



# PURCHASE AGREEMENTS

FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023

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PREPARED IN ACCORDANCE WITH SECTION 24 OF THE PUBLIC MANAGEMENT AND FINANCE ACT (2020 REVISION)

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## PREFACE

In accordance with the requirements of the Public Management and Finance Act (2020 Revision), this document contains Purchase Agreements between Cabinet and each Statutory Authority, Government Company and each Non-Governmental Output Supplier from which the Government is purchasing outputs.

The Government expects goods or services (outputs) to be delivered in exchange for the funding it provides these organisations. The purpose of the Purchase Agreement is to specify the quantity, quality, timeliness, location, and cost of outputs the supplier and/or organisation has agreed to produce during the 2022 and 2023 financial years. All forecasts for 2021 shown in this document are unaudited.

The Purchase Agreement specifies the invoicing and payment arrangements that will apply in each of the purchase relationships.

In addition to the purchase relationship, the Government also has an ownership relationship with Statutory Authorities and Government Companies. This performance is specified in the Ownership Agreements.

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**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**ACADEMY SPORTS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Academy Sports Club have agreed that Academy Sports Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Academy Sports Club is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Academy Sports Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Academy Sports Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| ASC 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football.                                                                                                                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 5-7<br>1                        | 5-7<br>1                        | 5-7<br>1                     |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$12,065                        | \$12,065                        | \$12,065                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Academy Sports Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Academy Sports Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Academy Sports Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Academy Sports Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Academy Sports Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**Academy Sports Club**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**AUDITORS OVERSIGHT AUTHORITY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Auditors Oversight Authority have agreed that the Auditors Oversight Authority will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Auditors Oversight Authority is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Auditors Oversight Authority during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Auditors Oversight Authority during the 2022 and 2023 financial years are documented below.

| AOA 1                                                                                                                                                                                                                                                                                                                                                                                                                                             | Operation of registration and oversight functions under the Auditors Oversight Act (the “Act”) |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br><br>There is an on-going reassessment of remit of the AOA in the absence of a currently sustainable scope of operations (see AOA 2). In the meantime, the AOA must maintain its operational effectiveness and discharge its obligations under the Act.                                                                                                                                                                      |                                                                                                |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022                                                                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Delivery of an independent system of oversight in accordance with the Act, Regulations and Rules.</li></ul>                                                                                                                                                                                                                                                                                 | 1                                                                                              | 1                               | 1                            |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>All regulatory &amp; related administrative functions are carried out in accordance with applicable legislation, AOA Rules and Board policies and directives.</li><li>All regulatory activities are performed by qualified and experienced personnel who are independent of the firms regulated.</li></ul>                                                                                   | 100%                                                                                           | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Timelines set out in applicable legislation and the AOA Rules to be adhered to.</li><li>All financial and other reporting to be completed by stipulated deadlines.</li><li>Queries and inquiries (including those from equivalent overseas regulatory authorities) are to be acknowledged within 1 business day and substantively responded to as soon as practically possible.</li></ul> | 100%                                                                                           | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                    | 100%                                                                                           | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$175,000                                                                                      | \$180,000                       | \$200,000                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improve our financial services as an industry, product and economic driver for our islands</li></ul>                                                                                                                                                                                                                                                                          |                                                                                                |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                          |                                          |                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| AOA 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Complete “Future of the AOA” project     |                                          |                                       |
| <b>DESCRIPTION</b><br><br>The “Future of the AOA” project is an on-going reassessment of remit of the AOA in the absence of a currently sustainable scope of operations. The object is to consider the needs of the Cayman Islands regulatory regime in the light of international developments in audit regulation, and to develop policy recommendations for Government to consider; then implement the resulting policy decisions.                                                                                    |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Complete the critical reassessment of the AOA’s role and scope of activities and make policy recommendation to Government.</li><li>Implement the practical implications of the completion of the “Future of the AOA” project including adjusting, as necessary, the staffing, organizational capability, legal framework and AOA Rules</li></ul>                                                                                                                   | 1<br><br>1                               | 1<br><br>1                               | 1<br><br>1                            |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Policy proposals are produced in the form of a formal report to Government after appropriate consultation with the private and public sectors. Formal report to show accurately all pertinent information required to support policy recommendations and related implementation issues, and to be reviewed by AOA Board of Directors prior to submission.</li><li>Resulting Government policy decisions are effectively implemented in an orderly manner.</li></ul> | 95-100%<br><br>95-100%                   | 95-100%<br><br>95-100%                   | 95-100%<br><br>95-100%                |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Information to be submitted within timeframes agreed by parties involved.</li></ul>                                                                                                                                                                                                                                                                                                                                                                              | 90-100%                                  | 90-100%                                  | 90-100%                               |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>\$94,144</b>                          | <b>\$93,602</b>                          | <b>\$100,000</b>                      |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving our financial services as an industry, product and economic driver for our islands</li></ul>                                                                                                                                                                                                                                                                                                                                               |                                          |                                          |                                       |



|                                                                                                                                                  |                                                                      |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| AOA 3                                                                                                                                            | Maintaining relationships with key Cayman Islands based stakeholders |                                 |                                 |                              |
| DESCRIPTION                                                                                                                                      |                                                                      |                                 |                                 |                              |
| Maintaining relationships with key Cayman Islands based stakeholders is important to both outputs AOA 1 and AOA 2.                               |                                                                      |                                 |                                 |                              |
| MEASURES                                                                                                                                         |                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                         |                                                                      |                                 |                                 |                              |
| • Periodic meetings/discussions with the Cayman Islands Institute of Professional Accountants (generally at least quarterly)                     |                                                                      | 4                               | 4                               | 4                            |
| • Periodic meetings/discussions with the Cayman Islands Monetary Authority (generally at least every six months; more often as required)         |                                                                      | 2                               | 2                               | 2                            |
| • Periodic meetings/discussions with the Cayman Islands Stock Exchange (generally at least annually; more often as required)                     |                                                                      | 1                               | 1                               | 1                            |
| • Periodic meetings/discussions with the Office of the Auditor General (generally at least quarterly via board meetings; more often as required) |                                                                      | 4                               | 4                               | 4                            |
| • Periodic meetings/discussions with the Ministry of Financial Services (generally at least quarterly; more often as required)                   |                                                                      | 4                               | 4                               | 4                            |
| QUALITY                                                                                                                                          |                                                                      |                                 |                                 |                              |
| • Meaningful, open dialogue on matters of mutual interest.                                                                                       |                                                                      | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                       |                                                                      |                                 |                                 |                              |
| • Within timeframes noted under “quantity” above.                                                                                                |                                                                      | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                         |                                                                      |                                 |                                 |                              |
| • Cayman Islands                                                                                                                                 |                                                                      | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                             |                                                                      |                                 |                                 |                              |
|                                                                                                                                                  |                                                                      | \$15,000                        | \$12,000                        | \$10,000                     |
| RELATED BROAD OUTCOME:                                                                                                                           |                                                                      |                                 |                                 |                              |
| • Improving our financial services as an industry, product and economic driver for our islands                                                   |                                                                      |                                 |                                 |                              |

|                                                                                                                                                                                                                      |                                                                                                      |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------------------|------------------------------|
| AOA 4                                                                                                                                                                                                                | Membership of and participation in the International Forum of Independent Audit Regulators (“IFIAR”) |                                 |                              |
| DESCRIPTION<br>IFIAR has over 50 members including the independent audit regulators in the major financial centres. It operates a mutual memoranda of understanding (“MMOU”) framework for cross-border cooperation. |                                                                                                      |                                 |                              |
| MEASURES                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                                                                      | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                             |                                                                                                      |                                 |                              |
| • AOA’s membership in IFIAR                                                                                                                                                                                          | 1                                                                                                    | 1                               | 1                            |
| • AOA participation in MMOU framework                                                                                                                                                                                | 1                                                                                                    | 1                               | 1                            |
| • Participation in IFIAR surveys, voting sessions and programmes                                                                                                                                                     | 4-8                                                                                                  | 4-8                             | 4-8                          |
| QUALITY                                                                                                                                                                                                              |                                                                                                      |                                 |                              |
| • AOA’s membership in IFIAR continues                                                                                                                                                                                | 100%                                                                                                 | 100%                            | 100%                         |
| • AOA participation in MMOU framework continues                                                                                                                                                                      | 100%                                                                                                 | 100%                            | 100%                         |
| • Participation in IFIAR surveys voting sessions and programmes continues                                                                                                                                            | 95-100%                                                                                              | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                                                                                                                           |                                                                                                      |                                 |                              |
| • In accordance with all IFIAR imposed deadlines                                                                                                                                                                     | 100%                                                                                                 | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                             |                                                                                                      |                                 |                              |
| • From Cayman Islands but attending annual IFIAR Plenary session overseas when it resumes on face to face basis                                                                                                      | 100%                                                                                                 | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                 |                                                                                                      |                                 |                              |
|                                                                                                                                                                                                                      | \$30,000                                                                                             | \$32,000                        | \$30,000                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                               |                                                                                                      |                                 |                              |
| • Improving our financial services as an industry, product and economic driver for our islands                                                                                                                       |                                                                                                      |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Auditors Oversight Authority for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Financial Services and Commerce by the Auditors Oversight Authority. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Auditors Oversight Authority undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Auditors Oversight Authority shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Financial Services and Commerce to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

## **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Auditors Oversight Authority will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Financial Services and Commerce**

On behalf of Cabinet



**Chairman of the Board**

**Auditors Oversight Authority**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**BLUE BREEZE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that Blue Breeze will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Blue Breeze is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Blue Breeze during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Blue Breeze during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                             |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                      | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                 |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                           | 97                              | 118                             | 97                           |
| QUALITY                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul> | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li></ul>              | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul>                                            | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Brac</li></ul>                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                          | \$294,880                       | \$355,876                       | \$110,192                    |
| RELATED BROAD OUTCOME:                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to improve lifelong learning and greater economic mobility</li></ul>                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Blue Breeze for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by Blue Breeze. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at Creek and Spot Bay Primary Schools will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                                | Breakfast | Snack  | Lunch  | 2 Drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                                | Breakfast | Snack  | Lunch  | 2 Drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Blue Breeze will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.

## **IN SIGNING THIS AGREEMENT**

Blue Breeze undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Blue Breeze shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Blue Breeze will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**On Behalf of the Minister for Education**

On behalf of Cabinet



**Blake Dixon**

**On behalf of Blue Breeze**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**BODDEN TOWN FOOTBALL CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Bodden Town Football Club have agreed that the Bodden Town Football Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Bodden Town Football Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Bodden Town Football Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Bodden Town Football Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| BTF 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football within the district of Bodden Town.                                                                                                                                                                               |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 5-7<br>1                        | 5-7<br>1                        | 5-7<br>1                     |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>100%                 | 90-100%<br>100%                 | 90-100%<br>N/A               |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$12,065                        | \$12,065                        | \$12,065                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Bodden Town Football Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Bodden Town Football Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

The Bodden Town Football Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Bodden Town Football Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

## **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Bodden Town Football Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Bodden Town Football Club**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**BRITISH RED CROSS CAYMAN ISLANDS BRANCH**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the British Red Cross Cayman Islands Branch have agreed that the British Red Cross Cayman Islands Branch will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the British Red Cross Cayman Islands Branch is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the British Red Cross Cayman Islands Branch during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the British Red Cross Cayman Islands Branch during the 2022 and 2023 financial years are documented below.

| NGS 4                                                                                                                                                                                                                                                                                                                                    | HIV/AIDS and First Aid Education Programmes |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br><br>British Red Cross Cayman Islands Branch Health Care Education Programme to increase safe sex practices among youth between the ages of 13 – 19 years old by providing information and education about the means of transmitting and preventing the spread of HIV/AIDS and other Sexually Transmitted Diseases. |                                             |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                 | 2022<br>1 Jan to<br>31 Dec 2022             | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of courses</li></ul>                                                                                                                                                                                                                                                        | 3                                           | 3                               | 3                            |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Programmes are delivered by trained educators that meet the standards of International Federation of Red Cross and Red Crescent Society, UNAIDS, and World Health Organisation</li></ul>                                                                                            | 100%                                        | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Programmes are ongoing:(a report will be submitted one week after the end of each quarter)</li></ul>                                                                                                                                                                             | 90-100%                                     | 90-100%                         | 90-100%                      |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                           | 100%                                        | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                              | \$39,325                                    | \$39,325                        | \$39,325                     |
| <b>RELATED BROAD OUTCOMES:</b> <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                          |                                             |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the British Red Cross Cayman Islands Branch for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Health and Wellness by the British Red Cross Cayman Islands Branch. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The British Red Cross Cayman Islands Branch undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee British Red Cross Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Health and Wellness to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the British Red Cross Cayman Islands Branch will be delivered for the 2022 and 2023 financial years.



**Honourable Sabrina Turner**

**Minister for Health and Wellness**

On behalf of Cabinet



**Chairman of the Board**

**British Red Cross Cayman Islands Branch**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CALVARY BAPTIST CHRISTIAN ACADEMY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Calvary Baptist Christian Academy have agreed that Calvary Baptist Christian Academy will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Calvary Baptist Christian Academy is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Calvary Baptist Christian Academy during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Calvary Baptist Christian Academy during the 2022 and 2023 financial years are documented below.

| CBA 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>20-40<br>30-50                                | 1<br>20-40<br>30-50                  | 1<br>20-40<br>30-50                  |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### **3. PAYMENT ARRANGEMENTS**

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Cabinet will pay the Calvary Baptist Christian Academy for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Calvary Baptist Christian Academy. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Calvary Baptist Christian Academy undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Calvary Baptist Christian Academy shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

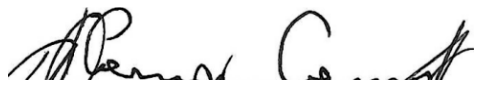
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

## **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Calvary Baptist Christian Academy will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister of Education**

On behalf of Cabinet



**Head of School**

**Calvary Baptist Christian Academy**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ACADEMY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet and Cayman Academy have agreed that Cayman Academy will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Academy is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Academy during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Academy during the 2022 and 2023 financial years are documented below.

| CAS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>100-200<br>100-200                            | 1<br>100-200<br>100-200              | 1<br>100-200<br>100-200              |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### **3. PAYMENT ARRANGEMENTS**

---

Cabinet will pay the Cayman Academy for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Cayman Academy. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Cayman Academy undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Academy shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Academy will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Cayman Academy**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN AIRWAYS LIMITED**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Airways Limited have agreed that Cayman Airways Limited will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Airways Limited is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Airways Limited during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Airways Limited during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                      |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CAL 1                                                                                                                                                                                | Strategic Domestic Air Services |                                 |                              |
| DESCRIPTION                                                                                                                                                                          |                                 |                                 |                              |
| Provision of air service between Grand Cayman and the sister islands of Cayman Brac and Little Cayman using both SAAB and Twin Otter aircraft and specific Jet supplemental flights. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>One-way flights between Grand Cayman and Cayman Brac or Little Cayman</li></ul>                                                                | 4,000-4,400                     | 4,000-4,400                     | 4,000-4,400                  |
| <ul style="list-style-type: none"><li>One way flights between Cayman Brac and Little Cayman</li></ul>                                                                                | 1,800-2,100                     | 1,800-2,100                     | 1,800-2,100                  |
| <ul style="list-style-type: none"><li>One way passengers carried</li></ul>                                                                                                           | 70,000-86,000                   | 70,000-86,000                   | 70,000-86,000                |
| QUALITY                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>All flights will be operated in accordance with the airline’s safety, operating and maintenance standards.</li></ul>                           | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>All flights will be operated with due regard for timeliness and reliability.</li></ul>                                                         | 80%                             | 80%                             | 80%                          |
| LOCATION                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                       | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                 |                                 |                                 |                              |
|                                                                                                                                                                                      | \$3,134,000                     | \$3,134,000                     | \$3,758,000                  |
| RELATED BROAD OUTCOME:                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                     |                                 |                                 |                              |

|                                                                                                                                                                                                                                              |                                                   |                                 |                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------------------------|--------------------------------|
| CAL 2                                                                                                                                                                                                                                        | Strategic Tourism, Regional and Core Air Services |                                 |                                |
| DESCRIPTION                                                                                                                                                                                                                                  |                                                   |                                 |                                |
| Cayman Airways Limited provides direct air service to strategic US and regional gateways identified as key source markets for expanding the Cayman Islands tourism base and for facilitating the economic development of the Cayman Islands. |                                                   |                                 |                                |
| MEASURES                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022                   | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast   |
| QUANTITY                                                                                                                                                                                                                                     |                                                   |                                 |                                |
| <ul style="list-style-type: none"><li>Number of direct, one-way flights per annum</li><li>Number of one-way passengers carried</li></ul>                                                                                                     | 4,000-5,000<br>300,000-380,000                    | 4,000-5,000<br>300,000-380,000  | 4,000-5,000<br>300,000-380,000 |
| QUALITY                                                                                                                                                                                                                                      |                                                   |                                 |                                |
| <ul style="list-style-type: none"><li>All flights will be operated in accordance with the airline’s safety, operating and maintenance standards.</li></ul>                                                                                   | 100%                                              | 100%                            | 100%                           |
| TIMELINESS                                                                                                                                                                                                                                   |                                                   |                                 |                                |
| <ul style="list-style-type: none"><li>Operates each month of the year with seasonal fluctuations.</li></ul>                                                                                                                                  | 80%                                               | 80%                             | 80%                            |
| LOCATION                                                                                                                                                                                                                                     |                                                   |                                 |                                |
| Strategic US gateways include: <ul style="list-style-type: none"><li>New York, Miami, Tampa and Denver</li></ul>                                                                                                                             | 100%                                              | 100%                            | 100%                           |
| Regional gateways include: <ul style="list-style-type: none"><li>Kingston, Montego Bay, La Ceiba and Havana</li></ul>                                                                                                                        | 100%                                              | 100%                            | 100%                           |
| COST                                                                                                                                                                                                                                         | \$15,435,000                                      | \$15,435,000                    | \$20,783,056                   |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                       |                                                   |                                 |                                |
| <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                                                                             |                                                   |                                 |                                |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Cayman Airways Limited for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Deputy Premier and Minister for District Administration, Tourism and Transport by Cayman Airways Limited. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of receipt of the invoice for the prior month.

## **IN SIGNING THIS AGREEMENT**

Cayman Airways Limited undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Airways Limited shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Cayman Airways Limited will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan**  
**Minister for Tourism and Transport**

On behalf of Cabinet



**Chairman of the Board**  
**Cayman Airways Limited**

**31 December 2021**

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# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ATHLETIC SPORTS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Athletic Sports Club have agreed that the Cayman Athletic Sports Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Athletic Sports Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Athletic Sports Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Athletic Sports Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CAS 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football.                                                                                                                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 5-7<br>1                        | 5-7<br>1                        | 5-7<br>1                     |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year.</li></ul>                                                                                                                                                                                 | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$12,065                        | \$12,065                        | \$12,065                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Athletic Sports Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Athletic Sports Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

The Cayman Athletic Sports Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Athletics Sports Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

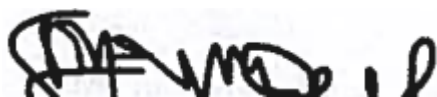
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Athletic Sports Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**General Secretary/Treasurer**

**Cayman Athletic Sports Club**

**31 December 2021**



**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN DRAMA SOCIETY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Drama Society have agreed that the Cayman Drama Society will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Drama Society is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Drama Society during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Drama Society during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                    |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CDS 1                                                                                                                                                                              | Cultural Development Programmes |                                 |                              |
| DESCRIPTION                                                                                                                                                                        |                                 |                                 |                              |
| Provision of quality live theatre to educate, enrich and entertain, while providing lifelong learning opportunities and fostering creative expression.                             |                                 |                                 |                              |
| MEASURES                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of Acting Programmes for Children</li></ul>                                                                                           | 3-6                             | 3-6                             | 5                            |
| <ul style="list-style-type: none"><li>Number of Acting Programme for Adults</li></ul>                                                                                              | 1-2                             | 1-2                             | 1                            |
| <ul style="list-style-type: none"><li>Number of productions</li></ul>                                                                                                              | 2-6                             | 2-6                             | 2                            |
| <ul style="list-style-type: none"><li>Number of Quarterly reports</li></ul>                                                                                                        | 4                               | 4                               | N/A                          |
| <ul style="list-style-type: none"><li>Number of Annual reports</li></ul>                                                                                                           | 1                               | 1                               | N/A                          |
| <ul style="list-style-type: none"><li>Number of Annual Financial reports</li></ul>                                                                                                 | 1                               | 1                               | N/A                          |
| QUALITY                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes must be in line with the Cayman Drama Society and relevant international standards and any relevant Ministry guidelines</li></ul> | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Programmes demonstrate cultural/heritage relevance and content</li></ul>                                                                     | 75-100%                         | 75-100%                         | N/A                          |
| <ul style="list-style-type: none"><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li></ul>                 | 100%                            | 100%                            | N/A                          |
| TIMELINESS                                                                                                                                                                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes are ongoing throughout the year</li></ul>                                                                                         | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Productions are executed as scheduled or notice given to changes 2 weeks prior to production date</li></ul>                                  | 75-100%                         | 75-100%                         | N/A                          |
| <ul style="list-style-type: none"><li>Quarterly reports are due to the Ministry and Youth Services by the 5th business day following the reporting month</li></ul>                 | 100%                            | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Annual Reports due by January 31st of the following reporting year</li></ul>                                                                 | 100%                            | 100%                            | N/A                          |
| LOCATION                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                       | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                               |                                 |                                 |                              |
|                                                                                                                                                                                    | \$20,000                        | \$20,000                        | \$20,000                     |
| RELATED BROAD OUTCOME:                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Drama Society for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Health, Environment, Culture and Housing by the Cayman Drama Society. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Drama Society undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Drama Society shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Drama Society will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Drama Society**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN FINANCE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Finance have agreed that Cayman Finance will deliver and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Finance is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Finance during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by the Cabinet and delivered by Cayman Finance during the 2022 and 2023 financial years are documented below.

| CF 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | International Activities                                     |                                                              |                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------|
| <b>DESCRIPTION</b><br>International engagement with industry stakeholders that proactively protect the reputation of the Cayman Islands Financial Services Industry (CIFSI) and its valueN to the global financial system, while reinforcing the jurisdictional brand, and attracting appropriate business for the jurisdiction. Cayman Finance will coordinate with the Ministry of Financial Services on the key promotional messages for the jurisdiction. Completion of research projects with input from the Ministry of Financial Services that are informed by sound research and well-defined parameters that can be used to educate individuals and institutions about the CIFSI.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                              |                                                              |                                                           |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2022<br>1 Jan to<br>31 Dec 2022                              | 2023<br>1 Jan to<br>31 Dec 2023                              | 2021<br>12-Month<br>Forecast                              |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of research project(s) completed.</li><li>Number of trips to jurisdictions of interest for industry stakeholder meetings and/or speaking engagements, media engagement and attendance/sponsorship at conferences.</li><li>Number of enhanced digital stakeholder engagement projects.</li><li>Number of international events hosted by Cayman Finance for industry stakeholders.</li><li>Number of thought leadership pieces published via traditional or new media and industry channels.</li><li>Media and Stakeholder Engagement Strategy.</li><li>Number of paid articles or editorials in international publications or other appropriate media.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0-1<br>0-10<br><br>1<br>1<br><br>1<br><br>1<br>4-12          | 1<br>5-10<br><br>1<br>1<br><br>1<br><br>1<br>6-12            | N/A<br>N/A<br><br>N/A<br>N/A<br><br>N/A<br><br>N/A<br>N/A |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Research conducted by reputable persons according to well-defined parameters and as part of a research programme agreed by the Ministry.</li><li>Completed research project(s) content approved by the Ministry.</li><li>Trips will be scheduled to maximize participation of Ministry and local industry partners, where possible; focus will be on meetings with senior industry executives who conduct or are likely to conduct business with the Cayman Islands (either as clients or service providers to clients of the jurisdiction). Trips that coincide with a hosted event are not counted separately from the event.</li><li>Enhanced digital stakeholder engagement will be designed to focus on engagement with key international industry stakeholders.</li><li>Events structured for attendance of 25+ senior executives from jurisdictions of interest, held in conjunction with the Ministry for Ministerial participation if appropriate.</li><li>Thought leadership conducted by reputable persons according to well-defined parameters and as part of an engagement strategy agreed by the Ministry.</li></ul> | 100%<br><br>100%<br>100%<br><br>100%<br><br>100%<br><br>100% | 100%<br><br>100%<br>100%<br><br>100%<br><br>100%<br><br>100% | N/A<br><br>N/A<br>N/A<br><br>N/A<br><br>N/A<br><br>N/A    |

|                                                                                                                                                                                                                                                             |                  |                  |            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------|
| <ul style="list-style-type: none"> <li>Engagement Strategy prepared by a reputable International firm and to include a scope of work determined in consultation with the Ministry; selected firm(s) must be of expert knowledge in subject area.</li> </ul> | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Articles and editorials will use messaging developed with input from/in coordination with the Ministry and placed in publications appropriate for the relevant industry sectors.</li> </ul>                          | 100%             | 100%             | N/A        |
| <b>TIMELINESS</b>                                                                                                                                                                                                                                           |                  |                  |            |
| <ul style="list-style-type: none"> <li>Research project(s) completed within timelines agreed with the Ministry.</li> </ul>                                                                                                                                  | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Trips scheduled, where possible, to allow for multiple engagement activities (e.g. meetings, conference attendance).</li> </ul>                                                                                      | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Remote stakeholder engagement designed to coincide with other Cayman Finance or Ministry engagement activities.</li> </ul>                                                                                           | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Events arranged with enough lead-time to ensure maximum effectiveness.</li> </ul>                                                                                                                                    | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Thought leadership project(s) completed within timelines agreed with the Ministry.</li> </ul>                                                                                                                        | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Engagement tactics conducted according to an agreed plan.</li> </ul>                                                                                                                                                 | 100%             | 100%             | N/A        |
| <ul style="list-style-type: none"> <li>Article and editorials scheduled at times in consultation with the Ministry to maximize positive exposure for the jurisdiction.</li> </ul>                                                                           | 100%             | 100%             | N/A        |
| <b>LOCATION</b>                                                                                                                                                                                                                                             |                  |                  |            |
| <ul style="list-style-type: none"> <li>International: US, UK, Europe, China, Brazil, and other Asian and Latin American countries</li> </ul>                                                                                                                | 100%             | 100%             | N/A        |
| <b>COST</b>                                                                                                                                                                                                                                                 |                  |                  |            |
|                                                                                                                                                                                                                                                             | <b>\$500,000</b> | <b>\$500,000</b> | <b>NIL</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                                                               |                  |                  |            |
| <ul style="list-style-type: none"> <li>A Strong Economy to Help Families and Businesses</li> </ul>                                                                                                                                                          |                  |                  |            |

|                                                                                                                                                                                                                               |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CF 2                                                                                                                                                                                                                          | Local Activities                |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                   |                                 |                                 |                              |
| Activities that are designed to raise the awareness and understanding of the financial services industry with domestic stakeholders, and which contribute to pathways to future career opportunities for young Caymanians.    |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                      |                                 |                                 |                              |
| • Number of Student Education CIFS Textbook Development Projects.                                                                                                                                                             | 1                               | 0-1                             | N/A                          |
| • Number of Local Events and Seminars.                                                                                                                                                                                        | 0-2                             | 1-2                             | N/A                          |
| • Number of Local Awareness Campaigns executed.                                                                                                                                                                               | 1-2                             | 1-2                             | N/A                          |
| QUALITY                                                                                                                                                                                                                       |                                 |                                 |                              |
| • CIFS Textbook Development Project designed to explain Cayman’s financial services industry and its sectors, address myths, and inform students about career opportunities.                                                  | 100%                            | 100%                            | N/A                          |
| • Local events and/or seminars hosted by Cayman Finance will provide an opportunity for local stakeholders to learn more about the financial services industry in accordance with jointly agreed messaging.                   | 100%                            | 100%                            | N/A                          |
| • Local Awareness Campaigns will use a variety of media to clearly and succinctly explain the importance of the financial services industry to the general public, key messages to be developed with input from the Ministry. | 100%                            | 100%                            | N/A                          |
| TIMELINESS                                                                                                                                                                                                                    |                                 |                                 |                              |
| • CIFS Textbook Development Project(s) completed within timelines agreed with the Ministry.                                                                                                                                   | 100%                            | 100%                            | N/A                          |
| • Local Events scheduled with input from Ministry.                                                                                                                                                                            | 100%                            | 100%                            | N/A                          |
| • Local Awareness Campaigns to run over a period of time determined with input from the Ministry.                                                                                                                             | 100%                            | 100%                            | N/A                          |
| LOCATION                                                                                                                                                                                                                      |                                 |                                 |                              |
| • Cayman Islands                                                                                                                                                                                                              | 100%                            | 100%                            | N/A                          |
| COST                                                                                                                                                                                                                          | \$50,000                        | \$50,000                        | NIL                          |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                       |                                 |                                 |                              |
| • A Strong Economy to Help Families and Businesses                                                                                                                                                                            |                                 |                                 |                              |
| • The Best Education Opportunities for all our Children                                                                                                                                                                       |                                 |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                     |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---------------------------------|------------------------------|
| CF 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Cayman Finance Annual Business Plan |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                                 |                              |
| Production of an Annual Business Plan with proposed outputs to be agreed with the Minister for Financial Services and Commerce with quarterly reporting on progress to deliver on the activities outlined and budget incurred.                                                                                                                                                                                                                                                                       |                                     |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022     | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                     |                                 |                              |
| <ul style="list-style-type: none"><li>One (1) Annual Business Plan produced</li><li>Quarterly Report on Output Delivery</li></ul>                                                                                                                                                                                                                                                                                                                                                                    | 1<br>4                              | 1<br>4                          | N/A<br>N/A                   |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                     |                                 |                              |
| <ul style="list-style-type: none"><li>Business Plan to clearly describe activities to be pursued during the year with estimated costs and accompanying indicators to measure success of delivering on the underlying objective for each activity.</li><li>Quarterly Reports to provide evidence of successfully completed activities; an indication of work in progress; and an indication of any challenges with the delivery of the business plan; and Cayman Finance financial reports.</li></ul> | 100%<br>100%                        | 100%<br>100%                    | N/A<br>N/A                   |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                     |                                 |                              |
| <ul style="list-style-type: none"><li>Annual Business Plan to be submitted before the end of January in the relevant year.</li><li>Quarterly Reports to be submitted within two weeks of the end of a quarter.</li></ul>                                                                                                                                                                                                                                                                             | 100%<br>100%                        | 100%<br>100%                    | N/A<br>N/A                   |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                     |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                       | 100%                                | 100%                            | N/A                          |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200,000                           | \$200,000                       | NIL                          |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                     |                                 |                              |
| <ul style="list-style-type: none"><li>A Strong Economy to Help Families and Businesses</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |                                 |                              |



### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Cayman Finance for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Financial Services and Commerce by Cayman Finance. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

Cayman Finance undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Finance shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Financial Services and Commerce to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **MEMORANDUM OF UNDERSTANDING**

Given the importance of a cooperative, coordinated approach to the success of the Outputs listed in Section 2, a separate Memorandum of Understanding (MOU) will provide further details on the operational aspects of the Ministry/Cayman Finance relationship. The existing MOU will remain in effect until both parties agree to a replacement MOU, expected to be developed and agreed on, or before, 30 September 2021.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

## **AGREEMENT**

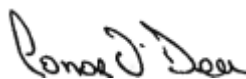
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Cayman Finance will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Financial Services and Commerce**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Finance**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN LEARNING CENTRE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Cayman Learning Centre have agreed that Cayman Learning Centre will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Learning Centre is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Learning Centre during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Learning Centre during the 2022 and 2023 financial years are documented below.

| CLC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>1-25<br>1-25                                  | 1<br>1-25<br>1-25                    | 1<br>1-10<br>1-10                    |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Learning Centre for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Cayman Learning Centre. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Cayman Learning Centre undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Learning Centre shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

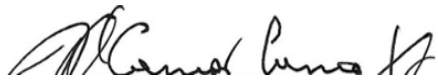
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Learning Centre will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**  
**Minister for Education**

On behalf of Cabinet



**Cayman Learning Centre**  
**Head of School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN PREP AND HIGH SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet and Cayman Prep and High School have agreed that Cayman Prep and High School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Prep and High School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Prep and High School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Prep and High School during the 2022 and 2023 financial years are documented below.

| CPS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>300-500<br>300-500                            | 1<br>300-500<br>300-500              | 1<br>300-500<br>300-500              |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Prep and High School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Cayman Prep and High School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Cayman Prep and High School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Prep and High School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

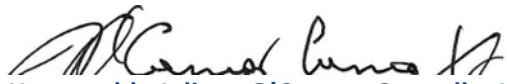
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Prep and High School will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Cayman Prep and High School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**JASMINE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Jasmine have agreed that Jasmine will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Jasmine is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Jasmine during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Jasmine during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| HOC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Palliative Care Nursing         |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Hospice Care (CHC) provides total care to patients at any time from diagnosis of cancer or of any other end stage non-malignant disease to a time when life expectancy is very short. Controlling pain and other symptoms, facilitating the patients’ remaining at home if they wish, providing psychosocial support to patients’ and their families and interfacing with the patients’ primary care physician with end of life decisions are the programs primary goals.</li><li>We provide Advanced Home Care which comprises care in a dedicated home (located at the CHC Villa, in-patient facility) – mainly to individuals whose own home is not safe, suitable or perhaps where families need short breaks.</li></ul> |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 75-85                           | 75-85                           | 75-85                        |
| <ul style="list-style-type: none"><li>Number of patients visited/cared for</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Care should be in accordance with requests/needs of each patient</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Service will be provided as needed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                 |                                 |                              |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Grand Cayman – in patients’ homes, in hospital and in the CHC Villa</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$100,158                       | \$100,158                       | \$80,158                     |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |

The rate above is the minimum amount needed to fund one Cayman Hospice Care nurse for one year. Hospice currently employ three full-time nurses, one part time nurse and two full time care-givers to provide services.

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Jasmine for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Health and Wellness by Jasmine. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Jasmine undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Jasmine shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Health and Wellness to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Jasmine will be delivered for the 2022 and 2023 financial years.



**Honourable Sabrina Turner**  
**Minister for Health and Wellness**  
On behalf of Cabinet



**Chairman of the Board**  
**Cayman Hospice Care**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMANIAN LAND AND SEA COOPERATIVE  
SOCIETY LIMITED**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Caymanian Land and Sea Cooperative Society Limited have agreed that the Caymanian Land and Sea Cooperative Society Limited will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Caymanian Land and Sea Cooperative Society Limited is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Caymanian Land and Sea Cooperative Society Limited during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Caymanian Land and Sea Cooperative Society Limited during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |                                          |                                          |                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| LSC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Management of Small Business Development |                                          |                                          |                                       |
| <b>DESCRIPTION</b><br>Management assistance for small business development within the tourism industry. Services include: <ul style="list-style-type: none"><li>• Receipt and dispatching of pre-booked tours</li><li>• Administrative matters pertaining thereto including liaising with cruise ship representatives, fundraising, human resources, marketing, banking, disbursements to all operators and vendors</li><li>• Corporate matters and all other matters relative thereto</li></ul>                                                                                                                                                                                     |                                          |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Number of members consisting of boat owners, taxi drivers, bakers, owners of water-sports businesses, machinery repair shops, pest control, taxi and tour services; divers, upholstery cleaners, condo managers and members of staff with water-sports, corporate, accounting, banking, tourism and computer related experience</li><li>• Number of active members</li><li>• Number of land tours organized</li><li>• Number of sea tours organized</li><li>• Average number of tours per boat operator</li><li>• Average number of tours per taxi/bus operator</li><li>• Number of tourism sub-sector represented</li></ul> |                                          | 100-200<br><br><br><br><br><br><br>10    | 100-200<br><br><br><br><br><br><br>10    | 100-200<br><br><br><br><br><br><br>10 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Quarterly reports will provide accurate, relevant and timely information</li><li>• Tourism career activities will be accurate and relevant to audience</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                          | 100%<br><br>100%                         | 100%<br><br>100%                         | 100%<br><br>100%                      |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• Members queries answered within 24 hours, within the hour if urgent</li><li>• General reports issued as required</li><li>• Quarterly financial reports provided to Ministry of Tourism and Transport within 30 days of end of quarter</li></ul>                                                                                                                                                                                                                                                                                                                                                                            |                                          | 100%<br><br>100%<br><br>100%             | 100%<br><br>100%<br><br>100%             | 100%<br><br>100%<br><br>100%          |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                          | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                          | <b>\$311,000</b>                         | <b>\$230,000</b>                         | <b>\$437,000</b>                      |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>• Improving our Tourism Industry, as a Product and Economic Driver</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                          |                                          |                                          |                                       |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Caymanian Land and Sea Cooperative Society Limited for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Deputy Premier and Minister for Tourism and Transport by the Caymanian Land and Sea Cooperative Society Limited. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Caymanian Land and Sea Cooperative Society Limited undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Caymanian Land and Sea Cooperative Society shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

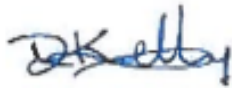
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Caymanian Land and Sea Cooperative Society Limited will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan**

**Minister for Tourism and Transport**

On behalf of Cabinet



**Chairman of the Board**

**Caymanian Land and Sea Cooperative Society Limited**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS AGRICULTURAL SOCIETY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Agricultural Society have agreed that the Cayman Islands Agricultural Society will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Agricultural Society is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Agricultural Society during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Agricultural Society during the 2022 and 2023 financial years are documented below.

| CAG 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Cayman Islands Agriculture Society |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>Contribution towards the coordination of the annual Cayman Islands Agricultural Show and a smaller agricultural/harvest festival for the public as a means to support the agricultural industry by exhibiting the produce, plants, animals, recreational activities, etc. associated with agriculture and animal husbandry.</li><li>Contribution towards the salaries of the Agricultural Society’s staff required to carry out its daily operations. These activities include but not limited to: administrative duties, the daily operations of the Cayman Islands Agriculture Society’s office; maintenance duties at the grounds, preparatory and planning activities for the agricultural show, activities relating to the operation of the livestock breeding programme.</li></ul> |                                    |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022    | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of Agricultural Show</li><li>Number of reports on the Cayman Islands Agricultural Show</li><li>Staff</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1<br>1<br>3                        | 1<br>1<br>3                     | 1<br>1<br>1                  |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Events will be organised by qualified personnel with input received from all stakeholders</li><li>Reports submitted in accordance to Ministry established standards</li><li>Staff members have relevant skills and receive suitable training in their roles</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%<br>100%<br>100%               | 100%<br>100%<br>100%            | 100%<br>100%<br>100%         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Agricultural Show takes place on Ash Wednesday</li><li>Report on the Cayman Islands Agricultural Show submitted one month after the event</li><li>Work plan and performance review submitted annually.</li><li>Staff invoices and attendance log submitted monthly</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 100%<br>100%<br>100%<br>100%       | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100% |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                               | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$186,500                          | \$186,500                       | \$75,600                     |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Agricultural Society for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice monthly provided to the Minister for Planning, Agriculture, Housing and Infrastructure by the Cayman Islands Agricultural Society. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Agricultural Society undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Agricultural Society shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Planning, Agriculture, Housing and Infrastructure to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Agricultural Society will be delivered for the 2022 and 2023 financial years.



