslips and debris were among the objects which blocked the roadways reducing them to single lane traffic. Severe inundation at Phoenix Park, over several days, required detour of traffic through the town of Moneague.

The town of Cave Valley experienced severe flooding. The water level was in excess of 30 metres and necessitated the evacuation of residents. When the flood waters receded, extensive cleaning and washing of the roads was necessary.

Fourteen roads were re-opened over a three day period. The exception being, Alexandria - Greenock Bridge (Cave Valley) and Moneague - Green Park (Phoenix Park).

Working closely with the Parish Council, the NWA team, reopened six Parish Council roads.

Despite the tireless efforts of the officers to have total restoration of the roadways, the Cave Valley to Land

Settlement and the Thatchwalk to Norwood to Noisy Water main roads remained covered by flood waters.

## Portland

All blockages along the 38 main roads in the parish were cleared to at least single lane traffic, within two weeks of the passage of hurricane Ivan. Total clearance of the majority of these roadways was completed by the end of September 2004.

Some of the areas with greatest damage are located along the Long Bay and Manchioneal main roads where storm surges have broken the sea walls as well as the roadway. Hardware Gap, Silver Hill Gap, Cascade, Bangor Ridge, Mahoe and Spring Bank experienced massive breakaways to the lower sections of the roadways, resulting in the loss of approximately 50% of the carriageway in some cases. The Technical Services Unit of the National Works Agency was called in to investigate and prepare designs for walls to be constructed at these locations.

Blockages to the roadway in Bellevue and Buff Bay Valley were caused by slippages which occurred in the upper banks of the roadway. There was also flooding of sections of communities and roadways in Swift River, Bybrook and Berridale.

There was close collaboration between the National Works Agency and the Portland Parish Council to effect clearance of Parish Council roads.

On Monday, September 27, 2004 the State Minister for the Ministry of Transport and Works, Members of Parliament for the parish, NWA officials and media representatives toured some of the areas that were severely affected.

Minister Ferguson expressed satisfaction with the abortive efforts of the various government bodies to restore roadways for use by both vehicular and pedestrian traffic. However, he was concerned about the safety of road users in light of the number of dangerous breakaways. He instructed the Officers to install suitable warning signs and safety barriers.

The Region's team should be commended for the tremendous effort and dedication exerted in the challenging circumstances under which they carried out their duties.



State Minister for Transport and Works, Hon. Dr. Fenton Ferguson (3rd left) makes a point as he inspects a huge breakaway at Section in Portland.

The occasion was a tour of roads in Portland, damaged during the passage of Hurricane Ivan. Looking on are (L-R) Mr. Winston Palmer, Parish Manager, Member of Parliament, Mr. Errol Ennis, NWA staff members and residents.



State Minister for Transport and Works, Hon. Dr. Fenton Ferguson (2nd left) points to a breach in the sea defense structure along the Manchioneal main road in Eastern Portland. Looking on are L-R Member of Parliament Dr. Donald Rhodd, resident and Mr. Winston Palmer, Parish Manager - Portland

# Shet Pan

## FLIES AND A SPIDER

Chairman of the Kingston and St. Andrew Corporation (K.S.A.C.), Mayor Desmond McKenzie, seems to be a 'spider' with more flies than he can contend with. The National Works Agency (N.W.A.), which falls under a central government ministry, has drawn him into a legal tussle over responsibility for removing illegal street signs.

This is following on the heels of a lot of praise being heaped on him by the public for leading widely publicized, highly successful campaigns by the K.S.A.C., to remove illegal sign from the municipality's street and thoroughfares. Apparently seeing the wide publicity and acclaim McKenzie and the K.S.A.C. received, the N.W.A. decided to join the fray and remove street sign that it felt should be located along thoroughfares - major roads, which it claims fall under its control and not the K.S.A.C.'s. The N.W.A. has the weight of the Government behind it, while K.S.A.C. is a local government body headed by McKenzie, who represents the almost impotent Opposition Jamaica Labour Party (J.L.P.).

