



ANNUAL REPORT OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION

A Portfolio Agency of The Ministry of Industry, Commerce, Agriculture and Fisheries

FY 2017 - 2018





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Table of Contents

LIST OF ABBREVIATIONS.....	IV
MISSION, VISION, CORE VALUES OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION.....	V
BOARD OF COMMISSIONERS' STATEMENT	VII
EXECUTIVE SUMMARY	1
AGENCY PROFILE: THE ANTI-DUMPING AND SUBSIDIES COMMISSION	3
BOARD OF COMMISSIONERS AND GOVERNANCE.....	4
THE ANTI-DUMPING AND SUBSIDIES COMMISSION ORGANISATIONAL CHART	5
THE CORE MANDATE OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION.....	6
ADSC STRATEGIC PRIORITIES.....	7
PRIORITY POLICY ISSUES AND OBJECTIVES FOR FY 2017-2018.....	7
MAIN PROGRAMMES PROJECTED FOR APRIL 1, 2017 TO MARCH 31, 2018.....	8
MAIN ACHIEVEMENTS AGAINST PERFORMANCE TARGETS.....	9
MAIN ACHIEVEMENTS FOR APRIL 1, 2017 TO MARCH 31, 2018	10
SUMMARY PROJECTIONS FOR APRIL 2018 TO MARCH 2019	21
FINANCIAL OVERVIEW	22
APPROVED BUDGET.....	22
COMPENSATION – BOARD OF COMMISSIONERS AND SENIOR EXECUTIVES.....	23
FINANCIAL STATEMENTS FOR APRIL 1, 2017 TO MARCH 31, 2015.....	25

List of Abbreviations

ADSC	The Anti-dumping and Subsidies Commission (The Commission)
CARICOM	Caribbean Community
CDDSA	Customs Duties (Dumping and Subsidies) Act, 1999
CET	Common External Tariff
CPC	Chief Parliamentary Counsel
CSME	CARICOM Single Market and Economy
FFA/FC	Forensic and Financial Analyst/ Financial Controller
FD	Final Determination
GLC	General Legal Counsel
GOJ	Government of Jamaica
ICAJ	Institute of Chartered Accountants of Jamaica
JAMBAR	Jamaica Bar Association
MDAs	Ministries, Departments and Agencies
MFAFT	Ministry of Foreign Affairs and Foreign Trade
MFN	Most Favoured Nation
MICAF	Ministry of Industry, Commerce, Agriculture and Fisheries
MIND	Management Institute for National Development
NT	National Treatment
PD	Preliminary Determination
PBMAA	Public Bodies Management and Accountability Act 2001
ROO	Rules of Origin
SA	Safeguard Act 2001
TEAM	Trade Enforcement Advisory Mechanism
WTO	World Trade Organization

MISSION, VISION, CORE VALUES OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION

The Vision and Mission of the Anti-dumping and Subsidies Commission are:

VISION

A Centre of Excellence in International Trade Remedies, acclaimed worldwide as a vanguard Investigating Authority

MISSION

Identify and apply appropriate remedies to dumped or subsidized imports or increased imports that injure Jamaican producers, promote awareness of trade remedy laws and assist in trade remedy policy formulation and implementation by being:

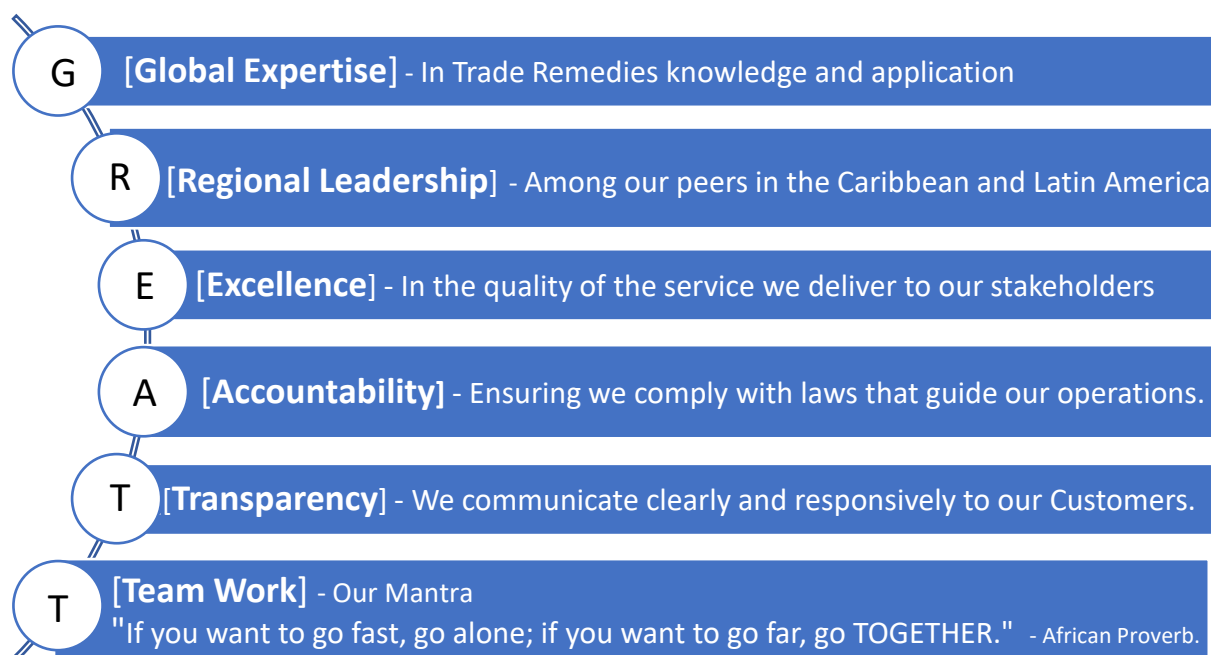
- > **Client-focused**, resulting in a large percentage of Jamaican producers and stakeholders who are trained and able to use trade remedies to help Jamaican industries thrive
- > **A high-performance, specialist organization** with expert and motivated staff
- > **A provider of high-impact services** to stakeholders, primarily producers, importers, and including all players in Jamaica's international trade environment.

Role

"Levelling the playing field for the Producer in Jamaica to thrive in the global marketplace."

CORE VALUES

We achieve our Mission through our **GREATT Core Values**



Mandate

Established under the Customs Duties (Dumping and Subsidies) Act 1999 to administer Jamaica's trade remedies legislation, The Anti-dumping and Subsidies Commission (ADSC) also administers the Safeguard Act of 2001. A part of the Industry and Commerce portfolio, it was an agency of the Ministry of Industry, Commerce Agriculture and Fisheries (MICAF) in the period of this report.

The primary function of the ADSC is to conduct investigations and make determinations in trade remedy matters. The Commission also has responsibility to promote awareness of trade remedies and their use by industries producing goods in Jamaica as well as inform the general public about these remedies according to Jamaica's obligations under the related World Trade Organisation (WTO) Agreements.

The ADSC is a leader in trade remedies and related activities in the Caribbean and has served as a regional resource for other members of CARICOM. The ADSC has acted in an advisory capacity on trade remedies and related matters, nationally and regionally; and has also given support to governments outside the region which are of comparable size by sharing experience and knowledge with them.

Strategic Priorities/Goals

The Commission noted the following strategic priorities and goals in its Strategic Plan covering the period FY2017 to 2018.

- > Effective implementation of the Trade Remedy Regime in Jamaica.
- > Delivery of timely, comprehensive, evidence-based, and fair findings in trade remedy investigations.
- > Public Education and Training of Industry.
- > Advice and Support to Ministers and Ministries on Trade Remedy and Related Legislation
- > A competent and cohesive workforce at the Commission in an environment where there is work-life balance.
- > Strong collaboration with the private sector
- > Supportive Relationship with relevant Government of Jamaica agencies.

ANNUAL REPORT OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION

For Financial Year April 1, 2017 to March 31, 2018

Board of Commissioners' Statement

In accordance with Section 3(2) of the Public Bodies Management and Accountability Act 2001 (PBMAA), The Board of the Anti-dumping and Subsidies Commission (the Commission) submits the Annual Report for FY2017 – 2018, including audited financial statements to the portfolio Minister, who shall cause the report and statements to be laid on the Table of the House of Representatives and of the Senate.

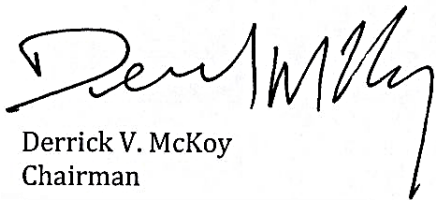
The Commission has prepared the annual report in accordance with Part 1 of the Second Schedule, without prejudice to the provisions of any relevant enactment or constituent documents in relation to the preparation of annual reports by a public body, as provided for in Section 22 of the PBMAA.

Part 1 (3) of the Second Schedule of the Public Bodies and Management and Accountability Act requires as part of the Annual Report of the public body, a report from the Board of Directors to include:

- a) A review of all operations;
- b) A statement on any proposed change in the nature and scope of the activities of the body;
- c) Any modification or proposed modification to the corporate plan;
- d) A summary of the achievement of the body measured against appropriate performance targets;
- e) Forecasts and projections of the key financial and operating measures of the next twelve months; and,
- f) Where applicable, notification of payments of dividends. We note that the Anti-dumping and Subsidies Commission is an entity which does not pay dividends.

This Annual Report covers, according to the record of the Commission, the relevant sections outlined above for the period April 1, 2017 to March 31, 2018, during which the undersigned was Chairman of the Board of Commissioners.

ANTI-DUMPING AND SUBSIDIES COMMISSION



Derrick V. McKoy
Chairman



Executive Summary

The Anti-dumping and Subsidies Commission (“the Commission”, “the Agency”, or “ADSC”) is an agency of the Industry and Commerce portfolio and during the financial year 2017-2018, was included under the Ministry of Industry, Commerce, Agriculture and Fisheries (MICAFA).