**Honourable Jay Ebanks**

**Minister for Planning, Agriculture, Housing and Infrastructure**

On behalf of Cabinet



**President**

**Cayman Islands Agricultural Society**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS ANGLING CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Angling Club have agreed that the Cayman Islands Angling Club will deliver, and the Cabinet will purchase during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Angling Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Angling Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Angling Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CAC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Cayman Islands Angling Club     |                                 |                              |
| <b>DESCRIPTION</b><br>Organize, administer and execute the Cayman Islands International Fishing Tournament to promote sport fishing in the Cayman Islands. Key focal point of the tournament is to help promote the Cayman Islands as a World Class Sport Fishing destination and attract tourists who will spend money in the local economy on charter boats, hotels, rental cars, restaurants and shops.                                                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>One International Sport Fishing Tournament each calendar year</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1                               | 1                               | 1                            |
| QUALITY <ul style="list-style-type: none"><li>Well organized and promoted internationally at the Miami and Fort Lauderdale boat shows as well as through international fishing magazines and television shows. Tournament to span a one week period containing the Registration event, 4 fishing days and an Awards Ceremony. The tournament will be a qualifying event for the Offshore World Championships. Key focal points of the tournament will be to attract international anglers and secure international media coverage to promote the Cayman Islands as a World Class Sport Fishing destination. Tournament rules will match that of International Game Fish Association, target entries will be 40+ teams.</li></ul> | 100%                            | 100%                            | 100%                         |
| TIMELINESS <ul style="list-style-type: none"><li>April/May each year depending on lunar phases.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%                            | 100%                            | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$30,000                        | \$30,000                        | \$30,000                     |
| RELATED BROAD OUTCOME: <ul style="list-style-type: none"><li>Improving our Tourism Industry, as a Product and Economic Driver</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Angling Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Deputy Premier and the Minister for Tourism and Transport by the Cayman Islands Angling Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of receipt of the invoice for the prior quarter.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Angling Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Angling Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

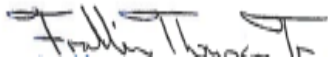
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Angling Club will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan**

**Minister for Tourism and Transport**

On behalf of Cabinet



**President**

**Cayman Islands Angling Club**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS ATHLETIC ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Athletic Association have agreed that Cayman Islands Athletic Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Athletic Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Islands Athletic Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Athletic Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                     |                                     |                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| CIA 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Cayman Islands Athletic Association |                                     |                                    |
| <b>DESCRIPTION</b><br><br>To provide an avenue for all persons living in the Cayman Islands to participate in local track and field activities including but not limited to road races/marathon and organised CIAA meets which could lead to participating in internationally recognised track meets sanctioned and approved by International Association of Athletics Federations (IAAF), North American, Central American and Caribbean Championships (NACAC), Pan–Am Games, Commonwealth Games, Islands Games and ultimately Olympics.<br>Sports programme to include the following components: <ul style="list-style-type: none"><li>• Talent Identification</li><li>• Coaches development</li><li>• Increased grassroots participation</li><li>• Local and International competition</li><li>• Athlete training and development</li></ul> |                                     |                                     |                                    |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022     | 2023<br>1 Jan to<br>31 Dec 2023     | 2021<br>12-Month<br>Forecast       |
| QUANTITY <ul style="list-style-type: none"><li>• Number of sports programmes</li><li>• Number of meetings attended as part of Organising Committee for the Inter–Secondary Track and Field Championships</li><li>• Number of reports</li><li>• Long–term Strategic Development Plan</li><li>• Audited Financials</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 1<br>4-14<br><br>5<br>1<br>1        | 1<br>4-14<br><br>5<br>N/A<br>1      | 1<br>6-18<br><br>5<br>N/A<br>N/A   |
| QUALITY <ul style="list-style-type: none"><li>• Programmes and competition in accordance with IAAF, 10c Standards and in accordance with policies of the Ministry and the Department of Sports and guided by the Technical Director</li><li>• Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li><li>• Strategic development plan must be developed in line with the National Sports Policy and Strategic Plan for the Cayman Islands 2013–2020 and the principles of Long–term Athlete Development (LTAD)</li><li>• Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm</li></ul>                                                                                                                       | 90-100%<br><br>100%<br>100%<br>100% | 90-100%<br><br>100%<br>100%<br>100% | 90-100%<br><br>100%<br>100%<br>N/A |
| TIMELINESS <ul style="list-style-type: none"><li>• Ongoing throughout the year</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 100%                                | 100%                                | 100%                               |
| LOCATION <ul style="list-style-type: none"><li>• Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%                                | 100%                                | 100%                               |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$150,000                           | \$150,000                           | \$150,000                          |
| RELATED BROAD OUTCOME: <ul style="list-style-type: none"><li>• Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                     |                                     |                                    |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Athletic Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by Cayman Islands Athletic Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

Cayman Islands Athletic Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Athletic Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Athletic Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**H. Delroy Murray**

**President**

**Cayman Islands Athletic Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS AQUATIC SPORTS  
ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Aquatic Sports Association (formally Cayman Islands Amateur Swimming Association) have agreed that the Cayman Islands Aquatic Sports Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Aquatic Sports Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Aquatic Sports Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Aquatic Sports Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                            |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| SWI 1                                                                                                                                      | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                |                                 |                                 |                              |
| Provision of sports programmes in swimming.                                                                                                |                                 |                                 |                              |
| MEASURES                                                                                                                                   | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                   |                                 |                                 |                              |
| • Number of sports programmes                                                                                                              | 1                               | 1                               | 1                            |
| • Number of reports                                                                                                                        | 5                               | 5                               | 5                            |
| • Audited Financials                                                                                                                       | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                    |                                 |                                 |                              |
| • Sports programmes guided by Technical Director and rules and standards of play in keeping with those of the international governing body | 90-100%                         | 90-100%                         | 90-100%                      |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports                           | 100%                            | 100%                            | 100%                         |
| • Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm                | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                 |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                                              | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                   |                                 |                                 |                              |
| • Grand Cayman and Cayman Brac                                                                                                             | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                       |                                 |                                 |                              |
|                                                                                                                                            | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                                     |                                 |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                                                           |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Islands Aquatic Sports Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Aquatic Sports Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Aquatic Sports Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Aquatic Sports Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Aquatic Sports Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Treasurer**

**Cayman Islands Aquatic Sports Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS BASKETBALL ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Basketball Association have agreed that the Cayman Islands Basketball Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Basketball Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Basketball Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Basketball Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                      |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CBB 2                                                                                                                                                                                                | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                          |                                 |                                 |                              |
| Provision of sports programmes in basketball.                                                                                                                                                        |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li></ul>                                                                                                                          | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of reports</li></ul>                                                                                                                                    | 5                               | 5                               | 5                            |
| <ul style="list-style-type: none"><li>Audited Financials</li></ul>                                                                                                                                   | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Sports programmes will be guided by the Technical Director and rules and standards of play in keeping with those of the international governing body</li></ul> | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul>                                       | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm</li></ul>                            | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                          | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                         | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                 |                                 |                                 |                              |
|                                                                                                                                                                                                      | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                  |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Basketball Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Basketball Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Basketball Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Basketball Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Basketball Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**  
**Minister for Youth, Sports, Culture and Heritage**  
On behalf of Cabinet



**President**  
**Cayman Islands Basketball Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS BOXING ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Boxing Association have agreed that the Cayman Islands Boxing Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Boxing Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Boxing Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Boxing Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                           |                                 |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CBB 3                                                                                                                                                                                                     | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                               |                                 |                                 |                              |
| Provision of sports programmes in boxing.                                                                                                                                                                 |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                  |                                 |                                 |                              |
| • Number of sport programmes                                                                                                                                                                              | 3                               | 3                               | 3                            |
| • Number of reports                                                                                                                                                                                       | 5                               | 5                               | 5                            |
| • Audited Financials                                                                                                                                                                                      | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                                                                   |                                 |                                 |                              |
| • Sports programmes will be guided by the National Coach and/ or Community Coaches and rules and standards of play in keeping with those of the International governing body and the Department of Sports | 90-100%                         | 90-100%                         | 90-100%                      |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports                                                                                          | 100%                            | 100%                            | 100%                         |
| • Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm                                                                               | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                |                                 |                                 |                              |
| • Programmes ongoing throughout the year                                                                                                                                                                  | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                  |                                 |                                 |                              |
| • Grand Cayman and Cayman Brac                                                                                                                                                                            | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                      |                                 |                                 |                              |
|                                                                                                                                                                                                           | \$97,325                        | \$97,325                        | \$97,325                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                    |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                                                                                                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Boxing Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Boxing Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Boxing Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Boxing Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Boxing Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Boxing Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS CADET CORPS COMMITTEE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Cadet Corps Committee have agreed that the Cayman Islands Cadet Corps Committee will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Cadet Corps Committee is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Cadet Corps Committee during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Cadet Corps Committee during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                            |                                          |                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------------|------------------------------------------|
| CAD 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Cayman Islands Cadet Corps Committee (Volunteer Oversight) |                                          |                                          |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |                                          |                                          |
| Provision of program support to deliver the functions of the Cayman Islands Cadet Corps with the involvement of Volunteer Officers and Instructors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                            |                                          |                                          |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022                            | 2023<br>1 Jan to<br>31 Dec 2023          | 2021<br>12-Month<br>Forecast             |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                            |                                          |                                          |
| <ul style="list-style-type: none"><li>Number of supervision/command hours</li><li>Quarterly submission of timesheet report</li><li>Number of reports</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1,600-1,800<br>4<br>1                                      | 1,600-1,800<br>4<br>1                    | 1,600-1,800<br>N/A<br>1                  |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                            |                                          |                                          |
| <ul style="list-style-type: none"><li>All volunteers must have been active within the CICC for at least 12 consecutive months.</li><li>Time recording sheet should be submitted quarterly, which should be signed off by an authorizing Officer.</li><li>Time recording sheet must clearly identify the duty of the volunteers e.g. “instructed star 1 map and compass”<ul style="list-style-type: none"><li>All records <b>must</b> be recorded on the form provided by the Commandant.</li><li>Volunteers must attend at least 3 community service projects within a 12 month period.</li><li>Volunteers must attend a minimum of 5 camp days throughout the school year, unless a legitimate excuse which should be provided to HQ at least one (1) month in advance of scheduled camps</li></ul></li><li>Quarterly timesheet report verified by Commandant or designate</li><li>Annual report will be submitted</li></ul> | 100%<br>100%<br>100%<br><br>100%<br>100%                   | 100%<br>100%<br>100%<br><br>100%<br>100% | 100%<br>100%<br>100%<br><br>100%<br>100% |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |                                          |                                          |
| <ul style="list-style-type: none"><li>On-going throughout the year</li><li>Time sheet Reports submitted along with invoice by January 5<sup>th</sup>, 2020 and 2021</li><li>Submission of Annual report within 5 days following the budget period.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 100%<br>100%<br>100%                                       | 100%<br>100%<br>100%                     | 100%<br>N/A<br>N/A                       |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                            |                                          |                                          |
| Grand Cayman and Cayman Brac                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 100%                                                       | 100%                                     | 100%                                     |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                            |                                          |                                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$25,000                                                   | \$25,000                                 | \$25,000                                 |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                            |                                          |                                          |
| <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                            |                                          |                                          |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Cadet Corps Committee for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided yearly to the Minister for Home Affairs by the Cayman Islands Cadet Corps Committee. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoice will be paid within 20 days of receipt of the invoice for the prior quarter.

## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Cadet Corps Committee undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Cadet Corps Committee shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Home Affairs to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Cadet Corps Committee will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**  
**Minister for Home Affairs**  
On behalf of Cabinet



**Chairman of the Committee**  
**Cayman Islands Cadet Corps Committee**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS CHAMBER OF COMMERCE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Chamber of Commerce have agreed that the Cayman Islands Chamber of Commerce will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Chamber of Commerce is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Chamber of Commerce during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Chamber of Commerce during the 2022 and 2023 financial years are documented below.

| CHC 1                                                                                                                                                                                                                                                                                                                                                          | CAYMAN ISLANDS CHAMBER OF COMMERCE |                                  |                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>Provide mentoring prospects to higher–performing Year 11 high school students in public and private schools to assist in breaking down barriers and creating opportunities for success, by partnering leaders in work and business practices with students.                                                                              |                                    |                                  |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022    | 2023<br>1 Jan to<br>31 Dec 2023  | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of students linked to professional mentors</li><li>Number of sessions for all mentors and students</li><li>Number of mentor ‘brainstorming’ sessions</li><li>Number of quarterly activity reports</li><li>Number of annual activity reports</li><li>Number of annual financial reports</li></ul>  | 30-50<br>2<br>4-6<br>4<br>1<br>1   | 30-50<br>2<br>4-6<br>4<br>1<br>1 | 30-50<br>2<br>4-6<br>1<br>N/A<br>N/A |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Experienced and suitable business persons selected as mentors in line with established policies and procedures</li><li>Mentors trained by a professional facilitator</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li></ul> | 95-100%<br><br>95-100%<br>100%     | 95-100%<br><br>95-100%<br>100%   | 95-100%<br><br>95-100%<br>100%       |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Ongoing throughout the school year</li><li>Quarterly reports are due to the Ministry and Youth Services by the 5th business day following the reporting month.</li><li>Annual Reports due by January 31st of the following reporting year.</li></ul>                                                   | 100%<br>100%<br><br>100%           | 100%<br>100%<br><br>100%         | 100%<br>N/A<br><br>N/A               |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman – extending to Cayman Brac (if suitable mentors available)</li></ul>                                                                                                                                                                                                                        | 100%                               | 100%                             | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                    | <b>\$9,000</b>                     | <b>\$9,000</b>                   | <b>\$9,000</b>                       |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                   |                                    |                                  |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Islands Chamber of Commerce for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Chamber of Commerce. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Chamber of Commerce undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Island Chamber of Commerce shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Chamber of Commerce will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chief Executive Officer**

**Cayman Islands Chamber of Commerce**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN CRICKET**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Cricket have agreed that Cayman Cricket will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Cricket is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Cricket during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Cricket during the 2022 and 2023 financial years are documented below.

|                                                                                                                             |                                 |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CCA 1                                                                                                                       | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                 |                                 |                                 |                              |
| Provision of sports programmes in cricket.                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                    |                                 |                                 |                              |
| • Number of sports programmes                                                                                               | 1                               | 1                               | 1                            |
| • Number of reports                                                                                                         | 5                               | 5                               | 5                            |
| • Audited financials                                                                                                        | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                     |                                 |                                 |                              |
| • Rules and standards of play in keeping with those of the International governing body                                     | 100%                            | 100%                            | 100%                         |
| • Sports programmes will be guided by the Technical Director                                                                | 100%                            | 100%                            | 100%                         |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports            | 100%                            | 100%                            | 100%                         |
| • Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                  |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                               | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                    |                                 |                                 |                              |
| • Cayman Islands                                                                                                            | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                        |                                 |                                 |                              |
|                                                                                                                             | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                      |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                                       |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay Cayman Cricket for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by Cayman Cricket. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Cayman Cricket undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Cricket shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

## **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Cayman Cricket will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Cricket**

**31 December 2021**

# **PURCHASE AGREEMENT**

## **BETWEEN THE CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS CRISIS CENTRE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT (2020  
REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Crisis Centre have agreed that the Cayman Islands Crisis Centre will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Crisis Centre is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Crisis Centre during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Crisis Centre during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                 |                                                |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------|------------------------------|
| CIC 1                                                                                                                                                                                           | Emergency Shelter for Women and their Children |                                 |                              |
| DESCRIPTION                                                                                                                                                                                     |                                                |                                 |                              |
| Short-term emergency shelter including confidential case management, counselling and support services for women and their children who are victims of domestic violence and/or sexual violence. |                                                |                                 |                              |
| MEASURES                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                        |                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of a 26 - bed emergency shelter facility</li></ul>                                                                                              | 1                                              | 1                               | 1                            |
| QUALITY                                                                                                                                                                                         |                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Shelter provides residents and staff with 24-hour security</li></ul>                                                                                      | 100%                                           | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Shelter services provided by qualified, trained persons with relevant skills</li></ul>                                                                    | 100%                                           | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                      |                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Shelter services are available 24 hours a day, 7 days a week</li></ul>                                                                                    | 100%                                           | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                        |                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                    | 100%                                           | 100%                            | 100%                         |
| COST                                                                                                                                                                                            |                                                |                                 |                              |
|                                                                                                                                                                                                 | \$325,000                                      | \$430,000                       | \$360,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                          |                                                |                                 |                              |
| <ul style="list-style-type: none"><li>A more secure community</li></ul>                                                                                                                         |                                                |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Crisis Centre for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Investment, Innovation, and Social Development by the Cayman Islands Crisis Centre. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Crisis Centre undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Crisis Centre shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Crisis Centre will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Crisis Centre**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS CYCLING ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Cycling Association have agreed that the Cayman Islands Cycling Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Cycling Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Cycling Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Cycling Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CCC 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes.                                                                                                                                                                                                                              |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li><li>Number of reports</li></ul>                                                                                                                                                        | 1<br>1                          | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>90-100%              | 90-100%<br>100%                 | 100%<br>100%                 |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$5,000                         | \$5,000                         | \$5,000                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Cycling Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Cycling Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Cycling Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Cycling Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Cycling Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Cycling Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS DARTS ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Darts Association have agreed that the Cayman Islands Darts Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Darts Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Darts Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Darts Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CDA 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in darts.                                                                                                                                                                                                                     |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li><li>Number of reports</li></ul>                                                                                                                                                        | 1<br>1                          | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>100%                 | 90-100%<br>100%                 | 90-100%<br>100%              |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$6,175                         | \$6,175                         | \$6,175                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Darts Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Darts Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Darts Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Darts Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Darts Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Darts Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS DEVELOPMENT BANK**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Development Bank have agreed that the Cayman Islands Development Bank will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Development Bank is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Development Bank during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Development Bank during the 2022 and 2023 financial years are documented below.

| DVB 4                                                                                                                                                                                                                                                                                                                                                                                                                             | Government Scholarship Funding Programme |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                |                                          |                                 |                              |
| Administration of lending activities involving:                                                                                                                                                                                                                                                                                                                                                                                   |                                          |                                 |                              |
| Human Resource Development                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                 |                              |
| <ul style="list-style-type: none"><li>A programme of direct lending for human resource development at the tertiary level and for vocational training</li><li>A government guaranteed student loan scheme funded by leading local commercial banks</li></ul>                                                                                                                                                                       |                                          |                                 |                              |
| Micro and Small Business Development                                                                                                                                                                                                                                                                                                                                                                                              |                                          |                                 |                              |
| <ul style="list-style-type: none"><li>promoting the programme through various media</li><li>providing a counselling and information service</li><li>appraising loans considered for financing</li><li>ensuring adequate loan documentation</li><li>monitoring the loan portfolio</li><li>ensuring debt collection measures</li><li>generating periodic performance reports</li></ul>                                              |                                          |                                 |                              |
| Mortgage Finance Programme including direct lending and support services to assist low to middle income Caymanians in owning their own homes and owners of sub-standard housing in improving their housing accommodation by:                                                                                                                                                                                                      |                                          |                                 |                              |
| <ul style="list-style-type: none"><li>promoting the programme through media advertising</li><li>monitoring projects in progress</li><li>providing a counselling and information service</li><li>appraising loans considered for financing</li><li>ensuring adequate loan documentation</li><li>monitoring the loan portfolio</li><li>enforcing debt collection measures</li><li>generating periodic performance reports</li></ul> |                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Number of enquiries responded to</li></ul>                                                                                                                                                                                                                                                                                                                                                  | 140-200                                  | 150-225                         | 138-212                      |
| <ul style="list-style-type: none"><li>Number of loans processed</li></ul>                                                                                                                                                                                                                                                                                                                                                         | 70-100                                   | 80-110                          | 65-90                        |
| <ul style="list-style-type: none"><li>Number of new loans approved</li></ul>                                                                                                                                                                                                                                                                                                                                                      | 75-95                                    | 85-100                          | 65-90                        |
| <ul style="list-style-type: none"><li>Number of site visits</li></ul>                                                                                                                                                                                                                                                                                                                                                             | 20-25                                    | 20-25                           | 20-25                        |
| <ul style="list-style-type: none"><li>Number of counselling sessions</li></ul>                                                                                                                                                                                                                                                                                                                                                    | 80-100                                   | 85-105                          | 50-85                        |
| <ul style="list-style-type: none"><li>Number of loans under special debt service arrangements</li></ul>                                                                                                                                                                                                                                                                                                                           | 60-80                                    | 50-70                           | 68-86                        |
| <ul style="list-style-type: none"><li>Number of loans under litigation</li></ul>                                                                                                                                                                                                                                                                                                                                                  | 30-40                                    | 25-35                           | 75-90                        |
| <ul style="list-style-type: none"><li>Number of performance reports</li></ul>                                                                                                                                                                                                                                                                                                                                                     | 24                                       | 24                              | 24                           |
| <b>QUALITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                    |                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Minimum percent of customers expressing satisfaction with service when surveyed</li></ul>                                                                                                                                                                                                                                                                                                   | 90-100%                                  | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Percentage accuracy and relevance of reports as determined by internal peer review</li></ul>                                                                                                                                                                                                                                                                                                | 90-100%                                  | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Percentage of borrowers over 90 days in arrears</li></ul>                                                                                                                                                                                                                                                                                                                                   | 35-43%                                   | 30-25%                          | 25-30%                       |
| <ul style="list-style-type: none"><li>Percentage value of loan portfolio over 90 days in arrears</li></ul>                                                                                                                                                                                                                                                                                                                        | 35-42%                                   | 25-30%                          | 20-25%                       |
| <ul style="list-style-type: none"><li>Percentage of loan portfolio written off annually</li></ul>                                                                                                                                                                                                                                                                                                                                 | 4-8%                                     | 4-6%                            | 3-5%                         |

|                                                                                                                                                                                                                                                                         |                  |                  |                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Maximum turn-around time of two working days between receipt of all application particulars and the approval of loan</li><li>Maximum time of 15 days between end of quarter and submission of reports</li></ul> | 80-100%          | 80-100%          | 80-100%          |
|                                                                                                                                                                                                                                                                         | 90-100%          | 90-100%          | 90-100%          |
| <b>LOCATION</b><br>Services are delivered within the Cayman Islands                                                                                                                                                                                                     | 100%             | 100%             | 100%             |
| <b>COST</b>                                                                                                                                                                                                                                                             | <b>\$526,317</b> | <b>\$526,317</b> | <b>\$526,317</b> |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                      |                  |                  |                  |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Development Bank for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Finance and Economic Development by the Cayman Islands Development Bank. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Development Bank undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Development Bank shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Finance and Economic Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Development Bank will be delivered for the 2022 and 2023 financial years.



**Honourable Chris Saunders**

**Minister for Finance and Economic Development**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Development Bank**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS DEVELOPMENT BANK**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Islands Development Bank have agreed that the Cayman Islands Development Bank will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Development Bank is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Development Bank during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Development Bank during the 2022 and 2023 financial years are documented below.

| CDB 1                                                                                                                                                                                                                                                                                                                                                               | Government Scholarship Funding Programme |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Administration of scholarship funding for the Education Council on behalf of the Government by: <ul style="list-style-type: none"><li>Issuing and monitoring disbursements to approved recipients</li><li>Generating periodic performance reports</li></ul>                                                                                   |                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of payments to facilitate Education Council scholarship recipient (inclusive of local, overseas and direct institutions)</li><li>Number of performance reports</li></ul>                                                                                                                               | 900-1,200<br>10-12                       | 900-1,200<br>10-12              | 1,100<br>10-12               |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Ensure that Education Council scholarship payments are administered in accordance with agreed arrangements as submitted from time to time by the Ministry of Education.</li><li>Submit required performance reports with accuracy and relevance of reports as agreed with the Ministry of Education.</li></ul> | 100%<br>100%                             | 100%<br>100%                    | 100%<br>100%                 |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Administer all scholarships in a timely manner to ensure that recipients are in receipt of funds as requested and submitted by the Ministry of Education to CIDB.</li><li>Maximum time of 7 working days between end of month and submission of reports.</li></ul>                                          | 100%<br>100%                             | 100%<br>100%                    | 100%<br>100%                 |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                      | 100%                                     | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                         | \$40,452                                 | \$40,452                        | \$40,451                     |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                        |                                          |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Development Bank for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Finance and Economic Development by the Cayman Islands Development Bank. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered. Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Development Bank undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Development Bank shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfilment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

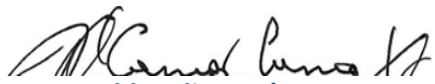
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Development Bank will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Development Bank**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS EQUESTRIAN FEDERATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Equestrian Federation have agreed that the Cayman Islands Equestrian Federation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Equestrian Federation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Equestrian Federation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Equestrian Federation during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CEF 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in equestrian.                                                                                                                                                                                                                |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li><li>Number of reports</li></ul>                                                                                                                                                        | 1<br>1                          | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>90-100%              | 90-100%<br>90-100%              | 90-100%<br>90-100%           |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the school year</li></ul>                                                                                                                                                                           | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$10,000                        | \$10,000                        | \$3,000                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Equestrian Federation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Equestrian Federation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Equestrian Federation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Equestrian Federation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

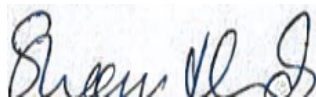
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Equestrian Federation will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Equestrian Federation**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS FOOTBALL ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Cayman Islands Football Association have agreed that Cayman Islands Football Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Islands Football Association is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Islands Football Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Islands Football Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CFA 1                                                                                                                                                                                                                                                                                             | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| Provision of Sports Programmes in football.                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li></ul>                                                                                                                                                                                                                       | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Long-term Development Plan (Minimum 2 to 4 years)</li></ul>                                                                                                                                                                                                 | N/A                             | N/A                             | N/A                          |
| <ul style="list-style-type: none"><li>Number of reports</li></ul>                                                                                                                                                                                                                                 | 5                               | 5                               | 5                            |
| <ul style="list-style-type: none"><li>Annual financial statements</li></ul>                                                                                                                                                                                                                       | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Sports programmes to be managed and guided by the Technical Director for Football. Rules and standards of play must be in keeping with those of the Federation Internationale de Football Association, the Ministry and the Department of Sports.</li></ul> | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Strategic Development Plan must be in line with the principles of Long=Term Athlete Development and involved wide stakeholder consultation. Plans must outline how the funds will enhance the programmes/activities offered.</li></ul>                      | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Reports to be done in accordance with the policy and procedures of the Ministry and the Department of Sorts.</li></ul>                                                                                                                                      | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Audited Financials must be submitted within three months of the most recent financial year and must be conducted by a certified Auditor/Firm. Auditor/Firm must be independent and have no affiliation to CIFA.</li></ul>                                   | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                                                       | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Reports to be prepared in support of invoice submitted for release of payment for 2021 and quarterly payments for 2022/2023.</li></ul>                                                                                                                      | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>2022/2023 audited financial statements to be submitted by November 30<sup>th</sup> and subsequent years within three months of CIFA’s financial year end.</li></ul>                                                                                         | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman, Cayman Brac</li></ul>                                                                                                                                                                                                                         | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                   | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                               |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Football Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Football Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Cayman Islands Football Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Football Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Football Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Football Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS HUMANE SOCIETY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Humane Society have agreed that the Cayman Islands Humane Society will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Humane Society is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Humane Society during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Humane Society during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                               |                                          |                                          |                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| HUS 1                                                                                                                                                                                                                                                                                         | Cayman Islands Humane Society            |                                          |                                       |
| <b>DESCRIPTION</b><br>Provide shelter, care and attention to all unwanted companion animals (dogs and cats), and seek out responsible homes for them; and provide a low cost/financially assisted spay/neuter programme for local companion animals as well as to cover administrative costs. |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                               | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of reports on the shelter operations/costs submitted one month after the end of each quarter</li><li>Number of companion animals spayed or neutered</li></ul>                                                                    | 4<br><br>720                             | 4<br><br>720                             | 4<br><br>720                          |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Shelter operations are run by qualified personnel, and all procedures will be supervised by trained professionals to ensure treatment is done in a humane manner.</li></ul>                                                              | 100%                                     | 100%                                     | 100%                                  |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>A report will be submitted one month after the end of each quarter</li><li>Spay/Neuter Programme is available throughout the year.</li></ul>                                                                                          | 100%<br>100%                             | 100%<br>100%                             | 100%<br>100%                          |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands Humane Society - 153 North Sound Road Grand Cayman</li></ul>                                                                                                                                                             | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                   | \$30,000                                 | \$30,000                                 | \$30,000                              |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                            |                                          |                                          |                                       |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Humane Society for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Planning, Agriculture, Housing and Infrastructure by the Cayman Islands Humane Society. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Humane Society undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Humane Society shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Planning, Agriculture, Housing and Infrastructure to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Humane Society will be delivered for the 2022 and 2023 financial years.

**Honourable Jay Ebanks**

**Minister for Planning, Agriculture, Housing and Infrastructure**

On behalf of Cabinet

**Chairman of the Board**

**Cayman Islands Humane Society**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN INTERNATIONAL SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Cayman International School have agreed that Cayman International School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman International School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman International School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman International School during the 2022 and 2023 financial years are documented below.

| CIS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>300-500<br>300-500                            | 1<br>300-500<br>300-500              | 1<br>300-500<br>300-500              |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman International School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Cayman International School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Cayman International School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman International School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman International School will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Cayman International School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS LEGAL PRACTITIONERS  
ASSOCIATION LTD.**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government have agreed that the Cayman Islands Legal Practitioners Association Ltd. in its capacity as a Supervisory Authority – Cayman Attorneys Regulation Authority (CARA) will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of CARA is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by CARA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by CARA during the 2022 and 2023 financial years are documented below.

| NGS 89                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Cayman Islands Legal Practioners Association Ltd.             |                                                               |                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>To regulate, supervise and monitor firms of attorneys-at-law (including sole practitioners) conducting relevant financial business for compliance with the Anti-Money Laundering Regulations (“AMLRs”).</li><li>To create and maintain a high quality and effective AML/CFT/CPF/TFS regulatory environment by working with supervised firms to help strengthen public confidence and trust in the legal profession, both locally and internationally. Ensuring supervised firms have effective AML processes, procedures and systems and controls in place to prevent the legal system being used to launder criminal or terrorist funds.</li><li>To maintain a registry of supervised firms.</li><li>To apply a risk-based approach to supervision.</li><li>To collect and analyze information for understanding the inherent ML, TF, and PF risks in the supervised population.</li><li>To conduct on-site inspections, desk-based reviews, follow up inspections/ monitoring remediation and thematic reviews</li><li>To monitor supervised firms’ compliance with the applicable AML/CFT/CPF/TFS obligations.</li><li>To impose administrative fines and enforcement action as necessary.</li><li>To provide the necessary guidance and procedures to be followed by supervised firms to assist them in complying with the applicable AML/CFT/CPF/TFS obligations.</li><li>To deliver outreach to supervised firms to assist them in understanding the ML/TF/PF risks, emerging threats and trends and applicable obligations.</li><li>To provide internal staff training and development in anti-money laundering, combating terrorism and proliferation financing and targeted financial sanctions.</li></ul> |                                                               |                                                               |                                             |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                      | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>                      | <b>2021<br/>12-Month<br/>Forecast</b>       |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of applications for registration and cancellations of registration processed</li><li>Number of ML/TF/PF/TFS risk assessments conducted</li><li>Number of supervisory activities and or enforcement actions applied to supervised firms</li><li>Number of outreach events and activities delivered to supervised firms</li><li>Number of meetings held, and presentations made to other supervisory authorities, LEAs, and relevant stakeholders</li><li>Number of public notices, publications, advisories, press releases and responses to industry queries in which CARA provided technical advice, guidance, information, and support to the legal sector</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 2-8<br><br>50-65<br>30-60<br><br>2-4<br><br>12-15<br><br>5-10 | 2-8<br><br>50-65<br>30-60<br><br>2-4<br><br>12-15<br><br>5-10 | N/A<br><br>N/A<br>N/A<br><br>N/A<br><br>N/A |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Regulatory and supervisory functions carried out in accordance with applicable legislation, CARA Guidance, policies and procedures and Board directives</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 95-100%                                                       | 95-100%                                                       | N/A                                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Conduct supervisory and enforcement activity according to established timelines</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 85-100%                                                       | 85-100%                                                       | 85-100%                                     |

|                                                                                                |                    |                    |                    |
|------------------------------------------------------------------------------------------------|--------------------|--------------------|--------------------|
| <b>LOCATION</b>                                                                                |                    |                    |                    |
| • Grand Cayman                                                                                 | 100%               | 100%               | N/A                |
| <b>COST</b>                                                                                    | <b>\$1,212,000</b> | <b>\$1,212,000</b> | <b>\$1,212,000</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                  |                    |                    |                    |
| • Improving our financial services as an industry, product and economic driver for our islands |                    |                    |                    |

*Note: Performance measures for 2021 were discontinued, and new measures were provided for 2022 and 2023 to be more in line with current service offerings.*

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay CARA for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Portfolio of Legal Affairs by CARA. The invoice will contain sufficient evidence of the outputs delivered for the Attorney General to be able to satisfy himself that the outputs have in fact been delivered.

Invoice will be paid within 20 days following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Legal Practitioners Association Ltd. in its capacity as a Supervisory Authority – Cayman Attorneys Regulation Authority undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability; and provided that the outputs as specified are delivered, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Legal Practitioners Association Ltd. in its Capacity as a Supervisory Authority – Cayman Attorneys Regulation Authority shall establish and maintain a reasonable accounting system that enables the Grantor Portfolio of Legal Affairs to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfilment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the period only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than fifteen (15) working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where consensus has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **TERMINATION:**

This Agreement will automatically terminate when alternative arrangements for the issuance of practising certificates by a regulatory body come into effect under an intended Legal Services Act (or any similar legislation that provides for same).

#### **AGREEMENT**

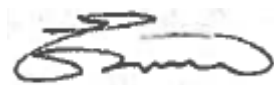
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Portfolio of Legal Affairs will be delivered for the 2022 and 2023 financial years.



**Honourable Samuel Bulgin, JP, QC**

**Attorney General**

On behalf of Cabinet



**President**

**Cayman Islands Legal Practitioners  
Association Ltd.**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS MARATHON  
KELLY HOLDING**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Marathon–Kelly Holding have agreed that the Cayman Islands Marathon–Kelly Holding will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Marathon–Kelly Holding is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Marathon–Kelly Holding during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Marathon–Kelly Holding during the 2022 and 2023 financial years are documented below.

|                                                                                                                  |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CIM 1                                                                                                            | Provision of Sports Programme   |                                 |                              |
| DESCRIPTION                                                                                                      |                                 |                                 |                              |
| Provision of the Cayman Islands Marathon weekend event.                                                          |                                 |                                 |                              |
| MEASURES                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                         |                                 |                                 |                              |
| • Sponsorship of The CI Marathon Kids Fun Run                                                                    | 1                               | 1                               | 1                            |
| • Number of reports                                                                                              | 1                               | 1                               | 1                            |
| • Number of public relation strategies                                                                           | 1                               | 1                               | 1                            |
| QUALITY                                                                                                          |                                 |                                 |                              |
| • Promotion and marketing of event to attract a diverse field of local and international participants            | 90-100%                         | 90-100%                         | 90-100%                      |
| • Free entry to 500 Local School Children into the CI Marathon Kids Fun Run                                      | 90-100%                         | 90-100%                         | 90-100%                      |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                       |                                 |                                 |                              |
| • Promoted from July 1 until event date in December                                                              | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                         |                                 |                                 |                              |
| • Grand Cayman                                                                                                   | 100%                            | 100%                            | 100%                         |
| COST                                                                                                             |                                 |                                 |                              |
|                                                                                                                  | \$10,000                        | \$10,000                        | \$10,000                     |
| RELATED BROAD OUTCOME:                                                                                           |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                            |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Cayman Islands Marathon–Kelly Holding for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Education, Youth, Sports, Culture and Hertiage by Cayman Islands Marathon–Kelly Holding. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Cayman Islands Marathon–Kelly Holding undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Marathon – Kelly Holding shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Marathon–Kelly Holding will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**Cayman Islands Marathon – Kelly Holding**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS MONETARY AUTHORITY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Monetary Authority have agreed that the Cayman Islands Monetary Authority will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Monetary Authority is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Monetary Authority during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Monetary Authority during the 2022 and 2023 financial years are documented below.

