



**MINISTRY OF LABOUR AND SMALL ENTERPRISE DEVELOPMENT
ON-THE-JOB TRAINING PROGRAMME**

Corner Chaguanas Main Road and Connector Road, Chaguanas

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PRESS RELEASE

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FOR IMMEDIATE RELEASE

The On-the-Job-Training (OJT) programme has introduced a new payment system with effect from October 1st, 2016. This new system has become necessary to ensure the accuracy of salary payments to Trainees and to improve the overall efficiency of the current pay structure within the On-the-Job (OJT) Programme.

In transitioning to the new payment structure, there will be a two-week disruption to salary deposits for the month of October, 2016. Trainees will now receive their October stipend in mid- November. This two-week delay allows for regularization of Trainees on the new system. All Trainees are strongly advised to submit their timesheets to their assigned Placement Assistants/Regional Office no later than **Tuesday, November 1, 2016** in order to facilitate a smooth and speedy transition process. This required adjustment will affect all Trainees who were employed with the Programme and assigned to the Public Sector, **prior to April, 2016**.

The public is advised that hereinafter all stipends will be deposited to trainees' accounts on the fifteenth (15th) of every month for days worked in the previous month. This system will continue until the end of tenure or until resignation.

Trainees assigned to the Teaching Sector (Ministry of Education and Private Sector Schools) will experience this two-week delay in stipend deposits at the beginning of each academic term, until further advised. Please note that trainees assigned to other private sector training providers **will not** be affected by these adjustments.

We apologize for any inconvenience caused by these new changes which have become necessary to address overpayments in the system. We remind the public that the On-the-Job-Training programme





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remains committed to the development of its trainees by providing the best work-based training experience available.

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