Open, vulnerable, developing economies like Jamaica must manage trade liberalization to realise for themselves the benefits from trade. Jamaica is a signatory to the World Trade Organisation (“WTO”) agreements, which include the Agreements on Dumping, Subsidies and Countervailing Measures and Safeguards. The Commission is a key part of the international trade infrastructure of the Government of Jamaica (GoJ), established under the 1999 Customs Duties (Dumping and Subsidies) Act (CDDSA) to implement the disciplines required to counteract the commercial practices of dumping and subsidisation when they give imports an unfair advantage over comparable goods made in Jamaica. With the passage of the Safeguard Act (SA) in 2001 and Regulations in 2003, implementation of Safeguards were added to the mandate of the Commission. Safeguards are trade policy measures which can be used when significant increases in volume threaten the viability of domestic producers of like or similar products. The Commission defends producers of goods in Jamaica from the challenges associated with unfair trading practices. Where warranted, Trade Remedies in the form of additional customs duties may be applied to imports to defend industries from the pressures of unfair competition due to dumped or subsidised imports. Producers in Jamaica may also be defended from the impact of goods that may be fairly traded but enter Jamaica in significantly increased volumes by measures called safeguards. Collectively, the remedies, Antidumping duties, Countervailing duties and Safeguard measures, are referred to as Trade Remedies.

The Commission derives its Mission, Vision and resulting work programme from the national priorities set by the GoJ, through the portfolio Ministry and from the legislation it implements. The Commission’s work is part of the enabling environment for business, helping to promote the development, growth and sustenance of the manufacturing and agribusiness sectors and to maximise economic gains in all sectors. Against this background, in the period, the Staff trained personnel from various domestic industries in Jamaica and industry advisors in the use of trade remedy disciplines to help them to defend their market share at home and so strengthen their ability to export. These included lawyers, accountants and managers employed to or consulting with manufacturing companies, members of the Jamaica Manufacturers and Exporters Association and others. At the close of the year, the Staff designed a full slate of training seminars, and launched its Trade Remedies Seminar Series in March 2018.

In carrying out its mandate, the Commission collaborated with other Ministries, Departments and Agencies (MDAs) such as the Ministry of Foreign Affairs and Foreign Trade (MFAFT) and the Jamaica Customs Agency on trade and legislative matters and assisted in the continued coherence of the international trade framework of Jamaica. During the year under review, the team analysed and submitted comments to the MFAFT on several policy documents. These included several iterations of the Draft Foreign Trade Policy and Action Plan, and feedback on a CARICOM Consultancy which was conducting a comprehensive review of the regime on the Common External Tariff (CET) and Rules of Origin (ROO).

Key Achievements of the ADSC for FY 2017/18

The priorities outlined by the Ministry included promoting and defending Jamaican brands, consumers, and businesses and creating an enabling environment to increase earnings from exports.

The Commission supported the priorities with the following Key Achievements in FY 2017/2018:

- The Staff provided Trade Remedy advice to twenty (20) companies across ten (10) industries and conducted customized training interventions for eight (8) companies.
- Three (3) staff members of one law firm received customized Trade Remedies training over a period of several weeks. This was aimed at supporting one industry that was expected to file a complaint with the Commission in that year or thereafter.
- On Friday, March 23, 2018, the Staff launched its 2018 Trade Remedies Seminar Series at a function held at the Terra Nova Hotel, Kingston.
- The Staff revisited the concept of a Help Desk which would assist industry to prepare documents for filing a complaint with the Commission. No new resources were identified and so the Staff responded to the challenge issued by its Board of Commissioners to activate a model of the Help Desk with no additional resources. By increasing the handholding support that the Staff gave to an industry which had previously submitted a Draft Complaint, the Staff operated as a Help Desk and provided assistance so that the industry received guidance to revise its Complaint.
- The Staff visited the plant, head office or factory floor of five (5) manufacturing companies in the period. The Staff used their increased knowledge of the production processes of each of the industries visited to help the industries to gather information and draft documentation towards filing complaints for use of the remedies.
- By the noted training interventions and handholding, the Commission made progress toward fulfilling its undertaking as part of Vision2030 National Development Plan Medium Term Socio-Economic Policy Framework (MTF) 2015-2018 to train and equip industries to use trade remedies and reported same for the Annual Vision 2030 National MTF Progress Report.
- The Staff reviewed, analysed and submitted comments to the Ministry of Foreign Affairs and Foreign Trade on policy draft documents, which included:
 - Jamaica's Fourth WTO Trade Policy Review;
 - A proposed rollover trade agreement between CARIFORUM and the United Kingdom (UK) after the exit of the UK from the European Union (Brexit).
 - The 2016 USA Strategy for Trade with the Caribbean.
 - Evaluation by ECLAC of the economic and social impact of possible trade negotiations between Jamaica and Central America, Mexico and other countries.
- The Staff collaborated with the Ministry's Legal Unit to continue to pursue completion of the Draft Amendments to the 1999 Customs Duties (Dumping and Subsidies) Act.
- The Commission complied with requirements for submission of reports due in the period.

Agency Profile: The Anti-dumping and Subsidies Commission

ESTABLISHMENT OF THE AGENCY

The Commission was established under the Customs Duties (Dumping and Subsidies) Act of 1999 (CDDSA) and implementing Regulations of 2000. The Safeguard Act was passed in 2001 and Regulations passed in 2003. Its implementation was added to the Commission's mandate. The redress available to industries under these Acts and Agreements is collectively referred to as Trade Remedies, which form the core mandate of the Commission.

ROLE, FUNCTION AND OPERATIONS

Trade remedy legislation provides safety valves that help to remedy imbalances in the international trading environment for producers in Jamaica. The Commission assisted goods-producing industries in Jamaica and their advisors, lawyers, accountants and others, as well as importers and exporters to understand and use international trade remedy disciplines (antidumping duties, subsidies countervailing duties and safeguards) to defend their respective places in the Jamaican marketplace.

The Commission performs investigations, research, leads in educating industry and its advisors, and public sector colleagues about the Trade Remedies regime. In appropriate cases, after an investigation, the Commission determines remedies in the form of antidumping and countervailing duties to defend Jamaican producers of like goods.

The Safeguard Act permits the imposition of safeguard measures, which may be duties or quotas, where an increase; also referred to as a surge of imports causes or threatens serious injury to producers in Jamaica of like or directly competing goods.

THE STAFF OF THE COMMISSION

The staff on the establishment of ten (10) posts was headed by the Executive Director. Together with the General Manager [who is also the Case Manager], the Senior Legal Counsel and the Senior Economist, these four (4) persons performed all the roles and responsibilities required of the Technical Staff of the Commission and also performed all management related activities.

Position	Name
Executive Director	Mrs. Andrea Marie Dawes
General Manager	Mr. Ryan Evans
Senior Legal Counsel	Mrs. Tara Marie Rose
Senior Economist	Mr. Andrew Mighty

Technical Staff who also operate as the Management of the Commission were supported by five (5) additional support staff members. One Administrative Assistant who assisted the Executive Director and the Board of Commissioners. One Senior Secretary and two other secretaries provide secretarial and clerical support to the Technical Staff. There was also an attendant-bearer completing the ten-post establishment. Staff members are full-time contract employees, renewed on satisfactory appraisal.

Information Technology and other support services were provided by external service suppliers.

A 15-person establishment was delineated in an Audit of Posts done by the Ministry of Finance in 2010. This would present a better structure for the Commission. Due to fiscal constraints, no additional posts were activated up to this period. The active posts are reflected on the Organisational Chart which is included on [page 5](#) of this report.

BOARD OF COMMISSIONERS AND GOVERNANCE

The Anti-dumping and Subsidies Commission is a five-member Board of Commissioners, consisting of the Chairman and four (4) Commissioners. The Chairman and other Commissioners are private citizens who operate part time to adjudicate and direct mandate matters and to provide guidance and leadership to the Staff of the Commission through its Executive Director. Commissioners are appointed by the portfolio Minister and may hold office for up to three (3)-year renewable terms.

The Commissioners in the period were appointed by Minister, Honourable Audley Shaw for a two-year term effective June 6, 2016 to June 5, 2018. Commissioners are from various academic and commercial disciplines and span diverse backgrounds. The Board of the Commissioners was composed as follows:

Role	Name	Occupation/Discipline	Attendance (10 meetings held)
Chairman	Dr. Derrick McKoy	Attorney-at-Law	10
Member	Dr. Peter Champagne	Attorney-at-Law	2
Member	Mr. Clyve Jacks	Real Estate Developer	9
Member	Dr. Karl Reid	Management Consultant	10
Member	Ms. Gaunique Williams	Attorney-at-Law	10

The Commissioners met as a Board ten times over the period. Meeting Attendance is retained in the record of the Commission by signatures recorded and reported to the Minister as required.

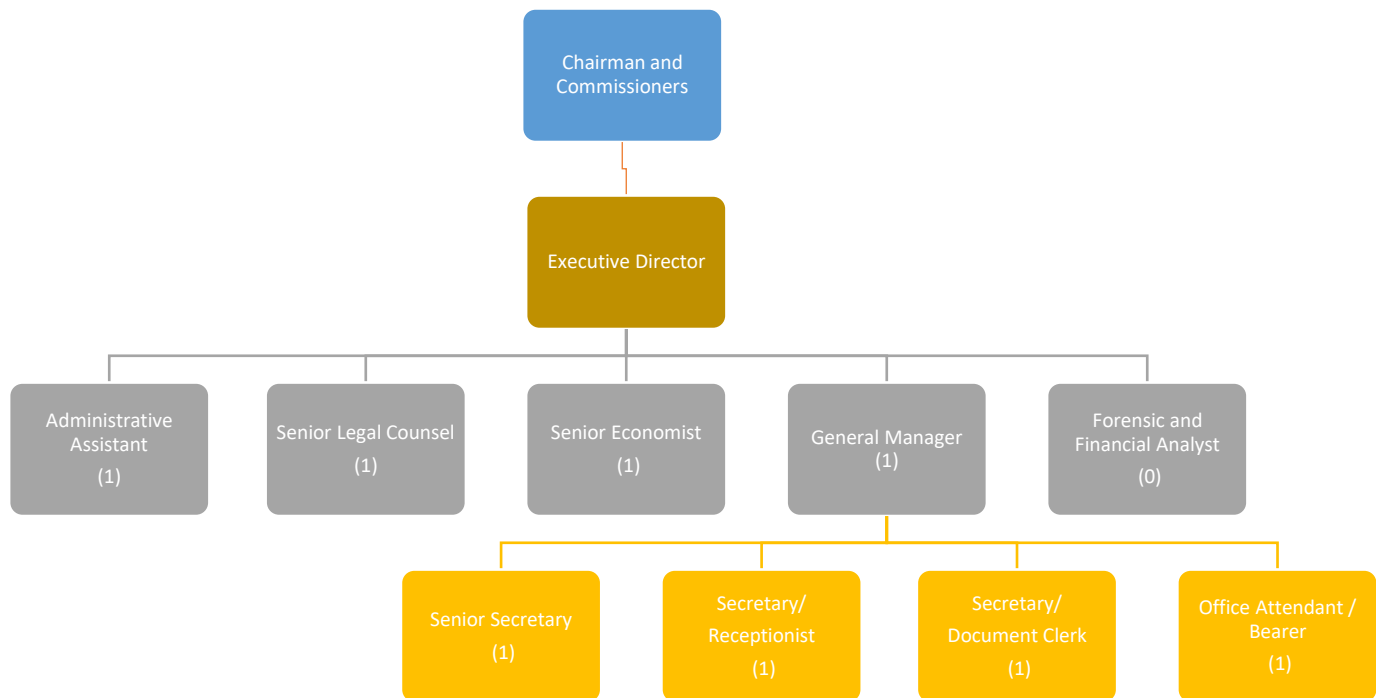
The Board has two (2) sub-committees. The Audit and Finance Committee, which provides oversight for the financial management of the Commission, was chaired by Commissioner Dr. Karl Reid. This Committee performs all the requirements of an Audit Committee as required under the PBMAA Act. It met four times during the period (July, September, October, February).