| MOA 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Regulation of the Cayman Islands Currency |                                  |                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|----------------------------------|----------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                           |                                  |                                  |
| Regulation of the Cayman Islands Currency, in accordance with Monetary Authority Act, involving the issue and redemption of currency notes and coins.                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |                                  |                                  |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022           | 2023<br>1 Jan to<br>31 Dec 2023  | 2021<br>12-Month<br>Forecast     |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of Currency transactions</li><li>Number of banknotes sorting sessions</li><li>Number of banknotes destruction sessions</li><li>Number of banknote and coin re-order</li></ul>                                                                                                                                                                                                                                                                                                                                          | 40-60<br>140-160<br>20-30<br>3-5          | 40-60<br>140-160<br>20-30<br>3-5 | 40-60<br>140-160<br>20-30<br>3-5 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>All procedures necessary for issuance and redemption of currency are carried out in accordance with internal policies and verified by management.</li><li>Sorting – Carried out by a minimum of 2 Currency Officers with any discrepancies verified by Management in accordance with internal policies and the Indemnity Agreement with the banks.</li><li>Destruction – The destruction of currency is carried out by at least two Currency Division staff and is witnessed by the Authority’s Internal Audit Unit.</li></ul> | 100%<br><br>100%<br><br>100%              | 100%<br><br>100%<br><br>100%     | 100%<br><br>100%<br><br>100%     |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Issuance and redemption of CIC notes once per week</li><li>Sorting conducted at least an average of 2 per week</li><li>Banknotes Destruction 1 per month</li></ul>                                                                                                                                                                                                                                                                                                                                                          | 100%<br>100%<br>100%                      | 100%<br>100%<br>100%             | 100%<br>100%<br>100%             |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%                                      | 100%                             | 100%                             |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$1,400,000                               | \$1,400,000                      | \$1,400,000                      |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improve our financial services as an industry, product, and as an economic driver for our islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                     |                                           |                                  |                                  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                 |                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|---------------------------------|
| MOA 8                                                                                                                                                                                                                                                                                                                                                                                                                                | Collection of Fees              |                                 |                                 |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                                 |
| Collection of fees on behalf of the Cayman Islands Government as set out in the Regulatory Acts and Regulations. Reporting and analysis on actual and projected fees.                                                                                                                                                                                                                                                                |                                 |                                 |                                 |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast    |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                                 |
| <ul style="list-style-type: none"><li>Number of receipts processed/verified</li><li>Number of refunds processed</li><li>Number of reports produced</li></ul>                                                                                                                                                                                                                                                                         | 60,000-80,000<br>70-100<br>4-6  | 60,000-80,000<br>70-100<br>4-6  | 60,000-80,000<br>120-140<br>4-6 |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                 |                                 |
| <ul style="list-style-type: none"><li>All fee receipts and bank deposits are processed in accordance with internal policies and verified by Management.</li><li>The information related to the deposited fees is entered in the Government’s accounting system according to the established procedures.</li><li>Reports are compiled by knowledgeable and professional personnel, to ensure that quality standards are met</li></ul> | 100%<br>100%<br>100%            | 100%<br>100%<br>100%            | 100%<br>100%<br>100%            |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                           |                                 |                                 |                                 |
| <ul style="list-style-type: none"><li>Deposits are prepared and lodged with the bank within the same day</li><li>Reports are prepared in accordance with reporting timelines and as agreed and required</li></ul>                                                                                                                                                                                                                    | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                    |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                                 |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                         | 100%                            | 100%                            | 100%                            |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$300,000                       | \$300,000                       | \$300,000                       |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                               |                                 |                                 |                                 |
| <ul style="list-style-type: none"><li>Improve our financial services as an industry, product, and economic driver for our islands</li></ul>                                                                                                                                                                                                                                                                                          |                                 |                                 |                                 |

| MOA 12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Regulation of the Financial Services Industry |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                               |                                 |                              |
| To regulate and supervise financial services business carried on in or from within the Islands in accordance with the Regulatory Acts, namely:                                                                                                                                                                                                                                                                                                                                                                                     |                                               |                                 |                              |
| <div><div><ul style="list-style-type: none"><li>• The Bank and Trust Companies Act</li><li>• The Companies Management Act</li><li>• The Insurance Act</li><li>• The Money Services Act</li><li>• The Mutual Funds Act</li><li>• The Private Funds Act</li></ul></div><div><ul style="list-style-type: none"><li>• The Securities Investment Business Act</li><li>• Development Bank Act</li><li>• Building Societies Act</li><li>• Cooperative Societies Act</li><li>• Virtual Asset (Service Providers) Act</li></ul></div></div> |                                               |                                 |                              |
| To perform any other regulatory or supervisory duties that may be imposed on the Authority by any other Act. To create and maintain a high quality and effective regulatory environment to attract users and providers of financial services. To monitor compliance with Money Laundering Regulations.                                                                                                                                                                                                                             |                                               |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>• Number of applications for new licenses/registrations processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                  | 4,500-5,000                                   | 4,500-5,000                     | 4,000-5,000                  |
| <ul style="list-style-type: none"><li>• Number of applications for cancellations of licenses/registrations processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                     | 1,000-1,500                                   | 1,000-1,500                     | 1,000-1,500                  |
| <ul style="list-style-type: none"><li>• Number of applications for the approval of new auditors processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                | 2-5                                           | 2-5                             | 2-5                          |
| <ul style="list-style-type: none"><li>• Number of industry queries and other prudential matters processed.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                               | 50,000-55,000                                 | 50,000-55,000                   | 45,000-50,000                |
| <ul style="list-style-type: none"><li>• Number of incoming/outgoing ORAs (overseas request for assistance) matters processed.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                            | 250-300                                       | 275-325                         | 200-250                      |
| <ul style="list-style-type: none"><li>• Number of statistical returns of licensees and registrants processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                             | 1,000-1,500                                   | 1,000-1,500                     | 1,000-1,500                  |
| <ul style="list-style-type: none"><li>• Number of financial statements and returns collected and processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                               | 25,000-28,000                                 | 25,000-28,000                   | 25,000-28,000                |
| <ul style="list-style-type: none"><li>• Number of additional analysis and supervisory reports on financial statements and returns</li></ul>                                                                                                                                                                                                                                                                                                                                                                                        | 225-275                                       | 225-275                         | 225-275                      |
| <ul style="list-style-type: none"><li>• Number of on-site inspections conducted /facilitated (locally and overseas)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                      | 75-100                                        | 75-100                          | 75-100                       |
| <ul style="list-style-type: none"><li>• Number of prudential and non-routine meetings conducted with licensees</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                           | 375-425                                       | 400-450                         | 350-400                      |
| <ul style="list-style-type: none"><li>• Number of meetings held and presentations made to local market participants and associations</li></ul>                                                                                                                                                                                                                                                                                                                                                                                     | 100-150                                       | 100-150                         | 175-225                      |
| <ul style="list-style-type: none"><li>• Number of meetings with External Bodies and overseas groups, attended or at which CIMA’s position was represented or presented</li></ul>                                                                                                                                                                                                                                                                                                                                                   | 150-200                                       | 150-200                         | 150-200                      |
| <ul style="list-style-type: none"><li>• Number of rules, statement of guidance and principle, and policies and procedures issued</li></ul>                                                                                                                                                                                                                                                                                                                                                                                         | 25-50                                         | 25-50                           | 75-100                       |
| <ul style="list-style-type: none"><li>• Number of reviews of regulatory functions of the jurisdiction and judicial reviews processed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                     | 150-200                                       | 150-200                         | 200-250                      |
| <ul style="list-style-type: none"><li>• Number of public notices, publications, advisories, and press releases on which CIMA provided technical advice, information and support to financial services businesses and the general public</li></ul>                                                                                                                                                                                                                                                                                  | 40-50                                         | 40-50                           | 10-20                        |
| <ul style="list-style-type: none"><li>• Number of issues addressed regarding problem entities</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                            | 550-650                                       |                                 | 400-500                      |
| <ul style="list-style-type: none"><li>• Number of Enforcement Actions (including Court Proceedings) taken</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                | 75-125                                        | 550-650<br>75-125               | 75-125                       |
| <ul style="list-style-type: none"><li>• Number of serious breaches investigated</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                          | 75-125                                        |                                 | 100-150                      |
| <ul style="list-style-type: none"><li>• Number of compliance checks conducted</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 500-600                                       | 75-125<br>600-700               | 600-700                      |
| <ul style="list-style-type: none"><li>• Number of Investigative matters such as Onward Disclosures from the Financial Reporting Authority, investor complaints and whistle blowing obligations of auditors.</li></ul>                                                                                                                                                                                                                                                                                                              | 25-50                                         | 25-50                           | 25-50                        |
| <ul style="list-style-type: none"><li>• Number of Administrative Fines levied on regulated entity.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                       | 15-20                                         | 15-20                           | 5-10                         |
| <ul style="list-style-type: none"><li>• Number of Directors/Officer/Shareholder approvals.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                               | 1,500-2,000                                   | 2,000-2,500                     | 1,000-1,200                  |
| <ul style="list-style-type: none"><li>• Number of Statistical reports compiled and published/disseminated on domestic financial services industry</li></ul>                                                                                                                                                                                                                                                                                                                                                                        | 15-20                                         | 15-20                           | 5-10                         |

|                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                         |                     |                     |                     |
|----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|---------------------|
| <b>QUALITY</b>                                                                                                                               | <ul style="list-style-type: none"> <li>Licensing and supervisory matters approved timely and with little or no industry complaints</li> </ul>                                                                                                                                                                                                           | 90-100%             | 90-100%             | 90-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Statistical returns processed in accordance with guidelines</li> </ul>                                                                                                                                                                                                                                           | 90-100%             | 90-100%             | 90-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Regulatory functions and advice are carried out in accordance with applicable legislation, CIMA rules, statement of guidance, policies, procedures and Board directives.</li> </ul>                                                                                                                              | 100%                | 100%                | 100%                |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Professional litigation services in accordance with expectations of attorneys-at-law in the Courts of the Cayman Islands</li> </ul>                                                                                                                                                                              | 95-100%             | 95-100%             | 95-100%             |
| <b>TIMELINESS</b>                                                                                                                            | <ul style="list-style-type: none"> <li>Process applications for new licensees/registrants within 6 weeks</li> </ul>                                                                                                                                                                                                                                     | 95-100%             | 95-100%             | 95-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Process applications for cancellation of licensees/registrants within 6 weeks</li> </ul>                                                                                                                                                                                                                         | 80-100%             | 80-100%             | 80-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Process incoming/outgoing ORA's, industry queries and other prudential matters within 6 weeks</li> </ul>                                                                                                                                                                                                         | 90-100%             | 90-100%             | 90-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Information and statistics submitted to requesting party on (mutually) agreed timetable</li> </ul>                                                                                                                                                                                                               | 95-100%             | 95-100%             | 95-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Statistics processed according to established schedules</li> </ul>                                                                                                                                                                                                                                               | 95-100%             | 95-100%             | 95-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Analyze financial statements and returns filed with CIMA within 6 months of receipt</li> </ul>                                                                                                                                                                                                                   | 85-100%             | 85-100%             | 85-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Conduct on-site inspections and issue final report within 4 months</li> </ul>                                                                                                                                                                                                                                    | 90-100%             | 90-100%             | 90-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Rules, SOGs internal guidance and procedures papers submitted, posted to web-site, gazetted and notification provided to private sector in accordance with approved deadlines</li> </ul>                                                                                                                         | 90-100%             | 90-100%             | 90-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Prepare submissions for approval within 3 to 5 weeks of: <ul style="list-style-type: none"> <li>receiving a referral from a regulatory division;</li> <li>receiving a report from an appointed person; or</li> <li>the end of a representation period in connection with a Warning Notice</li> </ul> </li> </ul> | 75-100%             | 75-100%             | 75-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Comply with statutory deadlines for filing of documents in court proceedings</li> </ul>                                                                                                                                                                                                                          | 100%                | 100%                | 100%                |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Process due diligence applications within 2 to 4 weeks of receiving the request</li> </ul>                                                                                                                                                                                                                       | 95-100%             | 95-100%             | 95-100%             |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Investigative Onward Disclosures from the Financial Reporting Authority, investor complaints and whistle blowing obligations of auditors in a timely manner</li> </ul>                                                                                                                                           | 95-100%             | 95-100%             | 95-100%             |
|                                                                                                                                              | <b>LOCATION</b>                                                                                                                                                                                                                                                                                                                                         |                     |                     |                     |
|                                                                                                                                              | <ul style="list-style-type: none"> <li>Grand Cayman and Overseas</li> </ul>                                                                                                                                                                                                                                                                             | 100%                | 100%                | 100%                |
| <b>COST</b>                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                         | <b>\$21,895,652</b> | <b>\$22,945,652</b> | <b>\$14,557,795</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                |                                                                                                                                                                                                                                                                                                                                                         |                     |                     |                     |
| <ul style="list-style-type: none"> <li>Improve our financial services as an industry, product and economic driver for our islands</li> </ul> |                                                                                                                                                                                                                                                                                                                                                         |                     |                     |                     |



|                                                                                                                                                                                                                                   |                                               |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|
| MOA 13                                                                                                                                                                                                                            | Assistance to Overseas Regulatory Authorities |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                       |                                               |                                 |                              |
| Provision of assistance to Overseas Regulatory Authorities in accordance with the Monetary Authority Act.                                                                                                                         |                                               |                                 |                              |
| MEASURES                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                          |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Number of requests for assistance processed</li></ul>                                                                                                                                       | 300-350                                       | 300-350                         | 300-350                      |
| <ul style="list-style-type: none"><li>Number of Memoranda of Understanding negotiated</li></ul>                                                                                                                                   | 5-10                                          | 3-5                             | 10-15                        |
| <ul style="list-style-type: none"><li>Number of meetings - Attend, represent or present CIMA’s position to external bodies and overseas groups on Co-operative functions</li></ul>                                                | 30-40                                         | 30-40                           | 3-5                          |
| <ul style="list-style-type: none"><li>Number of Court Proceedings attended and/or conducted</li></ul>                                                                                                                             | 30-40                                         | 30-40                           | 20-30                        |
| <ul style="list-style-type: none"><li>(New) Number of recurring periodic statistical or metadata reports to international organizations or international groups of financial authorities.</li></ul>                               | 20-30                                         | 20-30                           | N/A                          |
| <ul style="list-style-type: none"><li>(New) Number of internal and Working Group co-operation and inputs to jurisdiction responses to international reviews.</li></ul>                                                            | 10-15                                         | 10-15                           | N/A                          |
| QUALITY                                                                                                                                                                                                                           |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Co-operative functions are carried out in accordance with Monetary Authority Act and relevant procedure manuals developed by the Authority and published as part of its Handbook.</li></ul> | 95-100%                                       | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                                                                                                                                        |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Complete initial request for assistance form within 1 to 3 days of receiving the request from the overseas regulatory authority.</li></ul>                                                  | 95-100%                                       | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>Provide information requested by overseas regulatory authority within 8 to 10 weeks of receiving the request.</li></ul>                                                                     | 75-100%                                       | 75-100%                         | 75-100%                      |
| <ul style="list-style-type: none"><li>Attend meetings/proceedings within the agreed time frame</li></ul>                                                                                                                          | 100%                                          | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                          |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Overseas</li></ul>                                                                                                                                                         | 100%                                          | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                              |                                               |                                 |                              |
|                                                                                                                                                                                                                                   | \$980,000                                     | \$980,000                       | \$980,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                            |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Improve our financial services as an industry, product, and economic driver for our islands</li></ul>                                                                                       |                                               |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                          |                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| MOA 14                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Policy Advice and Ministerial Services   |                                          |                                       |
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                          |                                          |                                       |
| Provision of advice to Cabinet on Matters set out above with regard to:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>The regulatory functions and the co-operative function being consistent with functions discharged by an overseas regulatory authority;</li><li>The Regulatory Acts being consistent with the Acts and regulations of countries and territories outside the Islands; and The recommendations of international organisations.</li><li>Preparation of Cabinet papers/notes/briefings; drafting of new and amending Financial Services Industry legislation;</li><li>Implementation of Cayman Islands Statutory requirements;</li><li>Policy and economic issues regarding Financial Services affecting the Cayman Islands</li></ul> |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>Cabinet papers/notes/briefings</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 15-20                                    | 10-15                                    | 10-15                                 |
| <ul style="list-style-type: none"><li>Legislative Proposals (Acts and Regulations)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 15-25                                    | 15-25                                    | 15-25                                 |
| <ul style="list-style-type: none"><li>Meetings attended and participated in, at the request of Cabinet</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 10-15                                    | 10-15                                    | 5-10                                  |
| <ul style="list-style-type: none"><li>Number of international fora, participated in and attended</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 20-30                                    | 20-30                                    | 20-30                                 |
| <ul style="list-style-type: none"><li>Provide technical advice and support to the Minister for Finance and other Government Agencies</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 40-50                                    | 40-50                                    | 75-100                                |
| <ul style="list-style-type: none"><li>Freedom of Information operations</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2-5                                      | 2-5                                      | 2-5                                   |
| <b>QUALITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>Legislative proposals are produced in the form of draft bills and regulations after appropriate consultation with the private and public sectors.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 95-100%                                  | 95-100%                                  | 95-100%                               |
| <ul style="list-style-type: none"><li>Cabinet papers, notes, and briefings are prepared showing accurately all pertinent information required to support legislative proposals, recommendations or other issues being addressed; reviewed by the MD and CIMA Board of Directors.</li></ul>                                                                                                                                                                                                                                                                                                                                                                             | 95-100%                                  | 95-100%                                  | 95-100%                               |
| <ul style="list-style-type: none"><li>Policy position determined after appropriate consultation (CIMA, Industry, Cabinet etc.) and Cayman Islands position then presented to the relevant forum through Cayman delegation at meetings.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                       | 95-100%                                  | 95-100%                                  | 95-100%                               |
| <ul style="list-style-type: none"><li>Rules and SOGS submitted to Cabinet, posted to website, gazetted and notification provided to private sector.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 95-100%                                  | 95-100%                                  | 95-100%                               |
| <b>TIMELINESS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>Legislative proposals, Cabinet papers, notes, briefings submitted to Cabinet by target date.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 90-100%                                  | 90-100%                                  | 90-100%                               |
| <ul style="list-style-type: none"><li>Policies and Agreements reviewed and updated as the need arises.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 90-100%                                  | 90-100%                                  | 90-100%                               |
| <ul style="list-style-type: none"><li>Information submitted within timeframes agreed by parties involved.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 90-100%                                  | 90-100%                                  | 90-100%                               |
| <b>LOCATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>Grand Cayman and Overseas</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                          |                                          |                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$875,000                                | \$875,000                                | \$875,000                             |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                          |                                          |                                       |
| <ul style="list-style-type: none"><li>Improve our financial services as an industry, product, and economic driver for our islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                          |                                          |                                       |

| MOA 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Monitor compliance with the Anti-Money Laundering Regulations (“AMLRs”) |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>To strengthen the Anti-Money Laundering and Counter Terrorism Financing (“AML/CFT”) supervisory framework</li><li>To engage adequate staff members for conducting risk-based AML/CFT supervision</li><li>To collect and analyse information for understanding the Money Laundering and Terrorism Financing (“ML/TF”) risks associated with the sectors under the Authority’s remit</li><li>To conduct more AML/CFT specific on-site inspections</li><li>To monitor regulated entities’ compliance with the applicable AML/CFT obligations</li><li>To provide necessary guidance to the private sector to assist them in complying with the applicable AML/CFT obligations</li><li>To conduct outreach to the private sector to assist them in understanding the ML/TF risks, emerging trends and applicable AML/CFT obligations</li><li>To impose administrative fines and enforcement actions as necessary</li><li>To make recommendations to the Cabinet to rectify the gaps identified in the Mutual Evaluation Report of the Cayman Islands and enhance the jurisdiction’s AML/CFT regime</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                         |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022                                         | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of industry queries with regards to the (new) AML/CFT obligations processed.</li><li>Number of cash flow and data collection and other AML/CFT returns of licensees and registrants processed</li><li>Number of ML/TF risk assessments conducted</li><li>Number of on-site inspections conducted /facilitated (locally and overseas)</li><li>Number of meetings held and presentations made to local market participants and associations</li><li>Number of meetings with External Bodies and overseas groups, attended or at which CIMA’s position was represented or presented</li><li>Number of rules, statement of guidance (“SOG”) and principle, and policies &amp; procedures issued</li><li>Number of reviews of regulatory functions of the jurisdiction and judicial reviews processed</li><li>Number of public notices, publications, advisories, and press releases on which CIMA provided technical advice, information and support to financial services businesses and the general public</li><li>Number of issues addressed regarding problem entities</li><li>Number of Enforcement Action taken, administrative fines (including Court Proceedings) imposed</li><li>Number of serious breaches investigated</li><li>Number of Investigative matters such as Onward Disclosures from the Financial Reporting Authority.</li><li>Legislative Proposals (Acts and Regulations)</li><li>Number of international fora, participated in and attended</li><li>Cabinet papers/notes/briefings</li><li>Provide technical advice and support to the Minister for Finance and other Government Agencies</li><li>AML/CFT Policy and Legislative Research</li><li>Ongoing monitoring of regulated entities to ensure compliance of AML/CFT inspection or other issued requirements</li><li>Number of Suspicious Activity Reports made to the Financial Reporting Authority</li><li>Feedback forms to the Financial Reporting Authority</li><li>Process MLAT Requests in accordance with Court Order</li><li>Inter-Agency requests processed (Incoming &amp; Outgoing including referrals to CIBFI &amp; DPP)</li><li>Administrative Fines levied on regulated entity (AML)</li><li>Processing of due diligence applications (Med &amp; High Risk)</li></ul> | 350-400                                                                 | 350-400                         | 350-400                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 4,000-5,000                                                             | 4,000-5,000                     | 4,000-5,000                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3,500-4,500                                                             | 3,500-4,500                     | 2,000-3,000                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 100-125                                                                 | 100-125                         | 100-125                      |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 20-30                                                                   | 20-30                           | 20-30                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 40-50                                                                   | 40-50                           | 40-50                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5-10                                                                    | 5-10                            | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3-5                                                                     | 3-5                             | 3-5                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5-10                                                                    | 5-10                            | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 50-75                                                                   | 50-75                           | 50-75                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 25-50                                                                   | 25-50                           | 10-15                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 50-75                                                                   | 25-50                           | 25-50                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 50-75                                                                   | 25-50                           | 50-75                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1-5                                                                     | 1-5                             | 1-5                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15-25                                                                   | 15-25                           | 15-25                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5-10                                                                    | 5-10                            | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 10-15                                                                   | 10-15                           | 10-15                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 25-50                                                                   | 25-50                           | N/A                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 80-100                                                                  | 80-100                          | N/A                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 10-15                                                                   | 15-20                           | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15-20                                                                   | 15-20                           | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 5-10                                                                    | 5-10                            | 5-10                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 20-30                                                                   | 20-30                           | 20-30                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 40-55                                                                   | 40-55                           | 10-15                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 375-425                                                                 | 300-350                         | 300-3350                     |

|                                                                                                                                                                                                                                                                                                                                                         |                    |                    |                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|--------------------|
| <b>QUALITY</b>                                                                                                                                                                                                                                                                                                                                          |                    |                    |                    |
| <ul style="list-style-type: none"> <li>Cash flow and AML/CFT returns processed in accordance with the guidelines</li> </ul>                                                                                                                                                                                                                             | 90-100%            | 90-100%            | 90-100%            |
| <ul style="list-style-type: none"> <li>Regulatory functions and advice are carried out in accordance with applicable legislation, CIMA rules, statement of guidance, policies, procedures and Board directives</li> </ul>                                                                                                                               | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Rules and SOGS submitted to Cabinet, posted to website, gazetted and notification provided to private sector</li> </ul>                                                                                                                                                                                          | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Professional litigation services in accordance with expectations of attorneys-at-law in the Courts of the Cayman Islands</li> </ul>                                                                                                                                                                              | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Cabinet papers, notes, and briefings are prepared showing accurately all pertinent information required to support legislative proposals, recommendations or other issues being addressed; reviewed by the MD and CIMA Board of Directors</li> </ul>                                                             | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Process MLAT requests in accordance with Court Order</li> </ul>                                                                                                                                                                                                                                                  | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>In accordance with the Inter-Agency MOU</li> </ul>                                                                                                                                                                                                                                                               | 95-100%            | 95-100%            | 95-100%            |
| <b>TIMELINESS</b>                                                                                                                                                                                                                                                                                                                                       |                    |                    |                    |
| <ul style="list-style-type: none"> <li>Conduct AML/CFT specific on-site inspections according to the established Calendar</li> </ul>                                                                                                                                                                                                                    | 85-100             | 85-100             | 85-100             |
| <ul style="list-style-type: none"> <li>Cash flow statements and other AML/CFT returns processed according to established schedules</li> </ul>                                                                                                                                                                                                           | 90-100%            | 90-100%            | 90-100%            |
| <ul style="list-style-type: none"> <li>Rules, SOGs internal guidance and procedures papers submitted, consulted where necessary, posted to website, gazetted and notification provided to private sector in accordance with approved deadlines</li> </ul>                                                                                               | 80-100%            | 80-100%            | 80-100%            |
| <ul style="list-style-type: none"> <li>Prepare submissions for approval within 3 to 5 weeks of: <ul style="list-style-type: none"> <li>receiving a referral from a regulatory division;</li> <li>receiving a report from an appointed person; or</li> <li>the end of a representation period in connection with a Warning Notice</li> </ul> </li> </ul> | 75-100%            | 75-100%            | 75-100%            |
| <ul style="list-style-type: none"> <li>Comply with statutory deadlines for filing of documents in court proceedings</li> </ul>                                                                                                                                                                                                                          | 100%               | 100%               | 100%               |
| <ul style="list-style-type: none"> <li>Process due diligence applications (mainly for EPs) per the scheduled calendar</li> </ul>                                                                                                                                                                                                                        | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Investigative Onward Disclosures from the Financial Reporting Authority in a timely manner</li> </ul>                                                                                                                                                                                                            | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Legislative proposals, Cabinet papers, notes, briefings submitted to Cabinet by target date</li> </ul>                                                                                                                                                                                                           | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Process MLAT requests in accordance with Court Order</li> </ul>                                                                                                                                                                                                                                                  | 95-100%            | 95-100%            | 95-100%            |
| <ul style="list-style-type: none"> <li>Process IARs within 30 days of receiving the request</li> </ul>                                                                                                                                                                                                                                                  | 95-100%            | 95-100%            | 95-100%            |
| <b>LOCATION</b>                                                                                                                                                                                                                                                                                                                                         |                    |                    |                    |
| <ul style="list-style-type: none"> <li>Grand Cayman and Overseas</li> </ul>                                                                                                                                                                                                                                                                             | 100%               | 100%               | 100%               |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                             |                    |                    |                    |
|                                                                                                                                                                                                                                                                                                                                                         | <b>\$6,407,000</b> | <b>\$6,957,000</b> | <b>\$7,833,082</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                                                                                                                                                           |                    |                    |                    |
| <ul style="list-style-type: none"> <li>Improve our financial services as an industry, product and economic driver for our islands</li> </ul>                                                                                                                                                                                                            |                    |                    |                    |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Islands Monetary Authority for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Financial Services and Commerce by the Cayman Islands Monetary Authority. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered. Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Monetary Authority undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Monetary Authority shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Financial services and Commerce to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Monetary Authority will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks, MP**

**Minister for Financial Services and Commerce**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Monetary Authority**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS NATIONAL INSURANCE  
COMPANY LIMITED**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

The Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Islands National Insurance Company Limited have agreed that the Cayman Islands National Insurance Company Limited will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands National Insurance Company Limited is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands National Insurance Company Limited during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands National Insurance Company Limited during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                    |                                      |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------|------------------------------|
| CIN 1                                                                                                                                                                                                              | Health Insurance Seamen and Veterans |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                        |                                      |                                 |                              |
| Provision of Health Insurance for Seamen and Veterans (Cayman Islands local health providers excluding tertiary care).                                                                                             |                                      |                                 |                              |
| MEASURES                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022      | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                           |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Total number of insured persons fully paid by Cabinet</li><li>Total number of insure persons – premiums partially paid by Cabinet (Veterans)</li></ul>                       | 1,060<br>10                          | 1,052<br>8                      | 1,060<br>10                  |
| QUALITY                                                                                                                                                                                                            |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>All eligible Seamen, Veterans and their dependents are insured who met the definition under the Health Insurance Law, and as maintained by the Ministry of Finance</li></ul> | 98 -100%                             | 98 -100%                        | 98 -100%                     |
| TIMELINESS                                                                                                                                                                                                         |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Insurance cards issued within 15 days of notification of eligibility</li><li>Insurance claims (clean claims) processed within 30 days</li></ul>                              | 98-100%<br>100%                      | 98-100%<br>100%                 | 98-100%<br>100%              |
| LOCATION                                                                                                                                                                                                           |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman, Cayman Brac and Little Cayman</li></ul>                                                                                                                        | 100%                                 | 100%                            | 100%                         |
| COST                                                                                                                                                                                                               |                                      |                                 |                              |
|                                                                                                                                                                                                                    | \$14,482,680                         | \$15,078,676                    | \$13,456,842                 |
| RELATED BROAD OUTCOME:                                                                                                                                                                                             |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                |                                      |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands National Insurance Company Limited for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided monthly to the Minister for Finance and Economic Development by the Cayman Islands National Insurance Company Limited. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be issued up to 7 working days before the start of the month to which they relate and will be paid before the start of the month to which they relate.

The estimated amount of each invoice for outputs to be delivered during the year is outlined in the following table. This is only an estimate and the actual value will vary dependent on the number of Pensioners enrolled.



## **IN SIGNING THIS AGREEMENT**

Cayman Islands National Insurance Company Limited undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands National Insurance Company Limited shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Finance and Economic Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands National Insurance Company Limited will be delivered for the 2022 and 2023 financial years.

**Honourable Chris Saunders**

**Minister for Finance and Economic Development**

On behalf of Cabinet

**Chairman of the Board**

**Cayman Islands National Insurance Company Limited**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS NATIONAL INSURANCE  
COMPANY LIMITED**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

The Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Islands National Insurance Company Limited have agreed that the Cayman Islands National Insurance Company Limited will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected by the Cayman Islands National Insurance Company Limited is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Islands National Insurance Company Limited during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands National Insurance Company Limited during the 2022 and 2023 financial years are documented below.

| CIN 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Health Insurance for Civil Servant Pensioners |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|--|-----------------------|--|--|-----------|------|------|------|----------|-------|-------|-------|-----------|-------|-------|-------|-----------|-------|-------|-------|-----------|-------|-------|-------|-----------|-------|---------|---------|---------|---------|---------|---------|--------------|---------|---------|---------|
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| Provision of Health Insurance for Civil Servant Pensioners and their Dependents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>Total number of insured persons (Insured = Enrolees + Dependents)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2,350-2,374                                   | 2,374-2,397                     | 2,350                        |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>All eligible pensioners and dependents are insured who are deemed eligible by the Public Service Pensions Board (PSPB) and the Portfolio of the Civil Service (POCS).</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                | 98-100%                                       | 98-100%                         | 98-100%                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>As PSBP and POCS have accountability for the eligible members it is important that they update changes accurately.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 98-100%                                       | 98-100%                         | 98-100%                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>Insurance cards issued within 15 days of notification of eligibility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 98-100%                                       | 98-100%                         | 98-100%                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>PSPB – update changes to eligibility within 5 days</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 98-100%                                       | 98-100%                         | 98-100%                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>Grand Cayman, Cayman Brac and Little Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 100%                                          | 100%                            | 100%                         |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>Determined by the monthly premium rate multiplied by the number of insured:</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$35,632,069                                  | \$36,564,714                    | \$32,531,358                 |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <table><tr><td></td><td colspan="3">Monthly Premium Rates</td></tr><tr><td>Age range</td><td>2021</td><td>2022</td><td>2023</td></tr><tr><td>Under 18</td><td>\$230</td><td>\$260</td><td>\$274</td></tr><tr><td>18-29 yrs</td><td>\$369</td><td>\$414</td><td>\$438</td></tr><tr><td>30-39 yrs</td><td>\$475</td><td>\$534</td><td>\$564</td></tr><tr><td>40-49 yrs</td><td>\$624</td><td>\$702</td><td>\$742</td></tr><tr><td>50-59 yrs</td><td>\$987</td><td>\$1,109</td><td>\$1,172</td></tr><tr><td>60 - 64</td><td>\$1,135</td><td>\$1,278</td><td>\$1,350</td></tr><tr><td>65yrs &amp; over</td><td>\$1,442</td><td>\$1,678</td><td>\$1,773</td></tr></table> |                                               |                                 |                              |  | Monthly Premium Rates |  |  | Age range | 2021 | 2022 | 2023 | Under 18 | \$230 | \$260 | \$274 | 18-29 yrs | \$369 | \$414 | \$438 | 30-39 yrs | \$475 | \$534 | \$564 | 40-49 yrs | \$624 | \$702 | \$742 | 50-59 yrs | \$987 | \$1,109 | \$1,172 | 60 - 64 | \$1,135 | \$1,278 | \$1,350 | 65yrs & over | \$1,442 | \$1,678 | \$1,773 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Monthly Premium Rates                         |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| Age range                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2021                                          | 2022                            | 2023                         |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| Under 18                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$230                                         | \$260                           | \$274                        |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 18-29 yrs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$369                                         | \$414                           | \$438                        |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 30-39 yrs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$475                                         | \$534                           | \$564                        |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 40-49 yrs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$624                                         | \$702                           | \$742                        |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 50-59 yrs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$987                                         | \$1,109                         | \$1,172                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 60 - 64                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$1,135                                       | \$1,278                         | \$1,350                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| 65yrs & over                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$1,442                                       | \$1,678                         | \$1,773                      |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                               |                                 |                              |  |                       |  |  |           |      |      |      |          |       |       |       |           |       |       |       |           |       |       |       |           |       |       |       |           |       |         |         |         |         |         |         |              |         |         |         |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Islands National Insurance Company Limited for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided monthly to the Portfolio of the Civil Service by the Cayman Islands National Insurance Company Limited. The invoice will contain sufficient evidence of the outputs delivered for the Deputy Governor to be able to satisfy himself that the outputs have in fact been delivered.

Invoices will be issued up to 7 working days before the start of the month to which they relate and will be paid before the start of the month to which they relate.

The estimated amount of each invoice for outputs to be delivered during the 2022 and 2023 financial years is outlined in the following table. This is only an estimate and the actual value will vary dependent on the number of Pensioners enrolled.



## **IN SIGNING THIS AGREEMENT**

Cayman Islands National Insurance Company Limited undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands National Insurance Company shall establish and maintain a reasonable accounting system that enables the Grantor Portfolio of Civil Service to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands National Insurance Company Limited will be delivered for the 2022 and 2023 financial years.

**Franz Manderson, MBE, Cert Hon., J.P.**

**Deputy Governor**

On behalf of Cabinet

**Chairman of the Board**

**Cayman Islands National Insurance Company Limited**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS NATIONAL MUSEUM**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

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This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands National Museum have agreed that the Cayman Islands National Museum will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands National Museum is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands National Museum during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands National Museum during the 2022 and 2023 financial years are documented below.

| CNM 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Collection and Preservation of Significant Material Evidence                                             |                                                                                                          |                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>DESCRIPTION</b><br>Collection and preservation of material evidence significant to our culture, history and heritage, including: <ul style="list-style-type: none"><li>Collection, documentation and preservation of material</li><li>Protection, scientific research of, and limited public access to Museum collections, and materials of Caymanian heritage</li></ul>                                                                                                                                                                                                                                          |                                                                                                          |                                                                                                          |                                                                                                           |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                                                                          | 2023<br>1 Jan to<br>31 Dec 2023                                                                          | 2021<br>12-Month<br>Forecast                                                                              |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of artifacts collected and Processed</li><li>Number of new accessions registered</li><li>General care and preservation of all the Museum’s collections</li><li>Number of artifacts conserved</li><li>Number of artifacts de-accessioned</li><li>Number of new terrestrial sites</li><li>Number of new underwater sites</li><li>Number of site visits</li><li>Number of sites having data processed</li><li>Research into natural/cultural history topics</li><li>Reports, papers, films, lectures</li><li>Documentary research and field work</li></ul> | 50-100<br>20-40<br>12,000-12,100<br>50-100<br>1-5<br>1-3<br>1-3<br>1-5<br>1-5<br>1-6<br>1-6<br>4-8 Weeks | 50-100<br>20-40<br>12,100-12,200<br>50-100<br>1-5<br>1-3<br>1-3<br>1-5<br>1-5<br>1-6<br>1-6<br>4-8 Weeks | 450-500<br>20-40<br>11,500-12,000<br>50-100<br>1-5<br>1-3<br>1-3<br>1-5<br>1-5<br>1-6<br>1-6<br>4-8 Weeks |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Managed in accordance with the Collections Management Policy, AAM Code of Ethics, SHA Code of Ethics. Standards set by the following Standing Professional Committees: AAM Curators Committee, Registrars Committee, ICOM/ ICCROM/ ICOMOS</li><li>Research conducted with due professional care as established in the Museum written Collections Management Policy</li></ul>                                                                                                                                                                                    | 100%<br>100%                                                                                             | 100%<br>100%                                                                                             | 100%<br>100%                                                                                              |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Ongoing</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%                                                                                                     | 100%                                                                                                     | 100%                                                                                                      |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 100%                                                                                                     | 100%                                                                                                     | 100%                                                                                                      |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$154,124                                                                                                | \$154,124                                                                                                | \$147,744                                                                                                 |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote to lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                          |                                                                                                          |                                                                                                           |

| CNM 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Museum Facilities, Exhibitions and Displays |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Public access to and educational services from, displays, exhibitions, library, publications, research collections and programmes of the Cayman Islands National Museum including: <ul style="list-style-type: none"><li>• Providing museum facilities, exhibitions, displays and general public access to them</li><li>• Provision of a land-based Maritime Heritage Trail and Shipwreck Preserves</li><li>• Provision of restaurants, shops and other facilities for the use by the public and in furtherance of the mission and purposes of the Cayman Islands National Museum</li><li>• Liaising with local and international groups having similar objectives, for loan or exchange of artefacts and exhibits, and the exchange of knowledge and information</li></ul>                                                                                                                                                                                                                                                                              |                                             |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022             | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Permanent cultural history exhibition</li><li>• Permanent natural history exhibition</li><li>• Permanent Old Gaol exhibition</li><li>• Traveling exhibition</li><li>• Special displays and exhibitions</li></ul> Protection and security for: <ul style="list-style-type: none"><li>○ visitors</li><li>○ artefacts</li><li>○ buildings</li><li>• Land-based maritime heritage trail</li><li>• Shipwreck preserves</li><li>• Number of visitors to the museum and shop</li><li>• Number of tours</li><li>• Number of library users</li><li>• Number of researchers accessing research collections</li><li>• Number of participants in programmes</li><li>• Membership plan that offers a range of benefits</li><li>• Number of weeks staff are available to participate in conferences, meetings, delivering speeches and lectures</li><li>• Number of responses to public enquiries</li><li>• Number of special events and activities</li><li>• Restaurant, shop, and other facilities</li><li>• Newsletters</li></ul> |                                             |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1                                           | 1                               | 1                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1                                           | 1                               | 1                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1                                           | 1                               | 1                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1                                           | 1                               | 1                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4-6                                         | 4-6                             | 4-6                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 15,000-20,000                               | 15,000-20,000                   | 15,000-20,000                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 12,100-12,200                               | 12,100-12,200                   | 12,100-12,200                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3                                           | 3                               | 3                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2                                           | 2                               | 2                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 0-1                                         | 0-1                             | 0-1                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 15,000-20,000                               | 15,000-20,000                   | 15,000-20,000                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 50-100                                      | 50-100                          | 50-100                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 5-20                                        | 5-20                            | 5-20                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1-5                                         | 1-5                             | 1-5                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 50-100                                      | 50-100                          | 50-100                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1                                           | 1                               | 1                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4-8 Weeks                                   | 4-8 Weeks                       | 4-8 Weeks                    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 30-50 Per Day                               | 30-50 Per Day                   | 30-50 Per Day                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 5-12                                        | 5-12                            | 5-12                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3                                           | 3                               | 3                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4-6                                         | 4-6                             | 4-6                          |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Exhibitions and displays to accepted international museum standards as set by the National Association of Museum Exhibitions, Smithsonian Guidelines for Accessible Exhibition Design, ICOM, AAM</li><li>• Professional standards of protection and security including a fully implemented disaster/ emergency preparedness plan and full insurance</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                             |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100%                                        | 100%                            | 100%                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 80%                                         | 80%                             | 80%                          |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• Ongoing</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                             |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100%                                        | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                             |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100%                                        | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                             |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$600,797                                   | \$600,797                       | \$575,928                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>• Improving education to promote to lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                             |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                          |                                            |                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------|--------------------------------------------|
| CINM 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Provision of Policy and General Advice on Museum Matters |                                            |                                            |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          |                                            |                                            |
| Provision of services to support the Ministry: <ul style="list-style-type: none"><li>• Direct, manage and assist the Cayman Islands National Museum to fulfil its mission and purposes</li><li>• Support Government’s request for information to further the cultural well-being of the Cayman Islands</li><li>• Assist the Ministry in creating national cultural policies and plans and any necessary legislation</li><li>• Provide reports and other documentation requested by the Ministry, Cabinet and other Government Departments</li></ul> |                                                          |                                            |                                            |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022                          | 2023<br>1 Jan to<br>31 Dec 2023            | 2021<br>12-Month<br>Forecast               |
| QUANTITY <ul style="list-style-type: none"><li>• Replies to questions from Cabinet, Legislative Assembly and others</li><li>• Draft replies to correspondence</li><li>• Information requests</li><li>• Quarterly and annual reports</li><li>• Briefings for meetings</li><li>• Specified and additional papers</li></ul>                                                                                                                                                                                                                            | 2–15<br>1–10<br>25–50<br>4/1<br>1–6<br>1–6               | 2–15<br>1–10<br>25–50<br>4/1<br>1–6<br>1–6 | 2–15<br>1–10<br>25–50<br>4/1<br>1–6<br>1–6 |
| QUALITY <ul style="list-style-type: none"><li>• All papers will define issues clearly and succinctly, with the nature and scope of the issues being clear, and have recommendations which are unambiguous</li><li>• All replies to questions, correspondence and reports must be comprehensive and accurate and to professional standards</li></ul>                                                                                                                                                                                                 | 100%<br>100%                                             | 100%<br>100%                               | 100%<br>100%                               |
| TIMELINESS <ul style="list-style-type: none"><li>• Within timeframes required</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%                                                     | 100%                                       | 100%                                       |
| LOCATION <ul style="list-style-type: none"><li>• Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%                                                     | 100%                                       | 100%                                       |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$136,999                                                | \$136,999                                  | \$131,328                                  |
| RELATED BROAD OUTCOME: <ul style="list-style-type: none"><li>• Improving education to promote to lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                          |                                                          |                                            |                                            |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands National Museum for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands National Museum. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands National Museum undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands National Museum shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands National Museum will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands National Museum**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS NATIONAL SQUASH  
ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands National Squash Association have agreed that the Cayman Islands National Squash Association will deliver and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands National Squash Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands National Squash Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands National Squash Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                     |                                 |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CSQ 1                                                                                                                                                                                                                                               | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                         |                                 |                                 |                              |
| Provision of sports programmes in squash.                                                                                                                                                                                                           |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li><li>Number of reports</li></ul>                                                                                                                                               | 1<br>1                          | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 90-100%<br>100%              |
| TIMELINESS                                                                                                                                                                                                                                          |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year.</li></ul>                                                                                                                                                                        | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                        | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                |                                 |                                 |                              |
|                                                                                                                                                                                                                                                     | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                 |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands National Squash Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands National Squash Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands National Squash Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands National Squash Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands National Squash Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands National Squash Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS NETBALL ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Netball Association have agreed that the Cayman Islands Netball Association will deliver and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Netball Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Netball Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Netball Association during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NET 1                                                                                                                                          | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                    |                                 |                                 |                              |
| Provision of sports programmes in netball.                                                                                                     |                                 |                                 |                              |
| MEASURES                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                       |                                 |                                 |                              |
| • Number of sports programmes                                                                                                                  | 1                               | 1                               | 1                            |
| • Number of reports                                                                                                                            | 5                               | 5                               | 5                            |
| • Audited Financials                                                                                                                           | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                        |                                 |                                 |                              |
| • Sports programmes guided by the Technical Director and rules and standards of play in keeping with those of the international governing body | 100%                            | 100%                            | 90-100%                      |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports                               | 100%                            | 100%                            | 100%                         |
| • Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm                    | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                     |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                                                  | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                       |                                 |                                 |                              |
| • Cayman Islands                                                                                                                               | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                           |                                 |                                 |                              |
|                                                                                                                                                | \$150,000                       | \$150,000                       | \$150,000                    |
| RELATED BROAD OUTCOME:                                                                                                                         |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Netball Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Netball Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Netball Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Netball Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Netball Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Netball Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS OLYMPIC COMMITTEE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Olympic Committee have agreed that the Cayman Islands Olympic Committee will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Olympic Committee is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Olympic Committee during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Olympic Committee during the 2022 and 2023 financial years are documented below.