As a result McKenzie as a 'spider' has to play it safe from his parlour to which he strength is confined, while the politically protected flies on the N.W.A. buzz around it. He also has other nagging flies to deal with, such as critics of the K.S.A.C.'s alleged acquiescence to the construction of the United States Embassy and military staff quarters on Bamboo Avenue in Liguanea, St. Andrew.

*excerpt from article published in "Au fait" publication : issue #4 - July 1-15, 2004*

## TEAM NWA!

# Big Up!

Up!  
Election 10  
NWA Agency.  
Old Harbour.

Congratulations  
to the team

Mr. Ch  
U. Vando  
2004

Attention : Mr. Ivan Anderson

we the citizen of Claremont Heights,  
Old Harbour, St. Catherine, want to  
acknowledge you and your staff. on  
a job well done. with regards to  
the fast and efficient way in  
which you responded and repair the  
road in our community.

Thanks you again and continue the good  
work.

From DALTON MCKENZIE.  
Lot 78 Claremont Heights.  
Old Harbour.

Copy: to:

Mrs. Sandra Reid.



## 1A CONSTANT SPRING GROVE KINGSTON 8

September 19, 2004



R.B.  
28/9/04  
Mr. V. George Palmer  
Manager  
Communication & Customer Services  
National Works Agency  
140 Maxfield Avenue  
Kingston 10.

Dear Mr. Palmer,

Re: Clogged Drain – Constant Spring Grove/Logwood Park

Please refer to correspondence resting with your letter of June 12, 2003 on the captioned subject.

I was very remiss in not acknowledging and thanking you for the action taken to have the drain cleaned last year.

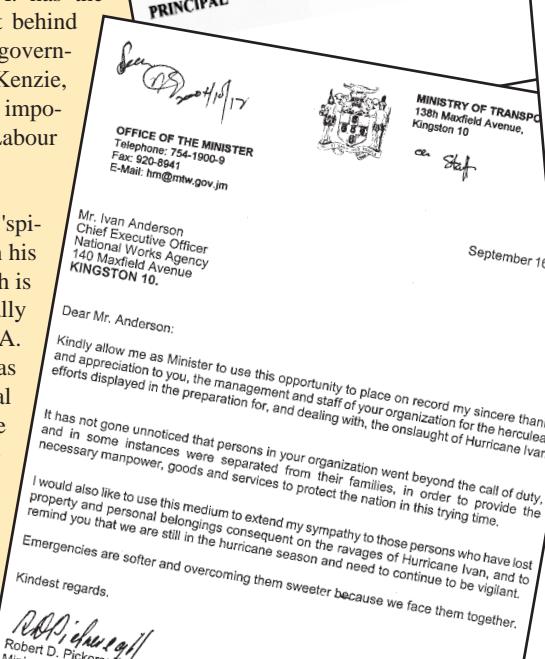
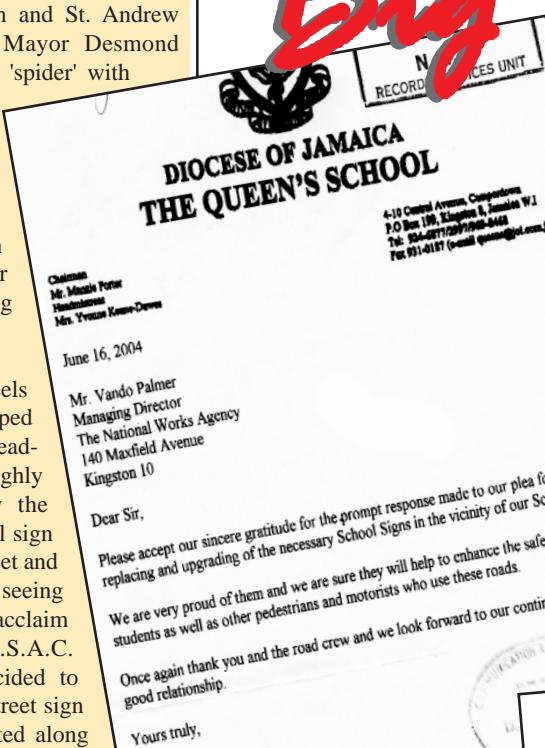
I was pleased to note that the drain was again cleaned a few weeks prior to the onslaught of Hurricane Ivan. This action, I am sure, was largely responsible for the minimal damage which was suffered in the area. On behalf of the residents I would like to express our thanks and appreciation.