The Human Resource and Management Committee included Commissioners Karl Reid, Clyve Jacks and Gaunique Williams. This Committee met as needed to support the Executive Director and Management team in matters related to HR Management and Administration. During the period they gave needed support to the recruitment effort to fill the important vacancy of Forensic and Financial Analyst/Controller (FFA/FC). They also received other Human Resource recommendations and questions from the Executive Director.

Payments to Board Members were administered in keeping with guidelines from the Ministry of Finance and Planning, which sets specific annual compensation for the Commissioners of this Agency. Payments were made quarterly, as reflected in the attached Financial Reports.

Commissioners participated in rigorous training programmes focussed on the mandate and on governance to remind them of the technical aspects of the work and enrich their capacity to perform in their roles of directors and adjudicators.

The Anti-dumping and Subsidies Commission Organisational Chart



Commissioners are appointed for up to three (3) years by the Minister with portfolio responsibility, the Minister of Industry, Commerce, Agriculture and Fisheries (MICAF).

Ten (10) positions were approved and activated on the establishment list during the period, FY 2017/2018. The post of Financial and Forensic Analyst/Financial Controller (FFA/FC) became vacant March 14, 2017. The position was advertised during the year but was not filled.

A 2010 Post Audit conducted by Ministry of Finance and Planning indicated that a fifteen-person establishment more closely approximated the appropriate structure. However, no additional posts were activated as a result of the fiscal constraints.

Information Technology support and some other functions were supplied by external contractors.

THE CORE MANDATE OF THE ANTI-DUMPING AND SUBSIDIES COMMISSION

THE TRADE REMEDY FRAMEWORK

Jamaica is a member of the World Trade Organization (WTO) and a signatory to all the multilateral Agreements. The WTO Agreements on Dumping, Subsidies and Countervailing Measures, and Safeguards provide a framework for Members to respond to unchecked imports in the domestic market. WTO Members may utilize trade remedies to help defend domestic industries which suffer injury under defined circumstances that result from unfair trade practices or unanticipated increases in imports. Among the strategies to help manage the impact of globalisation on the economy is the trade remedies framework - the Customs Duties (Dumping and Subsidies) Act 1999 and the Safeguard Act (SA) 2001 and accompanying Regulations.

Dumping is the practice by firms of pricing goods lower in an overseas market than in their home market. Subsidies are financial support by a government of specific industries or enterprises. Subsidies may be trade distorting in international trade. Safeguards are measures placed on goods which are imported in increased quantities that cause serious injury to domestic production. Knowledge of trade remedies can also help exporters expand into foreign markets.

THE TRADE REMEDY INVESTIGATION PROCESS – HOW THE CORE MANDATE IS CARRIED OUT

Rules for the use of trade remedies are complex and exacting and require strict adherence for a measure imposed to withstand scrutiny under domestic judicial review or WTO Dispute Settlement.

An antidumping or countervailing duty investigation is started by the filing of a written application (also called a “complaint”) made by or on behalf of producers of goods in Jamaica (the “domestic” industry) and supported by a sufficient proportion of the producers. The complaint alleges dumping or subsidization causing the industry to suffer injury which is defined as material injury or the threat of material injury. In the case of a safeguard, the allegation must be that of a significant increase in import volumes in unforeseen circumstances are causing or threatening serious injury to the domestic industry. In exceptional circumstances, the Commission may self-initiate an investigation. A complaint which at first does not meet the requirements may be amended and re-submitted.

The complaint must identify the applicant and details of the domestic industry, estimated volumes of the product, market, goods, origin and information on producers, exporters, and importers into Jamaica. For dumping, the price of goods in the exporting country (referred to as the “normal value”) is required. For a countervailing duty investigation, evidence of the subsidy and the estimated amount of the subsidy is required. For safeguards, the volume of the imports over the period of investigation is a key element of the complaint.

Data demonstrating injury to the domestic industry is required. This includes, but is not limited to decline in sales, the profits and profitability, depression or other movement of market prices and inventory, and causation.

The Commission must adhere to timeliness and notice requirements set according to the Agreements in the law. This may include opportunity for consultation with the government of the exporting country at prescribed times.

The investigation is conducted in three (3) phases with determinations being reached by the Commissioners at the end of each of the Initiation, Preliminary Determination and Final Determination phases. This is made public by Notice in the Jamaica Gazette and a daily newspaper.

The ADSC completes antidumping investigations in the shortest time frames in the world -- between six months and approximately 10 months, while the WTO permits completion within 12 to 18 months.

ADSC STRATEGIC PRIORITIES

Aligned with goals of the portfolio Ministry, Vision 2030; with reference to other Government policies as appropriate, the following were the strategic priorities of the Anti-dumping and Subsidies Commission:

- > Complete investigations of cases filed with the Commission within the ambit and scope of the legislation to promote fair international competition in the domestic Jamaican market).
- > Provide instruction and assistance to industries on the Trade Remedy regime and the use of the remedies; to increase knowledge and use of the trade remedy disciplines by industries.
- > Keep abreast of WTO notification requirements and amendments to the Agreements (to support compliance with Jamaica's obligations under the WTO Agreements).
- > Increase the capacity of the Commission to accomplish its work;
- > Develop and implement a Help Desk to improve access for small, fragmented industries through the Help Desk and to enhance the visibility of the Commission to producers.
- > Increase Dialogue with the General Public on aspects of the International Trade Policy with regards to Trade Remedies to increase public awareness of trade remedies and the benefits.
- > Review and provide feedback and identify and give technical advice on relevant legislation to facilitate clear, complete legislation compliant with Jamaica's international obligations.

Priority Policy Issues and Objectives for FY 2017-2018

The Commission set out to achieve the strategic outcomes as noted in its 12-month Operational Plan:

Implement Jamaica's Trade Remedy Laws

- > Deter unfairly traded goods from entering the commerce of Jamaica
- > Discipline the entry of goods which enter the commerce of Jamaica in volumes that cause injury to domestic production

Provide Training and Sensitisation to Industry and the Public

- > Train businesses to use the trade remedy tools
- > Provide Industry Training and Public Education
- > Develop an Industry Help Desk to assist businesses, including MSMEs to proceed through a trade remedy investigation.

The Commission's overarching strategy to accomplish its work is to focus on its

- > Development as a Centre of Excellence.
- > Apply international best practices and governance in the management of the organization towards transforming the ADSC into a Centre of Excellence in Trade Remedies practice.



MAIN PROGRAMMES PROJECTED FOR APRIL 1, 2017 TO MARCH 31, 2018

The Commission intends to execute the following plans during FY 2017-2018;

- > Complete antidumping, countervailing duty or safeguard case investigations, if any filed by industry or initiated by the Commission during the period, in accordance with legislation
- > Implement and administer Jamaica's Trade Remedy Laws; The Customs Duties and Subsidies Act 1999 and The Safeguard Act 2001 within the legislative framework of WTO Agreements
- > Conduct trade remedies training and consultations with seven (7) industries, as well as public education campaigns.
- > Perform research and analysis in designated industry matters.
- > Develop and implement plans for establishing an Industry Help Desk (medium-term proposal).
- > Increased use of technology to deliver industry training and public education; revision of social media content and website redevelopment
- > Develop the expertise of Commissioners and Staff through training and experience.
- > Produce reports quarterly or on request, on research findings on agreements.
- > Complete thorough responses to requested comments from trade policy stakeholders and disseminate within agreed timelines.
- > Compliant and efficient administration, ensuring that all GoJ requirements, such as audits, performance, financial, regulatory, and other reports, are met on time.

MAIN ACHIEVEMENTS AGAINST PERFORMANCE TARGETS

Summary of Planned Targets and Achievements Notes for the Year 2017/18

Priority Policy Objective	Planned Targets	Status/Result
Implementation of Jamaica's Trade Remedy Laws	100% Bi-annual WTO notifications submitted and review of trade agreements.	Accomplished
	100% of requests for trade agreement reviews submitted within stipulated timeframes	Accomplished
	Develop Business Plan and funding proposal for Help Desk	Ongoing
	Conduct Investigations, if filed within legislative requirements and stipulated timeframes.	None filed.
	Help Desk initiative - Explore two (2) potential funding programmes to seek funding.	Deferred
	Generate four (4) industry reports outlining economic state/potential for use of trade remedies	Two (2) Partial. Pending.
	Accomplish Training programme targets to elevate technical knowledge of Staff/Commissioners	Accomplished
Trade Remedy Advice and Facilitation	Provide trade policy research to support Logistics Hub initiative	Discontinued
	Pursue within ADSC ambit the completion of the CDDSA amendments with CPC.	Advanced/Ongoing
	Review legislation and international agreements and provide suggested legislative amendments	Deferred.
	Trade research on mandate-related matters – one completed quarterly; within agreed timelines	Accomplished
Industry Training and Public Education	Delivery of one major seminar and two smaller workshops targeting manufacturers	Accomplished
	Customized Trade Remedies training for 3 industries	Accomplished
	Twenty producers (20) instructed on the use and benefits of Trade Remedies	Accomplished
	Production of at least 2 new capacity building/training materials	Accomplished
	Increased Social Media Engagement	Accomplished
Development of Centre of Excellence	Financial Statements for FY2016-2017 to be submitted for audit by AudGen	Not Accomplished*
	Annual reports for the period 2016-17 to be completed and submitted.	Not Accomplished*
	The Board and sub-committees conduct regular meetings.	Accomplished
	Continuous review; development and training programme and targets for Staff/ Commissioners	Accomplished
	Conduct Records Management Needs Assessment and Implement conclusions derived	Pending
	Review IT infrastructure and plans; implement agreed systems and processes.	Commenced. Resources constrained.
	Investigate technology use in trade remedy administration, including online service delivery.	Deferred.