| COC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Sports Programmes               |                                 |                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <b>DESCRIPTION</b><br>Provision of services to coordinate the attendance and enhance the performance of generally Caymanian athletes at Olympic sanctioned events and the development of Olympic Sports and provision of services as the National Olympic Committee.                                                                                                                                                                                                                                                                          |                                 |                                 |                                 |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast    |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Coordination of attendance at multi-sport games</li><li>Coordination of National Anti-Doping organization (NADO)</li><li>Number of reports</li><li>Audited Financials</li></ul>                                                                                                                                                                                                                                                                                                         | 1<br>1<br>2<br>1                | 2<br>1<br>2<br>1                | 2<br>1<br>3<br>1                |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International Olympic Committee</li><li>NADO to operate in accordance with the UNESCO Convention on Doping in Sport and the World Anti-Doping Agency (WADA)</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li><li>Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/ Firm</li></ul> | 90-100%<br>100%<br>100%<br>100% | 90-100%<br>100%<br>100%<br>100% | 90-100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Olympics - 2020</li><li>Commonwealth Youth Games - 2021</li><li>Island Games - 2021</li></ul>                                                                                                                                                                                                                                                                                                                                                                                         | 100%<br>100%<br>100%            | 100%<br>100%<br>100%            | 100%<br>100%<br>100%            |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 100%                            | 100%                            | 100%                            |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$84,125                        | \$84,125                        | \$84,125                        |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                                 |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Olympic Committee for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided semi-annually to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Olympic Committee. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Olympic Committee undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Olympic Committee shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Olympic Committee will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**President**

**Cayman Islands Olympic Committee**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS PROTECTIVE SERVICES**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Cayman Islands Protective Services have agreed that Cayman Islands Protective Services will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Cayman Islands Protective Services is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Cayman Islands Protective Services during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Cayman Islands Protective Services during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                           |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 79                                                                                                                                                                                                                                    | K-9 Security Services           |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                               |                                 |                                 |                              |
| Provision of K-9 security services to detect illegal drugs and deter drug activity within the three high schools on Grand Cayman.                                                                                                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number days of service provided per year</li></ul>                                                                                                                                                  | 190                             | 190                             | 71                           |
| <ul style="list-style-type: none"><li>Number of hours of service provided each day</li></ul>                                                                                                                                              | 8.25                            | 8.25                            | 8.25                         |
| <ul style="list-style-type: none"><li>Number of trained/certified K-9 and handlers</li></ul>                                                                                                                                              | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of schools visited per week</li></ul>                                                                                                                                                        | 3                               | 3                               | 3                            |
| QUALITY                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>K-9 security services to be provided by a trained/certified K-9 and handler</li></ul>                                                                                                               | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>K-9 security services to be delivered over academic year from September through June</li></ul>                                                                                                      | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison officer on a monthly basis</li></ul>                                                                                                                   | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Final Annual Report of programme outcomes to Ministry by December 31, 2022 &amp; December 31, 2023</li></ul>                                                                                        | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                              | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                      |                                 |                                 |                              |
|                                                                                                                                                                                                                                           | \$50,000                        | \$50,000                        | \$50,000                     |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improve Education to Promote Lifelong Learning and Greater Economic Mobility</li><li>Providing Solutions to Improve the Well-Being of Our People so they can Achieve their Full Potential</li></ul> |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Cayman Islands Protective Services for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice monthly provided to the Minister for Education by Cayman Islands Protective Services. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Cayman Islands Protective Services undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Protective Services shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

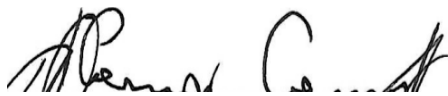
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Protective Services will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet



**Operational Manager**

**Cayman Islands Protective Services**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS RUGBY CLUB / UNION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Rugby Club / Union have agreed that the Cayman Islands Rugby Club / Union will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Rugby Club / Union is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Rugby Club / Union during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Rugby Club / Union during the 2022 and 2023 financial years are documented below.

|                                                                                                                             |                                 |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CRC 1                                                                                                                       | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                 |                                 |                                 |                              |
| Provision of Rugby Youth development programmes—school and community Youth and Elite programmes.                            |                                 |                                 |                              |
| MEASURES                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                    |                                 |                                 |                              |
| • Number of reports                                                                                                         | 1                               | 1                               | 1                            |
| • Number of sports programmes                                                                                               | 8                               | 8                               | 8                            |
| • Audited Financials                                                                                                        | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                     |                                 |                                 |                              |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports            | 100%                            | 100%                            | 100%                         |
| • Sports programmes will be in accordance with International Rugby Board rules and guided by Technical Director             | 100%                            | 100%                            | 100%                         |
| • Audited financials must be submitted for the most recent financial year and must be conducted by a certified Auditor/Firm | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                  |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                               | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                    |                                 |                                 |                              |
| • Grand Cayman and International Locations as determined                                                                    | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                        |                                 |                                 |                              |
|                                                                                                                             | \$50,175                        | \$50,175                        | \$50,175                     |
| RELATED BROAD OUTCOME:                                                                                                      |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                                       |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Rugby Club / Union for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided biannually to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Rugby Club / Union. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





### **IN SIGNING THIS AGREEMENT**

The Cayman Islands Rugby Club / Union undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Cayman Islands Rugby Club / Union shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Rugby Club / Union will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Rugby Club / Union**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS SAILING CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Sailing Club have agreed that the Cayman Islands Sailing Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Sailing Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Sailing Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Sailing Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                      |                                 |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| CSC 1                                                                                                                                                                                                                                                                                                                                                                | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of sport programme in sailing as part of the school physical education curriculum.</li><li>Promotion and opportunity for sailing to all schools and youth groups within term time.</li><li>Development of elite sailing through the Talent Identification Programme (TIPS) and the national sailing squad.</li></ul> |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes</li></ul>                                                                                                                                                                                                                                                                                          | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of reports</li></ul>                                                                                                                                                                                                                                                                                                    | 2                               | 2                               | 3                            |
| <ul style="list-style-type: none"><li>Annual financial statements for the most recent financial year</li></ul>                                                                                                                                                                                                                                                       | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Instruction of Fundamental Sailing skills to be on par with the standards of the International Sailing Federation (ISAF)</li></ul>                                                                                                                                                                                             | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Rules and standards of play to be in keeping with the international governing body (ISAF), the Department of Sports and the Cayman Islands Olympic Committee</li></ul>                                                                                                                                                         | 90-100%                         | 90-100%                         | 90-100%                      |
| <ul style="list-style-type: none"><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul>                                                                                                                                                                                                       | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Annual financial statements for the most recent financial year reviewed and signed by an independent licensed accountant</li></ul>                                                                                                                                                                                             | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the school year</li></ul>                                                                                                                                                                                                                                                                                   | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                         | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                      | \$37,525                        | \$37,525                        | \$37,525                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                                                                                                  |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Sailing Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided biannually to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Sailing Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Sailing Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Sailing Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

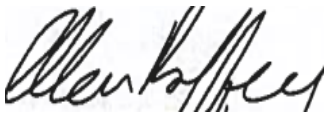
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Sailing Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Sailing Club**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS SCOUTS ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Scouts Association have agreed that the Cayman Islands Scouts Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Scouts Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Scouts Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Scouts Association during the 2022 and 2023 financial years are documented below.

| CIS 1                                                                                                           | Youth Development Programmes    |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                     |                                 |                                 |                              |
| Programmes offered to develop the character, creative, spiritual, physical and social values of a young person. |                                 |                                 |                              |
| MEASURES                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                        |                                 |                                 |                              |
| • Number of programmes – Grand Cayman                                                                           | 12-14                           | 12-14                           | 12-14                        |
| • Number of programmes – Cayman Brac                                                                            | 1-2                             | 1-2                             | 1-2                          |
| • Number of reports                                                                                             | 1                               | 1                               | 1                            |
| • Annual Operational Plan                                                                                       | 1                               | 1                               | 1                            |
| • Audited Financials                                                                                            | 1                               | 1                               | 1                            |
| QUALITY                                                                                                         |                                 |                                 |                              |
| • Programmes evaluated and approved by Youth Services Unit                                                      | 100%                            | 100%                            | 100%                         |
| • Programmes must be in line with the Cayman Islands Scouts Association and International Scouting Standards    | 100%                            | 100%                            | 100%                         |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and Youth Services Unit     | 100%                            | 100%                            | 100%                         |
| • Safety measures for children and youth must be implemented in programmes                                      | 100%                            | 100%                            | 100%                         |
| • Programmes provided by leaders with appropriate training                                                      | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                      |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                   | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                        |                                 |                                 |                              |
| • Grand Cayman                                                                                                  | 100%                            | 100%                            | 100%                         |
| COST                                                                                                            |                                 |                                 |                              |
|                                                                                                                 | \$50,000                        | \$50,000                        | \$50,000                     |
| RELATED BROAD OUTCOME:                                                                                          |                                 |                                 |                              |
| • Improving Education to promote lifelong learning and greater economic mobility                                |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Scouts Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Scouts Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Scouts Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Scouts Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Scouts Association will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**Chairman of the Board**

**Cayman Islands Scouts Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS VOLLEYBALL FEDERATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Islands Volleyball Federation have agreed that the Cayman Islands Volleyball Federation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Volleyball Federation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Volleyball Federation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Volleyball Federation during the 2022 and 2023 financial years are documented below.

| CVF 1                                                                                                                                                                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Provision of sports programme in volleyball.                                                                                                                                                                                                                                                                                                                                           |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of sports programmes</li><li>International North, Central America and Caribbean Volleyball Confederation (NORCECA) event</li><li>Number of reports</li><li>Annual financial statements for the most recent financial year</li></ul>                                                                                                             | 1<br>1<br>2<br>1                | 1<br>1<br>2<br>1                | 1<br>1<br>2<br>1             |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li><li>Annual financial statements for the most recent financial year reviewed and signed by an independent licensed accountant</li></ul> | 90-100%<br>100%<br>100%         | 90-100%<br>100%<br>100%         | 90-100%<br>100%<br>100%      |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                                                                                                                                                | 90-100%                         | 90-100%                         | 90-100%                      |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                  | \$150,000                       | \$150,000                       | \$150,000                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                                                                                                            |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Islands Volleyball Federation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided semi-annually to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Volleyball Federation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Volleyball Federation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Volleyball Federation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Volleyball Federation will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Cayman Islands Volleyball Federation**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN ISLANDS YOUTH DEVELOPMENT  
CONSORTIUM**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Youth Development Consortium have agreed that the Cayman Islands Youth Development Consortium will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Islands Youth Development Consortium is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Islands Youth Development Consortium during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Islands Youth Development Consortium during the 2022 and 2023 financial years are documented below.

| YDC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Cayman Islands Youth Development Consortium |                                      |                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                             |                                      |                                      |
| Provision of Youth based activities aimed at motivating children and young people about their assets, with the support of their peers, family, school and community.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                             |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022             | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Organization Capacity Building Training</li><li>Number of Participants</li><li>Number of activity reports</li><li>Number of Annual reports</li><li>Number of Financial Reports</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                 | 1<br>100<br>1<br>1<br>1                     | 1<br>100<br>1<br>1<br>1              | 1<br>1<br>1<br>1<br>2                |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Training is facilitated in accordance with programme outline and any established guidelines</li><li>Participants are selected based on programme criteria</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li><li>The programme outline/framework must be developed in-line with recognised standards and provided to the Ministry or Youth Services one month prior to programming</li><li>Reports completed in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%        | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Organization Capacity Building Programme delivered September to November 2022 and 2023</li><li>Provide report on Organization Capacity Building within one month of the completion of the programme.</li><li>Annual and Financial Reports due by January 31st of the following reporting year.</li></ul>                                                                                                                                                                                                                                                                               | 100%<br>100%<br>100%                        | 100%<br>100%<br>100%                 | 100%<br>100%<br>100%                 |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 100%                                        | 100%                                 | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$5,000                                     | \$5,000                              | \$10,000                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                             |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Cayman Islands Youth Development Consortium for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided twice yearly to the Minister for Youth, Sports, Culture and Heritage by the Cayman Islands Youth Development Consortium. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoice will be paid within 20 days of receipt of the invoice for the prior quarter.





## **IN SIGNING THIS AGREEMENT**

The Cayman Islands Youth Development Consortium undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Islands Youth Development Consortium shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Islands Youth Development Consortium will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman Islands Youth Development Consortium**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN MUSIC AND ENTERTAINMENT  
ASSOCIATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman Music and Entertainment Association have agreed that the Cayman Music and Entertainment Association will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman Music and Entertainment Association is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman Music and Entertainment Association during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman Music and Entertainment Association during the 2022 and 2023 financial years are documented below.

| CME 1                                                                                                                                                                                                                                                                                                                                                          | Cultural Development Programme  |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                    |                                 |                                 |                              |
| Provision of cultural programmes which may include; Annual Cayman Music and Arts Festival, art exhibits of local musicians by Caymanian artist, events related to the Music and Entertainment industry and events that features awards for contributions to the music and entertainment industry. Included are Live Bands, DJ’s and Young Musicians Showcases. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| • Number of cultural programmes                                                                                                                                                                                                                                                                                                                                | 1-4                             | 1-4                             | 1                            |
| • Number of Forums supported, facilitated or provided for local musicians and entertainers to participate in                                                                                                                                                                                                                                                   | 2-4                             | 2-4                             | N/A                          |
| • Number of Art Exhibits facilitated or supported                                                                                                                                                                                                                                                                                                              | 1-2                             | 1-2                             | N/A                          |
| • Number of Award events facilitated or supported                                                                                                                                                                                                                                                                                                              | 1-2                             | 1-2                             | N/A                          |
| • Number of activity reports                                                                                                                                                                                                                                                                                                                                   | 2-4                             | 2-4                             | 2-4                          |
| • Number of Annual reports                                                                                                                                                                                                                                                                                                                                     | 1                               | 1                               | 1                            |
| • Number of Annual Financial Reports                                                                                                                                                                                                                                                                                                                           | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                        |                                 |                                 |                              |
| • Programmes must be in line with the Cayman Music and Entertainment Association, relevant international standards and any relevant Ministry guidelines.                                                                                                                                                                                                       | 100%                            | 100%                            | 100%                         |
| • Programmes demonstrate cultural/heritage relevance and content                                                                                                                                                                                                                                                                                               | 100%                            | 100%                            | N/A                          |
| • Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes                                                                                                                                                                                                                                           | 100%                            | 100%                            | N/A                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| • Programmes are ongoing throughout the year                                                                                                                                                                                                                                                                                                                   | 100%                            | 100%                            | N/A                          |
| • Productions are executed as scheduled or notice given to changes 2 weeks prior to production date                                                                                                                                                                                                                                                            | 100%                            | 100%                            | N/A                          |
| • Quarterly reports are due to the Ministry and Youth Services by the 5 <sup>th</sup> business day following the reporting month                                                                                                                                                                                                                               | 100%                            | 100%                            | N/A                          |
| • Annual Reports due by January 31st of the following reporting year                                                                                                                                                                                                                                                                                           | 100%                            | 100%                            | N/A                          |
| LOCATION                                                                                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |
| • Harquail Theatre, Grand Cayman                                                                                                                                                                                                                                                                                                                               | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                           |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                | \$20,000                        | \$20,000                        | \$20,000                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                         |                                 |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                                                                                                                                                                                                                                                                               |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman Music and Entertainment Association for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman Music and Entertainment Association. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Cayman Music and Entertainment Association undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman Music and Entertainment Association shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman Music and Entertainment Association will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director / President**

**Cayman Music and Entertainment Association**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CAYMAN NATIONAL CULTURAL FOUNDATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Cayman National Cultural Foundation have agreed that the Cayman National Cultural Foundation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Cayman National Cultural Foundation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Cayman National Cultural Foundation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Cayman National Cultural Foundation during the 2022 and 2023 financial years are documented below.

| NCF 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arts and Cultural Preservation, Documentation and Promotion                        |                                                                                    |                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>Managing the ongoing conservation and promotion of Mind’s Eye (Miss Lassie’s House), the more than one hundred year-old cultural heritage site that is a unique and exceptional example of both traditional Caymanian architecture and of internationally recognised home-grown artistic talent;</li><li>Preservation of the national collection of 126 Gladwyn K. Bush artworks acquired on behalf of the people of the Cayman Islands. This may include periodically exhibiting the works, upon invitation.</li><li>Producing an annual Arts Awards presentation recognising individuals or groups whose work, or work with others, has made or is expected to make, in the long term, a meaningful contribution to the exploration, promotion or preservation of Caymanian cultural heritage and the development of Caymanian arts.</li><li>Maintaining a resource library of video and audio recordings, prints, photographs, books, magazines and other literature on or about art / culture (some of these materials are purchased; some, such as FOUNDATION arts and culture journal and other literary works, are published by the CNCF).</li></ul> |                                                                                    |                                                                                    |                                                                            |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                                                    | 2023<br>1 Jan to<br>31 Dec 2023                                                    | 2021<br>12-Month<br>Forecast                                               |
| <b>QUANTITY</b><br>Mind’s Eye, the Visionary World of Gladwyn K Bush (Miss Lassie’s House): <ul style="list-style-type: none"><li>Number of inspections by preservation specialist</li><li>Number of visitors to the property</li></ul> National Collection of GK Bush artworks: <ul style="list-style-type: none"><li>Number of works in the collection</li><li>Number of inspections by art conservationist</li><li>Number of exhibitions</li></ul> Arts awards presentation(s)<br><br>Cultural Resource Library: <ul style="list-style-type: none"><li>Number of titles/materials available for public access</li><li>Number of new materials added/developed</li><li>Number of new literary works/cultural journals and newsletters published.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                         | N/A<br>800-1,000<br><br>126-130<br>1<br>3-4<br><br>1<br><br>745-760<br>5-10<br>1-2 | 1<br>1,000-1,250<br><br>126-130<br>1<br>3-4<br><br>1<br><br>750-770<br>5-10<br>1-2 | 1<br>300-400<br><br>126<br>1<br>3-4<br><br>1<br><br>745-760<br>5-10<br>1-2 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Conserve and preserve the art on the interior surfaces and on the windows and doors of Miss Lassie’s house</li><li>Make further restorations and repairs to Miss Lassie’s house and grounds to international heritage standards</li><li>Paintings to be maintained in a stable environment to international standards for art collections, and to be inspected annually by an art conservationist/restoration expert, who will prepare a report regarding their condition.</li><li>Arts Awards nominations reviewed and winners selected by panel of experienced persons in relevant fields.</li><li>Library materials preserving or promoting Caymanian culture</li><li>CNCF produced publications to be reflective and inclusive of a range of local artists/and cultural organizations.</li></ul>                                                                                                                                                                                                                                                                                                                                                            | 80%<br>80%<br>80%<br>100%<br>80%<br>80%                                            | 80%<br>80%<br>80%<br>100%<br>80%<br>80%                                            | 80%<br>80%<br>80%<br>100%<br>80%<br>80%                                    |

|                                                                                                                                                                                                                                               |                                            |                                            |                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------|--------------------------------------------|
| <b>TIMELINESS</b> <ul style="list-style-type: none"> <li>• Conservation, maintenance and protection of the Mind's Eye property</li> <li>• GK Bush Collection Inspection</li> <li>• Arts Awards</li> <li>• Public Access to Library</li> </ul> | Ongoing                                    | Ongoing                                    | Ongoing                                    |
|                                                                                                                                                                                                                                               | Bi-annually<br>1st Quarter<br>Office Hours | Bi-annually<br>1st Quarter<br>Office Hours | Bi-annually<br>1st Quarter<br>Office Hours |
| <b>LOCATION</b> <ul style="list-style-type: none"> <li>• Mind's Eye (Miss Lassie's House)</li> <li>• The Harquail Theatre</li> </ul>                                                                                                          | 100%                                       | 100%                                       | 100%                                       |
| <b>COST</b>                                                                                                                                                                                                                                   | <b>\$108,873</b>                           | <b>\$108,873</b>                           | <b>\$99,873</b>                            |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"> <li>• Awareness and Preservation of Culture and Heritage</li> </ul>                                                                                                          |                                            |                                            |                                            |



| NCF 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Cultural Festivals, International Exchange/ Local Partnership |                                                         |                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>Hosting/sharing the Caymanian arts and cultural experience at local and international arts and culture events, such as the Cayman Islands International Storytelling Festival, GIMISTORY; the Cayman Islands National Festival of Arts, CAYFEST; and/or at overseas arts and culture festivals/conferences/seminars.</li><li>Administration of CIG approved funding for other Government-funded festivals and carnivals, including the Cayman Carnival.</li></ul>                                           |                                                               |                                                         |                                                         |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                               | 2023<br>1 Jan to<br>31 Dec 2023                         | 2021<br>12-Month<br>Forecast                            |
| <b>QUANTITY</b><br>Gimistory <ul style="list-style-type: none"><li>Number of district touring presentations arranged</li><li>Number of culinary events/competitions arranged</li></ul> Cayfest and/or arts and culture festivals/conferences/seminars <ul style="list-style-type: none"><li>Number of national / international arts and culture events hosted or attended/number of papers presented</li></ul> Cayman Carnival <ul style="list-style-type: none"><li>Number of consolidated carnivals for which funding is to be administered</li></ul>              | 6-8<br>1<br><br>3-5<br><br>1                                  | 6-8<br>1<br><br>3-5<br><br>1                            | 6-8<br>1<br><br>2-4<br><br>1                            |
| <b>QUALITY</b><br>Gimistory / Cayfest <ul style="list-style-type: none"><li>Professional standards of production are applied, as determined by Artistic Director</li><li>Professional / experienced performers/presenters should be selected based on Board approved criteria</li><li>Events/conferences/seminars relevant to the Caymanian context and/or the work of the Cultural Foundation, as approved by Board</li></ul> Cayman Carnival <ul style="list-style-type: none"><li>CNCF to monitor organizers’ achievement of key performance indicators</li></ul> | 80%<br><br>80%<br><br>100%<br><br>80%                         | 80%<br><br>80%<br><br>100%<br><br>80%                   | 80%<br><br>80%<br><br>100%<br><br>80%                   |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Cayman Islands arts and culture festival(s) produced / presented</li><li>Events / Conferences / Seminars presented at /attended</li><li>Cayman Carnival</li></ul>                                                                                                                                                                                                                                                                                                                                            | 1st & 4th Q<br><br>2nd Q / 3rd Q<br>By 2nd week of July       | 1st & 4th Q<br><br>2nd Q / 3rd Q<br>By 2nd week of July | 1st & 4th Q<br><br>2nd Q / 3rd Q<br>By 2nd week of July |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Various indoor and outdoor venues in Grand Cayman and Cayman Brac</li><li>Locations in the Cayman Islands and overseas</li></ul>                                                                                                                                                                                                                                                                                                                                                                               | 100%<br><br>100%                                              | 100%<br><br>100%                                        | 100%<br><br>100%                                        |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$383,468                                                     | \$383,468                                               | \$572,018                                               |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Talent Identification and Development</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                               |                                                         |                                                         |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------------|------------------------------|
| NCF 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Management of Operations and Maintenance of FJ Harquail Cultural Centre (FJHCC) |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Actively promote the use of the FJ Harquail Cultural Centre (FJHCC), which fulfills the function of the national theatre of the Cayman Islands and is held in trust for the people of the Cayman Islands for the staging of plays, concerts, conferences, receptions and other events. Manage rentals and maintain the physical plant to a high standard.</li><li>Presentation of performing arts events, including at least one locally created theatrical production.</li></ul> |                                                                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2022<br>1 Jan to<br>31 Dec 2022                                                 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Health and safety inspections of the FJHCC</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                              | 4-6                                                                             | 4-6                             | 8                            |
| <ul style="list-style-type: none"><li>Number of rentals of the FJHCC</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                          | 145-150                                                                         | 145-150                         | 145-150                      |
| <ul style="list-style-type: none"><li>Number of Cayman National Cultural Foundation produced / presented stage shows.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                         | 1-3                                                                             | 1-3                             | 1-3                          |
| <ul style="list-style-type: none"><li>Mechanical systems upkeep and repairs</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                   | Ongoing                                                                         | Ongoing                         | Ongoing                      |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Facilities maintained to a high standard to ensure compliance with fire, health and other safety regulations, as confirmed by annual inspection by Fire Department, Environmental Health and other services.</li></ul>                                                                                                                                                                                                                                                            | 100%                                                                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Customer satisfaction with the maintenance and facilities offered at the venue, evidenced by the receipt of fewer than 2 substantiated complaints per year on a customer service evaluation form or other means.</li></ul>                                                                                                                                                                                                                                                        | 100%                                                                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Production script(s) to have sound technical structure and production potential.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                        | 100%                                                                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Production script/repertoire to be locally created, or culturally relevant, and / or educational.</li></ul>                                                                                                                                                                                                                                                                                                                                                                       | 100%                                                                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Production elements to be in keeping with the conventions of theatre, as determined by the Artistic Director.</li></ul>                                                                                                                                                                                                                                                                                                                                                           | 100%                                                                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Available for rental.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Year Round                                                                      | Year Round                      | Year Round                   |
| <ul style="list-style-type: none"><li>Presentation of Stage Productions</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2nd & 4th Q                                                                     | 2nd & 4th Q                     | 2nd & 4th Q                  |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>The Harquail Theatre</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%                                                                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>The Harquail Theatre and/or other stages/auditoria</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                                                                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$345,320                                                                       | \$345,320                       | \$305,320                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Talent Identification and Development</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                 |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                               |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NCF 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Training and Support for Artistic Development |                                 |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of training programmes in the performing, visual and/or literary arts in the form of workshops, screening, seminars or residencies for local performers, teachers and students.</li><li>Administration of arts grants and other assistance to individuals and groups to facilitate opportunities for artists to explore, practice, share, learn and benefit from their work.</li></ul>                                                                            |                                               |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Workshops in Traditional, Visual, Literary and/or Performing Arts</li><li>Artistic grants awarded</li></ul>                                                                                                                                                                                                                                                                                                                                                                 |                                               | 1-3<br>8-16                     | 1-3<br>8-16                     | 3-6<br>12-20                 |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Workshops to be taught by professional tutors or other talented persons with expertise in relevant disciplines such as: Dramaturgy, Creative Writing, Theatre-in-Education, Dance-in-Education, Music-in-Education, Traditional Arts and Crafts, Storytelling or Performance Techniques.</li></ul>                                                                                                                                                                          |                                               | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Award of scholarships and grants based on merit to individuals, and/or organizations that:<ul style="list-style-type: none"><li>Are not-for-profit, or are units of government, or educational institutions.</li><li>Result in professional qualifications, and /or produce, present or support the arts.</li><li>In accordance with CNCF policy, are legally resident in the Cayman Islands and meet the determined criteria for a specific programme.</li></ul></li></ul> |                                               | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Workshops held</li><li>Grants publicized</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               | 3rd & 4th Q<br>Ongoing          | 3rd & 4th Q<br>Ongoing          | 2nd & 4th Q<br>Ongoing       |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>The Harquail Theatre and other venues in the Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                       |                                               | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                               | \$266,437                       | \$266,437                       | \$105,987                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Talent Identification and Development</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                             |                                               |                                 |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NCF 5                                                                                                                                                                                                                                                                                                                                                    | Youth Arts Programming          |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
| Provision of youth programmes involving the artistic disciplines of drama, dance, traditional arts and crafts, storytelling and music through the Young-At-Arts extra-curricular classes, performances and field trips, which will culminate in work-shows to showcase to a public audience the participants’ progress over the course of the workshops. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                 | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| • Number of courses/workshops/field trips                                                                                                                                                                                                                                                                                                                | 3-6                             | 3-6                             | 4-6                          |
| • Number of public performances resulting from courses / workshops                                                                                                                                                                                                                                                                                       | 2-5                             | 2-5                             | 4-8                          |
| • Number of summer arts camps                                                                                                                                                                                                                                                                                                                            | 1                               | 1                               | 4                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| • Classes/programmes are delivered by qualified tutors in the respective field.                                                                                                                                                                                                                                                                          | 100%                            | 100%                            | 100%                         |
| • Students and youth to have a variety of learning opportunities and experiences aimed at developing skills in and appreciation for arts and culture.                                                                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| • Courses/workshops                                                                                                                                                                                                                                                                                                                                      | Summer Holidays                 | Summer Holidays                 | Summer Holidays              |
| • Performances                                                                                                                                                                                                                                                                                                                                           | Summer Holidays                 | Summer Holidays                 | Summer Holidays              |
| • Summer Arts Camp                                                                                                                                                                                                                                                                                                                                       | Summer Holidays                 | Summer Holidays                 | Summer Holidays              |
| LOCATION                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| • The Harquail Theatre and other venues in Grand Cayman & Cayman Brac                                                                                                                                                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                     |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                          | \$6,152                         | \$6,152                         | \$5,602                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| • Enhancement and Empowerment of Youth                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Cayman National Cultural Foundation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Cayman National Cultural Foundation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered. Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Cayman National Cultural Foundation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Cayman National Cultural Foundation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Cayman National Cultural Foundation will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**Cayman National Cultural Foundation**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**CHILDREN AND YOUTH SERVICES  
FOUNDATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Children and Youth Services Foundation have agreed that the Children and Youth Services Foundation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Children and Youth Services Foundation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Children and Youth Services Foundation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Children and Youth Services Foundation during the 2022 and 2023 financial years are documented below.

| CAY 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Children and Youth Services (CAYS) Foundation |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                               |                                 |                              |
| Children and Youth Services (CAYS) Foundation will manage and operate the Frances Bodden Children's Home, Bonaventure Boys' Home and Phoenix House.                                                                                                                                                                                                                                                                                                                                                                                                      |                                               |                                 |                              |
| Frances Bodden Children's Home (FBCH) is a 24-hour residential facility for Youth who have been court ordered into residential care due to needing Care and Protection. This will be achieved through the delivery of programmes within a structured, positive, Trauma Informed Care environment which will assist residents to develop appropriate behaviour and coping skills that will assist with their integration into their family, school, and community. In addition, family education and preparation for independent living is also provided. |                                               |                                 |                              |
| Bonaventure Boys' Home (BBH) is a twenty-four-hour residential facility for youth who have been remanded or committed by the Courts for youth rehabilitative services. This will be achieved through the use of the Cayman Model Treatment and Trauma Informed Care Approach which will cover therapeutic services, educational services (vocational and academic), and multi-agency and community partnerships and after care.                                                                                                                          |                                               |                                 |                              |
| Phoenix House provides temporary safe and secure placements for those children in need of Care and Protection who exhibit behaviours that place them at risk.                                                                                                                                                                                                                                                                                                                                                                                            |                                               |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                              |
| • Number of residential homes managed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 4                                             | 4                               | 4                            |
| • Number of placements offered at Frances Bodden Children Home                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 18                                            | 18                              | 18                           |
| • Number of placements offered at Bonaventure Boys' Home                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 10                                            | 10                              | 10                           |
| • Number of groups offered to residents per week                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 21                                            | 21                              | 21                           |
| • Number of monthly reports submitted to the Ministry                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 12                                            | 12                              | 12                           |
| • Number of Annual Reports submitted to the Ministry                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 1                                             | 1                               | 1                            |
| <b>QUALITY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                               |                                 |                              |
| • Percentage of children who have comprehensive individual treatment plans developed                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 90-100%                                       | 90-100%                         | 90-100%                      |
| • Percentage of residents who successfully complete programme as measured by achievement of treatment plan goals                                                                                                                                                                                                                                                                                                                                                                                                                                         | 50-70%                                        | 50-70%                          | 50-70%                       |
| • Treatment plan goals achieved prior to reintegration into society                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 80-100%                                       | 80-100%                         | 80-100%                      |
| • Accurate, timely and current reports submitted to the Ministry                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 80-100%                                       | 80-100%                         | 80-100%                      |
| <b>TIMELINESS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                               |                                 |                              |
| • Care plans developed within 45 days of admission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 90-100%                                       | 90-100%                         | 90-100%                      |
| • Treatment team meeting to discuss resident progress held monthly                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 90-100%                                       | 90-100%                         | 90-100%                      |
| • Discharge planning to occur within 90 days of discharge                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                               |                                 |                              |
| • Monthly reports submitted on the 10th working day of the month with the approval of the CAYS Foundation Board                                                                                                                                                                                                                                                                                                                                                                                                                                          | 90-100%<br>80-100%                            | 90-100%<br>80-100%              | 90-100%<br>80-100%           |
| • Annual report s submitted within one month after the end of the budget year with the approval of the CAYS Foundation Board                                                                                                                                                                                                                                                                                                                                                                                                                             | 80-100%                                       | 80-100%                         | 80-100%                      |
| <b>LOCATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                              |
| • Grand Cayman                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                          | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$3,100,000                                   | \$3,100,000                     | \$3,100,000                  |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                               |                                 |                              |
| • Providing solutions to improve the well-being of our people so they can achieve their full potential                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                               |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Children and Youth Services Foundation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Minister for Investment, Innovation, and Social Development by the Children and Youth Services Foundation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Children and Youth Services Foundation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Children and Youth Services Foundation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

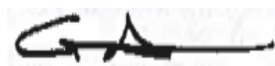
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Children and Youth Services Foundation will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**Chairman of the Board**

**Children and Youth Services Foundation**

**31 December 2021**



**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**CLEVER FISH SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Clever Fish School have agreed that Clever Fish School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Clever Fish School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Clever Fish School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Clever Fish School during the 2022 and 2023 financial years are documented below.

| CFS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                       |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>0<br>1-50                                     | 1<br>0<br>1-50                       | 1<br>0<br>1-25                       |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Clever Fish School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Clever Fish School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Clever Fish School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Clever Fish School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

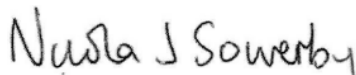
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Clever Fish School will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Clever Fish School**

**31 December 2021**



# **PURCHASE AGREEMENT**

## **BETWEEN THE**

## **CAYMAN ISLANDS GOVERNMENT**

**AND**

**CLIFTON HUNTER HIGH SCHOOL PTA**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that the Clifton Hunter High School PTA will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Clifton Hunter High School PTA is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Clifton Hunter High School PTA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Clifton Hunter High School PTA during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                         |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                                                                                  | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                             |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                                                                              |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                | N/A                             | 795                             | N/A                          |
| <ul style="list-style-type: none"><li>Number of meals provided per week.</li></ul>                                                                                                                                      |                                 |                                 |                              |
| QUALITY                                                                                                                                                                                                                 | N/A                             | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul>                                                             |                                 |                                 |                              |
| TIMELINESS                                                                                                                                                                                                              | N/A                             | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul> | N/A                             | 100%                            | N/A                          |
| LOCATION                                                                                                                                                                                                                | N/A                             | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                            |                                 |                                 |                              |
| COST                                                                                                                                                                                                                    | NIL                             | \$2,211,690                     | NIL                          |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                                                                                      |                                 |                                 |                              |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay **Clifton Hunter High School PTA** for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by **Clifton Hunter High School PTA**. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at Clifton Hunter High School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                             | Breakfast | Snack  | Lunch  | 2 drinks |
|-----------------------------|-----------|--------|--------|----------|
| All government high schools | \$4.00    | \$2.00 | \$7.00 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                             | Breakfast | Snack  | Lunch  | 2 drinks |
|-----------------------------|-----------|--------|--------|----------|
| All government high schools | \$4.00    | \$2.00 | \$7.00 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Clifton Hunter High School PTA will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.



## **IN SIGNING THIS AGREEMENT**

The Clifton Hunter High School PTA undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Clifton Hunter High School PTA shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Clifton Hunter High School PTA will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor-Connolly**

**Minister for Education**

On behalf of Cabinet

**Name**

**On behalf of the Clifton Hunter High School PTA**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**DUAL ENTRIES**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Dual Entries have agreed that Dual Entries will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Dual Entries is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Dual Entries during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Dual Entries during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                             |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                      | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                 |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                           | N/A                             | 127                             | N/A                          |
| QUALITY                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul> | N/A                             | 100%                            | N/A                          |
| TIMELINESS                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li></ul>              | N/A                             | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul>                                            | N/A                             | 100%                            | N/A                          |
| LOCATION                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                | N/A                             | 100%                            | N/A                          |
| COST                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                          | NIL                             | \$353,314                       | NIL                          |
| RELATED BROAD OUTCOME:                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Dual Entries for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Dual Entries. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Dual Entries undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Dual Entries shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Dual Entries will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor-Connolly, JP**

**Ministry for Education**

On behalf of Cabinet

**Name**

**On behalf of Dual Entries**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**DUKE OF EDINBURGH'S INTERNATIONAL  
AWARD**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Duke of Edinburgh's International Award have agreed that the Duke of Edinburgh's International Award will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Duke of Edinburgh's International Award is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Duke of Edinburgh's International Award during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Duke of Edinburgh's International Award during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                    |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| DOE 1                                                                                                                                                              | Youth Development Programmes    |                                 |                              |
| DESCRIPTION                                                                                                                                                        |                                 |                                 |                              |
| Programmes offered to develop the character, creative, spiritual, physical and social values of a young person.                                                    |                                 |                                 |                              |
| MEASURES                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of active programme Locations Grand Cayman</li></ul>                                                                  | 10-14                           | 10-14                           | 12                           |
| <ul style="list-style-type: none"><li>Number of active Programme Locations Cayman Brac</li></ul>                                                                   | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of active Participants</li></ul>                                                                                      | 145-165                         | 150-170                         | 146                          |
| <ul style="list-style-type: none"><li>Number of Facilitator Trainings</li></ul>                                                                                    | 4-6                             | 4-6                             | 4                            |
| <ul style="list-style-type: none"><li>Funding Support to assist identified participants</li></ul>                                                                  | 15-20                           | 15-20                           | N/A                          |
| <ul style="list-style-type: none"><li>Number of quarterly activity reports</li></ul>                                                                               | 4                               | 4                               | N/A                          |
| <ul style="list-style-type: none"><li>Number of annual activity reports</li></ul>                                                                                  | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of annual financial reports</li></ul>                                                                                 | 1                               | 1                               | 1                            |
| QUALITY                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes monitored and assessed/reviewed by Youth Services Unit</li></ul>                                                  | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Programmes are operated under the established criteria of The Duke of Edinburgh’s International Award</li></ul>              | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Programmes provided by leaders with appropriate training</li></ul>                                                           | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li></ul> | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Funding is provided to support participants continuation in the programme which otherwise cannot be realised</li></ul>       | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Reports completed in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li></ul>           | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes to operate at least regularly (weekly/monthly), ongoing throughout the year</li></ul>                             | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Funding is allocated at time of need to prevent displacement of the participant</li></ul>                                    | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Quarterly reports are due to the Ministry and Youth Services by the 5th business day following the reporting month</li></ul> | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Annual Reports due by January 31<sup>ST</sup> of the following reporting year</li></ul>                                      | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                           |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                       | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                               |                                 |                                 |                              |
|                                                                                                                                                                    | \$10,000                        | \$10,000                        | \$8,000                      |
| RELATED BROAD OUTCOME:                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Duke of Edinburgh's International Award for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, culture and Heritage by the Duke of Edinburgh's International Award. The invoice will contain evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Duke of Edinburgh's International Award undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Duke of Edinburgh's International Award shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Duke of Edinburgh's International Award will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**National Chairman**

**Duke of Edinburgh's International Award**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**EAST END UNITED SPORTS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and the East End United Sports Club has agreed that the East End United Sports Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of East End United Sports Club is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by the East End United Sports Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the East End United Sports Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| EEC 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football.                                                                                                                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 3-5<br>1                        | 3-5<br>1                        | N/A<br>N/A                   |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | N/A<br>N/A                   |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | N/A                          |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | N/A                          |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$12,000                        | \$12,000                        | \$0                          |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of the people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the East End United Sports Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by East End United Sports Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

East End United Sports Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee East End United Sports Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with East End United Sports Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**East End United Sports Club**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**ELITE SPORTS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Elite Sports Club have agreed that Elite Sports Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Elite Sports Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Elite Sports Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Elite Sports Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| ESC 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football.                                                                                                                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 5-7<br>1                        | 5-7<br>1                        | 5-7<br>1                     |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>100%                 | 90-100%<br>100%                 | 90-100%<br>100%              |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$12,065                        | \$12,065                        | \$12,065                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Elite Sports Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Elite Sports Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Elite Sports Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Elite Sports Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Elite Sports Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Elite Sports Club**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**EMPLOYEE ASSISTANCE PROGRAMME**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Employee Assistance Programme have agreed that the Employee Assistance Programme will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Employee Assistance Programme is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Employee Assistance Programme during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Employee Assistance Programme during the 2022 and 2023 financial years are documented below.

| EAP 1                                                                                                                                                                                                 | Employee Assistance Programme   |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                                                                                                           |                                 |                                 |                              |
| Provision of counselling, consultation and training services to managers, employees and their families.                                                                                               |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                              | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Counseling sessions provided</li><li>Managers / employees trained</li></ul>                                                                                     | 1,800-2,200<br>450-550          | 2,000-2,400<br>550-650          | 1,200-1,400<br>250-350       |
| QUALITY                                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Managers/employees rating training effective. Copies of quality assurance survey summaries of all trainings to be provided</li></ul>                            | 90-100%                         | 90-100%                         | 90-100%                      |
| TIMELINESS                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Counselling commenced within four working days of request</li><li>Training provided in accordance with timetable agreed with Training Service Manager</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| LOCATION                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman – In person / Virtual</li><li>Cayman Brac &amp; Little Cayman – Virtual</li></ul>                                                                  | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| COST                                                                                                                                                                                                  |                                 |                                 |                              |
|                                                                                                                                                                                                       | \$242,550                       | \$286,650                       | \$198,450                    |
| RELATED BROAD OUTCOMES:                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Stronger community and support for most vulnerable</li><li>A fit and healthy population, improved work-life balance</li></ul>                                   |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Employee Assistance Programme for delivery of the outputs described in Section 2 of this Agreement.