My concern, however, remains. How can we get the message across to those persons who continue to live close to gullies and to dispose of their garbage therein. Apart from creating a health hazard, such action poses a threat to their own lives and property. I believe that this is a matter which your Agency should address, as a priority, in conjunction with the Ministry of Health and the National Environment Protection Agency.

There are many lessons to learn from the passage of Hurricane Ivan. One such is that while natural disasters cannot be prevented, action can be taken to minimise their impact.

May I take this opportunity to wish you continued success in your endeavours.

Best regards.  
Yours sincerely



# Mastering the Rules: Dining etiquette and you

Whether you dine with friends or business associates, knowing dining etiquette can be essential to your personal and professional success. The Encyclopedia Britannica online defines etiquette as a system of rules and conventions that regulate social and professional behaviour. It further states that these rules or conventions, unlike those enforced by law, are not punished through a "formal trial or sentence for breach, but rather the penalty lies in disapproval." Many of us have experienced or witnessed the disapproving eye, glaring look or that slight tilt of a companion's head when the rules of dining are flaunted. Those of us who have, will admit, that it is an unpleasant and embarrassing situation, which one may never recover from, for the remainder of the event. These embarrassing situations are avoidable. Just like any other convention, the rules of dining can be mastered!

When dining out, the primary focus is not on what you eat but on sharing information. If you are comfortable dining out, you are able to make a good impression. You will feel confident and find it easier to meet people, share ideas and information about yourself and your organization. Of course, you also want to enjoy your meal. The best way to do this is to ensure that you are familiar and comfortable with the "system of rules and conventions that regulate social and professional dining behaviour."

Here are some tips that can help you to avoid those terribly embarrassing situations:

#### Before the meal:

- Conduct research into the culture of your companion or associates. Different cultures have different dining practices and although you may not be able to master them, you should at least be aware of what these are.
- Always have something to eat before dining out. Remember the aim of the business meal is not the food.
- Dress in clothing that makes you feel confident and comfortable.

#### AT THE TABLE:

- Females may be seated either by the waiter or by your companion. When being seated rest on the edge of the chair so that your companion will be able to guide the chair to the table without having to lift your full body weight.
- Once seated, do not place anything on the table. Keys, purses etc should be placed on the floor or the back of the chair.
- The napkin is usually placed to your left on the table, or on the plate.

- The meal begins when the host unfolds his/her napkin. This is the signal for the guests to do the same.
- Place your napkin on your lap, completely unfolded if it is a luncheon napkin or half, lengthwise, if it is a larger dinner napkin. The napkin should never be tucked under the chin. It is kept on your lap for the duration of the meal and is used to blot /dab your lips.
- Do not use the napkin to clean cutlery, eyeglasses or as a handkerchief.
- If you need to leave the table during the meal, place your napkin on the chair. At the end of the meal, place your napkin on the table. Do not refold your napkin.

#### Ordering

- Usually the host will suggest that you order first, sometimes however, the server will decide how the orders are taken.
- If you are unsure of items on the menu, ask your server/waiter about them. Remember the meal may be prepared with something you are allergic to or that you dislike. The only way to know is to ask!
- As a guest, it is poor taste to order one of the most expensive items on the menu or more than two courses, unless your host indicates that it is all right.

**Mastering the rules of dining is similar to mastering any game. The more you practice the better you will become at it.**

#### BREAKING BREAD:

Bread is usually the first food served at formal meals. It is served in a basket placed in the centre of the table.

- Take a piece of bread and place it on the bread dish (to the left of the dinner plate). Wait until everyone is served.
- Break a bite size of bread each time. Do not cut the bread or butter the entire slice/roll. In general, never stuff your mouth. Always take small bites of your food.