*The ADSC worked with a consultant and received certified copies of the financial statements for FY2014-2015 and FY2015-2016 in the period. With no FFA/FC in the post during the FY, the Agency was not able to also reach the goal of completion of audited financial records for FY2016-2017 as previously planned. Work continued with the assistance of the consultant toward closing of these matters, while the Staff moved toward filling the post.

MAIN ACHIEVEMENTS FOR APRIL 1, 2017 TO MARCH 31, 2018



Industry Engagement and Training, Public Education

The Commission's core mandate is effective enforcement of the trade remedy regime in Jamaica so that producers in Jamaica can compete on a level playing field both in Jamaica and in export markets. For effective enforcement to take place, Jamaican enterprises must understand and use the regime to their advantage. The Staff of the Commission is charged with helping industries and their advisors to increase their knowledge of trade remedies.

In the period, the Staff focused on engaging producers of goods in Jamaica on issues confronting them as a result of imported like goods, both unfairly and fairly traded. The Technical Staff targeted, contacted, and queried businesses as to their current and recent experience with imported goods competing with their goods on the domestic market. The Staff interacted with companies by telephone and in-person consultations and offered more in-depth training as well as written instructional material. Where able to obtain invitations, the Staff went on site visits. The Staff attempted to train industry personnel who responded to offers to train about preparation of complaints. The Staff advised the companies on the data and information required to assess dumping, subsidies and safeguards; and to evaluate injury to the domestic industry.

In the year preceding this reporting period, the Staff innovated in its communication style with industries and developed more flexible approaches and instruments to help deliver training to industries, their advisors, and associations. They continued this more flexible approach in this period. Companies, groups of companies and consultants had training tailored to their particular situations, instead of the previous concept of all-inclusive training seminars. These more flexible arrangements helped industries to better grasp the concepts. A number of industries expressed their intent to use the instruments to address the challenges they were experiencing with imported like goods.

Engagement activities were pursued with companies and industries listed in the table below:

Table: Industry Engagements during FY 2017-2018

Industry	Consultations	Training	Site Visit
Clothing and Textile	✓		
Baked Products	✓		
Milk and Milk Products	✓		
Fats and Oils	✓		
Beverages	✓		
Paper and Paper Products	✓	✓	✓
Plastics, Foil, and Coated Paper Bags	✓	✓	✓
Electrical Equipment	✓	✓	✓
Chemical and Allied Products	✓	✓	✓
Welding	✓		
Industry Advisory/Support Services**	✓	✓	

During the year, Staff engaged stakeholders through various channels, with the following results:

- > Use of the Staff's services increased during the period, when compared to the prior year. The team conducted fifteen engagements with twenty (20) companies from ten (10) manufacturing industries and one (1) industry advisor, exceeding its overall projections of providing consultancy services and training to seven (7) industries.
- > Technical Staff visited the factory floor/production plants of five (5) companies from four (4) industries and used the improved knowledge of the production processes to assist the industries in use of trade remedies.



Staff visit to Manufacturing Plant

- > Training was redesigned and delivered to eight (8) companies and their advisors. Three (3) industries were trained on How to File A Complaint.
- > Technical Staff trained attorneys from a reputable law firm in the use of trade remedies in general and the specific procedural requirements for filing complaints with the ADSC.
- > Everyone trained received resource materials including comprehensive copies of reports of investigations performed by the Commission; instructional outlines and related materials from other investigative authorities, the WTO and other sources.
- > The Commission commenced work on a modular curriculum intended to be used to offer courses through the General Legal Counsel (GLC), the Bar Association (JAMBAR), the Institute of Chartered Accountants (ICAJ) and other such professional associations and others. The Staff embarked upon the process of seeking accreditation of courses by the GLC.

Trade Remedies Seminar Series Launch: Training The Jamaica Manufacturers Association

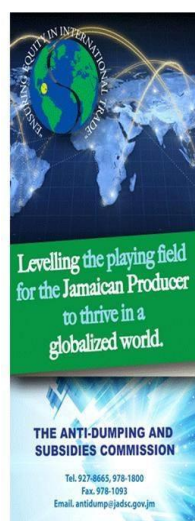
The Staff trained industries which manufactured goods in Jamaica, advisors such as lawyers and accountants to use the trade remedy disciplines (antidumping, subsidies countervail and safeguards). The Staff planned a schedule of training interventions to run through the year. With the enthusiastic engagement of the Ministry of Industry Commerce, Agriculture and Fisheries (MICAFA) and the Jamaica Manufacturers Association (JMA), the series was launched by the staging of the Trade Remedies Seminar Series Launch on Friday, March 23, 2018 at the Terra Nova All-Suite Hotel.

The event took the form of an information session and basic training along with an introduction to the details to be presented at later times in the series. The event received the strong support of manufacturers, agricultural producers and other industry stakeholders, as well as representatives from various Ministries, Departments and Agencies of Government. Many gathered to increase basic understanding of the trade remedies regime and expressed enthusiasm as they looked forward to the opportunities scheduled through the year to gain technical competence in the application of trade remedies that can be implemented under the international trading regime.



This represented a watershed event for the Commission, with seventy-two (72) attendees present. Twenty-five (25) persons representing manufacturing concerns were present as well as attorneys and other consultants to industry. The remaining attendees included representatives of GOJ Agencies, association members and other organizations with interest in Trade Policy and remedies.

The seminar evaluations completed by most attendees indicated that respondents were satisfied with the content and relevance of the event to the needs of producers in Jamaica. Eighty-eight percent (88%) of participants indicated that the contents of the seminar in terms of its potential value to self and organization was very valuable, and the remaining 12% indicated that it was valuable.



INTERNATIONAL TRADE REMEDIES YOUR STRATEGY TO THRIVE

SAVE THE DATE

The ANTI-DUMPING & SUBSIDIES COMMISSION
invites Your Leadership Team to join us for

The Launch of the

2018 Trade Remedies Seminar Series

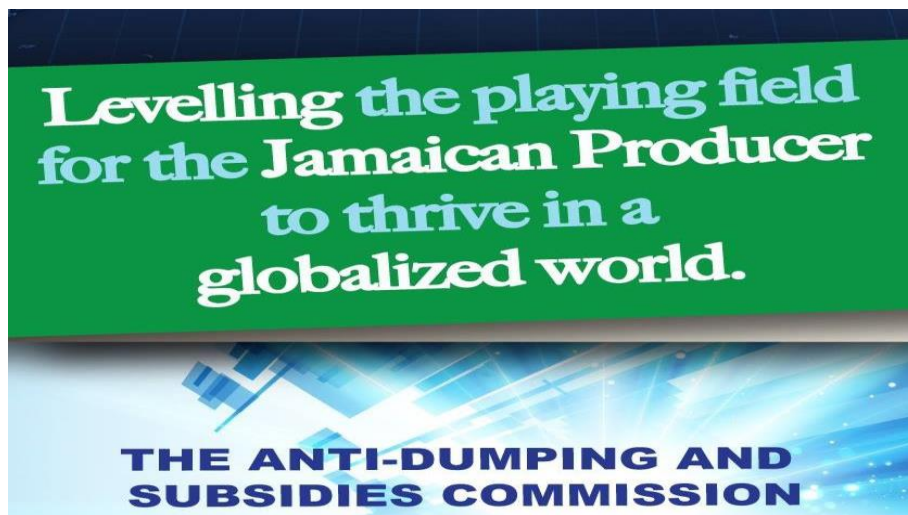
A Conversation about Trade Remedies and Your Business
with The Honourable Karl Samuda
Minister of Industry, Commerce, Agriculture and Fisheries

Date: Friday, March 23rd, 2018
Time: 9:00 am – 11:30 am

For more information:
Email: antidump@jadcsc.gov.jm
Telephone: 876-978-1800

On that occasion and later in the year, attendees were instructed on trade remedies; the roles of the Commission, producers, importers, exporters and others under the regime. Manufacturers were encouraged to set up systems to maintain awareness of the imports of goods like theirs and so improve the ability to respond to injury and threats of injury more quickly than before they were trained to consider these matters.

Public sector colleagues who were a part of data retrieval and overall implementation, enforcement and judicial review aspects of the regime, which are necessary for it to be effective, also attended training sessions.



Industry Issues and Case Related Matters

No case applications were filed during the period. The Technical Staff had extensive communications, consultations, training and performed handholding of industries and companies. The following were the highlights.

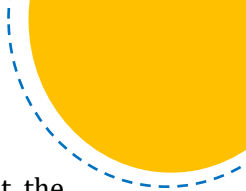
The Technical Staff of the Commission tailored to clients' needs, information and instructions to assist them to understand and use Trade Remedies. Emphasis was placed on engaging industry and support persons such as lawyers and accounting consultants to help them to use the regime to address challenges encountered by industries as a result of imports.

The Staff contacted manufacturers who were identified primarily based on research and scanning of the business environment locally and internationally. Other manufacturers who were facing pressures from imports made contact with the Commission. Staff held consultations, conducted training, prepared written instructional material and visited offices and plants. They also attended events and engaged with manufacturers to inform them of the assistance that was available from the Commission. The Staff advised the companies of the kind of data and information needed to assess dumping, subsidies and safeguards and injury to the domestic industry.

Plastics Bags

One company indicated its intention to file a complaint on behalf of an industry which was experiencing severe pressure from imports that appeared to be unfairly priced, some even being imported at no additional cost with products that were purchased abroad. The Staff embarked upon extensive training and hand-holding of the representatives of the company, consultations with others in the industry and research into the conditions facing the industry making plastic bags in Jamaica. This industry indicated that it was significantly affected by imports from China, the United States and other trading partners. The industry embarked upon learning, instructed by the staff on the elements of the Agreement, the Act and the process of filing and preparing to file a complaint, there was sweeping environmental legislative change, a ban on single use plastic bags which removed the feasibility and usefulness of any filing for or on behalf of the industry in Jamaica.

The company which was preparing the complaint had submitted a draft document previously. The submission was reviewed by the Staff and an evaluation supplied to it about the required amendments and additions. The company signalled its intention to complete the required corrections and submit



the properly filed application for a trade remedy. In the meantime, however, on a different front, the issue of plastic bags as an environmental and health hazard was raised in the Parliament. The matter was swiftly debated and accelerated and the resulting key policy and legislative development resulted in a ban on single use plastic bags. This effectively eliminated the feasibility and usefulness of any filing for or on behalf of the industry in Jamaica.

