CABLES: BARDEV BARBADOS

P.O. BOX 240

BARBADOS DEVELOPMENT BOARD

REGISTRATION NO. 1995

Date: 9th August, 1965
Our Ref: B 0523
Your Ref:

Mr. Bramford K. Tuitt
1327 Sterling Place
Brooklyn N.Y. 11213
U.S.A.

Dear Mr. Tuitt,

I am directed by the Development Board to offer you appointment to the post of U.S. Representative in the Board's office in New York City, New York, U.S.A., on the following terms and conditions:

DUTIES

1. The U.S. Representative will be directly responsible to the Manager of the Development Board, and his duties will be as follows:

(i) Generally, to represent the Development Board in all its activities in the U.S.A. and to act as the Board's agent in all matters concerning its function of industrial promotion, and in particular,

(ii) To service enquiries and to endeavour to persuade U.S. businessmen to visit Barbados with a view to establishing manufacturing operations in the island.

(iii) To arrange seminars, meetings, briefing sessions, etc., in order to acquaint U.S. businessmen with Barbados' industrial development programme and to promote Barbados as a desirable area for plant location.

(iv) To carry out promotion through direct mail.

(v) To advise the Board in regard to the advertising programme to be carried out in the U.S.A.

(vi) To prepare an annual budget for approval by the Development Board and to be responsible for the proper keeping of the records and accounts of the Board's office in New York City.

(vii) To perform such other duties as may be required by the Board.

Exhibit B

EXHIBIT "B"

Mr. Branford Tatti 9th August, 1965

SALARY AND ALLOWANCES

2. Salary will be at the rate of $5,000 U.S. per annum, payable monthly in arrear. In addition, the following allowances will be payable:

(a) An Overseas Allowance at the rate of $2,400 U.S. per annum.

(b) A House Allowance at the rate of $2,200 U.S. per annum.

(c) A Travelling Allowance at the rate of $600 U.S. per annum in respect of travel on the Board's business within New York City. Expenditure incurred on travel on the Board's business outside New York City will be reimbursed.

ENTERTAINMENT

3. Expenditure on entertainment incurred in the course of duty will be reimbursed monthly on the presentation of the relative bills.

LEAVE

4. Vacation leave will be 3 weeks a year.

Sick leave will be granted up to a maximum of 4 weeks a year, but additional sick leave may be granted at the discretion of the Board. A doctor's certificate will be required for any one period of sickness of three days or more.

5. Hospitalisation and other insurance premiums will be paid by the Board as employer, as required by U.S. Federal or State law.

6. The U.S. Representative will not be permitted, while in the service of the Board, to accept or carry out any other employment or business of any kind, except with the written consent of the Board.

Mr. Bradford Tait 9th August, 1965

9. The U.S. Representative may be required to travel within the U.S.A. or abroad in the course of his duties, in which case he will receive reimbursements and allowances as determined by the Board.

If you accept this offer on the terms and conditions above stated, please sign the enclosed copy of this letter and return it to me as early as possible. Please also state the earliest date on which you will be able to assume duty. In this connection, it should be mentioned that the Board is anxious that the New York Office should start functioning, if possible, by 16th September, 1965.

Yours faithfully,

C. B. WILLIAMS
Manager
Development Board

CBW/fl