#### Table Setting:

##### LEFT

Bread & butter plate

Small butter knife  
(placed horizontally  
across the plate)

Salad plate Knives,  
spoons & seafood fork

##### RIGHT

Glassware( water  
goblet, white /red wine  
goblets)

Cup & Saucer

#### SOUP:

- Always spoon or scoop away from you. Do not slurp.
- Sip from the side of your spoon
- Do not dip your bread into your soup bowl.

#### NAPKIN & FORKS

- Many people are unsure of which utensils to use at what time. To start, it is suggested that you draw an

imaginary line through the centre of your plate. The items at the table will be placed as follows:

At the top of your dinner plate, you will find your dessert spoon and cake fork.

The important thing to note is that liquids are usually on your right and solids on your left.

#### Choosing the correct silverware:

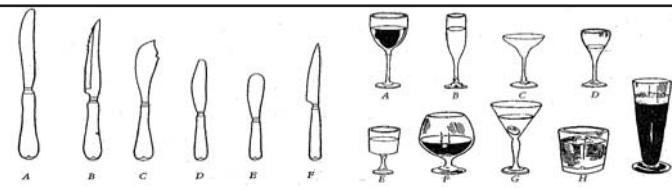
- Choosing the correct silverware is easy if you remember to start with the outermost utensil or utensils. Work your way in using one set of utensils for each course.
- As each course is finished, the silverware will be removed with the dish.
- To eat, cut your food by holding your knife in your right hand, while securing your food with your fork in your left hand. This is the European way of dining. It is considered good dining etiquette to use your knife to place food on the back of the fork. Americans tend to cut the food as described above, then lay the knife across the top edge of the plate with the sharp edge of the blade facing forward. Then change fork from the left to the right hand.
- Remember to eat small pieces of food at all times. You will be exchanging ideas with others during the meal and it is difficult to hold a vibrant discussion when your mouth is full.

#### Finished Dining?

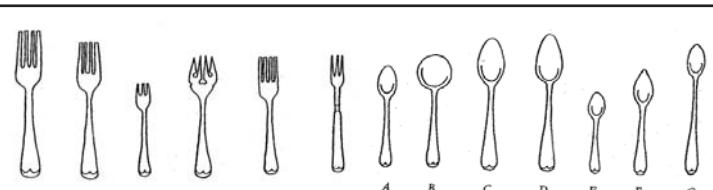
- Do not push your plate away from you when you are finished eating
- To indicate that you are through dining, place your knife and fork beside each other and lay diagonally across your plate.

#### Basic Table Manners

- 1 It is inappropriate to ask for a doggy bag.
  - 2 Do not order alcoholic beverages.
  - 3 Do not smoke when dinning out
  - 4 When eating keep your hands on your lap or on the table( with wrists at the edge of the table)
  - 5 If food spills off your plate, you may pick it up with a piece of silverware and place it at the edge of your plate.
  - 6 Never spit a piece of bad food into your napkin. Remove the food from your mouth using the same utensil it went in with. Where possible cover it with some other food.
  - 7 If you need something that you cannot reach ask the person closest to you to hand it to you.
  - 8 Never chew with your mouth open or make loud noises when you eat.
- Mastering the rules of dining is similar to mastering any game. The more you practice the better you will become at it. Therefore, practice dining etiquette at home so that those special moments away from home will be unforgettable enjoyable.
- Sources:
- [www.bsu.edu/students/careers/students/interviewing/dining](http://www.bsu.edu/students/careers/students/interviewing/dining)
  - [www.chefted.com/pages/manners](http://www.chefted.com/pages/manners)
  - [www.tips4me.com](http://www.tips4me.com)



**Glassware:** from left: A. White wine goblet, B. Champagne flute, C. Champagne coupe, D. Sherry glass, E. Cordial glass, F. Brandy snifter, G. Cocktail glass, H. Old-fashioned glass, I. Pilsner glass



**The six forks:** from left: A. Dinner fork, B. Salad fork, C. Oyster fork, D. Fish fork, E. Dessert fork, F. Fruit fork

# Bellyful Of Laughs



Lil' Johnny's mother took her 6 year old son with her to the bank. They were in line behind a rather obese lady. As the mother patiently waited, Lil' Johnny looked at the women in front of him and observed loudly,

"Hey, Mom, she's really fat."

