



**GOVERNMENT OF BERMUDA**  
**PUBLIC SERVICE SUPERANNUATION BOARD**

**PATI Information Statement**

**Name of Public Authority:** Public Service Superannuation Board

**Introduction:**

In accordance with Part 2 of the Public Access to Information Act 2010, the Public Service Superannuation Board is required to produce an Information Statement that includes the relevant items that are specified in Part 2, Section 5 (1) of the Act.

The general purpose of the Public Access to Information Act 2010 is to give the public the right to obtain access to information held by the Public Service Superannuation Board to the greatest extent possible, subject to exceptions that are in the public interest.

In producing this Information Statement the Public Service Superannuation Board will ensure that it is in compliance with the Act to enable persons to access records that are not exempt as outlined in Part 4 of the Act.

**Section A: Structure, Organization and Legislation [s5(1)a]**

Under Schedule I of the Act, the Board shall consist of 13 members of whom –

- (a) the Chairman of the Public Service Commission shall be an ex officio member and the Chairman
- (b) 6 members shall be appointed from the public service by the Governor acting on the advice of the Premier; and
- (c) 6 members shall be appointed by the Governor from nominees of the associations or unions recognized by the Government as representing public officers and other employees of the Government.

**Chairman:** Ms Shelia Hendrickson

**Members appointed from the public service:** Permanent Secretary, Ministry of Education; Commissioner of Police, Bermuda Police Service; Accountant General; Permanent Secretary, Ministry of Public Works; Chief Fire Officer, Bermuda Fire Service; and Tax Commissioner, Office of the Tax Commissioner

**Members appointed from the associations or unions:** Representative from the Bermuda Industrial Union, representative from the Bermuda Prisons Service Association, representative from the Bermuda Union of Teachers, representative from the Bermuda Public Services Union, representative from Bermuda Police Association, representative from the Bermuda Fire Service Association.

**Legislation**

The Board is governed by the Public Service Superannuation Act 1981 and subsequent amendments.

**Section B: 1) Functions, powers, duties of the Authority [s5(1)b]**

In accordance with Section 5 of the Public Service Superannuation Act 1981, the Board shall consider the claim of every contributor who retires from, or ceases to be employed in the public service in circumstances entitling him to a pension or to a refund of his contributions under the Act; to perform such other functions as may be assigned to it by or under any provision of the Act or, subject thereto, by the Minister of Finance.

**Section B: 2) Obligations under PATI Act [s5(1)b]**

To provide an **information statement** for the public and promulgate it [s5],

- To provide **other information** to the public so that the public needs only to have minimum resort to the use of the Act to obtain information [s6]. This includes:
  - General information, e.g. activities of the Authority
  - Log of all information requests and their outcome
  - Quarterly expenditure (upon request) [s6(5)]
  - Contracts valued at \$50,000 or more.
- To **respond to information requests** in a timely manner [s12-16]
- To **track information requests**, and provide this data to the Information Commissioner
- To respond to requests from the Information Commissioner [s9]
- To **amend personal information** held by the Authority that it is wrong or misleading following a written request by the person to whom the information relates [s19]
- To conduct an **internal review** if formally requested [part 5]
- To give evidence for **review by the Information Commissioner** [part 6, 47(4)], or for **judicial review** [s49], if required
- To provide an **annual written report** to the Information Commissioner of the status of information requests [s58 (3)].
- **To do anything else as required** under the PATI Act and subsequent Regulations [s59, 60], including:
  - **Fees** for Requests for information
  - Management and maintenance of **records**
  - **Procedures** for administering the Act
- To **train staff and make arrangements** so as to facilitate compliance with the Act [s61]
- To **designate one of its officers** to be the person to whom requests are directed [s62]

**Section C: Services and Programmes [s5(1)c]**

Provisions of the Public Service Superannuation Act 1981 as set out in Section B: 1) above.

**Section D: Records and documents held [s5(1)d]**

- General Correspondence
- Minutes
- Contributors' Pension Computations (for those who are to be approved for payment of a

<p>pension)</p> <ul style="list-style-type: none"> <li>Contributors' Statement of Benefits on Retirement (for those who are to be approved for payment of a pension)</li> </ul>
<b>Section E: Administration (all public access) manuals [s5(1)e]</b>
Provisions of the Public Service Superannuation Act 1981 as set out in Section B: I) above.
<b>Section F: Decision-making documents [s5(1)f]</b>
Provisions of the Public Service Superannuation Act 1981 as set out in Section B: I) above.

<b>Section G: The Information officer [s5(1)g]</b>														
<p>Germaine Trott  Acting Secretary - Public Service Superannuation Board  3rd Floor, Ingham and Wilkinson Building, 129 Front Street  Hamilton HM 12  (441) 246-8992  gitrott@gov.bm</p>														
<b>Section H: Any Other Information [s5(1)h]</b>														
N/A														
<b>Section I: Any Other Information To be Provided? [s5(1)i]</b>														
N/A														
<b>Section J: Information Statement: Copies and Updates [s5(2,3,4,5)]</b>														
<p>Every public authority shall update its information statement at least once a year, and make it available for inspection by the public at reasonable times by [s5(1-5), PATI Act]:  <b>Date Information Statement was updated:</b> 17<sup>th</sup> June 2025</p> <p><b>Locations of Information Statement:</b>  <i>Confirm copies of Information Statement are available at the following sites:</i></p> <table> <tr> <td>Your principal office: Department of Employee &amp; Organizational Development</td> <td>Y</td> </tr> <tr> <td>The Bermuda Archives and Bermuda National Library</td> <td>Y</td> </tr> <tr> <td>Available electronically,</td> <td>Y</td> </tr> <tr> <td>Website for public authority</td> <td>N/A</td> </tr> <tr> <td>Available on website of principal office (<a href="http://www.gov.bm/department/employee-organizational-development">www.gov.bm/department/employee-organizational-development</a>)</td> <td></td> </tr> <tr> <td>Have you published a notice in the Gazette indicating the places where the information statement is available for the public?</td> <td>Y</td> </tr> <tr> <td>With the Information Commissioner</td> <td>Y</td> </tr> </table> <p style="text-align: right;"><b>Sign and Date:</b> <i>Germaine Trott</i>  Germaine Trott 17<sup>th</sup> June 2025</p>	Your principal office: Department of Employee & Organizational Development	Y	The Bermuda Archives and Bermuda National Library	Y	Available electronically,	Y	Website for public authority	N/A	Available on website of principal office ( <a href="http://www.gov.bm/department/employee-organizational-development">www.gov.bm/department/employee-organizational-development</a> )		Have you published a notice in the Gazette indicating the places where the information statement is available for the public?	Y	With the Information Commissioner	Y
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