Milk and Milk Products

The Ministry of Industry Commerce, Agriculture and Fisheries formed a Working Group to address a rising concern with Milk and Milk Substitutes which were being imported in increasing quantities, varieties, descriptions and tariff codes. This was causing a growing challenge for the main producers of milk products in Jamaica. The Staff attended meetings with the Working Group and offered perspectives to assist the Working Group to move towards formulating a perspective and recommendations regarding the matter. The Working Group sought to address the question of whether a policy or strategy needed to be articulated for positioning domestic producers of Milk and Milk products facing imported like goods which may be imported under fair or unfair conditions. The ADSC Staff sought to schedule training for the main producers as well as trained attorneys who were then in talks with the main producers of the product to equip them to evaluate the issues that were surfacing and to assess whether trade remedy disciplines would help them to address the mounting challenges.

Research and Analysis

The Staff performed research, analysis and report writing to provide bases and support for policy and to support industries in relation to the mandate. Research and Data Analysis were performed in the period for products which were manufactured in Jamaica. Products covered were diverse. They included producers of Salt, Exercise Books, Beer and Electrodes.

At the request of the Ministry of Foreign Affairs and Foreign Trade (MFAFT), Technical Staff reviewed, analysed, drafted and discussed as needed comments on various international law and agreements policy documents throughout the year, as follows:

- **Jamaica's Fourth WTO Trade Policy Review.** Technical Staff reviewed and submitted comments at the request of the Ministry of Foreign Affairs and Foreign Trade on the Government of Jamaica's Report on Jamaica's Implementation of the World Trade Organisation Uruguay Round Agreements, including Trade Remedies.
- **Review of Commonwealth Paper on Brexit.** The ADSC Technical Team collaborated on a review of a Commonwealth Secretariat Paper prepared for Jamaica and the CARIFORUM Caribbean partners titled, *"Brexit: Challenges and Opportunities for Jamaica and other CARIFORUM Countries"* in-country consultation. The report examined the proposed rollover trade agreement between CARIFORUM and the United Kingdom (UK) after the anticipated exit of the UK from the European Union (styled "Brexit").
- **MFAFT Jamaica Foreign Trade Policy and Action Plan.** The team reviewed several iterations of the Draft Foreign Trade Policy and Action Plan and ultimately submitted a No Objection Letter. The Draft Policy was approved by Cabinet to become a White Paper.

- **CARICOM Consultancy to Conduct a Comprehensive Review of the CARICOM Common External Tariff (CET) and Rules of Origin (ROO).** Technical Staff participated the review of the Common External Tariff (CET) and Rules of Origin (ROO) and provided feedback on documentation by a Consultancy to review provisions and practices related to aspects of CARICOM matters and processes that require review and amendments. The Consultancy highlighted the provisions for exemptions and suspension as an area for review and amendment since they affect the overall common application of the CET. The Review sought to modernize the regimes and propose changes to make it more trade and business friendly.
- **ECLAC Project for Jamaica: Enhancing the Contribution of Preferential Trade Agreements to Inclusive and Equitable Trade**

The ADSC Team participated in the review undertaken by the Ministry of Foreign Affairs and Foreign Trade and others of the project which started the year before summarised in a paper named, “Evaluation of the economic and social impact of possible trade negotiations between Jamaica and Central America, Mexico and the countries of the Northern Caribbean.” The Evaluation was led by and the paper prepared by the Regional Integration Unit of the International Trade and Integration Division of the Economic Commission for Latin America and the Caribbean (ECLAC) in response to the request of the Ministry of Foreign Affairs and Foreign Trade.

The project was aimed at Enhancing the Contribution of Preferential Trade Agreements to Inclusive and Equitable Trade for Latin America and the Caribbean. Jamaica was identified by ECLAC as one of the LAC countries which would benefit from this project, with the ultimate goal being to raise the capacity of governments to deliver inclusive trade-led growth - growth with the widest possible benefits across society including for women and vulnerable groups. The Commission considered the purpose of the project and the report and offered its Comments.

Legal and Legislative Review

The Customs Duties (Dumping and Subsidies) Act 1999 (CDDSA). The Commission continued to support the completion of the draft amendments to the CDDSA. The Staff participated in consultations on the proposed amendments to the Customs Duties (Dumping and Subsidies) Bill being drafted by the Office of the Chief Parliamentary Council. This activity remains a priority for the Commission. In order for trade remedy matters to proceed as seamlessly as possible through the relevant Government agencies for collection and enforcement, completion of pending legislative amendments was deemed to be essential. Additionally, negotiations, jurisprudence, and practice recommendations from the WTO as well as new trade obligations all need to be factored into the legislative framework under which the Commission must perform its mandate. The Staff observed and communicated with colleagues in the legal division of the Ministry to move the pending amendments forward.

The Customs Act. The Staff of the Commission provides technical expert advice regarding Jamaica’s compliance with the WTO Agreements on Trade Remedies and related aspects of other trade arrangements. The Senior Legal Counsel attended on behalf of the Commission the Public Sector Consultation on the Customs Bill on September 28, 2017 to discuss the repeal and the replacement of the Customs Act. She formulated and shared the opinion of the Commission on the matter.

Development of Centre of Excellence

To perform its role under the complex, exacting WTO Agreements, Rules and implementing legislation, the ADSC has embraced the strategy of becoming a Centre of Excellence in applying Trade Remedies. Technical Staff of the Commission are competent, experienced and highly regarded internationally. They have received special training and exposure in Jamaica and in other locations, including at the WTO in Geneva, Switzerland. Staff members have also developed their expertise through the investigation of trade remedy complaints and review of determinations in other jurisdictions, in addition to those reached in Jamaica. This strategy of excellence ensures that the expert knowledge of the Staff in the disciplines such as international trade, law, economics and financial analysis is effectively developed and used to maximise the contribution of the Commission to the international trade regime of Jamaica.

Despite financial and human resource constraints, the Commission has distinguished itself as a leader among small economy users of trade remedy instruments. As further evidence of this, the Executive Director of the Agency has been appointed by successive Directors General of WTO to serve on several WTO Dispute Settlement Panels as an expert in trade remedies. In February 2017 she was appointed by the WTO Director General for the first time to the Chair of a Dispute Settlement Panel. She continued to serve in that assignment in FY 2017 – 2018. As a result of these assignments as well as training, meetings and other exposure and experiences of the Staff, the increasing expertise housed at the Commission equips Jamaica at a level comparable to or above its trading partners in matters of Trade Remedies and other aspects of international trade dispute resolution.

Information Technology Development

Information technology improvements to communication and interaction with stakeholders were increased in the period. This included the major enhancements to the Commission's first social media platform, Facebook and more focused use of its website to educate and engage industry and the public.

Trade Remedies Industry Help Desk



For many years, plans to set up and develop a Trade Remedies Industry Help Desk have been a goal of the Commission. This is a long-planned strategy by the Staff to address the need for, but low use of trade remedy instruments by Jamaican industries. For FY2017/2018 the Commission focussed again on the plans to introduce a Help Desk facility for domestic producers in Jamaica. Such a facility would help industries and companies, particularly Small and Medium Enterprises (SMEs) with limited resources, to pursue complaints with the Commission and thus facilitate increased use of Trade Remedies. When operational, the Help Desk would reduce costs for producers to identify help in the process of learning, gathering data and preparing a complaint to file with the Commission.

In 2017/18, in response to a Tenth European Development Fund (EDF) Call for Regional Public Goods the Staff prepared a Project Concept Note for the proposed development of the

Help Desk. The proposal included leveraging the Commission's expertise to assist others sister territories in the Caribbean to install trade remedies infrastructure. The concept required collaboration with several regional trading partners. The team identified and initiated dialogue with key partners in CARICOM and the Dominican Republic, as well as a WTO Observer. The project document was well developed by the Staff but the process was not completed as proposed collaborators in other members were not able to complete needed components in time for the project proposal to be successfully submitted. The valuable work which was done to develop the concept was retained as a potential future endeavour for the Agency or the Ministry.

Thereafter, challenged by the Chairman, the Staff reimagined the Help Desk concept and changed how the initial concept of the Help Desk could be placed in operation within existing resources, by the Technical Staff performing greater hand-holding activity itself.

Supporting our Agricultural Producers

For the second successive year, the Commission showed its support for the Jamaica Agricultural Society through its participation in its Kingston and St. Andrew Agricultural, Industrial and Food Show, Agrofest 2017. The Staff sponsored a booth where they showcased the Commission's role in levelling the playing field for producers in Jamaica. The Commission used the opportunity to engage directly with patrons attending the event from the agricultural sector. Follow-up discussions were scheduled and visits to meetings of JAS chapters were discussed for the Staff to train JAS groups on the applicability of trade remedies, data analysis and strategies to agricultural production.

The Executive Director, General Manager and Administrative Assistant were interviewed from Agrofest during the live outside radio broadcast on NewsTalk 93FM and each shared aspects of the Commission's core mission and mandate.



ADSC Booth at Jamaica Agricultural Society (JAS) Agrofest. August 2017

Employee Engagement, Staff Development

Staff Training. Staff members benefited from training and development programme

> WTO Course in Regional Trade Policy for Caribbean Countries

The World Trade Organisation (WTO) Regional Trade Policy Course for Caribbean Countries was held in partnership with the Shridath Ramphal Centre for International Trade, Law, Policy and Services and the University of West Indies (UWI), Cave Hill Campus, Barbados. The Commission's Senior Economist was one of three (3) Jamaicans selected to attend the course for eight (8) weeks from May 2 to June 23, 2017 in Bridgetown Barbados.

There were twenty-one (21) participants from Jamaica, Barbados, St. Kitts and Nevis, Belize, Bahamas, Cuba, Dominican Republic, St Lucia, St. Vincent and Trinidad and Tobago. Seven (7) participants were awarded distinctions, including the Commission's Senior Economist and the other two Jamaicans.

The objective of the Course is to build trade-related capacity to enable developing countries, including those in the Caribbean, to enhance the benefits derived from the multilateral trading system. Attendees participated in classroom presentations and discussions; as well as dispute settlement and trade negotiation simulations; and professional visits to government bodies in the country.