Payment will be made on the basis of an invoice provided monthly to the Hon. Deputy Governor by the Employee Assistance Programme. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Employee Assistance Programme undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Employee Assistance Programme shall establish and maintain a reasonable accounting system that enables the Grantor Portfolio of Civil Service to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Employee Assistance Programme will be delivered for the 2022 and 2023 financial years.



**Franz Manderson, MBE, Cert Hon., J.P.**

**Deputy Governor**

On behalf of Cabinet



**On Behalf of Chairman of the Board**

**Employee Assistance Programme**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**FC INTERNATIONAL FOOTBALL CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and FC International Football Club have agreed that FC International Football Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of FC International Football Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by FC International Football Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by FC International Football Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| FC1                                                                                                                                                                                                                                                          | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of summer camps for football.                                                                                                                                                                                                                      |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of summer camps</li><li>Number of reports</li></ul>                                                                                                                                                             | 5<br>1                          | 5<br>1                          | 5<br>2                       |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 90-100%<br>100%                 | 90-100%<br>100%                 | 90-100%<br>100%              |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$4,275                         | \$4,275                         | \$4,275                      |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay FC International Football Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by FC International Football Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

FC International Football Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee FC International Football Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the FC International Football Club will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**President**

**FC International Football Club**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**FIRST BAPTIST CHRISTIAN SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and First Baptist Christian School have agreed that First Baptist Christian School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of First Baptist Christian School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by First Baptist Christian School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by First Baptist Christian School during the 2022 and 2023 financial years are documented below.

| FBS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                    |                                      |                                      |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                    |                                      |                                      |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>100-250<br>10-50                              | 1<br>100-250<br>10-50                | 1<br>100-200<br>10-30                |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the First Baptist Christian School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the First Baptist Christian School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

First Baptist Christian School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee First Baptist Christian School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the First Baptist Christian School will be delivered for the 2022 and 2023 financial years.



**Honourable Julianna O'Connor-Connolly, JP, MP**

**Ministry for Education**

On behalf of Cabinet



**Head of School**

**First Baptist Christian School**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**FLOWERS SEA SWIM**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Flowers Sea Swim have agreed that the Flowers Sea Swim will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Flowers Sea Swim is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Flowers Sea Swim during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Flowers Sea Swim during the 2022 and 2023 financial years are documented below.

|                                                                                                                  |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| FSS 1                                                                                                            | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                      |                                 |                                 |                              |
| Provision of sports programmes – Swimming.                                                                       |                                 |                                 |                              |
| MEASURES                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                         |                                 |                                 |                              |
| • Flowers 1-mile Sea Swim                                                                                        | 1                               | 1                               | 1                            |
| • Number of reports                                                                                              | 1                               | 1                               | 1                            |
| QUALITY                                                                                                          |                                 |                                 |                              |
| • Rules and standards of play in keeping with those of the International governing body                          | 100%                            | 100%                            | 100%                         |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                       |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                    | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                         |                                 |                                 |                              |
| • Grand Cayman                                                                                                   | 100%                            | 100%                            | 100%                         |
| COST                                                                                                             |                                 |                                 |                              |
|                                                                                                                  | \$15,000                        | \$15,000                        | \$10,000                     |
| RELATED BROAD OUTCOME:                                                                                           |                                 |                                 |                              |
| • Utilising sports to enhance the lives of our people                                                            |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Flowers Sea Swim for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Flowers Sea Swim. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Flowers Sea Swim undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Flowers Sea Swim shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

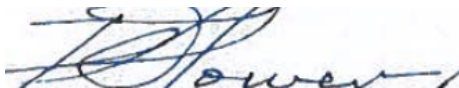
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Flowers Sea Swim will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Flowers Sea Swim**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**FOOTSTEPS SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Footsteps School have agreed that Footsteps School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Footsteps School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Footsteps School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Footsteps School during the 2022 and 2023 financial years are documented below.

| FSS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>50-100<br>10-50                               | 1<br>50-100<br>10-50                 | 1<br>50-100<br>10-50                 |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Footsteps School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Footsteps School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Footsteps School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Footsteps School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

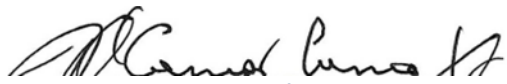
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Footsteps School will be delivered for the 2022 and 2023 financial years.



**Honourable Julianna O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Footsteps School**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**FUTURE SPORTS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Future Sports Club have agreed that Future Sports Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Future Sports Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Future Sports Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Future Sports Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| FSC 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes in football.                                                                                                                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of sports programmes/teams</li><li>Number of reports</li></ul>                                                                                                                                                  | 5-7<br>1                        | 5-7<br>1                        | 5-7<br>1                     |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the International governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         | \$12,000                        | \$12,000                        | \$12,065                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay Future Sports Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Future Sports Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Future Sports Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Future Sports Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Future Sports Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**President**

**Future Sports Club**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**THE GARDEN CLUB OF GRAND CAYMAN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and The Garden Club of Grand Cayman have agreed that The Garden Club of Grand Cayman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of The Garden Club of Grand Cayman is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by The Garden Club of Grand Cayman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by The Garden Club of Grand Cayman during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |                                          |                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| GCG 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Garden Projects and Landscaping          |                                          |                                       |
| <b>DESCRIPTION</b><br><br>To promote gardening and all things related to the enjoyment of the natural beauty of the Cayman Islands, to undertake projects to beautify the community and help educate children in their natural surroundings. 2022 /2023 Landscaping for Scouts Building, East End Sunrise Cottage and West Bay Golden Age Home. 2022/2023 The Cayman Islands Hospice: landscape and complete gardens outside the individual units. UCCI: Centre Courtyard complete. Commence Youth Garden Club through schools starting with GT Primary and Clifton Hunter.<br><br>2022/23 Botanic Park Children's Garden: the Maze and Sensory Garden have been planted and are moving toward further development and completion. Various community landscaping projects including The Pines, BT Police Station, as and when requested. Major tree planting projects to span during the period 2022-23 throughout the Island - some locations designated and in varying stages of planning and implementation. Searches for additional suitable locations ongoing. Full international Flower Show planned for 2022. |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of beautification projects</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2-4                                      | 2-4                                      | 2-4                                   |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Use local plants wherever possible</li><li>Comply with relevant policies and guidelines</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 100%<br>100%                             | 100%<br>100%                             | 100%<br>100%                          |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Projects completed within agreed timeline</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 100%                                     | 100%                                     | 100%                                  |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>\$4,000</b>                           | <b>\$4,000</b>                           | <b>\$4,000</b>                        |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                          |                                          |                                       |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay The Garden Club of Grand Cayman for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided annually to Minister for Tourism and Transport on behalf of Cabinet by The Garden Club of Grand Cayman. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of receipt of the invoice for the prior quarter.



## **IN SIGNING THIS AGREEMENT**

The Garden Club of Grand Cayman undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee the Garden Club of Grand Cayman shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with The Garden Club of Grand Cayman will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan**

**Minister for Tourism and Transport**

On behalf of Cabinet



**President**

**The Garden Club of Grand Cayman**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**GENDER EQUALITY CAYMAN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Gender Equality Cayman have agreed that Gender Equality Cayman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial periods.

The purpose of the document is to ensure that the performance expected of Gender Equality Cayman is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Gender Equality Cayman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial periods.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Gender Equality Cayman during the 2022 and 2023 financial periods are documented below.

|                                                                                                                                                                                                                                                                                  |                                                                                                    |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------|------------------------------|
| GEC 1                                                                                                                                                                                                                                                                            | Provision of Seminars, Workshops, or Training Sessions on Issues of Diversity within the Workplace |                                 |                              |
| <b>DESCRIPTION</b><br>Learning opportunities for organisations / companies, leaders, Human Resource Professionals and members of the general public to obtain knowledge and skills to address gender diversity within the workplace.                                             |                                                                                                    |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                                                                    | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Number of seminars/workshops or training sessions provided, on issues of Diversity within the Workplace, offered to at least 20 participants per session; on behalf of or under the auspices of the Gender Affairs Unit</li></ul> | 4                                                                                                  | N/A                             | N/A                          |
| QUALITY <ul style="list-style-type: none"><li>Appropriately designed and well-presented sessions</li><li>Sessions provided by qualified, trained persons with relevant skills</li></ul>                                                                                          | 100%<br>100%                                                                                       | N/A<br>N/A                      | N/A<br>N/A                   |
| TIMELINESS <ul style="list-style-type: none"><li>Sessions offered at least twice in every 6 months of the year</li></ul>                                                                                                                                                         | 100%                                                                                               | N/A                             | N/A                          |
| LOCATION <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                          | 100%                                                                                               | N/A                             | N/A                          |
| COST                                                                                                                                                                                                                                                                             | \$6,000                                                                                            | NIL                             | NIL                          |
| RELATED BROAD OUTCOME: <ul style="list-style-type: none"><li>Increasing social justice in the workforce</li></ul>                                                                                                                                                                |                                                                                                    |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                    |                                       |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------|------------------------------|
| GEC 2                                                                                                                                                                                                                                                                                                                                                              | Workplace Diversity Survey and Report |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                        |                                       |                                 |                              |
| Country- wide poll conducted through a Diversity in the Workplace Survey in order to obtain data on perceptions, trends and practices with regards to gender diversity in workplaces, across various sectors.                                                                                                                                                      |                                       |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022       | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                           |                                       |                                 |                              |
| <ul style="list-style-type: none"><li>Design &amp; Distribution of a Diversity in the Workplace Survey</li><li>Production of the State of Diversity in the Cayman Islands Workforce Report utilising findings from the Survey</li></ul>                                                                                                                            | N/A<br>N/A                            | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                                                                                                                                            |                                       |                                 |                              |
| <ul style="list-style-type: none"><li>Relevant and appropriately designed survey</li><li>Survey designed and analysed by qualified, trained persons with relevant skills</li><li>Survey and Report distributed widely</li><li>Report is to contain relevant and significant facts and findings, and presented in an appropriate, reader- friendly format</li></ul> | N/A<br>N/A<br>N/A<br>N/A              | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100% |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                         |                                       |                                 |                              |
| <ul style="list-style-type: none"><li>Survey to be conducted within the first 6 months of the year</li><li>Report to be completed within the last 6 months of the year</li></ul>                                                                                                                                                                                   | N/A<br>N/A                            | 100%<br>100%                    | 100%<br>100%                 |
| LOCATION                                                                                                                                                                                                                                                                                                                                                           |                                       |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                     | N/A                                   | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                               |                                       |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                    | N/A                                   | \$14,000                        | \$14,000                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                             |                                       |                                 |                              |
| <ul style="list-style-type: none"><li>Increasing social justice in the workforce</li></ul>                                                                                                                                                                                                                                                                         |                                       |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay Gender Equality Cayman for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided half-yearly / once every six months to the Minister for Sustainability and Climate Resiliency by Gender Equality Cayman. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

Gender Equality Cayman undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability; and provided that the outputs as specified are delivered, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Gender Quality Cayman shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Sustainability and Climate Resiliency to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the period only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than fifteen (15) working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where Agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Gender Equality Cayman will be delivered for the 2022 and 2023 financial periods.



**Honourable Wayne Panton, JP**

**Premier and Minister for Sustainability and Climate Resiliency**

On behalf of Cabinet



**Chairman of the Board**

**Gender Equality Cayman**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**GIRLS BRIGADE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Girls Brigade have agreed that the Girls Brigade will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Girls Brigade is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Girls Brigade during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Girls Brigade during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| TGB 1                                                                                                                                                                                                                                                                                                                                                                                                                               | Youth Development Programme     |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                         |                                 |                                 |                              |
| Programmes offered to develop the character, creative, spiritual, physical and social values for girls age 5–18 years.                                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of programmes</li><li>Number of reports</li></ul>                                                                                                                                                                                                                                                                                                                                      | 4-6<br>1                        | 4-6<br>1                        | 8-10<br>1                    |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes must be in line with the Girls Brigade’ missions and must meet criteria of the International Girls Brigade standards</li><li>Programmes evaluated and approved by Youth Services Unit</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li><li>Programmes provided by leaders with appropriate training</li></ul> | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100% |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programmes held weekly from September to June each year</li></ul>                                                                                                                                                                                                                                                                                                                             | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                        | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$10,000                        | \$10,000                        | \$8,000                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                      |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Girls Brigade for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Girls Brigade. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Girls Brigade undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee the Girls Brigade shall establish and maintain a reasonable accounting system that enables the Grantor Minister of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Girls Brigade will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman**

**Girls Brigade**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**GIRL GUIDING**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Girl Guiding have agreed that Girl Guiding will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Girl Guiding is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Girl Guiding during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Girl Guiding during the 2022 and 2023 financial years are documented below.

| GGA 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Youth Development Programmes         |                                      |                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|-------------------------------------------|
| <b>DESCRIPTION</b><br><br>Delivery of the internationally recognised Girl Guiding Programme in the Cayman Islands in accordance with the established objectives of the governing organisation. Programmes offered are aimed at empowering girls and young women to discover their potential as leaders of their world.                                                                                                                                                                                                                                               |                                      |                                      |                                           |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022      | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast              |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of active programme Locations Grand Cayman</li><li>Number of active Programme Locations Cayman Brac</li><li>Number of active Participants</li><li>Number of Facilitator Trainings</li><li>Number of quarterly activity reports</li><li>Number of annual activity reports</li><li>Number of annual financial reports</li></ul>                                                                                                                                                                           | 4<br>4<br>171<br>7<br>4<br>1<br>1    | 4<br>4<br>N/A<br>7<br>4<br>1<br>1    | 4<br>N/A<br>N/A<br>N/A<br>N/A<br>1<br>N/A |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Programmes monitored and assessed/reviewed by Youth Services Unit as required</li><li>Programmes must be in line with the Girl Guides’ missions and International Girl Guiding standards</li><li>Programmes provided by leaders with appropriate training</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li><li>Reports completed in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li></ul> | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100%      |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Programmes offered weekly throughout the school year</li><li>Quarterly reports are due to the Ministry / Youth Services by the 5th business day following the reporting month</li><li>Annual Reports due by January 31st of the following reporting year</li></ul>                                                                                                                                                                                                                                           | 90-100%<br>100%<br>100%              | 90-100%<br>100%<br>100%              | 90-100%<br>100%<br>100%                   |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 100%                                 | 100%                                 | 100%                                      |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$10,000                             | \$10,000                             | \$10,000                                  |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                         |                                      |                                      |                                           |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Girl Guiding for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Girl Guiding. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Girl Guiding undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Girl Guiding shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Girl Guiding will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**Girl Guiding**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**GRACE CHRISTIAN ACADEMY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## **1. PURPOSE AND CONTENT**

---

This Purchase Agreement details the outputs that the Cabinet and Grace Christian Academy have agreed that Grace Christian Academy will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Grace Christian Academy is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Grace Christian Academy during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Grace Christian Academy during the 2022 and 2023 financial years are documented below.

| GCA 1                                                                                                                                                                                                                                                                                                    | Primary and Secondary Education by Private Schools |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                       |                                                    |                                 |                              |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                 |                                                    |                                 |                              |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                     |                                                    |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                 | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b>                                                                                                                                                                                                                                                                                          |                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Number of assisted schools</li></ul>                                                                                                                                                                                                                               | 1                                                  | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Approximate number of students enrolled in Primary Education</li></ul>                                                                                                                                                                                             | 50-100                                             | 50-100                          | 50-100                       |
| <ul style="list-style-type: none"><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                           | 50-100                                             | 50-100                          | 50-100                       |
| <b>QUALITY</b>                                                                                                                                                                                                                                                                                           |                                                    |                                 |                              |
| All assisted schools must:                                                                                                                                                                                                                                                                               |                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li></ul>                                                                                                                                                                                            | 100%                                               | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li></ul>                                                                                                                                                      | 100%                                               | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li></ul>                                                                                                                                                                    | 100%                                               | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li></ul>                                                                                                       | 100%                                               | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%                                               | 100%                            | 100%                         |
| <b>TIMELINESS</b>                                                                                                                                                                                                                                                                                        |                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li></ul>                                                                                                                     | 100%                                               | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                   | 100%                                               | 100%                            | 100%                         |
| <b>LOCATION</b>                                                                                                                                                                                                                                                                                          |                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                             | 100%                                               | N/A                             | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                              |                                                    |                                 |                              |
|                                                                                                                                                                                                                                                                                                          | \$105,263                                          | \$105,263                       | \$52,631                     |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                                                                                                            |                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                           |                                                    |                                 |                              |

### **3. PAYMENT ARRANGEMENTS**

---

Cabinet will pay the Grace Christian Academy for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Grace Christian Academy. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Grace Christian Academy undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Grace Christian Academy shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Grace Christian Academy will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Grace Christian Academy**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**HEALTH SERVICES AUTHORITY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Health Services Authority (HSA) have agreed that the HSA will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the HSA is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the HSA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Health Services Authority during the 2022 and 2023 financial years are documented below.

| HSA 1                                                                                                                                                                                                                                                                                             | Medical Care for Beyond Insurance Coverage/Un-insured Children |                                           |                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|-------------------------------------------|---------------------------------------|
| <b>DESCRIPTION</b><br><br>Provision of medical care for beyond insurance coverage/ un-insured children which includes General Practice, Specialist clinic visits, emergency medical care, diagnostic and therapeutic support services and inpatient care for children older than 18 years of age. |                                                                |                                           |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                   | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                       | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>  | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of emergency visits to Accident &amp; Emergency</li><li>Number of visits to General Practitioner</li><li>Number of Specialist Clinic visits</li></ul>                                                                                | 1,800-2,400<br>3,750-5,000<br>3,500-5,000                      | 1,800-2,400<br>3,750-5,000<br>3,500-5,000 | 2,447<br>2,586<br>1,988               |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Percentage of compliance with internal quality review programme</li><li>Percentage of parents satisfied with the service</li></ul>                                                                                                           | 95-100%<br>95-100%                                             | 95-100%<br>95-100%                        | 95%<br>95%                            |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Emergency services available 24 hrs. per day, 365 days per year</li><li>Outpatient visits scheduled on average within two weeks of request</li><li>Elective inpatient admissions scheduled within two weeks of request</li></ul>          | 100%<br>95-100%<br>95-100%                                     | 100%<br>95-100%<br>95-100%                | 100%<br>95%<br>100%                   |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                      | 95-100%                                                        | 95-100%                                   | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                       | <b>\$2,597,883</b>                                             | <b>\$2,597,883</b>                        | <b>\$2,597,883</b>                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                 |                                                                |                                           |                                       |

|                                                                                                                                                                                                                                                 |                                                        |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|------------------------------|
| HSA 2                                                                                                                                                                                                                                           | Medical Care for Uninsured/Underinsured Pregnant Women |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                     |                                                        |                                 |                              |
| Provision of medical care for Caymanian (including spouse of Caymanian) uninsured/under insured pregnant women which includes Specialist Clinic visits, emergency medical care, diagnostic and therapeutic support services and inpatient care. |                                                        |                                 |                              |
| MEASURES                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022                        | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Total number of antenatal visits</li></ul>                                                                                                                                                       | 1,000-1,600                                            | 1,000-1,600                     | 1,874                        |
| QUALITY <ul style="list-style-type: none"><li>Percentage of pregnant women booking before 16 weeks gestation (as reported per annum)</li><li>Percentage of pregnant women with at least 8 antenatal visits (as reported per annum)</li></ul>    | 70-100<br>90-100%                                      | 70-100%<br>90-100%              | 75%<br>99%                   |
| TIMELINESS <ul style="list-style-type: none"><li>Availability of appointment as per protocol</li></ul>                                                                                                                                          | 98-100%                                                | 98-100%                         | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                           | 100%                                                   | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                            | \$887,234                                              | \$887,234                       | \$887,234                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                          |                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                             |                                                        |                                 |                              |



|                                                                                                                                                                                                                                  |                                                                              |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------------------|------------------------------|
| HSA 3                                                                                                                                                                                                                            | Postnatal and Family Planning Services to Uninsured/Under-Insured Caymanians |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                      |                                                                              |                                 |                              |
| Provision of Postnatal and Family Planning Services to uninsured/under insured Caymanians (including spouses of Caymanians) beyond insurance coverage. The service provides clinic visits, family planning services and methods. |                                                                              |                                 |                              |
| MEASURES                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                                              | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                         |                                                                              |                                 |                              |
| <ul style="list-style-type: none"><li>Total number of postnatal clinic visits (OB/GYN)</li><li>Total number of family planning clinic visits (OB/GYN)</li></ul>                                                                  | 300-450<br>300-600                                                           | 300-450<br>300-600              | 50<br>560                    |
| QUALITY                                                                                                                                                                                                                          |                                                                              |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage compliance with internal quality review programme (periodic audits)</li><li>Percentage of satisfied clients with the service (periodic survey)</li></ul>                        | 95-100%<br>95-100%                                                           | 95-100%<br>95-100%              | 95%<br>100%                  |
| TIMELINESS                                                                                                                                                                                                                       |                                                                              |                                 |                              |
| <ul style="list-style-type: none"><li>Availability of appointment as per protocol</li></ul>                                                                                                                                      | 95-100%                                                                      | 95-100%                         | 95%                          |
| LOCATION                                                                                                                                                                                                                         |                                                                              |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                     | 100%                                                                         | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                             |                                                                              |                                 |                              |
|                                                                                                                                                                                                                                  | \$549,302                                                                    | \$549,302                       | \$549,302                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                           |                                                                              |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                              |                                                                              |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                   |                                                                                                   |                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| HSA 7                                                                                                                                                                                                                                                                                                                                                                                   | Medical Care for Indigents                                                                        |                                                                                                   |                                                         |
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                   |                                                                                                   |                                                         |
| Provision of Medical care to Indigent patients which includes: <ul style="list-style-type: none"><li>• Primary care</li><li>• Secondary care services</li><li>• Dental and mental health care</li></ul>                                                                                                                                                                                 |                                                                                                   |                                                                                                   |                                                         |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                         | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                                                          | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>                                                          | <b>2021<br/>12-Month<br/>Forecast</b>                   |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Number of emergency visits to Accident &amp; Emergency</li><li>• Number of GP clinic visits</li><li>• Number of specialist clinic visits</li><li>• Number of dialysis patient treatment sessions</li><li>• Number of in-patient days</li><li>• Number of dental clinic visit</li><li>• Number of Inpatient admissions</li></ul> | 1,800-3,800<br>3,000-6,500<br>2,500-5,500<br>1,800-2,400<br>2,000-5,000<br>500-1,000<br>400-1,000 | 1,800-3,800<br>3,000-6,500<br>2,500-5,500<br>1,800-2,400<br>2,000-5,000<br>500-1,000<br>400-1,000 | 3,312<br>4,706<br>4,218<br>3,486<br>6,866<br>833<br>892 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Percentage of patients satisfied with the service</li><li>• Emergency services available 24 hrs. per day, 365 days per year</li><li>• Outpatient visits scheduled on average within two weeks of request</li><li>• Elective inpatient admissions scheduled within two weeks of request</li></ul>                                 | 95-100%<br>100%<br>95-100%<br>95-100%                                                             | 95-100%<br>100%<br>95-100%<br>95-100%                                                             | 95%<br>100%<br>95%<br>95%                               |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• Percentage of patients seen in GP within 30 minutes of apt. time</li><li>• Percentage of patients seen in SPC within 30 minutes of apt. time</li><li>• Percentage of patients seen in Dental Clinic within 30 minutes of apt. time</li></ul>                                                                                  | 75-80%<br>75-80%<br>75-80%                                                                        | 75-80%<br>75-80%<br>75-80%                                                                        | 75%<br>75%<br>75%                                       |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• Cayman Islands Hospital, Faith Hospital, and District Clinics (the latter for outpatients only)</li></ul>                                                                                                                                                                                                                       | 100%                                                                                              | 100%                                                                                              | 100%                                                    |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                             | \$12,000,000*                                                                                     | \$12,000,000*                                                                                     | \$22,548,140                                            |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>• Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                     |                                                                                                   |                                                                                                   |                                                         |

*Note: \*\*The total cost of providing this output in 2022 is \$21 million and 2023 is forecasted to be the same \$21 million. However, revenue from third parties in the amount of \$4.5 million per annum reduces the cost of this output and the rest of the amount to be funded by Cabinet through this output as needed by Indigent patients.*

|                                                                                                                                                                                                                                                                                                                                                                                |                                          |                                          |                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| HSA 11                                                                                                                                                                                                                                                                                                                                                                         | School Health Nursing Services           |                                          |                                       |
| <b>DESCRIPTION</b><br>Provision of health education, screening and immunization services at all schools and treatment of minor ailments in school-based clinics.                                                                                                                                                                                                               |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of school nurse clinic sessions</li><li>Number of school health screening sessions</li><li>Number of health education sessions</li></ul>                                                                                                                                                                          | 1,000-1,400<br>800-1,600<br>300-400      | 1,000-1,400<br>800-1,600<br>300-400      | 895<br>528<br>300                     |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Percentage of school aged children fully immunized as per National Immunization Schedule</li></ul>                                                                                                                                                                                                                        | 95-100%                                  | 95-100%                                  | 95%                                   |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Percentage of students assessed prior to school entry per school year (September-July)</li></ul>                                                                                                                                                                                                                       | 90-100%                                  | 90-100%                                  | 100%                                  |
| <b>LOCATION</b> <ul style="list-style-type: none"><li><b>School nursing service</b>--School Health Centres (John Gray and Clifton Hunter High Schools) full time nurse; Red Bay Primary – twice weekly; George Town Primary – twice weekly; Savannah Primary – twice weekly; Prospect Primary-twice weekly; Private schools –twice weekly, Lighthouse School weekly.</li></ul> | 95-100%                                  | 95-100%                                  | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                    | <b>\$952,118*</b>                        | <b>\$1,052,118*</b>                      | <b>\$852,118</b>                      |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                              |                                          |                                          |                                       |

*Note: \* Increase for 1 PH Nurse to attend Lighthouse School as from Sep 2021. Prorate for 2021, full 100k for each year thereafter, plus 1 additional for 2023 to assist with increased needs of district schools.*

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| HSA 12                                                                                                                                                                                                                                                                                                                                                     | Dental Services to Children and Special Needs Population |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                |                                                          |                                 |                              |
| Provision of routine dental care at the clinics and hospitals.                                                                                                                                                                                                                                                                                             |                                                          |                                 |                              |
| Service includes:                                                                                                                                                                                                                                                                                                                                          |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Examinations, restorative care, preventive care, extractions and specialist referrals.</li><li>Oral Hygiene /oral health promotion in the form of videos, handouts, lectures and demonstrations</li><li>Dental screening and epidemiology.</li><li>Arranging and carrying out general anesthetic sessions.</li></ul> |                                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                   | 2022<br>1 Jan to<br>31 Dec 2022                          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                   |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Number of dentist clinic sessions</li></ul>                                                                                                                                                                                                                                                                          | 300-550                                                  | 300-550                         | 338                          |
| <ul style="list-style-type: none"><li>Number of hygienist clinic sessions</li></ul>                                                                                                                                                                                                                                                                        | 200-600                                                  | 200-600                         | 434                          |
| <ul style="list-style-type: none"><li>Number of school dental therapist sessions</li></ul>                                                                                                                                                                                                                                                                 | 800-1,400                                                | 800-1,400                       | 1,346                        |
| QUALITY                                                                                                                                                                                                                                                                                                                                                    |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage compliance with clinical quality programs.</li></ul>                                                                                                                                                                                                                                                      | 95-100%                                                  | 95-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>Percentage of clients satisfied with the service (periodic survey twice yearly)</li></ul>                                                                                                                                                                                                                            | 95-100%                                                  | 95-100%                         | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                 |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of clinics held as per schedule</li></ul>                                                                                                                                                                                                                                                                 | 90-100%                                                  | 90-100%                         | 95%                          |
| <ul style="list-style-type: none"><li>Percentage new school entrants screened each year</li></ul>                                                                                                                                                                                                                                                          | 95-100%                                                  | 95-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>Percentage of children with toothache who are seen within 24 hours</li></ul>                                                                                                                                                                                                                                         | 95-100%                                                  | 95-100%                         | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                   |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>This service is provided at our school clinics and the dental clinics at Cayman Islands Hospital, Bodden Town and West Bay dental clinics, Clifton Hunter High School, John Cumber Primary, Savannah, George Town Primary and Prospect Primary.</li></ul>                                                            | 95-100%                                                  | 95-100%                         | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                       |                                                          |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                            | \$966,660*                                               | \$966,660*                      | \$901,660                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                     |                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                        |                                                          |                                 |                              |

*Note: \* Addition of 1 Dental Hygienist to the Dental Services team.*

|                                                                                                                                                                                                                                                                                                                                                                                                |                                                           |                                                           |                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|---------------------------------------|
| HSA 21                                                                                                                                                                                                                                                                                                                                                                                         | Medical Services in Cayman Brac and Little Cayman         |                                                           |                                       |
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>Maintenance of health care facilities in Cayman Brac and Little Cayman.</li><li>Provision of public health, mental health, specialist services and pre-hospital emergency care (ambulance service).</li></ul>                                                                                                                         |                                                           |                                                           |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                  | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>                  | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Maintenance of facilities including utilities for Faith Hospital, Dental Clinic and Little Cayman Clinic</li><li>Total number of public health visits</li><li>Total number of Specialist clinic visits</li><li>Total number of mental health visits</li><li>Total number of ambulance calls, patient transport and home visits</li></ul> | 3<br><br>2,000-3,000<br>3,500-6,500<br>250-500<br>400-700 | 3<br><br>2,000-3,000<br>3,500-6,500<br>250-500<br>400-700 | 3<br><br>1,391<br>5,343<br>492<br>448 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Emergency services available 24 hours per day</li><li>Percentage of school aged children fully immunized as per National Immunization Schedule</li><li>Percentage of infants (&lt;5yrs) fully immunized as per National Immunization Schedule</li></ul>                                                                                   | 100%<br>90-100%<br>95-100%                                | 100%<br>90-100%<br>95-100%                                | 100%<br>95%<br>98%                    |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Outpatient visits scheduled on average within one week of request</li><li>Elective Inpatient admissions scheduled within two weeks of request</li></ul>                                                                                                                                                                                | 95-100%<br>95-100%                                        | 95-100%<br>95-100%                                        | 95%<br>100%                           |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Health Service Authority facilities on Cayman Brac and Little Cayman</li></ul>                                                                                                                                                                                                                                                           | 100%                                                      | 100%                                                      | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                    | \$3,783,158                                               | \$3,783,158                                               | \$3,783,158                           |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                              |                                                           |                                                           |                                       |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| HSA 23                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Ambulance Services              |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                 |                                 |                              |
| Provision of 24 hours a day pre-hospital emergency care and non-emergency transport for residents and visitors in Grand Cayman.                                                                                                                                                                                                                                                                                                                            |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Total number of emergency and non-emergency calls</li><li>Total number of transport refusal</li></ul>                                                                                                                                                                                                                                                                                                                | 4,000-7,500<br>400-600          | 4,000-7,500<br>400-600          | 6,124<br>N/A                 |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>All vehicles and equipment check thoroughly daily (as per protocol) for roadworthiness and operational effectiveness</li></ul>                                                                                                                                                                                                                                                                                       | 100%                            | 100%                            | 95%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Unit responded within 1.5 to 2 minutes of call (unless unit on another call)</li><li>All Emergency Calls for service will receive a response time of 8 minutes (8:59) or less 90% of the times, within their coverage area.</li><li>All patients requiring cardiac resuscitation will have the cardiac monitor applied within 3 minutes of arrival (driven by early access defibrillation when warranted).</li></ul> | 100%<br><br>90%<br><br>100%     | 100%<br><br>90%<br><br>100%     | 95%<br><br>90%<br><br>100%   |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Station at West Bay Clinic, Grand Cayman</li><li>Station at North Side Clinic, Grand Cayman</li><li>George Town Hospital, Grand Cayman</li><li>Station located near Eastern Districts*</li></ul>                                                                                                                                                                                                                     | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100%    | 100%<br>100%<br>100%<br>100% |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$3,638,537*                    | \$3,395,337*                    | \$2,547,293                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                                                                                                                        |                                 |                                 |                              |

*Note: Addition of EMS team at Bodden Town to address increased services to Eastern Districts further to the growing population, and improve on response times to those Districts, which can be lifesaving.*

|                                                                                                                                                                                                                                                                                                                                                                                                         |                                        |                                        |                              |
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| HSA 28                                                                                                                                                                                                                                                                                                                                                                                                  | Mental Health Services                 |                                        |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                             |                                        |                                        |                              |
| Provide residents and visitors of the Cayman Islands with 24-hour inpatient and outpatient mental health services. Providing mental health/status assessments and treatment of patients referred for care of psychiatric disorders, diagnostic testing, and psychological consultation. Consultation with other Government departments and assessment and management of acute exacerbation of symptoms. |                                        |                                        |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                | 2022<br>1 Jan to<br>31 Dec 2022        | 2023<br>1 Jan to<br>31 Dec 2023        | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                |                                        |                                        |                              |
| <ul style="list-style-type: none"><li>Number of beds</li><li>Number of patients</li><li>Number of patient days</li><li>Number of patient days for clients detained under involuntary status (Mental Health Act, Remand)</li><li>Number of visits to Day Centre</li><li>Number of Clients using Day Centre</li><li>Number of Outpatient Clinic visits</li><li>Number of home visits</li></ul>            | 8<br>100-200<br>1,800-3,000<br>400-800 | 8<br>100-200<br>1,800-3,000<br>400-800 | 8<br>132<br>2,328<br>467     |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                                        |                              |
| <ul style="list-style-type: none"><li>Average length of stay in hospital (days)</li><li>Percentage of patients requiring re-admission for the same condition within three days of discharge</li><li>Percentage compliance with an internal clinical quality review program</li></ul>                                                                                                                    | 10-15<br><20%<br>95-100%               | 10-15<br><20%<br>95-100%               | 18<br><20%<br>95%<br>%       |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                        |                              |
| <ul style="list-style-type: none"><li>Percentage of patients seen within 12 hours of emergency call</li><li>Percentage of admissions accepted within one hour of notification</li><li>Percentage of patients seen within 30 minutes. of apt time</li><li>Percentage of patients who receive appointments within 72 hours of request</li></ul>                                                           | 100%<br>75-80%<br>95-100%<br>95-100%   | 100%<br>75-80%<br>95-100%<br>95-100%   | 100%<br>76%<br><95%<br>95%   |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                |                                        |                                        |                              |
| <ul style="list-style-type: none"><li>George Town Hospital, Mental Health In-Patient and Out-Patient Units, Grand Cayman</li></ul>                                                                                                                                                                                                                                                                      | 100%                                   | 100%                                   | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                    |                                        |                                        |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                         | \$4,395,204                            | \$4,245,204*                           | \$3,481,204                  |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                                        |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                                                                     |                                        |                                        |                              |

*Note: \* Addition of five Healthcare Aides, six Registered Nurses, Occupational Therapist for inpatient unit, plus cost of training for 2022 only (simulator training). Needed to manage the increase in Mental Health cases over the last eighteen months.*

|                                                                                                                                                                                                                                                                                                                 |                                       |                                 |                                 |                              |
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| HSA 31                                                                                                                                                                                                                                                                                                          | Services at Bodden Town Health Centre |                                 |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                     |                                       |                                 |                                 |                              |
| Provision of primary health care services: routine medical and nursing care, home health care of the elderly and home bound; postnatal care, child health services (growth and development and immunization), pharmacy services, health education, nutrition counselling and communicable disease surveillance. |                                       |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                        |                                       | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                        |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of Doctor clinic session</li></ul>                                                                                                                                                                                                                                 |                                       | 350-450                         | 350-450                         | 375                          |
| <ul style="list-style-type: none"><li>Number of Nurse’s Clinic sessions</li></ul>                                                                                                                                                                                                                               |                                       | 1,200-1,600                     | 1,200-1,600                     | 628                          |
| <ul style="list-style-type: none"><li>Number of Pharmacist clinic sessions</li></ul>                                                                                                                                                                                                                            |                                       | 350-600                         | 350-600                         | 368                          |
| <ul style="list-style-type: none"><li>Number of Child Health clinic sessions</li></ul>                                                                                                                                                                                                                          |                                       | 95-200                          | 95-200                          | 119                          |
| <ul style="list-style-type: none"><li>Number of Postnatal clinic sessions</li></ul>                                                                                                                                                                                                                             |                                       | 12-25                           | 12-25                           | 13                           |
| <ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>Mothers</li></ul></li></ul>                                                                                                                                                                                                         |                                       | 18-35                           | 18-35                           | 24                           |
| <ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>Babies - Pediatrician</li></ul></li></ul>                                                                                                                                                                                           |                                       | 16-24                           | 16-24                           | 35                           |
| <ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>Babies - Public Health Nurse</li></ul></li></ul>                                                                                                                                                                                    |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of Nutrition counseling sessions</li></ul>                                                                                                                                                                                                                         |                                       | 6-9                             | 6-9                             | 12                           |
| <ul style="list-style-type: none"><li>Number of Physicians Home visit sessions</li></ul>                                                                                                                                                                                                                        |                                       | 40-60                           | 40-60                           | 29                           |
| <ul style="list-style-type: none"><li>Number of Nurse home visits</li></ul>                                                                                                                                                                                                                                     |                                       | 300-500                         | 300-500                         | 258                          |
| <ul style="list-style-type: none"><li>Number of Postnatal home visits</li></ul>                                                                                                                                                                                                                                 |                                       | 130-200                         | 130-200                         | 43                           |
| <ul style="list-style-type: none"><li>Number of community health education sessions conducted</li></ul>                                                                                                                                                                                                         |                                       | 2-5                             | 2-5                             | N/A                          |
| QUALITY                                                                                                                                                                                                                                                                                                         |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of infants fully immunized against Diphtheria, Whooping Cough, Tetanus, Polio and Haemophilus Influenzae B (annual data)</li></ul>                                                                                                                             |                                       | 90-100%                         | 90-100%                         | 90%                          |
| <ul style="list-style-type: none"><li>Percentage of postnatal mothers with at least two home visits</li></ul>                                                                                                                                                                                                   |                                       | 90-100%                         | 90-100%                         | 95%                          |
| <ul style="list-style-type: none"><li>Percentage of clients satisfied with the service (periodic survey—twice yearly)</li></ul>                                                                                                                                                                                 |                                       | 80-90%                          | 80-90%                          | 80%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                      |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Monday and Thursday 8:30 a.m. – 9:00 p.m.</li></ul>                                                                                                                                                                                                                       |                                       | 98-100%                         | 98-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>Tuesday, Wednesday, &amp; Friday 8:30 a.m. - 4:30 p.m., Sat. 8:30 a.m. - 12:00 p.m.</li></ul>                                                                                                                                                                             |                                       | 98-100%                         | 98-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>General Practitioner Service Monday, Wednesday, Thursday and Friday</li></ul>                                                                                                                                                                                             |                                       | 98-100%                         | 98-100%                         | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                        |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Bodden Town Health Centre</li></ul>                                                                                                                                                                                                                                       |                                       | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                            |                                       |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                 |                                       | \$246,388*                      | \$246,388*                      | \$181,388                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                          |                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                             |                                       |                                 |                                 |                              |