The lady looked at Johnny, made eye contact with his mother and gave an understanding smile. Lil' Johnny received a reprimand.

After a minute or two, Lil' Johnny spread his hands as far as they will go and loudly said, "I bet her butt is 'that' wide."

At this the lady glared at Johnny. His embarrassed mother severely scolds her son. Again after a couple of minutes Lil' Johnny stated loudly, "Look how the fat hangs over her belt."

The lady turned and told Johnny's mother to control her child and his mother threatened him with severe bodily harm.

The lady's pager begins to go off. Lil' Johnny yelled in a panic at the top of his voice, "Run for your life, she's backing up!"

## BLACK VS. WHITE MOTHERS

A black girl and a white girl were friends. The black girl slept over the white girl's house. It was 3 a.m., and they were still up.

The white girl's mother came downstairs and said, "Honey, don't you think it's time for you to go to bed?"

The white girl responded, "Shut up. I don't want to go to sleep!"

Her mother said, "Okay, honey. You can go to bed later."

The black girl was very intrigued by what happened and decided to use that when she got home.

The next night the black girl's mother said to the black girl, "Go to bed! It's late!"

The black girl shouted, "Shut up. I don't want to go to sleep!"

The black girl's mother took one look at her...

The black girl started to blink, looked around, and asked, "Where am I?"

A lady came over to the bed and answered, "You're in the Intensive Care Unit, love."

## Professional and Academic Achievements 2003-04

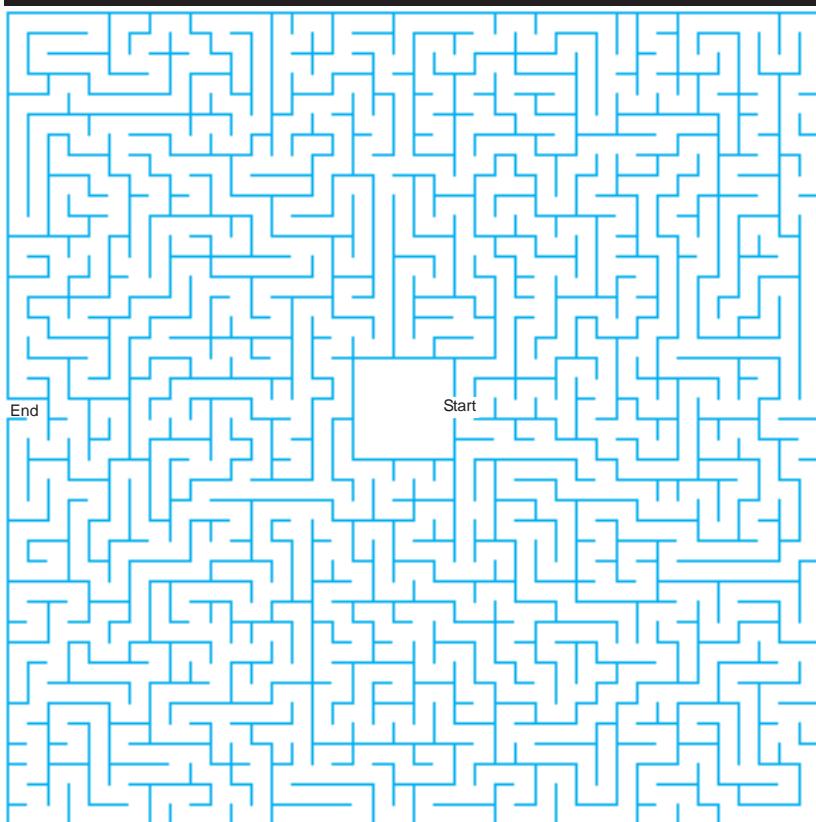
### ATTAINMENT OF THE BACHELOR DEGREE IN REGIONAL AND URBAN PLANNING:

MR. SEBASTIAN HALL AND  
MR. OBRIEN ROWE

*Employees are reminded to update their records by submitting certificates or statements of any new academic and professional training completed.*

*Congratulations!!*

Solve the maze below



Rearrange the tiles below to solve the puzzle. Hint: The NWA's business