The Senior Economist reported that the course deepened his knowledge of the areas which fall under the remit of the Commission and also gave him exposure to other areas that impact trade. Some of the areas covered were: Economic Aspects of International Trade; Tariffs and Schedules of Concessions/Commitments, Non-tariff Barriers, Rules of Origin, Customs Valuations, Import Licensing Procedures, Trade Facilitation, Agriculture, Technical Barriers to Trade and Sanitary and Phytosanitary Measures, Trade Remedies, Trade in Services, Trade Negotiations, Trade Related Intellectual Property Rights (TRIPS), Regionalism, Dispute Settlement, as well as cross cutting issues such as Market Access. Participants were also trained in the use databases of the WTO such as iTIP.

- > **WTO E-learning course on Introduction to Trade Remedies.** One Commissioner pursued a WTO Online learning course in the period.

- > **WTO I-trade Platform.** The WTO launched in the period a new training tool for antidumping investigations, an online tool dubbed iTrade. All the Technical staff pursued completion of the material. The platform was announced as one major way that the WTO would in the future assist Investigating Authorities to prepare staff to do investigations.

- > **Technical Staff Retreat**

The Technical Staff met in office simulating retreat conditions. The agenda included several matters which needed the Staff's focus, planning and cross training. They addressed, among other subjects, obtaining and processing Trade Data, use of WTO Trade Policy Reviews, WTO Cases, WTO Analytical Index to help to analyse industries and potential cases. The Commission's Case Administrative Procedures were dissected and new undertakings made for adhering to standard operating procedures. The Team received a presentation from Team Members and discussed in detail, issues related to Normal Value Calculations for filing complaints. Staff members were instructed in the procedure followed for developing and presenting Staff Reports when in a case.

- > **General Staff Retreat**

The Commission convened a General Staff retreat held at the Ground Floor Conference Room, MICAF, 4 St. Lucia Avenue on August 16, 2017. This retreat was attended by all the Staff and with visitors from The Jamaica Red Cross, Victoria Mutual Building Society, and New Generation Team Building focused largely on wellness and team building. It was deemed a success by everyone.

Inexpressible thanks to the whole Managerial and Technical Team, the Executive Director's "Inner Circle," for a well-planned and amazingly well executed Staff Day – our first General Staff Retreat 2017 on Wednesday August 16, 2017. I appreciated deeply every effort by every single one of you that went into this major accomplishment for the Commission and I believe that the results will be far reaching in the hearts and heads of every person at the Commission – and therefore in the productivity and performance of the Team and the Agency.

Special kudos on the Special Jeopardy section which was to my mind, a fitting end to the content of the day and a clear contender for best activity in the day. I loved how much effort went into even the crazy accessory lunch and thank Ryan for his skills in developing a judges panel that very successfully created categories and completed a very coherent result (and every good judge heralds controversy – that did not detract from it being great!)

I wish for you all a happy and well-paced, progressive rest of the week, as we continue, under God, on the path of excellence in the administration of Trade Remedies in Jamaica, leadership in the region and being a key part of the enabling business environment in Jamaica, the place of choice to live, work, do business and raise families.

Excerpt from Thank You email by Executive Director to Management Team – August 17, 2017

- > **JBDC Project Proposal Writing Workshop.** In July 2017 the Senior Legal Counsel, the Commission's Training Manager, attended a Project Writing Course, "Tapping into Donor Funds", hosted by the Jamaica Business Development Centre (JBDC) with Caribbean Export Development Agency, to advance the Commission's preparedness to secure project funding.
- > **Retirement of Administrative Assistant after 16 commendable years of service.** The Administrative Assistant retired in February 2018, after rendering commendable service to the Board, the Executive Director and the Staff. In appreciation of her sixteen unbroken years of service, a farewell luncheon was held in her honour at the Jamaica Pegasus Hotel on February 23, 2018. Current and former Commissioners and Chairmen and staff lauded her at the event.
- > **Management Institute for National Development.** One Staff Member completed a course at the Management Institute for National Development (MIND) in the period.



Commitment to Continuous Improvement

The work of the Commission supports a robust and resilient manufacturing and productive sector which is able to thrive in the global economy. The Commission's strategy to perform its role is excellence. To achieve its objectives, the ADSC incorporated individual performance reviews as well as team reviews of processes and activities into its overall efforts to continuously improve its service delivery and value for key stakeholders.

Refining SMART Targets, Conducting Timely Assessments

The organization continued to mature and sought to improve upon how it set and report on SMART (Specific, Measurable, Achievable, Realistic, and Timely) targets. Metrics and data collected were better defined and used. This included data and metrics for individual staff members' contribution. The managers focussed attention on goal setting and on timely and clear evaluation activities.

Improved Monitoring and Evaluation of Implemented Policies, Programmes and Projects

Monitoring of plans and programmes was accomplished through periodic and regular reporting by the Technical Staff and the Executive Director to the Board of Commissioners, the parent Ministry, MICAF, the World Trade Organisation, other Ministries and key stakeholders. Matters related to potential cases were analysed, discussed and decided in Board or other meetings. Reporting tools and methods were reviewed, with the goal of identifying opportunities for improvement and improving parameters over time.

Addressing Key Constraints

○ Promoting/Encouraging increased use of the trade remedies

The Staff pursued strategies to assist industries to utilize trade remedies complaints mechanism to protect their market position. There were significant budget constraints which impacted the Commission's ability to host training and sensitisation workshops and events. The Staff capitalised on the opportunity to pursue increased number of one-on-one engagements with industries and firms and made every effort with this adjustment to achieve targets.

○ Stakeholder Engagement

The Staff enhanced the Agency's reach towards key outcomes through pursuing and establishing linkages with associations, groups and individual industries and companies, the key stakeholder groups being the Jamaica Manufacturers Association, Jamaica Exporters Association, and the Jamaica Agricultural Society.

○ Human Resources/Staffing

Key Issue: *ADSC operating with 30% fewer staff than approved*

Human Resources was the key constraint in the period. The risk inherent in this state of affairs is the ongoing potential for burnout in existing staff, high turnover rate in some roles and the curtailment of accomplishment of best outcomes. The post of Forensic and Financial Analyst/Financial Controller remaining vacant for the period. The Commission operated with a staff complement of four (4) Technical Staff and five (5) Administrative Support Staff. This amounted to operating with 30% fewer posts than approved on an Audit of Posts completed for the Agency by the Ministry of Finance in 2010.

The Human Resources Management Plan for FY 2017/2018 included activation of additional posts, starting with the Corporate Planner, International Trade Researcher/Research Officer and a second Administrative Assistant. The Staff was successful in having a temporary Research Officer post approved in the period. This supported the goal of deepening research and data analysis capabilities.

SUMMARY PROJECTIONS FOR April 2018 to March 2019

Key Financial and Operating Measures

The Key Financial and Operating Measures planned for FY2018/2019 and the years following were:

1. Deter through discipline unfairly traded imports which injure production in Jamaica

- Consultations with twelve (12) companies leading to at least one case filed.
- One complaint filed by industry or investigation initiated by the Commission
- Conduct investigations within the ambit and scope of the legislations.
- Dissemination of Application Kits, Handbooks, and Brochures, as well as instructional emails and site visits, to increase industry knowledge of trade remedies.
- Three (3) industry reports outlining the economic state and the potential for use of trade remedies.
- Develop Help Desk Business Plan and policies and procedures manual
- 100% of Biannual WTO notifications filed and quarterly review of trade agreements

2. Train Industry to Use Trade Remedies and Educate Public

- Review and maintain Facebook and website content; target 100 hits annually
- Twenty producers (20) instructed annually on the use and benefits of Trade Remedies.
- Delivery of one major seminar and two smaller workshops targeting industry and other stakeholders.
- One major seminar targeting eight industries and two smaller workshops targeting industry and other stakeholders.

3. Legislative and Negotiation Advice

- Provide timely support, drafting, research and feedback for the CPC to complete amendments to the CDDSA 1999.
- Provide thorough responses to request from GOJ MDA's on trade policy and disseminate within agreed timelines.
- Provide trade policy support to logistics Hub initiative

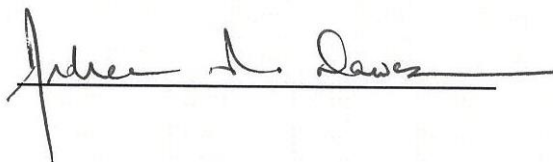
4. Increase Organizational and Management Excellence

- Conduct Board and Committee meetings periodically
- Review Information Technology Infrastructure and formulate plan
- 90% compliance with outstanding audits and Annual Reports completed.
- Conduct Records Management Needs Assessment and implement conclusions derived from assessment
- Complete research into technology use in trade remedy defence and administration.
- 100% evaluation of suggested collaboration on projects or proposals.

Report submitted by: **THE ANTI-DUMPING AND SUBSIDIES COMMISSION for FY 2017 – 2018**

By: **Andrea Marie Dawes, Executive Director**

Signed:



Date: 27/05/2022
May 27, 2022

FINANCIAL OVERVIEW

Approved Budget

The financial implications of implementing identified strategies and achieving the Commission's performance targets over the period are shown below. Figures for the current budget year and for three previous years plus the amounts planned at the time are shown.

Item	14/15	15/16	16/17	17/18	18/19 Planning	19/20 Planning
	(J\$ '000)	(J\$ '000)	(J\$ '000)	(J\$ '000)	(J\$ '000)	(J\$ '000)
Total recurrent expenditure	52,387	46,933	46,614	54,496	50,263	51,264
Total capital A expenditure	0	0	0	0	0	0
Total capital B expenditure	0	0	0	0	0	0
Total Consolidated Fund Allocated Budget	53,975	47,675	46,614	50,360	50,263	51,264
Appropriation in aid (request pending)	0	0	0	0	0	0

The Commission's work programme is funded through Government subvention from the Consolidated Fund. The actual subvention received for the year totalled \$50.4 million; this was up from \$47.1 million in the previous year.

- > Salaries and travel expenses of \$35.5 million represented 70% of the subvention received in the current year. This reflected an increase compared to \$29.3 million in the previous year due to the increase in motor vehicle allowance paid to staff and arrears paid to staff.
- > Property rental costs moved from \$7.6 million in FY2016/17 to \$8.7 million in the current year. Property rental costs represented 17% of the subvention received during the current year.
- > Furniture and computer equipment was purchased at a cost of \$1.4 million; this represented an increase over the \$1.0 million expended in the previous year. This was necessary to improve the efficiency of operations as the computer equipment being used by staff was fully depreciated.