*Note: \*Addition of one Registered Nurse to accommodate demand on services based on growing population.*



|                                                                                                                                                                                                                                                                                                               |                                             |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------|------------------------------|
| HSA 32                                                                                                                                                                                                                                                                                                        | Services at East End District Health Centre |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                   |                                             |                                 |                              |
| Provision of primary health care services: routine medical and nursing care, home health care of the elderly and home bound; postnatal care, child health services (growth & development and immunization), pharmacy services, health education, nutrition counselling and communicable disease surveillance. |                                             |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022             | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                      |                                             |                                 |                              |
| <ul style="list-style-type: none"><li>Number of Doctor clinic sessions</li></ul>                                                                                                                                                                                                                              | 150-300                                     | 150-300                         | 189                          |
| <ul style="list-style-type: none"><li>Number of Nurse Clinic sessions</li></ul>                                                                                                                                                                                                                               | 500-800                                     | 500-800                         | 546                          |
| <ul style="list-style-type: none"><li>Number of Pharmacist clinic sessions</li></ul>                                                                                                                                                                                                                          | 175-300                                     | 175-300                         | 195                          |
| <ul style="list-style-type: none"><li>Number of Child Health clinic sessions</li></ul>                                                                                                                                                                                                                        | 25-40                                       | 25-40                           | 1                            |
| <ul style="list-style-type: none"><li>Number of Nutrition counseling sessions</li></ul>                                                                                                                                                                                                                       | 12-20                                       | 12-20                           | 7                            |
| <ul style="list-style-type: none"><li>Number of Physicians Home visit sessions</li></ul>                                                                                                                                                                                                                      | 30-50                                       | 30-50                           | 44                           |
| <ul style="list-style-type: none"><li>Number of Nurse home visits</li></ul>                                                                                                                                                                                                                                   | 150-250                                     | 150-250                         | 337                          |
| <ul style="list-style-type: none"><li>Number of community health education sessions conducted</li></ul>                                                                                                                                                                                                       | 4-6                                         | 4-6                             | N/A                          |
| QUALITY                                                                                                                                                                                                                                                                                                       |                                             |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of infants fully immunized against Diphtheria, Whooping Cough, Tetanus, Polio and Haemophilus Influenza B (annual data)</li></ul>                                                                                                                            | 90-100%                                     | 90-100%                         | 90%                          |
| <ul style="list-style-type: none"><li>Percentage of clients satisfied with the service (periodic survey—twice yearly)</li></ul>                                                                                                                                                                               | 98-100%                                     | 98-100%                         | 98%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                    |                                             |                                 |                              |
| <ul style="list-style-type: none"><li>Monday – Friday 8:30 a.m. – 4:30 p.m.</li></ul>                                                                                                                                                                                                                         | 98-100%                                     | 98-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>Saturday 8:30 a.m. – 12:00 p.m.</li></ul>                                                                                                                                                                                                                               | 98-100%                                     | 98-100%                         | 100%                         |
| <ul style="list-style-type: none"><li>General Practitioner Service - Monday and Thursday</li></ul>                                                                                                                                                                                                            | 98-100%                                     | 98-100%                         | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                      |                                             |                                 |                              |
| <ul style="list-style-type: none"><li>East End Health Centre.</li></ul>                                                                                                                                                                                                                                       | 100%                                        | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                          | \$99,444*                                   | \$99,444*                       | \$40,944                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                        |                                             |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                           |                                             |                                 |                              |

*Note: \* Addition of one Registered Nurse and one Public Health Nurse to be shared with North Side Clinic, based on community demand for services.*

|                                                                                                                                                                                                                                                                                           |                                               |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|
| HSA 33                                                                                                                                                                                                                                                                                    | Services at North Side District Health Clinic |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                               |                                               |                                 |                              |
| Provision of primary health care services: routine medical and nursing care, home health care of the elderly and home bound; postnatal care, child health services (growth and development and immunization), pharmacy services, health education, and communicable disease surveillance. |                                               |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                  |                                               |                                 |                              |
| • Number of Doctor clinic sessions                                                                                                                                                                                                                                                        | 150-250                                       | 150-250                         | 173                          |
| • Number of Nurse Clinic sessions                                                                                                                                                                                                                                                         | 500-850                                       | 500-850                         | 546                          |
| • Number of Pharmacist clinic sessions                                                                                                                                                                                                                                                    | 180-300                                       | 180-300                         | 201                          |
| • Number of Child Health clinic sessions                                                                                                                                                                                                                                                  | 25-30                                         | 25-30                           | 8                            |
| • Number of Physicians Home visit sessions                                                                                                                                                                                                                                                | 25-50                                         | 25-50                           | 46                           |
| • Number of Nurse home visits                                                                                                                                                                                                                                                             | 300-600                                       | 300-600                         | 419                          |
| • Number of community health education sessions conducted                                                                                                                                                                                                                                 | 2-6                                           | 2-6                             | 2                            |
| QUALITY                                                                                                                                                                                                                                                                                   |                                               |                                 |                              |
| • Percentage of infants fully immunized against Diphtheria, Whooping Cough, Tetanus, Polio and Haemophilus Influenza B (annual data)                                                                                                                                                      | 90-100%                                       | 90-100%                         | 90%                          |
| • Percentage of clients satisfied with the service (periodic survey—twice yearly)                                                                                                                                                                                                         | 98-100%                                       | 98-100%                         | 80%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                |                                               |                                 |                              |
| • Monday – Friday 8:30 a.m. – 4:30 p.m.                                                                                                                                                                                                                                                   | 98-100%                                       | 98-100%                         | 100%                         |
| • Saturday 8:30 a.m. – 12:00 p.m.                                                                                                                                                                                                                                                         | 98-100%                                       | 98-100%                         | 100%                         |
| • General Practitioner service on Tuesdays and Fridays                                                                                                                                                                                                                                    | 98-100%                                       | 98-100%                         | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                  |                                               |                                 |                              |
| • North Side Health Centre                                                                                                                                                                                                                                                                | 100%                                          | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                      |                                               |                                 |                              |
|                                                                                                                                                                                                                                                                                           | \$197,953*                                    | \$197,153*                      | \$139,453                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                    |                                               |                                 |                              |
| • Ensuring an equitable, sustainable and successful healthcare system                                                                                                                                                                                                                     |                                               |                                 |                              |

*Note: \* Addition of one Registered Nurse and one Public Health Nurse to be shared with East End Clinic, based on community demand for services.*

|                                                                                                                                                                                                                                                                                                                                                                    |                                                |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|---------------------------------|------------------------------|
| HSA 34                                                                                                                                                                                                                                                                                                                                                             | Services at George Town District Health Centre |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                        |                                                |                                 |                              |
| Provision of primary health care services: routine medical & nursing care and pharmacy services, at George Town GP clinic, home health care of the elderly and home bound; postnatal care, child health services (growth and development and immunization) at Public Health clinic, health education, nutrition counselling and communicable disease surveillance. |                                                |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                           |                                                |                                 |                              |
| • Number of Doctor’s clinic session                                                                                                                                                                                                                                                                                                                                | 2,800-4,500                                    | 2,800-4,500                     | 3,352                        |
| • Number of Nurse Clinic sessions                                                                                                                                                                                                                                                                                                                                  | 3,800-6,200                                    | 3,800-6,200                     | 4,031                        |
| • Number of Pharmacist clinic sessions                                                                                                                                                                                                                                                                                                                             | 500-750                                        | 500-750                         | 500                          |
| • Number of Child Health clinic sessions                                                                                                                                                                                                                                                                                                                           | 500-750                                        | 500-750                         | 630                          |
| • Number of Antenatal (Midwife) clinic sessions                                                                                                                                                                                                                                                                                                                    | 180-260                                        | 180-260                         | 210                          |
| • Number of Postnatal clinic sessions                                                                                                                                                                                                                                                                                                                              |                                                |                                 |                              |
| ○ Mothers                                                                                                                                                                                                                                                                                                                                                          | 45-70                                          | 45-70                           | 35                           |
| ○ Babies—Pediatrician                                                                                                                                                                                                                                                                                                                                              | 25-30                                          | 25-30                           | 16                           |
| ○ Babies—Public Health Nurse                                                                                                                                                                                                                                                                                                                                       | 45-70                                          | 45-70                           | 52                           |
| • Number of Nutrition counseling sessions                                                                                                                                                                                                                                                                                                                          | 80-150                                         | 80-150                          | 214                          |
| • Number of physicians Home visit sessions                                                                                                                                                                                                                                                                                                                         | 150-225                                        | 150-225                         | 269                          |
| • Number of Nurse home visit sessions                                                                                                                                                                                                                                                                                                                              | 300-480                                        | 300-480                         | 591                          |
| • Number of Nurse home visits                                                                                                                                                                                                                                                                                                                                      | 1,400-2,000                                    | 1,400-2,000                     | 2,340                        |
| • Number of Postnatal home visits                                                                                                                                                                                                                                                                                                                                  | 400-650                                        | 400-650                         | 624                          |
| • Number of community health education sessions conducted                                                                                                                                                                                                                                                                                                          | 140-200                                        | 140-200                         | 197                          |
| QUALITY                                                                                                                                                                                                                                                                                                                                                            |                                                |                                 |                              |
| • Percentage of infants fully immunized against Diphtheria, Whooping Cough, Tetanus, Polio and Haemophilus Influenzae B (annual data)                                                                                                                                                                                                                              | 90-100%                                        | 90-100%                         | 95%                          |
| • Percentage of postnatal mothers with at least two home visits                                                                                                                                                                                                                                                                                                    | 90-100%                                        | 90-100%                         | 80%                          |
| • Percentage of clients satisfied with the service (periodic survey—twice yearly)                                                                                                                                                                                                                                                                                  | 80-90%                                         | 80-90%                          | 80%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                         |                                                |                                 |                              |
| • Monday - Friday 8:30 a.m. – 9:00 p.m.                                                                                                                                                                                                                                                                                                                            | 98-100%                                        | 98-100%                         | 98%                          |
| • Saturday 8:30 a.m. – 4:00 p.m.                                                                                                                                                                                                                                                                                                                                   | 98-100%                                        | 98-100%                         | 95%                          |
| LOCATION                                                                                                                                                                                                                                                                                                                                                           |                                                |                                 |                              |
| • George Town Health Centre                                                                                                                                                                                                                                                                                                                                        | 100%                                           | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                               | \$1,946,162*                                   | \$1,946,162*                    | \$1,881,162                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                             |                                                |                                 |                              |
| • Ensuring an equitable, sustainable and successful healthcare system                                                                                                                                                                                                                                                                                              |                                                |                                 |                              |

Note: \* Addition of one Registered Nurse based on community demand for services.

|                                                                                                                                                                                                                                                                                                                              |                                               |                                               |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------|------------------------------|
| HSA 37                                                                                                                                                                                                                                                                                                                       | Geriatric Services                            |                                               |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                  |                                               |                                               |                              |
| To provide comprehensive health care to residents over the age of 59 years old who are uninsured or under insured or have exhausted their coverage.                                                                                                                                                                          |                                               |                                               |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023               | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                     |                                               |                                               |                              |
| <ul style="list-style-type: none"><li>Number of admissions (excluding Indigents)</li><li>Number of inpatient days</li><li>Number of outpatient visits (primary, specialist and dental)</li><li>Number of prescriptions dispensed</li></ul>                                                                                   | 10-150<br>200-1,000<br>400-1,200<br>500-1,000 | 10-150<br>200-1,000<br>400-1,200<br>500-1,000 | 27<br>155<br>276<br>1,108    |
| QUALITY                                                                                                                                                                                                                                                                                                                      |                                               |                                               |                              |
| <ul style="list-style-type: none"><li>Average Length of Stay (LOS)</li><li>Readmissions within 1/52 with same diagnosis</li><li>Patient safety events</li><li>Average number of prescriptions/patients</li></ul>                                                                                                             | 2-5 Days<br><1%<br>0%<br>1-5                  | 2-5 Days<br><1%<br>0%<br>1-5                  | 5 Days<br>1.4%<br>0%<br>5.99 |
| TIMELINESS                                                                                                                                                                                                                                                                                                                   |                                               |                                               |                              |
| <ul style="list-style-type: none"><li>Average time from decision to admission within two hours</li><li>Waiting time to SPC appointment less than four weeks</li><li>Outpatient visits scheduled on average within two weeks of request</li><li>Elective inpatient admissions scheduled within two weeks of request</li></ul> | 95-100%<br>80-90%<br>90-100%<br>100%          | 95-100%<br>80-90%<br>90-100%<br>100%          | 95%<br>80%<br>90%<br>100%    |
| LOCATION                                                                                                                                                                                                                                                                                                                     |                                               |                                               |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                               | 100%                                          | 100%                                          | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                         |                                               |                                               |                              |
|                                                                                                                                                                                                                                                                                                                              | \$4,376,497                                   | \$4,376,497                                   | \$4,376,497                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                       |                                               |                                               |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                          |                                               |                                               |                              |

|                                                                                                                       |                                   |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------------------|------------------------------|
| HSA 38                                                                                                                | Medical Care for Chronic Ailments |                                 |                              |
| DESCRIPTION                                                                                                           |                                   |                                 |                              |
| To provide care to Cayman residents with chronic non-communicable diseases who are either uninsured or under insured. |                                   |                                 |                              |
| MEASURES                                                                                                              | 2022<br>1 Jan to<br>31 Dec 2022   | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                              |                                   |                                 |                              |
| <ul style="list-style-type: none"><li>Patients seen with chronic non-communicable diseases</li></ul>                  | 40-100                            | 40-200                          | 145                          |
| QUALITY                                                                                                               |                                   |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of chronic patients seen by a physician monthly</li></ul>            | 100%                              | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Percentage of patients seen by nutritionist monthly</li></ul>                   | 100%                              | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Percentage of patients with blood studies completed monthly</li></ul>           | 100%                              | 100%                            | 100%                         |
| TIMELINESS                                                                                                            |                                   |                                 |                              |
| <ul style="list-style-type: none"><li>Number of patients seen within 30 minutes of appointment</li></ul>              | 100%                              | 100%                            | 100%                         |
| LOCATION                                                                                                              |                                   |                                 |                              |
| <ul style="list-style-type: none"><li>Health Services Authority, Cayman Islands</li></ul>                             | 100%                              | 100%                            | 100%                         |
| COST                                                                                                                  |                                   |                                 |                              |
|                                                                                                                       | \$1,359,255                       | \$1,359,255                     | \$1,359,255                  |
| RELATED BROAD OUTCOME:                                                                                                |                                   |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>   |                                   |                                 |                              |

|                                                                                                                                                                                                                                       |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| HSA 39                                                                                                                                                                                                                                | Public Health Programmes        |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                           |                                 |                                 |                              |
| Provision of administrative services for the Public Health programmes such as communicable disease surveillance and control, HIV/AIDS, Immunization, HIV/AIDS, Tobacco Control, Health Promotion programmes and their implementation. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                              | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of hours of administrative services</li></ul>                                                                                                                                            | 500-800                         | 500-800                         | 498                          |
| <ul style="list-style-type: none"><li>Number of Communicable Disease reports compiled from eight sentinel sites</li></ul>                                                                                                             | 77-78                           | 77-78                           | 52                           |
| <ul style="list-style-type: none"><li>Number of Press Release issued</li></ul>                                                                                                                                                        | 20-50                           | 20-50                           | 18                           |
| <ul style="list-style-type: none"><li>Number of antigens included in the vaccination programme</li></ul>                                                                                                                              | 14-16                           | 14-16                           | 14                           |
| <ul style="list-style-type: none"><li>Number of Community Health events organized, such as World Health Day and World AIDS Day</li></ul>                                                                                              | 15-20                           | 15-20                           | 30                           |
| QUALITY                                                                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Programme documents and programme meet the quality review of Caribbean Public Health Agency CARPHA / Pan American Health Organization (PAHO)</li></ul>                                          | 95-100%                         | 95-100%                         | 95%                          |
| <ul style="list-style-type: none"><li>Percentage of sites reporting weekly</li></ul>                                                                                                                                                  | 95-100%                         | 95-100%                         | 95%                          |
| <ul style="list-style-type: none"><li>Percentage of participants satisfied from health promotion events (average per survey respondents)</li></ul>                                                                                    | 75-80%                          | 75-80%                          | 75%                          |
| TIMELINESS                                                                                                                                                                                                                            |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage Compliance with weekly surveillance reports to CARPHA</li></ul>                                                                                                                      | 98-100%                         | 98-100%                         | 98%                          |
| <ul style="list-style-type: none"><li>Percentage of Health Promotion sessions and events conducted as scheduled</li></ul>                                                                                                             | 95-100%                         | 95-100%                         | 95%                          |
| LOCATION                                                                                                                                                                                                                              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Services provided through Public Health Department at HSA and Health Centers George Town, West Bay, Bodden Town, East End, North Side and Cayman Brac.</li></ul>                                | %100                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                  |                                 |                                 |                              |
|                                                                                                                                                                                                                                       | \$1,353,576                     | \$1,353,576                     | \$1,353,576                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                   |                                 |                                 |                              |

|                                                                                                                                                                                                                                                                        |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| HSA 40                                                                                                                                                                                                                                                                 | Medical Internship Programme    |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                            |                                 |                                 |                              |
| Provision of medical internship at the Health Services Authority to strengthen the capacity building of the cadre of junior doctors, and to support and sustain clinical development through interaction with consultant level staff at the Health Services Authority. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                               | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| • Number of Interns                                                                                                                                                                                                                                                    | 3                               | 3                               | 3                            |
| QUALITY                                                                                                                                                                                                                                                                |                                 |                                 |                              |
| • Programme satisfies the requirements of the Caribbean Association of Medical Council (CAMC)                                                                                                                                                                          | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                             |                                 |                                 |                              |
| • In accordance with CAMC’s requirements                                                                                                                                                                                                                               | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| Grand Cayman                                                                                                                                                                                                                                                           | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                        | \$227,160*                      | \$263,445*                      | \$227,160                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| • Access to Quality, Affordable Healthcare                                                                                                                                                                                                                             |                                 |                                 |                              |

*Note: \*Program currently includes five Caymanian interns participating. Medical Director has had discussions with Ministry regarding the need for additional funding. Increase in 2021 is prorated.*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                          |                                                                          |                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------|---------------------------------------------------|
| HSA 41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Public Health Investigations and Treatment of Communicable Diseases      |                                                                          |                                                   |
| <b>DESCRIPTION</b><br><br>This includes provision of medical examinations or tests in the interest of the public health of these islands and medical care at Health Services Authority to clients with AIDS, Tuberculosis (including Direct Observation Therapy (DOT) for TB patients), Malaria or other communicable disease as certified by the Medical Officer of Health, as per the Health Fees Act and regulations.                                                                                                                 |                                                                          |                                                                          |                                                   |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                                 | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>                                 | <b>2021<br/>12-Month<br/>Forecast</b>             |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Total Number PLWHA (persons living with HIV and AIDS) living on Island</li><li>Number of PLWHA under HSA care (with HSA-PH card)</li><li>Number of TB patients treated</li><li>Number of Latent TB patients treated</li><li>Number of TB investigations done</li><li>Number of Malaria patients treated</li><li>Number of patients admitted for Communicable Disease treatment as per the Law</li><li>Number of HIV screening tests done through the screening programme</li></ul> | 70-80<br><br>25-52<br>0-8<br>10-12<br>30-35<br>0-4<br>1-5<br><br>125-250 | 70-80<br><br>25-52<br>0-8<br>10-12<br>30-35<br>0-4<br>1-5<br><br>125-250 | 73<br><br>40<br>3<br>4<br>10<br>1<br>4<br><br>202 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Percentage of TB patients that completed the full treatment protocol *</li><li>Percentage of contacts of TB patients that have been investigated *</li></ul>                                                                                                                                                                                                                                                                                                                        | 100%<br><br>100%                                                         | 100%<br><br>100%                                                         | 100%<br><br>100%                                  |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Emergency services available 24 hours per day</li><li>All patients needing an admission are admitted immediately</li><li>Percentage of patients commencing treatment within one week of diagnosis</li></ul>                                                                                                                                                                                                                                                                      | 100%<br>100%<br>100%                                                     | 100%<br>100%<br>100%                                                     | 100%<br>100%<br>100%                              |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%                                                                     | 100%                                                                     | 100%                                              |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>\$1,056,259*</b>                                                      | <b>\$1,056,259*</b>                                                      | <b>\$1,006,259</b>                                |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                                                                                                                                                                        |                                                                          |                                                                          |                                                   |

*Note: \*Public Health Director recommendation based on COVID impact, increased funding will be needed again in 2021 and 2022, and dependent on the success of vaccination program in Cayman and globally.*



|                                                                                                                                                                            |                                        |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|---------------------------------|------------------------------|
| HSA 42                                                                                                                                                                     | Provision of Antiretroviral Medication |                                 |                              |
| DESCRIPTION                                                                                                                                                                |                                        |                                 |                              |
| Provision of antiretroviral medication for People Living with HIV/AIDS (“PLWHA”) and prophylaxis for uninfected partners.                                                  |                                        |                                 |                              |
| MEASURES                                                                                                                                                                   | 2022<br>1 Jan to<br>31 Dec 2022        | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                   |                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Number of PLWHA under HSA care (with HSA-PH card)</li><li>Number of persons on prophylactic treatment</li></ul>                      | 30<br>5                                | 30<br>5                         | 40<br>6                      |
| QUALITY                                                                                                                                                                    |                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of patients complying with antiretroviral regime</li></ul>                                                                | 100%                                   | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                 |                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage PLWHA having quarterly reviews</li><li>Percentage of patients commencing treatment within one week of diagnosis</li></ul> | 100%<br>100%                           | 100%<br>100%                    | 100%<br>100%                 |
| LOCATION                                                                                                                                                                   |                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman and Cayman Brac</li></ul>                                                                                               | 100%                                   | 100%                            | 100%                         |
| COST                                                                                                                                                                       |                                        |                                 |                              |
|                                                                                                                                                                            | \$492,000                              | \$492,000                       | \$492,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                     |                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                        |                                        |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                        |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------|------------------------------|
| HSA 43                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Provision of Psychological Trauma Diagnosis and Treatment for Children |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                        |                                 |                              |
| Provision of psychological trauma services and psychological expertise in child sexual abuse treatment to the Cayman Islands Government Health Service. To provide high quality assessments, trauma related diagnoses, treatment planning and support for children who have been abused or who are at high risk for abuse. Works with other health care professionals and community partners to provide a comprehensive multi-disciplinary team approach to service user’s care and treatment planning. To provide factual and evidence-based information to the community towards the reduction of child abuse and their role in providing a safe and nurturing environment for the healthy development of the Children of the Cayman Islands. |                                                                        |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022                                        | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Total number of new child abuse cases referred per year</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 30-60                                                                  | 30-60                           | 66                           |
| <ul style="list-style-type: none"><li>At least one activity report per quarter to the Medical Director which shall include statistical data as well as any relevant activities for that month</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 4                                                                      | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Facilitation of at least four public education events/ seminars per year that provide evidence-based information on child abuse prevention and/or creation of safer communities for the children of the Cayman Islands.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 4                                                                      | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Completion of full trauma assessment reports for all new cases referred through the Family Support Unit.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 10-12                                                                  | 10-12                           | 19                           |
| <ul style="list-style-type: none"><li>Participation in at least one training per year focusing on development of international standard child trauma service provision for child abuse victims and their families.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 1-2                                                                    | 1-2                             | 5                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of children referred in writing, seen within four weeks of initial referral.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 100%                                                                   | 100%                            | 80%                          |
| <ul style="list-style-type: none"><li>Percentage of persons attending community trainings that provide written feedback on provided feedback forms indicating average or above satisfaction with the content of the training</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 50%                                                                    | 50%                             | 17%                          |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Available eight hours per day, five days per week.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 100%                                                                   | 100%                            | 88%                          |
| <ul style="list-style-type: none"><li>Available for special events/activities on weekends.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%                                                                   | 100%                            | 85%                          |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%                                                                   | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                        |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$105,000                                                              | \$105,000                       | \$100,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                        |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                        |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                          |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| HSA 44                                                                                                                                                                                                                                                                                                                                   | Cancer Registry                 |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                              |                                 |                                 |                              |
| Collection, management, and analysis of cancer surveillance data for the Cayman Islands. The purpose of the Cayman Islands Cancer Registry is to gain the most accurate understating of cancer trends in the Cayman Islands population in order to learn how to best prevent and manage this disease of high public health significance. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                 | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Total number of new cancer cases registered per year.</li></ul>                                                                                                                                                                                                                                    | 24-36                           | 24-36                           | 72                           |
| <ul style="list-style-type: none"><li>At least one activity report per month to the Cancer Registry Board. This report shall include statistical data as well as any relevant activities for that month.</li></ul>                                                                                                                       | 12                              | 12                              | 12                           |
| <ul style="list-style-type: none"><li>Attendance at least four events per year through the Cayman Islands Cancer Society which provide the opportunity for cancer survivors to register.</li></ul>                                                                                                                                       | 4-6                             | 4-6                             | 4                            |
| <ul style="list-style-type: none"><li>Participation in at least one training per year focusing on cancer surveillance and cancer trends.</li></ul>                                                                                                                                                                                       | 1-2                             | 1-2                             | 1                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Percentage of cancer surveillance data collected that meets the minimum requirements as set forth by the World Health Organization.</li></ul>                                                                                                                                                      | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Percentage of data collected of a high quality, free of errors and/or duplicates.</li></ul>                                                                                                                                                                                                        | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Available eight hours per day, five days per week.</li></ul>                                                                                                                                                                                                                                       | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Available for special events/activities on weekends.</li></ul>                                                                                                                                                                                                                                     | 50%                             | 50%                             | 50%                          |
| LOCATION                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                           | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                     |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                          | \$62,027*                       | \$62,027*                       | \$38,667                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                                                                                      |                                 |                                 |                              |

Note: \*Increase to reflect actual salary of Registrar.

|                                                                                                                                                                                                                                                                      |                                 |                                 |                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|-------------------------------|
| HSA 45                                                                                                                                                                                                                                                               | Adolescent Mental Health Hub    |                                 |                               |
| DESCRIPTION                                                                                                                                                                                                                                                          |                                 |                                 |                               |
| Provision of Mental Health Services to Adolescents (age 13 thru 19) thru the Mental Health Hub.                                                                                                                                                                      |                                 |                                 |                               |
| MEASURES                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast  |
| QUANTITY                                                                                                                                                                                                                                                             |                                 |                                 |                               |
| <ul style="list-style-type: none"><li>Number of Outpatient visits</li><li>Number of Inpatient visits</li></ul>                                                                                                                                                       | 1,300-1,400<br>25-50            | 1,400-1,500<br>30-60            | 650-700<br>15-25              |
| QUALITY                                                                                                                                                                                                                                                              |                                 |                                 |                               |
| <ul style="list-style-type: none"><li>Percentage of compliance with internal quality review programme</li><li>Percentage of parents satisfied with the service</li><li>Percentage of patients satisfied with the service</li></ul>                                   | 95-100%<br>95-100%<br>95-100%   | 95-100%<br>95-100%<br>95-100%   | 95-100%<br>95-100%<br>95-100% |
| TIMELINESS                                                                                                                                                                                                                                                           |                                 |                                 |                               |
| <ul style="list-style-type: none"><li>Emergency services available 24 hrs. per day, 365 days per year</li><li>Outpatient visits scheduled on average within one week of request</li><li>Elective inpatient admissions scheduled within one week of request</li></ul> | 100%<br>95-100%<br>95-100%      | 100%<br>100%<br>95-100%         | 100%<br>95-100%<br>95-100%    |
| LOCATION                                                                                                                                                                                                                                                             |                                 |                                 |                               |
| <ul style="list-style-type: none"><li>Health Services Authority, Grand Cayman</li></ul>                                                                                                                                                                              | 100%                            | 100%                            | 100%                          |
| COST                                                                                                                                                                                                                                                                 | \$840,000*                      | \$840,000*                      | \$280,000                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                               |                                 |                                 |                               |
| <ul style="list-style-type: none"><li>Ensuring an equitable, sustainable and successful healthcare system</li></ul>                                                                                                                                                  |                                 |                                 |                               |

*Note: \* \$840,000 budget previously approved and allocated. Prorated cost in 2021 due to delayed start further to COVID19 pandemic.*

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Health Services Authority (HSA) for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Minister for Health and Wellness by the HSA. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Health Services Authority undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Health Services Authority shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Health and Wellness to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Health Services Authority will be delivered for the 2022 and 2023 financial years.



**Honourable Sabrina Turner**

**Minister for Health and Wellness**

On behalf of Cabinet



**Chairman of the Board**

**Health Services Authority**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**HEALTH SERVICES AUTHORITY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Judicial Administration have agreed that the Health Services Authority (HSA) will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the HSA is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the HSA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Health Services Authority during the 2022 and 2023 financial years are documented below.

|                                                                                                             |                                                           |                                 |                              |
|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------|------------------------------|
| HEA 8                                                                                                       | Autopsies and Coroner Services and Other Related Services |                                 |                              |
| DESCRIPTION                                                                                                 |                                                           |                                 |                              |
| Autopsies and Coroner Services and other related services.                                                  |                                                           |                                 |                              |
| MEASURES                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022                           | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                    |                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Number of autopsies, coroner and other related services</li></ul>     | 50-100                                                    | 50-100                          | 50-75                        |
| QUALITY                                                                                                     |                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>In accordance with standard industry professional practice.</li></ul> | 100%                                                      | 100%                            | 100%                         |
| TIMELINESS                                                                                                  |                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Throughout the year</li></ul>                                         | 100%                                                      | 100%                            | 100%                         |
| LOCATION                                                                                                    |                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                | 100%                                                      | 100%                            | 100%                         |
| COST                                                                                                        |                                                           |                                 |                              |
|                                                                                                             | \$279,560                                                 | \$292,538                       | \$267,200                    |
| RELATED BROAD OUTCOME:                                                                                      |                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Strengthening Good Governance for More Effective Government</li></ul> |                                                           |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Judicial Administration for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Judicial Administration by the HSA. The invoice will contain sufficient evidence of the outputs delivered for the Chief Justice to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The Health Services Authority undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Health Services Authority shall establish and maintain a reasonable accounting system that enables the Grantor Judicial Administration to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Judicial Administration will be delivered for the 2022 and 2023 financial years.



**Honourable Justice Anthony Smellie, Q.C.**

**Chief Justice of the Cayman Islands**

On behalf of Cabinet



**Chairman of the Board**

**Health Services Authority**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**HOPE ACADEMY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Hope Academy have agreed that Hope Academy will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Hope Academy is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Hope Academy during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Hope Academy during the 2022 and 2023 financial years are documented below.

| HAS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>50-100<br>50-100                              | 1<br>50-100<br>50-100                | 1<br>50-100<br>50-100                |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Hope Academy for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Hope Academy. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Hope Academy undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Hope Academy shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

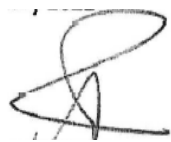
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Hope Academy will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Hope Academy**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**INTERNATIONAL COLLEGE OF THE CAYMAN  
ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the International College of the Cayman Islands have agreed that the International College of the Cayman Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the International College of the Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the International College of the Cayman Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the International College of the Cayman Islands during the 2022 and 2023 financial years are documented below.

| ICC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Teaching of Tertiary Education Courses |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Teaching of the following degree courses: <ul style="list-style-type: none"><li>• Master of Science: Management (Human Resources and Education)</li><li>• Master of Business Administration</li><li>• Bachelor of Science Degrees: Business Administration (Accounting and Finance), Human and Social Services, Liberal Studies and Office Administration.</li><li>• Associate of Science Degrees: Business (Accounting, Banking, Broadcasting Management, Finance, Hotel and Tourism Management and Information Systems), General Studies, and Office Administration</li></ul> The funds allocated are to be used exclusively for items related to teaching and learning including: student support services; educational supplies; faculty fees; tutors; learning labs. |                                        |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022        | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Master's Level Degree Programmes Offered</li><li>• Bachelor's Level Degree Programmes Offered</li><li>• Associate's Level Degree Programmes Offered</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 2<br>4<br>3                            | 2<br>4<br>3                     | 2<br>4<br>3                  |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Faculty holds a minimum of a Bachelor's degree with appropriate professional experience, professional designation / certification or Master's degree.</li><li>• Programmes taught in accordance with international tertiary educational standards based on an American curriculum.</li><li>• Institutionally accredited by a recognized accreditation agency and business programmes accredited by the International Accreditation Council for Business Education (IACBE).</li></ul>                                                                                                                                                                                                                                                     | 100%<br><br>100%                       | 100%<br><br>100%                | 100%<br><br>100%             |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• Fall, Winter, Spring and Summer quarters</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%                                   | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• ICCI Campus, Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                   | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$250,000                              | \$250,000                       | \$500,000                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>• The best education opportunities for all our children</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the International College of the Cayman Islands (ICCI) for delivery of the outputs described in Section 2 of this Agreement.

Payment will be made on the basis of an invoice provided quarterly and a report provided at the end of each quarter (no more than 20 days after the end of any quarter period) to the Minister for Education. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered to a satisfactory standard and that the funding was used for its intended purpose as set out in section 2 of this agreement. The report will be titled, “Institutional Effectiveness” and will include the following information:

**Section I** (reflective of data from the quarter under review)

#### **Student demographics**

1. Current number of Full time Students
2. Current number of Part-Time Students
3. Definition of Full and Part Time
4. Current number of Male Students
5. Current number of Female Students
6. Current number of Caymanian students
7. Current number of non-Caymanian students

**Section II** (reflective of programmes delivered in the quarter under review)

#### **Programme Summary**

1. Names of Associate Degree Programmes
2. Names of Bachelor’s Degree Programmes
3. Names of post graduate degree programmes
4. Names of any other programmes

#### **Programme Details**

1. Brief description of each programme listed above including learning objectives and programme length.

#### **Programme Trends**

Total number of students enrolled in each ICCI programme

**Section III** (reflective of data from the quarter under review)

### **Retention Report**

1. Total number of students that did not return in the respective semester.
2. Exit interview report which provides the following information for those students who did not return to ICCI. Of those who did not return how many:
  - a. Transferred to an overseas university.
  - b. Transferred to UCCI.
  - c. Transferred to Truman Bodden Law School.
  - d. Reported taking a quarter off for personal reasons, but expected to return in a future quarter.
  - e. Reported taking a quarter off for professional (work related) reasons, but expected to return in a future quarter.
  - f. Reported leaving higher education with no plans at this time to return secondary to academic challenges.
  - g. Reported leaving higher education with no plans at this time to return secondary to work related or personal reasons.

### **Section IV** (reflective of data from the most recent commencement ceremony)

#### **Graduation Report**

1. Date of graduation
2. How many students graduated
3. Breakdown of students by programme
4. Of those who graduated:
  - a. How many were employed at graduation.
  - b. How many have been accepted at an overseas institution and will be continuing studies overseas.
  - c. How many have enrolled in a subsequent programme at UCCI and will be continuing their studies at ICCI.
  - d. How many have enrolled at Truman Bodden Law School and will be continuing their studies locally.
  - e. How many have enrolled at ICCI and will be continuing their studies locally.
  - f. How many received raises as a result of their ICCI education.
  - g. How many received promotions or employment advancement as a result of their ICCI education.

### **Section V** (reflective of data from the semester under review)

#### **Private Sector Partnership Report**

Provide details of private sector involvement in developing and delivering programmes. This should include the following information:

1. How many companies were engaged across all programmes?
2. For each company/organisation engaged provide the company/organisation name, the programme they were involved with and the scope of their involvement in the delivery and development of the respective programme.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The International College of the Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee the International College of the Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the International College of the Cayman Islands will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**On Behalf of the Minister for Education**

On behalf of Cabinet



**Chairman of the Board**

**International College of the Cayman Islands**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**ISLAND MONTESSORI**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Island Montessori have agreed that Island Montessori will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Island Montessori is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Island Montessori during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Island Montessori during the 2022 and 2023 financial years are documented below.

| IMS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>25-100<br>N/A                                 | 1<br>25-100<br>N/A                   | 1<br>25-100<br>N/A                   |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Island Montessori for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Island Montessori. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Island Montessori undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Island Montessori shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Island Montessori will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Island Montessori**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**JLM FOOD SERVICES**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that JLM Food Services will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of JLM Food Services is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by JLM Food Services during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the JLM Food Services during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                             |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                      | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                 |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                    | 620                             | 640                             | 618                          |
| <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                           |                                 |                                 |                              |
| QUALITY                                                                                                                                                     | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul> |                                 |                                 |                              |
| TIMELINESS                                                                                                                                                  | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li></ul>              |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul>                                            | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                |                                 |                                 |                              |
| COST                                                                                                                                                        | \$1,732,811                     | \$1,845,600                     | \$704,320                    |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                          |                                 |                                 |                              |
| RELATED BROAD OUTCOME:                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay JLM Food Services for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by JLM Food Services. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at Prospect and Theoline McCoy Primary Schools will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, JLM Food Services will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.





## **IN SIGNING THIS AGREEMENT**

JLM Food Services undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee JLM Food Services shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with JLM Food Services will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet



**Dorothy Mary Trumbach**

**On behalf of JLM Food Services**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**JOANNA CLARKE PRIMARY SCHOOL PTA**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that the Joanna Clarke Primary School PTA will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Joanna Clarke Primary School PTA is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Joanna Clarke Primary School PTA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Joanna Clarke Primary School PTA during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                             |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                      | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                 |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                           | 419                             | 428                             | 418                          |
| QUALITY                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul> | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li></ul>              | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul>                                            | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                          | \$1,153,760                     | \$1,117,537                     | \$475,984                    |
| RELATED BROAD OUTCOME:                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Joanna Clarke Primary School PTA for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by Joanna Clarke Primary School PTA. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at Joanna Clarke Primary School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Joanna Clarke Primary School PTA will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.





## **IN SIGNING THIS AGREEMENT**

Joanna Clarke Primary School PTA undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Joanna Clarke Primary School PTA shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

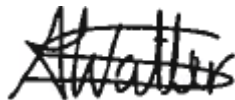
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Joanna Clarke Primary School PTA will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**On Behalf of the Minister for Education**

On behalf of Cabinet



**Ashley Watler**

**On Behalf of Joanna Clarke Primary School PTA**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**KEMAR HYMAN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Kemar Hyman have agreed that Kemar Hyman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Kemar Hyman is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Kemar Hyman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Kemar Hyman during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                               |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| KEH 1                                                                                                                                                                                                         | Elite Athlete Programme         |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                   |                                 |                                 |                              |
| Representation at International sporting and/or educational events, and the attendance at public sporting events in the Cayman Islands and overseas.                                                          |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of elite athletes</li></ul>                                                                                                                                      | 1                               | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Number of international track meets</li></ul>                                                                                                                           | 5-7                             | 5-7                             | 5-7                          |
| <ul style="list-style-type: none"><li>Number of local events</li></ul>                                                                                                                                        | 2-3                             | 2-3                             | 2-3                          |
| <ul style="list-style-type: none"><li>Number of visits to primary and secondary schools in the Cayman Islands to address students and staff</li></ul>                                                         | 2-3                             | 2-3                             | 2-3                          |
| <ul style="list-style-type: none"><li>Number of quarterly reports submitted</li></ul>                                                                                                                         | 4                               | 4                               | 4                            |
| QUALITY                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Must achieve a standard of performance to meet the qualification mark for World Athletic championships or Olympic games during the currency of this agreement</li></ul> | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Elite Athletes must promote a good image and be a positive role model</li></ul>                                                                                         | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Must meet all of the requirements for a track and field athlete according to the UNESCO convention on doping sport and the World Anti–Doping Agency (WADA)</li></ul>    | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul>                                                | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year.</li></ul>                                                                                                                                  | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman, International</li></ul>                                                                                                                                   | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                          |                                 |                                 |                              |
|                                                                                                                                                                                                               | \$39,500                        | \$39,500                        | \$39,500                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                           |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

This Purchase Agreement details the outputs that the Cabinet of the Government of the Cayman Islands (Cabinet) and Kemar Hyman have agreed that Kemar Hyman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Kemar Hyman is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Minister for Education and delivered by Kemar Hyman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

Section 4 contains the formal agreement and outlines the procedures to be applied to change the Agreement during the 2022 and 2023 financial years.





## **IN SIGNING THIS AGREEMENT**

Kemar Hyman undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Kemar Hyman shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Kemar Hyman will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor–Connolly, JP**

**Minister for Education**

On behalf of Cabinet

**Kemar Hyman**

**Athlete**

**31 December 2021**

**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**LITTLE CAYMAN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Little Cayman have agreed that Little Cayman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Little Cayman is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Little Cayman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Little Cayman during the 2022 and 2023 financial years are documented below.

|                                                                                                               |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                        | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                   |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                    |                                 |                                 |                              |
| MEASURES                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                      |                                 |                                 |                              |
| • Number of meals provided per week                                                                           | 3                               | 3                               | N/A                          |
| QUALITY                                                                                                       |                                 |                                 |                              |
| • Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012) | 100%                            | 100%                            | N/A                          |
| TIMELINESS                                                                                                    |                                 |                                 |                              |
| • Meals are to be provided at set times each day to coincide with each school’s scheduled breaks              | 100%                            | 100%                            | N/A                          |
| • Activity reports filed with Ministry liaison on a biweekly basis                                            | 100%                            | 100%                            | N/A                          |
| LOCATION                                                                                                      |                                 |                                 |                              |
| • Little Cayman                                                                                               | 100%                            | 100%                            | N/A                          |
| COST                                                                                                          |                                 |                                 |                              |
| • Up to a maximum of                                                                                          | \$9,120                         | \$9,120                         | NIL                          |
| RELATED BROAD OUTCOME:                                                                                        |                                 |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Little Cayman for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Little Cayman. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Little Cayman undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Little Cayman shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Little Cayman will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet

**Name**

**On behalf of Little Cayman**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MARITIME AUTHORITY OF THE CAYMAN  
ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Maritime Authority of the Cayman Islands (MACI) have agreed that MACI will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Maritime Authority of the Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by MACI during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Maritime Authority of the Cayman Islands (MACI) during the 2022 and 2023 financial years are documented below.

| SHP 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Policy Advice to Cabinet        |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Provision of advice to Cabinet on: <ul style="list-style-type: none"><li>Drafting of new and amending existing shipping legislation;</li><li>Preparation of draft Cabinet Papers and briefs on shipping matters;</li><li>Implementation of Cayman Islands statutory requirements;</li><li>Preparation and upkeep of Classification Society Agreements;</li><li>Effect of International Maritime Affairs on domestic policy;</li><li>Extension of International maritime conventions, treaties and similar agreements to the Cayman Islands;</li><li>Policy and economic issues in the maritime and related sectors affecting the Cayman Islands;</li><li>Attendance at and Cayman Islands input to international fora (e.g. IMO and ILO).</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of hours providing policy advice, ministerial services, and fulfilling information request.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1,799                           | 1,799                           | 1,799                        |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Legislative proposals are produced in the form of draft bills and regulations after appropriate consultation with the private and public sectors</li><li>Cabinet papers, notes and briefings are prepared showing accurately all pertinent information required to support legislative proposals, recommendations or other issues being addressed; reviewed by Chief Executive Officer (CEO)</li><li>Shipping Notices prepared in response to needs within the industry and reviewed by relevant sections within MACI with final review by CEO</li><li>Agreements with outside bodies prepared in consultation with relevant sections of MACI and the outside body concerned, with final review by CEO</li><li>Extension and application of international conventions under constant review and where applicable to Cayman Islands are given effect through national shipping legislation</li><li>Return of information to the International Maritime Organization (IMO) as required under international agreement</li><li>Policy position determined after appropriate consultation (MACI, Industry, Cabinet etc.) and Cayman Islands position then presented to the relevant forum through Cayman delegation at meetings</li></ul> | 100%                            | 100%                            | 100%                         |

|                                                                                                                                                                                                               |                  |                  |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>TIMELINESS</b>                                                                                                                                                                                             |                  |                  |                  |
| <ul style="list-style-type: none"> <li>Legislative proposals, Cabinet papers, notes, briefings and shipping notices delivered by target date where applicable, otherwise as the need arises</li> </ul>        | 100%             | 100%             | 100%             |
| <ul style="list-style-type: none"> <li>Agreements with outside bodies kept under constant review and updated or replaced as the need arises - at least once per year</li> </ul>                               | 100%             | 100%             | 100%             |
| <ul style="list-style-type: none"> <li>Extension of Conventions under constant review and procedures for acceptance invoked as required, including development of appropriate national legislation</li> </ul> | 100%             | 100%             | 100%             |
| <ul style="list-style-type: none"> <li>Information returned to IMO by target dates as appropriate</li> </ul>                                                                                                  | 100%             | 100%             | 100%             |
| <b>LOCATION</b>                                                                                                                                                                                               |                  |                  |                  |
| <ul style="list-style-type: none"> <li>George Town, Grand Cayman; Southampton, UK</li> </ul>                                                                                                                  | 100%             | 100%             | 100%             |
| <b>COST</b>                                                                                                                                                                                                   |                  |                  |                  |
|                                                                                                                                                                                                               | <b>\$332,633</b> | <b>\$332,633</b> | <b>\$332,920</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                                 |                  |                  |                  |
| <ul style="list-style-type: none"> <li>Strengthening good governance for more effective government</li> </ul>                                                                                                 |                  |                  |                  |



### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Maritime Authority of the Cayman Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice quarterly provided to the Minister for Financial Services and Commerce by the Maritime Authority of the Cayman Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Maritime Authority of the Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Maritime Authority of the Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Financial Services and Commerce to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Maritime Authority of the Cayman Islands will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Financial Services and Commerce**

On behalf of Cabinet



**Chairman of the Board**

**Maritime Authority of the Cayman Islands**

**31 December 2021**

**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**MISE EN PLACE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that Mise En Place will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Mise En Place is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Mise En Place during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Mise En Place during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                    |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                                                                                             | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                        |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                                                                                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                                                                                         | 1,945                           | 2,093                           | 843                          |
| QUALITY <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul>                                                                | 100%                            | 100%                            | 100%                         |
| TIMELINESS <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul> | 100%                            | 100%                            | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                              | 100%                            | 100%                            | 100%                         |
| COST <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                                                                                            | \$2,330,200                     | \$5,815,470                     | \$956,228                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Mise En Place for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by Mise En Place. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at George Town and Red Bay Primary Schools, Lighthouse School and John Gray High School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Periods Ending 31 December 2022 & 2023

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2022 & 2023

|                             | Breakfast | Snack  | Lunch  | 2 drinks |
|-----------------------------|-----------|--------|--------|----------|
| All government high schools | \$4.00    | \$2.00 | \$7.00 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Mise En Place will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.



## **IN SIGNING THIS AGREEMENT**

**Mise En Place** undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee **Mise En Place** shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Mise En Place will be delivered for the 2022 and 2023 financial years.

  
**Honourable Julianna O'Connor-Connolly**

**Minister for Ministry of Education**

On behalf of Cabinet

  
**Claire Collins**

**On behalf of Mise En Place**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MEALS ON WHEELS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Meals on Wheels have agreed that Meals on Wheels will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Meals on Wheels is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Meals on Wheels during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Meals on Wheels during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                      |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| MOW 1                                                                                                                                                | Meals on Wheels Grand Cayman    |                                 |                              |
| DESCRIPTION                                                                                                                                          |                                 |                                 |                              |
| Provision of preparation of meals throughout Grand Cayman.                                                                                           |                                 |                                 |                              |
| MEASURES                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Number of meals delivered</li></ul>                                                                   | 25,000 - 48,000                 | 25,000 - 48,000                 | 25,000 - 48,000              |
| QUALITY <ul style="list-style-type: none"><li>Preparation and delivery of nutritious balanced meals</li></ul>                                        | 90-100%                         | 90-100%                         | 90-100%                      |
| TIMELINESS <ul style="list-style-type: none"><li>Meals on Wheels Programme available 5 days per week</li></ul>                                       | 100%                            | 100%                            | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                              | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                 | \$75,000                        | \$175,000                       | \$79,018                     |
| RELATED BROAD OUTCOME:                                                                                                                               |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul> |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Meals on Wheels for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Investment, Innovation and Social Development by Meals on Wheels. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Meals on Wheels undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability; and provided that the outputs as specified are delivered, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Meals on Wheels shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the period only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with Meals on Wheels will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks, MP**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**General Manager**

**Meals on Wheels**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MISS CAYMAN ISLANDS UNIVERSE  
COMMITTEE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Miss Cayman Islands Committee have agreed that the Miss Cayman Islands Committee will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Miss Cayman Islands Committee is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Miss Cayman Islands Committee during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Miss Cayman Islands Universe Committee during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                      |                                                      |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------|------------------------------|
| MCI 1                                                                                                                                                | Organisation of Miss Cayman Islands Universe Pageant |                                 |                              |
| DESCRIPTION                                                                                                                                          |                                                      |                                 |                              |
| The administration, organization, promotion and execution of the Miss Cayman Islands Universe Pageant.                                               |                                                      |                                 |                              |
| MEASURES                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                      | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                             |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Local Miss Cayman Beauty Pageant arranged for 2022/2023</li></ul>                                              | 1                                                    | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Representation at an international pageant in 2022/2023</li></ul>                                              | 1                                                    | 1                               | 1                            |
| QUALITY                                                                                                                                              |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Pageant conducted in accordance with international industry standards</li></ul>                                | 90-100%                                              | 90-100%                         | 90-100%                      |
| TIMELINESS                                                                                                                                           |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>January 2022 and 2023</li></ul>                                                                                | 100%                                                 | 100%                            | 100%                         |
| LOCATION                                                                                                                                             |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands and internationally</li></ul>                                                                   | 100%                                                 | 100%                            | 100%                         |
| COST                                                                                                                                                 |                                                      |                                 |                              |
|                                                                                                                                                      | \$100,000                                            | \$100,000                       | \$146,056                    |
| RELATED BROAD OUTCOME:                                                                                                                               |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Providing Solutions to Improve the Well-Being of Our People so they can Achieve their Full Potential</li></ul> |                                                      |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Miss Cayman Islands Universe Committee for delivery of the outputs described in Section 2 of this Agreement.

Payment will be made on the basis of an invoice provided to the Deputy Premier and Minister for Tourism and Transport by the Miss Cayman Islands Universe Committee. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered. Invoice will be paid within 20 days of receipt of the invoice for the prior quarter.



## **IN SIGNING THIS AGREEMENT**

The Miss Cayman Islands Universe Committee undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Miss Cayman Islands Universe Committee shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

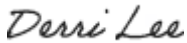
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Miss Cayman Islands Universe Committee will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan, JP**

**Minister for Tourism and Transport**

On behalf of Cabinet



**Director and Chairman of the Board**

**Miss Cayman Islands Universe Committee**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MONTESSORI BY THE SEA**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

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This Purchase Agreement details the outputs that the Cabinet and Montessori by the Sea have agreed that Montessori by the Sea will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Montessori by the Sea is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Montessori by the Sea during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Montessori by the Sea during the 2022 and 2023 financial years are documented below.

| MBS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>50-100<br>N/A                                 | 1<br>50-100<br>N/A                   | 1<br>50-100<br>N/A                   |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Montessori by the Sea for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Montessori by the Sea. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Montessori by the Sea undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Montessori by the Sea shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Montessori by the Sea will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Montessori by the Sea**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MONTESSORI DEL SOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Montessori Del Sol have agreed that Montessori Del Sol will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Montessori Del Sol is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Montessori Del Sol during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Montessori Del Sol during the 2022 and 2023 financial years are documented below.

| MDS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Primary and Secondary Education by Private Schools |                                      |                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                    |                                      |                                      |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1<br>1-10<br>N/A                                   | 1<br>1-10<br>N/A                     | 1<br>1-10<br>N/A                     |
| <b>QUALITY</b> <p>All assisted schools must:</p> <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b><br>Grand Cayman                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOMES:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Montessori Del Sol for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Montessori Del Sol. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Montessori Del Sol undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Montessori Del Sol shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

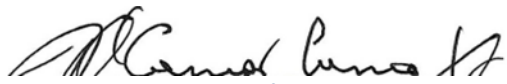
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Montessori Del Sol will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Montessori Del Sol**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**MONTESSORI SCHOOL OF CAYMAN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Montessori School of Cayman have agreed that Montessori School of Cayman will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Montessori School of Cayman is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Montessori School of Cayman during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Montessori School of Cayman during the 2022 and 2023 financial years are documented below.

| MSC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                    |                                      |                                      |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                    |                                      |                                      |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>1-10<br>N/A                                   | 1<br>1-10<br>N/A                     | 1<br>1-10<br>N/A                     |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### **3. PAYMENT ARRANGEMENTS**

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Cabinet will pay the Montessori School of Cayman for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Montessori School of Cayman. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Montessori School of Cayman undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Montessori School of Cayman shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Montessori School of Cayman will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**  
**Minister for Education**

On behalf of Cabinet



**Head of School**

**Montessori School of Cayman**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL CHILDREN'S VOLUNTARY  
ORGANISATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the National Children's Voluntary Organisation have agreed that the National Children's Voluntary Organisation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the National Children's Voluntary Organisation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the National Children's Voluntary Organisation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the National Children's Voluntary Organisation during the 2022 and 2023 financial years are documented below.

| NCV 2                                                                                                                                                                                             | Foster Care for Children        |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Provision of foster care for children who are unable to be placed in private homes as determined by the Department of Children and Family Services.                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of children fostered</li></ul>                                                                                                       | 4–9                             | 4–9                             | 4–9                          |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Foster care meets standards outlined in the Department of Children and Family Services Foster Care Policy</li></ul>                          | 100%                            | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Foster Care is provided up to 24 hours per day, and up to seven days per week, throughout the year depending upon the placement</li></ul> | 100%                            | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                      | 100%                            | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                       | \$393,000                       | \$393,000                       | \$343,000                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the National Children's Voluntary Organisation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Minister for Investment, Innovation and Social Development by the National Children's Voluntary Organisation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The National Children's Voluntary Organisation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Children's Voluntary Organisation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Children's Voluntary Organisation will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks, MP**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**Chief Executive Officer**

**National Children's Voluntary Organisation**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL DRUG COUNCIL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the National Drug Council have agreed that the National Drug Council will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the National Drug Council is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the National Drug Council during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the National Drug Council during the 2022 and 2023 financial years are documented below.

| NDC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Policy, Prevention & Education, Research & Information Dissemination and Evaluation      |                                                                                          |                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <b>DESCRIPTION</b><br>To detect the characteristics and patterns of alcohol and other drug abuse in the Cayman Islands; develop, advocate and implement effective policies and programming to reduce the negative impacts of such substances; disseminate relevant information in an effort to increase awareness and understanding; and evaluate programs in an effort to improve services and determine effectiveness of such activities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                          |                                                                                          |                                                                                          |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                                                          | 2023<br>1 Jan to<br>31 Dec 2023                                                          | 2021<br>12-Month<br>Forecast                                                             |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Review and provide advice to legislation and policy development, as it relates to the impact of licit and illicit substances in the Cayman Islands</li><li>Develop curriculum or framework for programming</li><li>Implement curriculum and framework for prevention</li><li>Facilitate prevention, education and awareness presentations related to licit and illicit substances.</li><li>Create awareness campaigns</li><li>Implement awareness campaigns</li><li>Training of key stakeholders in community</li><li>INCB data is collected and reviewed quarterly/annually</li><li>INCB data reports are submitted on a quarterly/annually basis</li><li>Survey Instruments are developed</li><li>Survey Instruments are reviewed</li><li>Surveys are administered</li><li>Data from surveys and evaluations is entered</li><li>Survey Reports Issued</li><li>Survey Briefs Issued</li><li>Meetings with stakeholders for programming</li><li>Facilitate Programme Evaluations</li></ul> | 1<br>2<br>2<br>500<br>3<br>3<br>2<br>4<br>4<br>N/A<br>1<br>1<br>150<br>2<br>3<br>25<br>1 | 1<br>2<br>2<br>500<br>3<br>3<br>2<br>4<br>4<br>N/A<br>1<br>1<br>150<br>2<br>3<br>25<br>1 | 1<br>2<br>2<br>500<br>3<br>3<br>2<br>4<br>4<br>N/A<br>1<br>1<br>150<br>2<br>3<br>25<br>1 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Policy/Legislative documents include local and international data/information and recommendations for development.</li><li>Curricula for prevention is completed to ensure standardization, and accurate delivery of programs</li><li>Presentations, meetings/trainings are conducted by qualified personnel</li><li>Substance abuse prevention campaigns utilize local data</li><li>INCB reporting is conducted within agreed standards</li><li>Survey Instruments are reviewed by key stakeholders and any relevant committees</li><li>Research administration, data collection, analysis and reporting are conducted using established best practice methodology</li><li>Evaluation reports are conducted by qualified evaluator</li></ul>                                                                                                                                                                                                                                               | 90-100%<br>95-100%<br>90-100%<br>80-100%<br>100%<br>90-100%<br>90-100%<br>100%           | 90-100%<br>95-100%<br>90-100%<br>100%<br>100%<br>90-100%<br>90-100%<br>100%              | 100%<br>90%<br>90%<br>100%<br>100%<br>90%<br>100%<br>100%                                |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                  |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>TIMELINESS</b> <ul style="list-style-type: none"> <li>Policy documents are submitted within timelines established by legislative drafting</li> <li>Survey/research reports or information is distributed to stakeholders within 5 months and the public within 6 months of administration</li> <li>School Presentations conducted as agreed with the establishment, whether weekly or otherwise</li> <li>Curricula modules/programming developed by 31st December 2021</li> <li>INCB reports conducted within timeframes established by the reporting body</li> <li>All other measures completed within agreed timelines</li> </ul> | 90-100%          | 90-100%          | 100%             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 90-100%          | 90-100%          | 75%              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 90-100%          | 90-100%          | 100%             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 75-100%          | 75-100%          | 100%             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 90-100%          | 90-100%          | 70%              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 80-100%          | 80-100%          | 100%             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                  |                  |
| <b>LOCATION</b> <ul style="list-style-type: none"> <li>Cayman Islands, specifically Grand Cayman and Cayman Brac.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%             | 100%             | 100%             |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>\$714,855</b> | <b>\$714,855</b> | <b>\$689,355</b> |
| <b>RELATED BROAD OUTCOMES:</b> <ul style="list-style-type: none"> <li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |                  |                  |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the National Drug Council for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Health and Wellness and by the National Drug Council. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The National Drug Council undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Drug Council shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Health and Wellness to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Drug Council will be delivered for the 2022 and 2023 financial years.



**Honourable Sabrina Turner**  
**Minister for Health and Wellness**  
On behalf of Cabinet



**Chairman of the Board**  
**National Drug Council**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL GALLERY OF THE CAYMAN  
ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the National Gallery of the Cayman Islands have agreed that the National Gallery of the Cayman Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the National Gallery of the Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the National Gallery of the Cayman Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the National Gallery of the Cayman Islands during the 2022 and 2023 financial years are documented below.

| GAL 1                                                                                                                                                                                                                                                | National Arts, Exhibitions and Festivals |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                                                                                                                                                          |                                          |                                 |                              |
| Provision of cultural heritage and art exhibitions, art festivals, public art projects, and related educational programming for students, residents and visitors for promoting the understanding and sharing of Caymanian heritage, art and culture. |                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                             |                                          |                                 |                              |
| • Management and upkeep of NGCI Exhibitions Facilities                                                                                                                                                                                               | 1                                        | 1                               | 1                            |
| • Number of National Exhibitions in Central Venue (Lower Gallery)                                                                                                                                                                                    | 3                                        | 3                               | 4                            |
| • Permanent Art Collection Gallery Exhibition                                                                                                                                                                                                        | 1                                        | 1                               | 1                            |
| • Sister Islands Exhibitions (Cayman Brac and Little Cayman)                                                                                                                                                                                         | 4                                        | 4                               | 6                            |
| • Community Gallery Exhibitions (Dart Auditorium Gallery)                                                                                                                                                                                            | 4                                        | 4                               | 4                            |
| • Education resources for exhibitions                                                                                                                                                                                                                | 8                                        | 8                               | 8                            |
| • Public Art Programme - 1 (Blue Dragon Project)                                                                                                                                                                                                     | 1                                        | 1                               | 1                            |
| • Public Art Programme – 2 (Art at the Airport)                                                                                                                                                                                                      | 1                                        | 1                               | 1                            |
| • Bendel Hydes Award & Emerging Artist Award (Biennial)                                                                                                                                                                                              | N/A                                      | 1                               | 1                            |
| • Target of visitors for exhibition programme at central venue                                                                                                                                                                                       | 18,000                                   | 19,000                          | 17,000                       |
| • Target number of visitors for satellite venues                                                                                                                                                                                                     | 4,000                                    | 5,000                           | 3,000                        |
| QUALITY                                                                                                                                                                                                                                              |                                          |                                 |                              |
| • Exhibition mounted in accordance with international guidelines                                                                                                                                                                                     | 100%                                     | 100%                            | 100%                         |
| • Quality determined by visitor numbers and feedback                                                                                                                                                                                                 | 100%                                     | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                           |                                          |                                 |                              |
| • Management and upkeep of NGCI Exhibitions Facilities                                                                                                                                                                                               | 100%                                     | 100%                            | 100%                         |
| • Number of National Exhibitions in Central Venue (Lower Gallery)                                                                                                                                                                                    | 100%                                     | 100%                            | 100%                         |
| • Permanent Art Collection Gallery Exhibition                                                                                                                                                                                                        | 100%                                     | 100%                            | 100%                         |
| • Sister Islands Exhibitions (Cayman Brac and Little Cayman)                                                                                                                                                                                         | 100%                                     | 100%                            | 100%                         |
| • Community Gallery Exhibitions (Dart Auditorium Gallery)                                                                                                                                                                                            | 100%                                     | 100%                            | 100%                         |
| • Education resources for exhibitions                                                                                                                                                                                                                | 100%                                     | 100%                            | 100%                         |
| • Public Art Programme - 1 (Blue Dragon Project)                                                                                                                                                                                                     | 100%                                     | 100%                            | 100%                         |
| • Public Art Programme - 2 (Art at the Airport Project)                                                                                                                                                                                              | 100%                                     | 100%                            | 100%                         |
| • Bendel Hydes Award & Emerging Artist Award (bi-annual)                                                                                                                                                                                             | N/A                                      | 100%                            | 100%                         |
| • Target of visitors for exhibition programme at Central Venue                                                                                                                                                                                       | 100%                                     | 100%                            | 100%                         |
| • Target number of visitors for satellite venues                                                                                                                                                                                                     | 100%                                     | 100%                            | 100%                         |

|                                                                                                        |                  |                  |                  |
|--------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>LOCATION</b>                                                                                        |                  |                  |                  |
| • National Gallery Facility – Upper Gallery                                                            | 100%             | 100%             | 100%             |
| • National Gallery Facility – Lower Gallery                                                            | 100%             | 100%             | 100%             |
| • National Gallery Facility – Dart Auditorium                                                          | 100%             | 100%             | 100%             |
| • Little Cayman Museum                                                                                 | 100%             | 100%             | 100%             |
| • Cayman Brac Beach Resort                                                                             | 100%             | 100%             | 100%             |
| • Public Art Project – Blue Dragon (various)                                                           | 100%             | 100%             | 100%             |
| • Owen Roberts International Airport                                                                   | 100%             | 100%             | 100%             |
| • District Satellite Venues in Grand Cayman (various)                                                  | 100%             | 100%             | 100%             |
| <b>COST</b>                                                                                            | <b>\$209,940</b> | <b>\$209,940</b> | <b>\$209,940</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                          |                  |                  |                  |
| • Providing solutions to improve the well-being of our people so they can achieve their full potential |                  |                  |                  |

|                                                                                                                                                                                                                                  |                                 |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| GAL 2                                                                                                                                                                                                                            | National Art Collection         |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                      |                                 |                                 |                              |
| Provision to acquire, document and preserve art and cultural artefacts; to manage the National Art Collection, Collection Storage Facility and related research materials and database (conservation materials and art library). |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                         |                                 |                                 |                              |
| • Management of the National Art Collection                                                                                                                                                                                      | 1                               | 1                               | 1                            |
| • Management and upkeep of Collections Gallery, Storage Facility and Art Library                                                                                                                                                 | 1                               | 1                               | 1                            |
| • Library Collection (books, art journals, magazines, DVDs and videos for public loan)                                                                                                                                           | 3,125                           | 3,175                           | 3,100                        |
| • Number of artworks in NGCI’s National Collection                                                                                                                                                                               | 345                             | 347                             | 345                          |
| • Collections Management System – database, electronic filing system, research and conservation                                                                                                                                  | 1                               | 1                               | 1                            |
| • Development of classroom and education materials relating to National Collection and the History of Caymanian Art                                                                                                              | 15                              | 15                              | 15                           |
| • Digital Art Collection Archive (ongoing research/ development/ publishing)                                                                                                                                                     | 1                               | 1                               | 1                            |
| • Conservation audit of collection conditions annually                                                                                                                                                                           | 2                               | 2                               | 2                            |
| • New Collection Acquisitions                                                                                                                                                                                                    | N/A                             | 2                               | 10                           |
| • Art on the Road Collection Program (schools)                                                                                                                                                                                   | 15                              | 15                              | 15                           |
| QUALITY                                                                                                                                                                                                                          |                                 |                                 |                              |
| • Managed in accordance with the NGCI Collections Management Policy and the MA (UK) and ICOM Code of Ethics and universal environmental standards for storing artwork                                                            | 100%                            | 100%                            | 100%                         |
| • Increased learning opportunities and access for the public and enjoyment and appreciation for Caymanian culture through increased National Collection through donations and purchases                                          | 100%                            | 100%                            | 100%                         |
| • Increase Library holdings through donations and purchases                                                                                                                                                                      | 100%                            | 100%                            | 100%                         |
| • Accession records of collection kept up to date in hard copy and computer files                                                                                                                                                | 100%                            | 100%                            | 100%                         |
| • National Art Collection Guide (ongoing research/ development/ publishing)                                                                                                                                                      | 100%                            | 100%                            | 100%                         |
| • Successful condition audits                                                                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| • Vibrant and culturally rich lessons using visual arts delivered by qualified and knowledgeable personnel                                                                                                                       | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                       |                                 |                                 |                              |
| • Data, facilities, collections and files updated continually                                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| • Education resources for school visits – throughout the year                                                                                                                                                                    | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                         |                                 |                                 |                              |
| • National Gallery of the Cayman Islands                                                                                                                                                                                         | 100%                            | 100%                            | 100%                         |
| • National Gallery Storage Facility                                                                                                                                                                                              | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                             | \$120,620                       | \$120,620                       | \$120,620                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                           |                                 |                                 |                              |
| • Providing solutions to improve the well-being of our people so they can achieve their full potential                                                                                                                           |                                 |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                      |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------|------------------------------|
| GAL 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Art Education, Outreach and Training |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of arts education programmes (children and youth), continuing education programmes (adults), to develop and understanding and appreciation of Caymanian culture and Caymanian artists</li><li>Provision of internships, career advice and scholarships that promote the practice and appreciation of the visual arts of the Cayman Islands and beyond.</li><li>Provision of outreach programmes within the community for therapeutic and rehabilitation purposes.</li><li>Encourage the development and appreciation of Caymanian culture and heritage</li><li>Encourage and provide opportunities for art residencies ( locally and internationally)</li></ul> |                                      |                                 |                              |
| Short Term Goals:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Promote the appreciation and practice of visual art in the Cayman Islands by teaching art skills;</li><li>Promote school visits by creating cross curricula tours and supporting worksheets and art activities;</li><li>Increase school relationships and teachers knowledge of Caymanian artists and history by providing workshops for teachers;</li><li>Support the CXC/GCSE/A-Level art programmes</li><li>Provide students with informations and training about creative careers;</li></ul>                                                                                                                                                                          |                                      |                                 |                              |
| Long Term Goals:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Fostering lifelong interest in the arts and Caymanian culture;</li><li>Strengthen self-confidence and cultural identity</li><li>Improve social behavior; strengthen peer, mentor and family relationships;</li><li>Improve critical thinking, academic performance and lifelong learning;</li><li>Provide opportunities to perform and exhibit art;</li><li>Provide an after school safe haven; raise self-esteem; and divert at-risk youth form the juvenile justice system;</li><li>Develop stronger relationships with partner organizations</li></ul>                                                                                                                 |                                      |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022      | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Full rent for National Gallery Education Centre</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1                                    | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Minds Inspired School Tours Programme</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 40                                   | 40                              | 40                           |
| <ul style="list-style-type: none"><li>Family Fun Days</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 4                                    | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Administration support for Walkers After School Club (x5)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 5                                    | 5                               | 5                            |
| <ul style="list-style-type: none"><li>Seniors Programme (Grand Cayman and Cayman Brac)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 15                                   | 15                              | 8                            |
| <ul style="list-style-type: none"><li>Visual Arts Award (Annual graduating student awards)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 10                                   | 10                              | 10                           |
| <ul style="list-style-type: none"><li>NGCI Lecture Series</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 8                                    | 8                               | 8                            |
| <ul style="list-style-type: none"><li>NGCI Art Appreciation Series</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 8                                    | 8                               | 8                            |
| <ul style="list-style-type: none"><li>Educators Workshops</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 4                                    | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Artists Away - Residency (provision for international residency for local artists)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 1                                    | 1                               | 2                            |
| <ul style="list-style-type: none"><li>Business of Art Programme</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 12                                   | 12                              | 8                            |
| <ul style="list-style-type: none"><li>NGCI Creative Careers Programme</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 15                                   | 15                              | 15                           |
| <ul style="list-style-type: none"><li>Ed &amp; Barbara Oliver Teen Scholarships</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | On Demand                            | On Demand                       | On Demand                    |
| <ul style="list-style-type: none"><li>NGCI Training Sessions</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 8                                    | 8                               | 8                            |
| <ul style="list-style-type: none"><li>Art Careers Day</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 1                                    | 1                               | 1                            |
| <ul style="list-style-type: none"><li>Careers Advice/School visits</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 10                                   | 10                              | 10                           |
| <ul style="list-style-type: none"><li>Paid Internships</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4                                    | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Therapeutic Art – Northward</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 12                                   | 12                              | 12                           |
| <ul style="list-style-type: none"><li>Therapeutic Art – Fairbanks</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 12                                   | 12                              | 12                           |
| <ul style="list-style-type: none"><li>Therapeutic Art – Caribbean Haven</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15                                   | 15                              | 8                            |
| <ul style="list-style-type: none"><li>Digital Education Resources (NEW)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                      |                                 |                              |

|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>QUALITY</b>                                                                                                                                         | <ul style="list-style-type: none"> <li>Lectures/ demos prepared and delivered accurately and professionally</li> </ul>                                                                                            | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Workshops and training sessions delivered by qualified personnel</li> </ul>                                                                                                | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Education programmes managed by Jessica Ebanks and instructed by staff, guest lecturers and instructors (x8); and Simone Scott and Gordon Solomon (Cayman Brac)</li> </ul> | 100%             | 100%             | 100%             |
|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
| <b>TIMELINESS</b>                                                                                                                                      | <ul style="list-style-type: none"> <li>Full rent for National Gallery Education Centre</li> </ul>                                                                                                                 | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>School tours (Permanent Collection)</li> </ul>                                                                                                                             | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>School Tours (Temporary Exhibitions)</li> </ul>                                                                                                                            | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Family Fun Days</li> </ul>                                                                                                                                                 | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Parent and Preschool mornings</li> </ul>                                                                                                                                   | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Administration for Walkers Afterschool Club (x5 weekly)</li> </ul>                                                                                                         | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Seniors Programme (Grand Cayman and Cayman Brac)</li> </ul>                                                                                                                | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Art Rehabilitation</li> </ul>                                                                                                                                              | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Visual Arts Award (Annual graduating student awards)</li> </ul>                                                                                                            | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>NGCI Lecture Series</li> </ul>                                                                                                                                             | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>NGCI Workshop Series</li> </ul>                                                                                                                                            | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Educators Workshops</li> </ul>                                                                                                                                             | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Open Studio</li> </ul>                                                                                                                                                     | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Art Residency (funding, provision for international residency for local artists)</li> </ul>                                                                                | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Business of Art Programme (Creative Industries)</li> </ul>                                                                                                                 | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>NGCI Creative Careers Programme</li> </ul>                                                                                                                                 | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Ed &amp; Barbara Oliver Teen Scholarships</li> </ul>                                                                                                                       | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>NGCI Training Sessions</li> </ul>                                                                                                                                          | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Art Careers Day</li> </ul>                                                                                                                                                 | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Careers Advice</li> </ul>                                                                                                                                                  | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Summer Internship</li> </ul>                                                                                                                                               | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Art Haven – Northward and Fairbanks</li> </ul>                                                                                                                             | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Art Haven – Bonaventure</li> </ul>                                                                                                                                         | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Haven Art – Caribbean Haven</li> </ul>                                                                                                                                     | 100%             | 100%             | 100%             |
|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
| <b>LOCATION</b>                                                                                                                                        | <ul style="list-style-type: none"> <li>The National Gallery, ETH – Youth Family and Adult Programmes</li> </ul>                                                                                                   | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Heritage House and Various Schools in the Brac – Youth Family and Adult Programmes</li> </ul>                                                                              | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Work Experience and Intern Programmes – National Gallery</li> </ul>                                                                                                        | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Seniors Programme – National Gallery and Pines</li> </ul>                                                                                                                  | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Seniors Programme – Heritage House (Cayman Brac)</li> </ul>                                                                                                                | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Therapeutic Art – Northward, Fairbanks, Bonaventure and Caribbean Haven</li> </ul>                                                                                         | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Visual Arts Award – All High Schools (Including the Brac)</li> </ul>                                                                                                       | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Careers Day – Chamber of Commerce Expo</li> </ul>                                                                                                                          | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Staff Training – onsite, locally and internationally</li> </ul>                                                                                                            | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Artists Away Grant Programme (international)</li> </ul>                                                                                                                    | 100%             | 100%             | 100%             |
|                                                                                                                                                        | <ul style="list-style-type: none"> <li>Online</li> </ul>                                                                                                                                                          | 100%             | 100%             | 100%             |
|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
|                                                                                                                                                        |                                                                                                                                                                                                                   |                  |                  |                  |
| <b>COST</b>                                                                                                                                            |                                                                                                                                                                                                                   | <b>\$177,760</b> | <b>\$177,760</b> | <b>\$177,760</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                          |                                                                                                                                                                                                                   |                  |                  |                  |
| <ul style="list-style-type: none"> <li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li> </ul> |                                                                                                                                                                                                                   |                  |                  |                  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                      |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| GAL 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Art Information – Facilities, Promotion, Scholarship and Publication |                                 |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                      |                                 |                                 |                              |
| Management of the National Gallery facility (galleries, studio, library, lecture theatre, café, gift shop and gardens). Provision for the development, promotion and publication of Cayman Islands Visual Art Information, both locally and overseas; participation in international art competitions, fairs and other events that disseminate knowledge on Caymanian art both locally and internationally. Consultation and support to the Ministry, Cabinet and other Government Departments in matters relating to arts and culture and related policy. |                                                                      |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                      |                                 |                                 |                              |
| • Providing a well maintained, accessible and inviting facility                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                      | 1                               | 1                               | 1                            |
| • Management and upkeep of national database of Caymanian artists and artwork                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                      | 1                               | 1                               | 1                            |
| • Development, publication and public presentation of matters relating to Caymanian art, art history and Caymanian cultural heritage (via local and international media, conferences and lectures)                                                                                                                                                                                                                                                                                                                                                         |                                                                      | 30                              | 30                              | 30                           |
| • Management of NGCI website and social media platforms                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                      | 6                               | 6                               | 6                            |
| • Management of the NGCI Membership Database and Volunteer Database                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                      | 2                               | 2                               | 2                            |
| • Management of NGCI Gift Shop, Art Café & Facility Rentals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                      | 3                               | 3                               | 3                            |
| • Preparation and publishing of NGCI marketing and promotion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                      | 12                              | 12                              | 12                           |
| • Consultation and support to the Ministry, Cabinet and other Government Departments in matters relating to arts and culture and related policy                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                      | 10                              | 10                              | 10                           |
| • Development and implementation, monitoring and evaluation of the NGCI Strategic Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                      | 1                               | 1                               | 1                            |
| • Consultations with local businesses and artists regarding marketing, selection, installation, education etc. for visual arts                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                      | 10                              | 10                              | 10                           |
| • Provision of NGCI Annual Report and audited Financial Statements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                      | 1                               | 1                               | 1                            |
| • Participation in international art competitions, fairs and other events that disseminate knowledge on Caymanian art both locally and internationally                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                      | 2                               | 2                               | 4                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                      |                                 |                                 |                              |
| • Information and reporting prepared accurately, professionally and in a timely manner                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                      | 100%                            | 100%                            | 100%                         |
| • Quality determined by visitor and participants comments and feedback, and by attendees improved skill level and increased knowledge base                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                      | 100%                            | 100%                            | 100%                         |
| • Increased international appreciation and understanding of the unique arts and culture of the Cayman Islands                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                      | 100%                            | 100%                            | 100%                         |
| • Marked increase in new membership base and updated                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                      | 100%                            | 100%                            | 100%                         |
| • Continued recruitment and training of volunteers and updated                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                      | 100%                            | 100%                            | 100%                         |



|                                                                                                                                                                                                     |                  |                  |                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|
| <b>TIMELINESS</b>                                                                                                                                                                                   |                  |                  |                  |
| • Providing a well maintained, accessible and inviting facility                                                                                                                                     | 100%             | 100%             | 100%             |
| • Management and upkeep of national database of Caymanian artists and artwork                                                                                                                       | 100%             | 100%             | 100%             |
| • Development, publication and public presentation of matters relating to Caymanian art, art history and Caymanian cultural heritage ( via local and international media, conferences and lectures) | 100%             | 100%             | 100%             |
| • Management of NGCI website and social media platforms                                                                                                                                             | 100%             | 100%             | 100%             |
| • Management of the NGCI Membership Database and Volunteer Database                                                                                                                                 | 100%             | 100%             | 100%             |
| • Management of NGCI Gift Shop, Art Café & Facility Rentals                                                                                                                                         | 100%             | 100%             | 100%             |
| • Preparation and publishing of NGCI marketing and promotions                                                                                                                                       | 100%             | 100%             | 100%             |
| • Consultation and support to the Ministry, Cabinet and other Government Department in matters relating to arts and culture and related policy                                                      | 100%             | 100%             | 100%             |
| • Development and adherence to NGCI Marketing Strategy and implementation, monitoring and evaluation of the NGCI Strategic Plan 2014 – 2019                                                         | 100%             | 100%             | 100%             |
| • Consultations with local businesses and artists regarding marketing, selection, installation, education etc for visual arts                                                                       | 100%             | 100%             | 100%             |
| • Provision of NGCI Annual Report and audited Financial Statements                                                                                                                                  | 100%             | 100%             | 100%             |
| • Participation in international art competitions, fairs and other events that disseminate knowledge on Caymanian art both locally and internationally                                              | 100%             | 100%             | 100%             |
| <b>LOCATION</b>                                                                                                                                                                                     |                  |                  |                  |
| • The National Gallery ETH – Youth, Family and Adult Programmes                                                                                                                                     | 100%             | 100%             | 100%             |
| • Districts and Sister Islands venues (various)                                                                                                                                                     | 100%             | 100%             | 100%             |
| • International venues                                                                                                                                                                              | 100%             | 100%             | 100%             |
| • Website and social media platforms                                                                                                                                                                | 100%             | 100%             | 100%             |
| <b>COST</b>                                                                                                                                                                                         |                  |                  |                  |
|                                                                                                                                                                                                     | <b>\$241,680</b> | <b>\$241,680</b> | <b>\$241,680</b> |
| <b>RELATED BROAD OUTCOME:</b>                                                                                                                                                                       |                  |                  |                  |
| • Providing solutions to improve the well-being of our people so they can achieve their full potential                                                                                              |                  |                  |                  |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the National Gallery of the Cayman Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the National Gallery of the Cayman Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The National Gallery of the Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Gallery of the Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Gallery of the Cayman Islands will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Chairman of the Board**

**National Gallery of the Cayman Islands**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL HOUSING DEVELOPMENT TRUST**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the National Housing Development Trust have agreed that the National Housing Development Trust will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the National Housing Development Trust is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the National Housing Development Trust during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the National Housing Development Trust during the 2022 and 2023 financial years are documented below.