COMPENSATION – BOARD OF COMMISSIONERS AND SENIOR EXECUTIVES

ANTI-DUMPING AND SUBSIDIES COMMISSION SENIOR EXECUTIVE COMPENSATION FOR FY 2017/2018

Name and Position of Senior Executive	Year	Basic Salary	Gratuity or Performance Incentive	Travelling Allowance	Pension or Other Retirement Benefits	Other Allowances And Benefits	Non-Cash Benefits	Total
		\$	\$	\$	\$	\$	\$	\$
Andrea Marie Dawes Executive Director	2017/2018	5,428,919	0	1,341,624	NA	271,446	NA	7,041,989
Ryan Evans General Manager	2017/2018	3,462,976	0	971,688	NA	173,149	NA	4,607,813
Tara Marie Rose Senior Legal Counsel	2017/2018	3,638,729	0	971,688	NA	504,300	NA	5,114,717
Andrew Mighty Senior Economist	2017/2018	3,638,729	1,819,332	971,688	NA	311,112	NA	6,740,861
Total		16,169,353	1,819,332	4,256,688	NA	1,260,007	NA	23,505,380

Notes:

- During the year the Senior Legal Counsel received Library Allowance of \$182,364 per annum and Robing Allowance of \$140,000. This amount is included in Other Allowances and Benefits.
- Other Allowances and Benefits includes Salary Arrears paid in March 2018
- The FFA/FC demitted office in March 2017 and the post remained vacant throughout the 2017/2018 Fiscal Year.

**ANTI-DUMPING AND SUBSIDIES COMMISSION
DIRECTORS' COMPENSATION FOR FY 2017/2018**

Name and Position of Director	Fees \$	Motor Vehicle Upkeep/Travelling or Value Assignment of Motor Vehicle \$	Honoraria \$	All Other Compensation including Non-Cash Benefits as applicable \$	Total \$
<i>Dr. Derrick McKoy</i> Chairman	625,000	NA	NA	NA	625,000
<i>Mr. Peter Champagne</i> Commissioner	375,000	NA	NA	NA	375,000
<i>Mr. Clyde Jacks</i> Commissioner	375,000	NA	NA	NA	375,000
<i>Dr. Karl Reid</i> Commissioner	375,000	NA	NA	NA	375,000
<i>Ms. Gaunique Williams</i> Commissioner	375,000	NA	NA	NA	375,000
Total	2,125,000	NA	NA	NA	2,125,000



APPENDIX

FINANCIAL STATEMENTS FOR APRIL 1, 2017 TO MARCH 31, 2015

**ANTI-DUMPING AND SUBSIDIES COMMISSION
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
MARCH 31, 2018**

This document is not for public scrutiny

Anti-Dumping and Subsidies Commission
Financial Statements
March 31, 2018

Index

	Page
Independent Auditor's Report	
 <u>Financial Statements</u>	
Statement of Financial Position	1
Statement of Financial Performance	2
Statement of Changes in Equity	3
Statement of Cash Flows	4
Notes to the Financial Statements	5 – 13



AUDITOR GENERAL'S DEPARTMENT
40 KNUTSFORD BOULEVARD
P.O. BOX 455
KINGSTON 5
JAMAICA

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the
Anti-Dumping and Subsidies Commission

Opinion

I have audited the accompanying Financial Statements of the Anti-Dumping and Subsidies Commission (ADSC) set out on pages 1 to 13, which comprise the Statement of Financial Position as at March 31, 2018, Statement of Financial Performance, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

In my opinion, the Financial Statements give a true and fair view of the financial position of the Anti-Dumping and Subsidies Commission as at March 31, 2018, and of its financial performance, and its cash flows for the year then ended in accordance with International Public Sector Accounting Standards (IPSAS).

Basis for Opinion

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report. I am independent of the Commission in accordance with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (IESBA Code) and I have fulfilled my other ethical responsibilities in accordance with the IESBA Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, were of most significance in the audit of the financial statements of the current period. I have determined that there are no key audit matters to communicate in this report.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these Financial Statements in accordance with International Public Sector Accounting Standards (IPSAS). This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

In preparing the financial statements, management is responsible for assessing ADSC's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there are plans to liquidate ADSC or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibility for the audit of the Financial Statements

My responsibility is to express an opinion on these Financial Statements based on my audit. I conducted my audit in accordance with the auditing standards issued by the International Organization of Supreme Audit Institutions (INTOSAI). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISSAIs, we exercise professional judgment and maintain professional skepticism throughout the audit.


I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the ADSC's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. The conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause ADSC to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that presents a true and fair view.

I have communicated with the Executive Director and Senior Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that was identified during the audit.

Report on Additional Requirements of the Custom Duties (Dumping and Subsidies) Act 1999 and the Safeguard Act 2001

I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit. In my opinion, proper accounting records have been maintained and the Financial Statements are in agreement therewith and give the information required in the manner so required.


.....
Auditor General of Jamaica

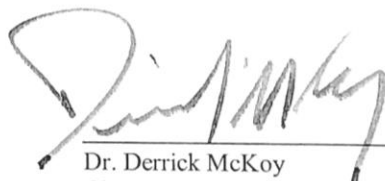
2021.10.12
Date

Anti-Dumping and Subsidies Commission
Statement of Financial Position
As at March 31, 2018

	Note	2018 \$	2017 \$
Non-current assets			
Property, plant and equipment	5	<u>3,171,728</u>	<u>2,398,207</u>
		<u>3,171,728</u>	<u>2,398,207</u>
Current assets			
Receivables and prepayments	6	447,848	561,139
Cash and cash equivalents	7	<u>3,017,168</u>	<u>2,944,552</u>
		<u>3,465,016</u>	<u>3,505,691</u>
Current liabilities			
Employee benefits	8	7,127,291	3,941,075
Payables and accrued charges	9	<u>7,677,311</u>	<u>6,057,758</u>
		<u>14,804,602</u>	<u>9,998,833</u>
Net current liabilities		<u>(11,339,586)</u>	<u>(6,493,142)</u>
Net assets		<u>(8,167,858)</u>	<u>(4,094,935)</u>
Equity and reserves			
General reserve		<u>(8,167,858)</u>	<u>(4,094,935)</u>
		<u>(8,167,858)</u>	<u>(4,094,935)</u>

Approved for issue on behalf of the Anti-Dumping and Subsidies Commission on September 21, 2020 and signed on its behalf by:


 Mrs. Andrea Marie Dawes
 Executive Director


 Dr. Derrick McKoy
 Chairperson of the Board

The accompanying notes on pages 5 to 13 form an integral part of the financial statements.

Anti-Dumping and Subsidies Commission
Statement of Financial Performance
For the year ended March 31, 2018

	Note	2018 \$	2017 \$
Revenue			
Subvention		50,360,442	47,107,897
Total operating revenue		50,360,442	47,107,897
 Operating expenses			
Staff costs	10	35,465,048	29,291,906
Public utilities		707,805	580,948
Premises related expenses		8,658,819	7,600,876
Administrative expenses	11	6,891,467	5,159,759
Commissioners' fees		2,581,000	2,153,000
Depreciation expense	5	606,395	544,802
Audit fees		176,643	176,643
Bank charges		15,681	21,818
Total operating expenses		55,102,858	45,529,752
 Operating (deficit)/surplus		(4,742,416)	1,578,145
 Interest income		4,718	1,538
Other income		664,775	512,180
Net (deficit)/surplus for the year		(4,072,923)	2,091,863

The accompanying notes on pages 5 to 13 form an integral part of the financial statements.

Anti-Dumping and Subsidies Commission
Statements of Changes in Equity
For the year ended March 31, 2018

	General Reserve \$	Total \$
Balance as at April 1, 2016	(6,186,798)	(6,186,798)
Surplus for the year	<u>2,091,863</u>	<u>2,091,863</u>
Balance as at March 31, 2017	<u>(4,094,935)</u>	<u>(4,094,935)</u>
Balance as at April 1, 2017	(4,094,935)	(4,094,935)
Deficit for the year	<u>(4,072,923)</u>	<u>(4,072,923)</u>
Balance as at March 31, 2018	<u>(8,167,858)</u>	<u>(8,167,858)</u>

The accompanying notes on pages 5 to 13 form an integral part of the financial statements.

Anti-Dumping and Subsidies Commission
Statement of Cash Flows
For the year ended March 31, 2018

	Note	2018 \$	2017 \$
Cash Flows from Operating Activities			
(Deficit)/surplus for the year		(4,072,923)	2,091,863
Adjustments			
Depreciation expense	5	606,395	544,802
Decrease/(increase) in receivables		113,291	(107,571)
Increase/(decrease)/ in current liabilities		4,805,769	(1,367,775)
Net cash from operating activities		<u>1,452,532</u>	<u>1,161,339</u>
Cash Flows from Investing Activities			
Capital expenditure	5	<u>(1,379,916)</u>	<u>(1,089,447)</u>
Net Cash used in Investing Activities		<u>(1,379,916)</u>	<u>(1,089,447)</u>
Cash Flows from Financing Activities			
Net Cash Flows from Financing Activities		<u>-</u>	<u>-</u>
Increase in Cash and Cash Equivalents		72,616	71,892
Cash and cash equivalents at the beginning of the year		<u>2,944,552</u>	<u>2,872,660</u>
Cash and cash equivalents at the end of the year		<u><u>3,017,168</u></u>	<u><u>2,944,552</u></u>

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

1. Identification

The Anti-dumping and Subsidies Commission (ADSC) is a statutory not-for-profit organization established under the Custom Duties (Dumping and Subsidies) Act 1999 ('the Act') and the Safeguard Act 2001.

The principal function of the ADSC is to foster equity in international trade by vigorously enforcing laws which enhance fair trading practices between Jamaica and its international partners. The ADSC commenced operations in July 1999.

2. Statement of compliance and basis of preparation

i) Statement of compliance

The financial statements have been prepared in accordance with International Public Sector Accounting Standards (IPSAS) and their interpretation as adopted by the Anti-Dumping and Subsidies Commission. IPSASs are developed and issued by the International Public Sector Accounting Standards Board. The IPAS Board is an independent board of the International Federation of Accountants. IPSASs are based on International Financial Reporting Standards (IFRS).

IPSAS deals with public sector reporting issues that are not addressed by IFRS. The preparation of the financial statements to conform to IPSAS requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, contingent assets and contingent liabilities at the statement of financial position date and revenue and expenses during the reporting period. Actual results could differ from those estimates. The estimates and the underlying assumptions are reviewed on an ongoing basis and any adjustments that may be necessary are reflected in the year in which the actual results are known.

ii) Basis of preparation

The financial statements are prepared under the historical cost convention, and are presented in Jamaican dollars (\$), which is the functional and reporting currency of the Commission.

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

3. Significant accounting policies

i. Cash and cash equivalents

Cash and cash equivalents are carried in the Statement of Financial Position at fair value. For the purpose of the Cash Flow Statement, cash and cash equivalents comprise cash at bank and cash in hand.

ii. Receivables

Accounts receivables reflected in the statement of financial position comprise amounts receivable from employees and excess payments for statutory deductions. Accounts receivables are carried at fair value less any provision for impairment losses. A provision for impairment is established when there is sufficient evidence that the entity will not be able to collect all the amounts due according to the original terms of the receivables.

iii. Accounts payable and accrued charges

Accounts payable are carried at fair value for the supply of goods and services and accruals are based on fair estimates of liabilities at the date of the statement of financial position.

iv. Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation and impairment.

Subsequent costs are included in the assets' carrying amount or are recognized as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Commission and the cost of the item can be measured reliably. All other repairs and maintenance costs are charged to other operating expenses during the financial period in which they are incurred.

Depreciation on assets is calculated on the straight-line basis at annual rates that will write off the carrying value of each asset over the period of its expected useful life. Annual depreciation rates are as follows:

	%
Computers hardware	25
Computer software	25
Office furniture, fixtures and fittings	10

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

3. **Significant accounting policies (cont'd)**

iv. **Property, plant and equipment (cont'd)**

Property, plant and equipment are reviewed periodically for impairment. Where the carrying amount of an asset is greater than its estimated recoverable amount, it is written down immediately to its recoverable amount.

v. **Employee benefits**

A provision is made for the estimated liability for annual vacation leave earned but not taken and gratuity earned but not paid as at the date of the statement of financial position.

The Commission engages employees on a contractual basis and as such does not recognize a pension obligation.

vi. **Provisions**

Provisions are recognized when the Commission has a present legal or constructive obligation, as a result of past events, and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate of the amount of the obligation can be made.

vii. **Financial instruments**

A financial instrument is any contract that gives rise to both a financial asset of one enterprise and a financial liability or equity instrument of another enterprise. The Commission's Financial Instruments at March 31, 2018 were receivables and payables.

At the date of the statement of financial position there was no indication that an impairment loss had occurred. Consequently, no formal estimate of recoverable amount was required.

viii. **Revenue recognition**

Revenue is recognized in the Statement of Financial Performance when the significant risks and rewards of ownership have been transferred to the Commission.

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

3. Significant accounting policies (cont'd)

viii. Revenue recognition (cont'd)

Subvention is recognized when actual amounts are received as well as when statutory deductions are paid on behalf of the Commission by the portfolio Ministry.

Interest income is recognized in the Statement of Financial Performance for all interest bearing instruments on an accrual basis.

ix. Taxation

The Commission is tax exempt under Section 12 (b) of the Income Tax Act.

4. Financial risk management

The Commission's activities expose it to a variety of financial risks: market risks (including currency risk and interest rate risk), credit risk, liquidity risk and operational risk. The Commission's overall risk management policies are established to identify and analyze risk exposure, to set appropriate risk limits and controls and to monitor risks and adherence to established limits. The risk management framework is based on guidelines set by management and to minimize potential adverse effects on the Commission's financial performance and operational performance.

a. Market risk

The Commission is exposed to market risks, which is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market prices. Market risks mainly arise from changes in foreign currency exchange rates. The Commission had no significant exposure to market risk at the date of the statement of financial position.

i. Currency risk

Currency risk is the risk that the value of a financial instrument will fluctuate due to changes in exchange rates. At the end of the financial year the Commission had no material exposure to foreign currency risk.

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

4. Financial risk management (cont'd)

a. Market risk (cont'd)

ii. Interest rate risk

Interest rate risk is the risk that the interest earned on interest bearing bank account balances will fluctuate due to changes in market interest rates. Income and operating cash flows are substantially independent of changes in market interest rates. The Commission's interest rate risk arises from cash held in savings accounts.

The interest bearing cash balances as March 31st were:

	2018	2017
	\$	\$
Savings Account	<u>1,663,650</u>	<u>1,662,590</u>

b. Liquidity risk

Liquidity risk is the risk that an organization will encounter difficulty in raising funds to meet its commitments associated with financial instruments. The Commission manages this risk by maintaining sufficient liquid funds and through the budgetary support from the Consolidated Fund.

Financial Liabilities	2018			
	Carrying Amount	Contract Amount	Due within 3 months	Due within 1 year
	\$	\$	\$	\$
Payables and accruals	7,677,311	7,677,311	7,677,311	-
Employee Benefits	<u>7,127,291</u>	<u>7,127,291</u>	<u>2,245,718</u>	<u>4,881,573</u>
	<u>14,804,602</u>	<u>14,804,602</u>	<u>9,923,029</u>	<u>4,881,573</u>

Financial Liabilities	2017			
	Carrying Amount	Contract Amount	Due within 3 months	Due within 1 year
	\$	\$	\$	\$
Payables and accruals	6,057,758	6,057,758	6,057,758	-
Employee Benefits	<u>3,941,075</u>	<u>3,941,075</u>	<u>1,244,761</u>	<u>2,696,314</u>
	<u>9,998,833</u>	<u>9,998,833</u>	<u>7,302,519</u>	<u>2,696,314</u>

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

4. Financial risk management (cont'd)

c. Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The following financial assets held by the Commission at the statement of financial position date are exposed to credit risks:

	2018	2017
	\$	\$
Cash and cash equivalents	3,017,168	2,944,552
Accounts receivable (excluding prepayments)	329,724	425,978
	<u>3,346,892</u>	<u>3,370,530</u>

5. Property, plant, and equipment

	Furniture and Equipment \$	Fixture and Fittings \$	Computer Hardware \$	Computer Software \$	Total \$
Cost:					
1 April 2017	5,230,940	560,691	4,888,873	176,206	10,856,710
Additions	42,000	-	895,062	442,854	1,379,916
Disposal	-	-	-	-	-
31 March 2018	<u>5,272,940</u>	<u>560,691</u>	<u>5,783,935</u>	<u>619,060</u>	<u>12,236,626</u>
Depreciation:					
1 April 2017	4,096,424	351,108	3,878,580	132,391	8,458,503
Charge for the year	194,204	56,069	303,967	52,155	606,395
Disposal	-	-	-	-	-
31 March 2018	<u>4,290,628</u>	<u>407,177</u>	<u>4,182,547</u>	<u>184,546</u>	<u>9,064,898</u>
Net Book Value:					
31 March 2018	<u>982,312</u>	<u>153,514</u>	<u>1,601,388</u>	<u>434,514</u>	<u>3,171,728</u>
31 March 2017	<u>1,134,516</u>	<u>209,583</u>	<u>1,010,293</u>	<u>43,815</u>	<u>2,398,207</u>

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

6. Receivable and prepayments

	2018	2017
	\$	\$
Prepayments	118,124	135,161
Accounts receivable	329,724	425,978
	<u>447,848</u>	<u>561,139</u>

7. Cash and cash equivalents

	2018	2017
	\$	\$
Cash at bank	2,997,168	2,931,893
Cash in hand	20,000	12,659
	<u>3,017,168</u>	<u>2,944,552</u>

8. Employee Benefits

	2018	2017
	\$	\$
Provision for gratuity	6,470,935	3,697,404
Provision for vacation leave	656,356	243,671
	<u>7,127,291</u>	<u>3,941,075</u>

9. Payables and accrued charges

	2018	2017
	\$	\$
Accounts Payable	1,760,132	394,720
Statutory Deductions	2,363,022	2,363,022
GCT payable	2,637,465	2,106,457
Audit fees	706,572	529,929
Other payables	183,593	157,036
Rent payable	26,527	506,594
	<u>7,677,311</u>	<u>6,057,758</u>

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

10. Staff Cost

	2018	2017
	\$	\$
Salaries, wages and related costs	24,393,117	22,877,648
Travelling expenses and subsistence	5,137,688	4,217,030
Employee benefits expense	5,934,243	2,197,228
	<u>35,465,048</u>	<u>29,291,906</u>

10a. Senior managers' remuneration

Senior Manager	Basic Salary	Gratuity	Motor Vehicle Upkeep Allowance	Other	Total	2017
	\$	\$	\$	\$	\$	\$
Executive Director General	5,428,919	-	1,341,624	271,446	7,041,989	8,628,262
Manager	3,462,976	-	971,688	173,149	4,607,813	2,032,229
Senior Legal Counsel	3,638,729	-	971,688	504,300	5,114,717	6,510,037
Senior Economist	3,638,729	1,819,332	971,688	311,112	6,740,861	4,272,351
FFA/Financial Controller	-	-	-	-	-	3,691,481
	<u>16,169,353</u>	<u>1,819,332</u>	<u>4,256,688</u>	<u>1,260,007</u>	<u>23,505,380</u>	<u>25,134,360</u>

Anti-Dumping and Subsidies Commission
Notes to the Financial Statements
For the year ended March 31, 2018

11. Administrative expenses include:

	2018	2017
	\$	\$
Consultancy fees	1,565,000	561,429
Stationery and office supplies	792,795	801,558
Repairs and maintenance	170,332	271,044
Miscellaneous expenses	135,329	71,239
Advertising & promotion	147,615	143,205
Insurance	157,500	157,500
Courier services	60,429	45,915
Meeting expenses	30,977	25,002
Office expenses	582,761	670,104
Penalties and other charges -TAJ	-	187,797
Training	462,576	51,335
Janitorial services	438,122	431,681
General Consumption Tax Returns	2,348,031	1,741,950
	<u>6,891,467</u>	<u>5,159,759</u>

12. Other Income

	2018	2017
	\$	\$
Refund of Property Maintenance Charges	503,940	341,389
Reimbursement by Employees	160,835	170,791
	<u>664,775</u>	<u>512,180</u>

13. Contingent Liabilities

During the financial year, a former employee alleged that the Commission had breached her contract of employment as the compensation she received was less than the contract sum. The Commission is of the view that the employee was correctly compensated and, in May 2017, sought the Attorney General's formal written opinion on the matter. The Commission has not received a response from the Attorney General to date. As such, no provision was made in the financial statements.

For more information on Trade Remedies and the Commission, please contact:

THE ANTI-DUMPING AND SUBSIDIES COMMISSION
A Portfolio Agency of Ministry of Industry, Investment and Commerce (MIIC)

The JAMPRO Trade and Invest Building
18 Trafalgar Road, Kingston 10
Telephone: 927-8665, 978-1800
Facsimile: 978-1093
Email: antidump@jadsc.gov.jm
Visit us on the web at www.jadsc.gov.jm



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