|                                                                                                                             |                                                     |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------|------------------------------|
| NHT 4                                                                                                                       | Administration of the Affordable Housing Initiative |                                 |                              |
| DESCRIPTION                                                                                                                 |                                                     |                                 |                              |
| Administer the Affordable Housing Initiative (AHI) Programme and provide support services to low income Caymanian families. |                                                     |                                 |                              |
| MEASURES                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022                     | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                    |                                                     |                                 |                              |
| • Number of site visits                                                                                                     | 80-100                                              | 80-100                          | 120-150                      |
| • Number of leases under special debt servicing arrangements                                                                | 20-24                                               | 20-24                           | 30-39                        |
| • Number of rental applications assessed                                                                                    | N/A                                                 | N/A                             | N/A                          |
| • Number of job orders processed and client assessed                                                                        | 740-900                                             | 740-900                         | 740-900                      |
| • Number of community service projects                                                                                      | 4                                                   | 4                               | 6                            |
| QUALITY                                                                                                                     |                                                     |                                 |                              |
| • Site visit conducted by qualified personnel                                                                               | 100%                                                | 100%                            | 100%                         |
| • All special debt service arrangements in accordance with guidelines set by the trust                                      | 95-100%                                             | 95-100%                         | 95-100%                      |
| • Job orders process in order of priority by Maintenance Manager                                                            | 95-100%                                             | 95-100%                         | 95-100%                      |
| • Rental applications assessed with the guidance set by the Trust                                                           | 95-100%                                             | 95-100%                         | 95-100%                      |
| • Customers expressing satisfaction with the effects of the community service to the community                              | 95-100%                                             | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                                  |                                                     |                                 |                              |
| • Site reports to be completed within five days at the end of each month                                                    | 95-100%                                             | 95-100%                         | 95-100%                      |
| • Maximum time for submitting arrears report – 15 days after end of the quarter                                             | 95-100%                                             | 95-100%                         | 95-100%                      |
| • Minimum of one report per month                                                                                           | 95-100%                                             | 95-100%                         | 95-100%                      |
| LOCATION                                                                                                                    |                                                     |                                 |                              |
| • George Town Affordable Home Sites, Windsor Park & Off Linford Pierson By-Pass, George Town                                | 100%                                                | 100%                            | 100%                         |
| • West Bay Affordable Home Site, Apple Blossoms Site, West Bay                                                              | 100%                                                | 100%                            | 100%                         |
| • West Bay Affordable Home Site, Light House Gardens Site, West Bay                                                         | 100%                                                | 100%                            | 100%                         |
| • East End Affordable Home Site, Off John McLean Drive, East End                                                            | 100%                                                | 100%                            | 100%                         |
| • Bodden Town Affordable Home Site, Off Sitwell Road, Bodden Town                                                           | 100%                                                | 100%                            | 100%                         |
| • North Side New Affordable Housing Site, North Side Road, North Side                                                       | 100%                                                | 100%                            | 100%                         |
| • 118 Dorcy Drive, Grand Cayman                                                                                             | 100%                                                | 100%                            | 100%                         |
| COST                                                                                                                        | \$170,000                                           | \$178,000                       | \$170,000                    |
| RELATED BROAD OUTCOME:                                                                                                      |                                                     |                                 |                              |
| • Building a modern infrastructure to ensure a successful future for our Islands                                            |                                                     |                                 |                              |

|                                                                                                                                      |                                                                    |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|---------------------------------|------------------------------|
| NHT 5                                                                                                                                | Administration of the Government Guaranteed Home Assisted Mortgage |                                 |                              |
| DESCRIPTION                                                                                                                          |                                                                    |                                 |                              |
| Administer the Government Guarantee Home Assisted Mortgage Programme and provide support services to low income Caymanian families.  |                                                                    |                                 |                              |
| MEASURES                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                                    | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                             |                                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Number of applications processed</li></ul>                                                     | 250-300                                                            | 250-300                         | 375-450                      |
| <ul style="list-style-type: none"><li>Number of special debt servicing arrangements</li></ul>                                        | 250-300                                                            | 250-300                         | 375-450                      |
| <ul style="list-style-type: none"><li>Number of financial counseling</li></ul>                                                       | 100-150                                                            | 100-150                         | 150-225                      |
| <ul style="list-style-type: none"><li>Number of client/interviews</li></ul>                                                          | 300-400                                                            | 300-400                         | 425-550                      |
| <ul style="list-style-type: none"><li>Number of GGHAM meetings</li></ul>                                                             | 20-30                                                              | 20-30                           | 30-50                        |
| <ul style="list-style-type: none"><li>Number of guarantees processed</li></ul>                                                       | 50-75                                                              | 50-75                           | 75-150                       |
| QUALITY                                                                                                                              |                                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Applications processed according to approved guidelines</li></ul>                              | 95-100%                                                            | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>All special debt service arrangements in accordance with guidelines set by the Trust</li></ul> | 95-100%                                                            | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>Financial counseling done by qualified personnel</li></ul>                                     | 95-100%                                                            | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>Site visits conducted by qualified personnel</li></ul>                                         | 95-100%                                                            | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                                           |                                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Maximum of three days for processing of applications</li></ul>                                 | 95-100%                                                            | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>Maximum of five days for approval/decline response</li></ul>                                   | 95-100%                                                            | 95-100%                         | 95-100%                      |
| <ul style="list-style-type: none"><li>Counseling done within five days of request</li></ul>                                          | 80-90%                                                             | 80-90%                          | 80-90%                       |
| <ul style="list-style-type: none"><li>Site reports to be completed with five days at the end of each month</li></ul>                 | 95-100%                                                            | 95-100%                         | 95-100%                      |
| LOCATION                                                                                                                             |                                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>118 Dorcy Drive, Grand Cayman</li></ul>                                                        | 100%                                                               | 100%                            | 100%                         |
| COST                                                                                                                                 |                                                                    |                                 |                              |
|                                                                                                                                      | \$270,000                                                          | \$282,000                       | \$270,000                    |
| RELATED BROAD OUTCOME:                                                                                                               |                                                                    |                                 |                              |
| <ul style="list-style-type: none"><li>Building a modern infrastructure to ensure a successful future for our Islands</li></ul>       |                                                                    |                                 |                              |

|                                                                                                                                 |                                                         |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|---------------------------------|------------------------------|
| NHT 6                                                                                                                           | Administration of the New Affordable Housing Initiative |                                 |                              |
| DESCRIPTION                                                                                                                     |                                                         |                                 |                              |
| Administer the New Affordable Housing Initiative (AHI) Programmr and provide support services to low income Caymanian families. |                                                         |                                 |                              |
| MEASURES                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022                         | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                        |                                                         |                                 |                              |
| • Number of applications processed                                                                                              | 150-200                                                 | 150-200                         | 225-300                      |
| • Number of site visits                                                                                                         | 150-200                                                 | 150-200                         | 225-300                      |
| • Number of client meetings/interviews                                                                                          | 150-200                                                 | 150-200                         | 225-300                      |
| • Number of project development meetings                                                                                        | 150-200                                                 | 150-200                         | 225-300                      |
| • Number of “Home Buyer Educational Counseling” classes                                                                         | 2                                                       | 2                               | 4                            |
| QUALITY                                                                                                                         |                                                         |                                 |                              |
| • Applications processed according to approved guidelines                                                                       | 95-100%                                                 | 95-100%                         | 95-100%                      |
| • Site visits conducted by qualified personnel                                                                                  | 95-100%                                                 | 95-100%                         | 95-100%                      |
| • Development approval recorded in minutes and distributed to qualified persons                                                 | 95-100%                                                 | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                                      |                                                         |                                 |                              |
| • Maximum of three days for processing of applications                                                                          | 95-100%                                                 | 95-100%                         | 95-100%                      |
| • Maximum of two site visit reports completed quarterly                                                                         | 95-100%                                                 | 95-100%                         | 95-100%                      |
| • Maximum of five days for distribution of minutes                                                                              | 100%                                                    | 100%                            | 100%                         |
| • Maximum of two days for reports on class conducted                                                                            | 95-100%                                                 | 95-100%                         | 95-100%                      |
| LOCATION                                                                                                                        |                                                         |                                 |                              |
| • 118 Dorcy Drive, Grand Cayman                                                                                                 | 100%                                                    | 100%                            | 100%                         |
| COST                                                                                                                            |                                                         |                                 |                              |
|                                                                                                                                 | \$215,000                                               | \$230,000                       | \$215,000                    |
| RELATED BROAD OUTCOME:                                                                                                          |                                                         |                                 |                              |
| • Building a modern infrastructure to ensure a successful future for our Islands                                                |                                                         |                                 |                              |

|                                                                                                                  |                                                             |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NHT 7                                                                                                            | Administration of the Build on Your Own Property Initiative |                                 |                                 |                              |
| DESCRIPTION                                                                                                      |                                                             |                                 |                                 |                              |
| Administer the Build on Your Own (BYOP) Programme and provide support services to low income Caymanian families. |                                                             |                                 |                                 |                              |
| MEASURES                                                                                                         |                                                             | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                         |                                                             |                                 |                                 |                              |
| • Number of applications processed                                                                               |                                                             | 9-12                            | 9-12                            | 14-22                        |
| • Number of site visits                                                                                          |                                                             | 45-60                           | 45-60                           | 65-90                        |
| • Number of client meetings                                                                                      |                                                             | 50-60                           | 50-60                           | 70-90                        |
| QUALITY                                                                                                          |                                                             |                                 |                                 |                              |
| • Applications processed according to approved guidelines                                                        |                                                             | 95-100%                         | 95-100%                         | 95-100%                      |
| • Site visits conducted by qualified personnel                                                                   |                                                             | 95-100%                         | 95-100%                         | 95-100%                      |
| • Client meetings recorded in file notes and secured on client files                                             |                                                             | 95-100%                         | 95-100%                         | 95-100%                      |
| TIMELINESS                                                                                                       |                                                             |                                 |                                 |                              |
| • Maximum of three days for processing of applications                                                           |                                                             | 95-100%                         | 95-100%                         | 95-100%                      |
| • Maximum of two site visit reports completed quarterly                                                          |                                                             | 95-100%                         | 95-100%                         | 95-100%                      |
| • Maximum of one day for completing file note                                                                    |                                                             | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                         |                                                             |                                 |                                 |                              |
| • 118 Dorcy Drive, Grand Cayman                                                                                  |                                                             | 100%                            | 100%                            | 100%                         |
| COST                                                                                                             |                                                             |                                 |                                 |                              |
|                                                                                                                  |                                                             | \$20,000                        | \$20,000                        | \$20,000                     |
| RELATED BROAD OUTCOME:                                                                                           |                                                             |                                 |                                 |                              |
| • Building a modern infrastructure to ensure a successful future for our Islands                                 |                                                             |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the National Housing Development Trust for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Planning, Agriculture, Housing and Infrastructure and by the National Housing Development Trust. The invoices will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The National Housing Development Trust undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Housing Development Trust shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Planning, Agriculture, Housing and Infrastructure to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

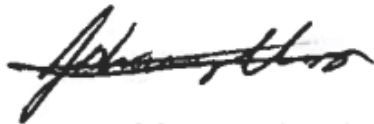
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Housing Development Trust will be delivered for the 2022 and 2023 financial years.



**Honourable Jay Ebanks**

**Minister for Planning, Agriculture, Housing and Infrastructure**

On behalf of Cabinet



**Chairman of the Board**

**National Housing Development Trust**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL TRUST FOR THE CAYMAN ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the National Trust for the Cayman Islands have agreed that the National Trust for the Cayman Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the National Trust of the Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the National Trust for the Cayman Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the National Trust for the Cayman Islands during the 2022 and 2023 financial years are documented below.

| NAT 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preservation of Natural Environments and Places of Historic Significance |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Administration of programmes to protect and conserve environmentally and historically sensitive sites and species.</li><li>Strategic management and administration to successfully recruit, solicit and apply resources from the private and non-government sectors to further environmental conservation and historic preservation.</li><li>Programmes and projects whilst working with other respective Government ministries, departments and agencies in order to maximise the available resources and the benefit to the people of the Cayman Islands.</li></ul> |                                                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022                                          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Acres of environmental property protected, managed and supported</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 3,546                                                                    | 3,546                           | 3,546                        |
| <ul style="list-style-type: none"><li>Number of historic sites protected, managed and supported</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 11                                                                       | 11                              | 11                           |
| <ul style="list-style-type: none"><li>Number of public information centres open</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 3                                                                        | 3                               | 3                            |
| <ul style="list-style-type: none"><li>Number of public recreational facilities maintained</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 8                                                                        | 8                               | 8                            |
| <ul style="list-style-type: none"><li>Number of flagship species conservation programmes</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 3                                                                        | 3                               | 3                            |
| <ul style="list-style-type: none"><li>Number of public events/tours reached through education programme events</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 6                                                                        | 6                               | 6                            |
| <ul style="list-style-type: none"><li>Number of reports to government and membership</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 18                                                                       | 18                              | 18                           |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Preservation complies with established guidelines</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                                                     | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Visitors centres open as sources of information to the public at convenient locations and times</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%                                                                     | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Annual reports prepared in accordance with the National Trust Law 1987 (2010 revision)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                                                                     | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Promotion and public education material factual and user friendly for residents, tourists and students</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                                                                     | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                                                     | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Published annual report and audited financial statements prepared by 30<sup>th</sup> September 2021</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 100%                                                                     | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 100%                                                                     | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                          |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$570,000                                                                | \$570,000                       | \$570,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                          |                                 |                              |
| <ul style="list-style-type: none"><li>Supporting climate change resilience and sustainable development</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                          |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the National Trust for the Cayman Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to Minister for Health, Environment, Culture and Housing by the National Trust for the Cayman Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

The National Trust for the Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Trust for the Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Sustainability and Climate Resiliency to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **\PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Trust for the Cayman Islands will be delivered for the 2022 and 2023 financial years.



**Honourable Wayne Panton, JP**

**Premier and Minister for Sustainability and Climate Resiliency**

On behalf of Cabinet



**Chairman of the Board**

**The National Trust for the Cayman Islands**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**NATIONAL YOUTH COMMISSON**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and National Youth Commission have agreed that National Youth Commission will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of National Youth Commission is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by National Youth Commission during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by National Youth Commission during the 2022 and 2023 financial years are documented below.

| NYC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Youth Development Programmes                    |                                                  |                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------|-----------------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                 |                                                  |                                               |
| Provision of research and advocacy to promote the implementation of the National Youth Policy and to advocate for and on behalf of youth.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                 |                                                  |                                               |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022                 | 2023<br>1 Jan to<br>31 Dec 2023                  | 2021<br>12-Month<br>Forecast                  |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Review the National Youth Policy for updating</li><li>Develop a revised National Youth Policy for tabling in Parliament</li><li>Number of stakeholder meetings</li><li>Number of Commission meetings</li><li>Number of quarterly reports</li><li>Number of annual reports</li><li>Number of annual financial reports</li></ul>                                                                                                                                                                                                            | 1<br>N/A<br>10-15<br>2-4<br>2<br>1<br>1         | 1<br>1<br>20-25<br>7-12<br>4<br>1<br>1           | N/A<br>N/A<br>N/A<br>N/A<br>N/A<br>N/A<br>N/A |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>National Youth Commission will operate in agreement with established Orders or Terms of References.</li><li>National Youth Policy reviewed and developed in accordance with established international standards</li><li>Stakeholder meetings are facilitated in-line with the established Terms of Reference</li><li>Reports completed in accordance with the criteria and procedures of the Ministry</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li></ul> | 100%<br>100%<br>100%<br>90-100%<br>90-100%      | 100%<br>100%<br>100%<br>90-100%<br>90-100%       | N/A<br>N/A<br>N/A<br>N/A<br>N/A               |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>National Policy Review will begin in 2022 and commence by 1st quarter 2023</li><li>Final National Youth Policy will be prepared for tabling in Parliament by December 2023</li><li>Meetings are held as agreed by the Commission Orders.</li><li>Quarterly reports are due to the Ministry and Youth Services by the 5th business day following the reporting month.</li><li>Annual Reports due by January 31st of the following reporting year.</li></ul>                                                                              | 90-100%<br>N/A<br>90-100%<br>90-100%<br>90-100% | 90-100%<br>100%<br>90-100%<br>90-100%<br>90-100% | N/A<br>N/A<br>N/A<br>N/A<br>N/A               |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%                                            | 100%                                             | N/A                                           |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$25,000                                        | \$25,000                                         | NIL                                           |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                       |                                                 |                                                  |                                               |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the National Youth Commission for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Youth, Sports, Culture and Heritage by the National Youth Commission. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

National Youth Commission undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee National Youth Commission shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the National Youth Commission will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**Chairman of the Board**

**National Youth Commission**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**PARADISE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that Paradise will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of Paradise is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Paradise during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Paradise during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                    |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                                                                                             | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                        |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                                                                                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Number of meals provided per week.</li></ul>                                                                                                                                        | 66                              | 76                              | 66                           |
| QUALITY <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul>                                                                | 100%                            | 100%                            | 100%                         |
| TIMELINESS <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul> | 100%                            | 100%                            | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Cayman Brac</li></ul>                                                                                                                                                               | 100%                            | 100%                            | 100%                         |
| COST <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                                                                                            | \$150,640                       | \$231,040                       | \$78,384                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Paradise for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by Paradise. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at West End Primary School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Paradise will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.



## **IN SIGNING THIS AGREEMENT**

**Paradise** undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Paradise shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the **Paradise** will be delivered for the 2022 and 2023 financial years.

**Honourable Julianna O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet

**Name**

**On behalf of Paradise**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**PINES RETIREMENT HOME**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Pines Retirement Home have agreed that the Pines Retirement Home will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Pines Retirement Home is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Pines Retirement Home during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Pines Retirement Home during the 2022 and 2023 financial years are documented below.

| PRH 1                                                                                                                                                                                                                                                                                                                             | Residential and Nursing Care of Indigent, and/or Disabled Elderly Persons |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------------------------------|------------------------------|
| DESCRIPTION                                                                                                                                                                                                                                                                                                                       |                                                                           |                                 |                              |
| Provision of residential nursing care to indigent, and/or disabled elderly persons.                                                                                                                                                                                                                                               |                                                                           |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022                                           | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                          |                                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Number of residents requiring residential nursing care</li></ul>                                                                                                                                                                                                                            | 13                                                                        | 13                              | 13                           |
| QUALITY                                                                                                                                                                                                                                                                                                                           |                                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Responsive to the needs of each resident</li></ul>                                                                                                                                                                                                                                          | 100%                                                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Nursing care and supervision provided by experienced Registered Nurses licensed by Cayman Islands Health Practice Commission</li></ul>                                                                                                                                                      | 100%                                                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Residents encouraged to maintain a level of independence appropriate to their physical and mental ability</li></ul>                                                                                                                                                                         | 100%                                                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Residents to actively participate in decisions related to his/her daily life</li></ul>                                                                                                                                                                                                      | 95–100%                                                                   | 95–100%                         | 95–100%                      |
| <ul style="list-style-type: none"><li>Medical treatment is delivered in accordance with their doctor’s orders</li></ul>                                                                                                                                                                                                           | 100%                                                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>All resident care is responsive to individual needs of each resident and overseen by a General Practitioner, in collaboration with Health Care Team including Registered Nurses, Physiotherapist, Dietician, and Pines Board of Directors acting through the Manager of the Pines</li></ul> | 80–100%                                                                   | 80–100%                         | 80–100%                      |
| <ul style="list-style-type: none"><li>Activities coordinated to suit the individual needs and abilities of each resident</li></ul>                                                                                                                                                                                                | 80–100%                                                                   | 80–100%                         | 80–100%                      |
| <ul style="list-style-type: none"><li>Standards of care are delivered in accordance with the internal Policy and Procedures Manual</li></ul>                                                                                                                                                                                      | 95–100%                                                                   | 95–100%                         | 95–100%                      |
| TIMELINESS                                                                                                                                                                                                                                                                                                                        |                                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>General Practitioner visits the Pines at least once per week</li></ul>                                                                                                                                                                                                                      | 80–100%                                                                   | 80–100%                         | 80–100%                      |
| <ul style="list-style-type: none"><li>Continuous, 24 hours per day, 365 days per year</li></ul>                                                                                                                                                                                                                                   | 95–100%                                                                   | 95–100%                         | 95–100%                      |
| LOCATION                                                                                                                                                                                                                                                                                                                          |                                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                      | 100%                                                                      | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                              |                                                                           |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                   | \$469,645                                                                 | \$469,645                       | \$469,645                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                            |                                                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                                                                                              |                                                                           |                                 |                              |



|                                                                                                                                                                                                                                                                                                           |                                                                                |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------|------------------------------|
| PRH 3                                                                                                                                                                                                                                                                                                     | Accommodation and Care of the Elderly Patients with Extended Care Requirements |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                               |                                                                                |                                 |                              |
| Accommodation and care for residents requiring extended care facilities, (patients that would otherwise require hospitalisation). These patients require a higher intensity of care, than those residents in PRH 1 and the extent of their chronic conditions and co– morbidities render more dependents. |                                                                                |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                  | 2022<br>1 Jan to<br>31 Dec 2022                                                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                  | 14                                                                             | 14                              | 14                           |
| <ul style="list-style-type: none"><li>Number of persons cared for</li></ul>                                                                                                                                                                                                                               |                                                                                |                                 |                              |
| QUALITY                                                                                                                                                                                                                                                                                                   |                                                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Responsive to the clinical needs of each resident</li></ul>                                                                                                                                                                                                         | 80–100%                                                                        | 80–100%                         | 80–100%                      |
| <ul style="list-style-type: none"><li>Care plan prepared by Registered Nurses to meet the specific needs of these patients</li></ul>                                                                                                                                                                      | 95–100%                                                                        | 95–100%                         | 95–100%                      |
| <ul style="list-style-type: none"><li>Provision of all nursing care is delivered and/or supervised by qualified, experienced licensed practical nurses or Registered Nurses licensed through the Cayman Islands Health Practice Commission</li></ul>                                                      | 100%                                                                           | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Patients assisted with all aspects of daily living in a professional and compassionate manner, with emphasis placed on the importance of preserving the dignity of these vulnerable individuals</li></ul>                                                           | 95–100%                                                                        | 95–100%                         | 95–100%                      |
| <ul style="list-style-type: none"><li>Treatment is provided in accordance with their General Practitioner’s orders and instructions</li></ul>                                                                                                                                                             | 95–100%                                                                        | 95–100%                         | 95–100%                      |
| <ul style="list-style-type: none"><li>Family members are educated and supported emotionally in regard to the long term needs of these residents and their related chronic conditions</li></ul>                                                                                                            | 80–100%                                                                        | 80–100%                         | 80–100%                      |
| <ul style="list-style-type: none"><li>General Practitioners meet the standards of the Cayman Islands Health Practice Commission</li></ul>                                                                                                                                                                 | 100%                                                                           | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Supervision and coordination of services and accommodation is provided by the Pines Board of Directors acting through the Manager of the Pines</li></ul>                                                                                                            | 100%                                                                           | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Standards of care are delivered in accordance with the internal Policy and Procedures Manual. (Policies and Procedures for Nursing Facilities in compliance with U.S. Federal Regulations 2nd Edition)</li></ul>                                                    | 100%                                                                           | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                |                                                                                |                                 |                              |
| <ul style="list-style-type: none"><li>General Practitioner visits the Pines at least once per week</li></ul>                                                                                                                                                                                              | 100%                                                                           | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Continuous, 24 hours per day, 365 days per year</li></ul>                                                                                                                                                                                                           | 100%                                                                           | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                  |                                                                                |                                 |                              |
| <ul style="list-style-type: none"><li></li></ul>                                                                                                                                                                                                                                                          | 100%                                                                           | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                      |                                                                                |                                 |                              |
|                                                                                                                                                                                                                                                                                                           | \$1,482,000                                                                    | \$1,482,000                     | \$1,482,000                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                    |                                                                                |                                 |                              |
| <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                                                                                                                      |                                                                                |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Pines Retirement Home for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Minister for Investment, Innovation and Social Development by the Pines Retirement Home. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Pines Retirement Home undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Pines Retirement Home shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Pines Retirement Home will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks, MP**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**Chairman of the Board**

**Pines Retirement Home**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**PRISON WELFARE FUND CRICKET CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Prison Welfare Fund Cricket Club have agreed that the Prison Welfare Fund Cricket Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Prison Welfare Fund Cricket Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Prison Welfare Fund Cricket Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Prison Welfare Fund Cricket Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                              |                                 |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| PWF 1                                                                                                                                                                                                                                                        | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                  |                                 |                                 |                              |
| Provision of sports programmes.                                                                                                                                                                                                                              |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of regional cricket tours</li><li>Number of reports</li></ul>                                                                                                                                                   | 1<br>1                          | 1<br>1                          | 1<br>1                       |
| QUALITY                                                                                                                                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Rules and standards of play in keeping with those of the international governing body</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li></ul> | 100%<br>100%                    | 100%<br>100%                    | 100%<br>100%                 |
| TIMELINESS                                                                                                                                                                                                                                                   |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Ongoing throughout the year</li></ul>                                                                                                                                                                                  | 90-100%                         | 90-100%                         | 90-100%                      |
| LOCATION                                                                                                                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                 | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                              | \$3,464                         | \$3,464                         | \$3,464                      |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                       |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                          |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Prison Welfare Fund Cricket Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Prison Welfare Fund Cricket Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Prison Welfare Fund Cricket Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Prison Welfare Fund Cricket Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Prison Welfare Fund Cricket Club will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**President**

**Prison Welfare Fund Cricket Club**

**31 December 2021**

**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**REAL MEALS KITCHEN**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that Real Meals Kitchen will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of Real Meals Kitchen is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Real Meals Kitchen during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Real Meals Kitchen during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                    |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                                                                                             | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                        |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                                                                                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                           | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                                                                                         | 75                              | 85                              | 75                           |
| QUALITY <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul>                                                                | 100%                            | 100%                            | 100%                         |
| TIMELINESS <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul> | 100%                            | 100%                            | 100%                         |
| LOCATION <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                              | 100%                            | 100%                            | 100%                         |
| COST <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                                                                                            | \$178,000                       | \$258,400                       | \$85,200                     |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                             |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                     |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Real Meals Kitchen for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided quarterly to the Ministry of Education by Real Meals Kitchen. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at East End Primary School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                                | Breakfast | Snack  | Lunch  | 2 drinks |
|--------------------------------|-----------|--------|--------|----------|
| All government primary schools | \$4.00    | \$3.00 | \$5.00 | \$4.00   |
| Lighthouse School              | \$4.00    | \$3.00 | \$5.50 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, REAL MEALS KITCHEN will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.





## **IN SIGNING THIS AGREEMENT**

**Real Meals Kitchen** undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Real Meals Kitchen shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Real Meals Kitchen will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Ministry of Education**

On behalf of Cabinet

**Name**

**On behalf of Real Meals Kitchen**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**REHOBOTH MINISTRIES**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Rehoboth Ministries have agreed that Rehoboth Ministries will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Rehoboth Ministries is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Rehoboth Ministries during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Rehoboth Ministries during the 2022 and 2023 financial years are documented below.

|                                                                                                              |                                  |                                 |                              |
|--------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|------------------------------|
| RBM 1                                                                                                        | Community After School Programme |                                 |                              |
| DESCRIPTION                                                                                                  |                                  |                                 |                              |
| Provide weekly after-school care and full-day care during school holidays based upon Rehoboth’s Action Plan. |                                  |                                 |                              |
| MEASURES                                                                                                     | 2022<br>1 Jan to<br>31 Dec 2022  | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                     |                                  |                                 |                              |
| • Number of after-school programmes offered to the community during the academic year.                       | 1                                | 1                               | 1                            |
| • Number of days providing full-day camps during school breaks                                               | 10-12                            | 10-15                           | 10-15                        |
| QUALITY                                                                                                      |                                  |                                 |                              |
| • Programmes designed by Programme Director and delivered by trained and experienced personnel               | 85-100%                          | 85-100%                         | 85-100%                      |
| • Programmes adhere to Public Health Guidance on COVID-19 safety protocols.                                  | 90-100%                          | 90-100%                         | 90-100%                      |
| TIMELINESS                                                                                                   |                                  |                                 |                              |
| • Programmes are available weekly during the academic year between 3pm and 6pm, Monday to Friday             | 100%                             | 100%                            | 90-100%                      |
| • Full-day camps offered between 8am and 6pm during school breaks                                            | 100%                             | 100%                            | 100%                         |
| LOCATION                                                                                                     |                                  |                                 |                              |
| • T.E. McField Youth and Community Centre, George Town, Grand Cayman                                         | 100%                             | 100%                            | 100%                         |
| COST                                                                                                         |                                  |                                 |                              |
|                                                                                                              | \$78,982                         | \$78,982                        | \$71,982                     |
| RELATED BROAD OUTCOMES:                                                                                      |                                  |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                             |                                  |                                 |                              |
| • Providing solutions to improve the well-being of our people so they can achieve their full potential       |                                  |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Rehoboth Ministries for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Investment, Innovation and Social Development by Rehoboth Ministries. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Rehoboth Ministries undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Rehoboth Ministries shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Investment, Innovation and Social Development to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Rehoboth Ministries will be delivered for the 2022 and 2023 financial years.



**Honourable Andre Ebanks**

**Minister for Investment, Innovation and Social Development**

On behalf of Cabinet



**President / Director**

**Rehoboth Ministries**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**SAVANNAH SEVENTH-DAY ADVENTIST  
GIDEON PATHFINDERS/ADVENTURES**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Savannah Seventh-day Adventist Gideon Pathfinders/Adventures have agreed that Savannah Seventh-day Adventist Gideon Pathfinders/Adventures will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Savannah Seventh-day Adventist Gideon Pathfinders/Adventures is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Savannah Seventh-day Adventist Gideon Pathfinders/Adventures during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Savannah Seventh-day Adventist Gideon Pathfinders/Adventures during the 2022 and 2023 financial years are documented below.

| SDP 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Youth Development Programmes         |                                      |                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|-------------------------------------|
| <b>DESCRIPTION</b><br>The Adventurer/Pathfinder club is a church centred spiritual recreational activity programmeme designed for children and youths ages 4–16. It is filled with action, adventure, challenge, team building and provides opportunities for the development of new attitudes and skills which promotes personal growth, community spirit and a sense of loyalty and respect to God and His creation. Pathfinder leaders are encouraged to model spiritual and social values which will allow the child/youth to aspire to develop high moral principles, caring attitude and a determination to excel in all their various pursuits. The Adventurer/Pathfinder club strives to improve their understanding of the components of strong families, which in turn will produce united communities. The Adventurer/Pathfinder is open to children and youths of other domination who is willing to uphold the Adventurer/Pathfinder Pledges and Laws. |                                      |                                      |                                     |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022      | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast        |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of active programme Locations Grand Cayman</li><li>Number of active Programme Locations Cayman Brac</li><li>Number of Facilitator Trainings</li><li>Number of quarterly activity reports</li><li>Number of annual activity reports</li><li>Number of annual financial reports</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2-3<br>1-2<br>2-4<br>4<br>1<br>1     | 2-3<br>1-2<br>2-4<br>4<br>1<br>1     | 3<br>1<br>N/A<br>N/A<br>1<br>N/A    |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Programmes monitored and assessed/reviewed by Youth Services Unit as required</li><li>Programmes must be in line with the International Adventurers/Pathfinders programme</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li><li>Programmes provided by leaders with appropriate training</li><li>Reports completed in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>N/A<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Programmes to operate at least regularly (weekly/monthly), ongoing throughout the year</li><li>Quarterly reports are due to the Ministry and Youth Services by the 5th business day following the reporting month.</li><li>Annual Reports due by January 31st of the following reporting year</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 90-100%<br>100%<br>100%              | 90-100%<br>100%<br>100%              | 90-100%<br>N/A<br>N/A               |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%                                 | 100%                                 | 100%                                |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$5,425                              | \$5,425                              | \$5,425                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                      |                                      |                                     |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay Savannah Seventh-day Adventist Gideon Pathfinders/Adventures for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Savannah Seventh-day Adventist Gideon Pathfinders/Adventures. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Savannah Seventh-day Adventist Gideon Pathfinders/Adventures undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Savannah Seventh-day Adventist Gideon Pathfinders/Adventures shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Savannah Seventh-day Adventist Gideon Pathfinders / Adventures will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**Savannah Seventh-day Adventist Gideon Pathfinders/Adventures**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**SIR JOHN A CUMBER PRIMARY SCHOOL PTA**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Sir John A Cumber Primary School PTA have agreed that Sir John A Cumber Primary School PTA will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Sir John A Cumber Primary School PTA is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Sir John A Cumber Primary School PTA during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Sir John A Cumber Primary School PTA during the 2022 and 2023 financial years are documented below.

|                                                                                                               |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                        | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                   |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                    |                                 |                                 |                              |
| MEASURES                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                      |                                 |                                 |                              |
| • Number of meals provided per week                                                                           | 511                             | 520                             | 510                          |
| QUALITY                                                                                                       |                                 |                                 |                              |
| • Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012) | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                    |                                 |                                 |                              |
| • Meals are to be provided at set times each day to coincide with each school’s scheduled breaks              | 100%                            | 100%                            | 100%                         |
| • Activity reports filed with Ministry liaison on a biweekly basis                                            | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                      |                                 |                                 |                              |
| • Grand Cayman                                                                                                | 100%                            | 100%                            | 100%                         |
| COST                                                                                                          |                                 |                                 |                              |
| • Up to a maximum of                                                                                          | \$1,303,440                     | \$1,330,800                     | \$580,496                    |
| RELATED BROAD OUTCOME:                                                                                        |                                 |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                              |                                 |                                 |                              |

### **3. PAYMENT ARRANGEMENTS**

---

Cabinet will pay the Sir John A Cumber Primary School PTA for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Sir John A Cumber Primary School PTA. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Sir John A Cumber Primary School PTA undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Sir John A Cumber Primary School PTA shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Sir John A Cumber Primary School PTA will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly**

**Ministry of Education**

On behalf of Cabinet



**Jenna Gaio**

**On behalf of Sir John A Cumber Primary School PTA**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**SISTER ISLANDS AFFORDABLE HOUSING  
DEVELOPMENT CORPORATION**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Sister Islands Affordable Housing Development Corporation have agreed that the Sister Islands Affordable Housing Development Corporation will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Sister Islands Affordable Housing Development Corporation is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Sister Islands Affordable Housing Development Corporation during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Sister Islands Affordable Housing Development Corporation during the 2022 and 2023 financial years are documented below.

| SIH 1                                                                                                                                                                                                                             | Sister Islands Affordable Housing Development Corporation |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br><br>To identify the housing needs of Caymanians in the Sister Islands and to continue developing affordable homes to meet these needs and contribute to the economic development of the Sister Islands.     |                                                           |                                 |                              |
| MEASURES                                                                                                                                                                                                                          | 2022<br>1 Jan to<br>31 Dec 2022                           | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of hours of general management and administration</li><li>Number of homes constructed</li></ul>                                                                      | 900-950<br>3                                              | 900-950<br>3                    | 100-150<br>N/A               |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Site visits conducted by qualified personnel</li><li>All financial transactions processed in accordance with the Public Management and Finance Act (2020 revision)</li></ul> | 95-100%<br>100%                                           | 95-100%<br>100%                 | 100%<br>100%                 |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Site Reports to be completed within five days at the end of each month</li></ul>                                                                                          | 90-100%                                                   | 90-100%                         | 90-100%                      |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Brac</li></ul>                                                                                                                                                       | 100%                                                      | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                       | \$75,000                                                  | \$75,000                        | \$75,000                     |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Providing solutions to improve the well-being of our people so they can achieve their full potential</li></ul>                                                |                                                           |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Sister Islands Affordable Housing Development Corporation for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the and Minister for District Administration and Lands by the Sister Islands Affordable Housing Development Corporation. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Sister Islands Affordable Housing Development Corporation undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Sister Islands Affordable Housing Development Corporation shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of District Administration and Lands to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfilment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

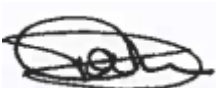
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Sister Islands Affordable Housing Development Corporation will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**On Behalf of the Minister for District Administration and Lands**

On behalf of Cabinet



**Chairman of the Board**

**Sister Islands Affordable Housing Development Corporation**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**SPECIAL OLYMPICS CAYMAN ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and Special Olympics Cayman Islands have agreed that Special Olympics Cayman Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Special Olympics Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Special Olympics Cayman Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Special Olympics Cayman Islands during the 2022 and 2023 financial years are documented below.

| CSO 1                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Sports Programmes               |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br><br>Provision of sports training and competition for persons with intellectual disabilities in the Cayman Islands; inclusive of health awareness and screening; family support, and personal development training for coaches and athletes.<br><br>This output also involves the provision of opportunities for those with intellectual disabilities to train and compete in main-stream and unified sport, locally and overseas. |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of sports programmes in the following five sports disciplines: athletics, aquatics, bocce, football and basketball</li><li>Number of reports</li><li>Annual financial statements for the most recent financial year</li></ul>                                                                                                                                                              | 1<br>1<br>1                     | 1<br>1<br>1                     | 1<br>1<br>1                  |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>All training and competition is, at minimum, according to Special Olympics International Guidelines and Standard.</li><li>Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports</li><li>Annual financial statements for the most recent financial year reviewed and signed by an independent licensed accountant</li></ul>                | 100%<br>100%<br>100%            | 90-100%<br>100%<br>100%         | 90-100%<br>100%<br>100%      |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Ongoing throughout the year, National Games Competition – once per year</li></ul>                                                                                                                                                                                                                                                                                                               | 100%                            | 90-100%                         | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                          | 100%                            | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$40,000                        | \$40,000                        | \$40,000                     |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Utilising sports to enhance the lives of our people</li></ul>                                                                                                                                                                                                                                                                                                                       |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay Special Olympics Cayman Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by Special Olympics Cayman Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

Special Olympics Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Special Olympics Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

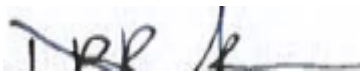
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Special Olympics Cayman Islands will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**Special Olympics Cayman Islands**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**SPORTS ASSOCIATION OF THE SISTER  
ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Sports Association of the Sister Islands have agreed that the Sports Association of the Sister Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Sports Association of the Sister Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Sports Association of the Sister Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Sports Association of the Sister Islands during the 2022 and 2023 financial years are documented below.

|                                                                                                                  |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| SSA 1                                                                                                            | Sports Programmes               |                                 |                              |
| DESCRIPTION                                                                                                      |                                 |                                 |                              |
| Provision of various sports programmes and events for athletes located in the Sister Islands.                    |                                 |                                 |                              |
| MEASURES                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                         |                                 |                                 |                              |
| • Number of reports                                                                                              | 1                               | 1                               | 1                            |
| • Sports Programme in the following disciplines:                                                                 |                                 |                                 |                              |
| • Football – College and Professional Trials                                                                     | 1                               | 1                               | 1                            |
| ○ Football – National Team Training                                                                              | 1                               | 1                               | 1                            |
| ○ Football – Brac Tournaments                                                                                    | 1                               | 1                               | 1                            |
| ○ Basketball – Youth Programmes ( U–16 and or Pee–wee)                                                           | 1                               | 1                               | 1                            |
| ○ Basketball–Brac Tournament                                                                                     | 1                               | 1                               | 1                            |
| ○ Track and Field–Local and International Meets                                                                  | 1                               | 1                               | 1                            |
| ○ Swimming – Local Meets                                                                                         | 1                               | 1                               | 1                            |
| ○ Volleyball–Recreational League                                                                                 | 1                               | 1                               | 1                            |
| QUALITY                                                                                                          |                                 |                                 |                              |
| • Rules and standards of play in keeping with those of the international Governing bodies                        | 100%                            | 100%                            | 100%                         |
| • Reports to be done in accordance with the criteria and procedures of the Ministry and the Department of Sports | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                       |                                 |                                 |                              |
| • Ongoing throughout the year                                                                                    | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                         |                                 |                                 |                              |
| • Cayman Brac and Little Cayman                                                                                  | 100%                            | 100%                            | 100%                         |
| COST                                                                                                             |                                 |                                 |                              |
|                                                                                                                  | \$12,000                        | \$12,000                        | \$12,000                     |
| RELATED BROAD OUTCOME:                                                                                           |                                 |                                 |                              |
| • Utilising sport to enhance the lives of our people                                                             |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Sports Association of the Sister Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by the Sports Association of the Sister Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

The Sports Association of the Sister Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Sports Association of the Sister Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Sports Association of the Sister Islands will be delivered for the 2022 and 2023 financial years.

**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet

**Chairman of the Board**

**Sports Association of the Sister Islands**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**ST. IGNATIUS CATHOLIC SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and St. Ignatius Catholic School have agreed that St. Ignatius Catholic School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of St. Ignatius Catholic School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by St. Ignatius Catholic School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by St. Ignatius Catholic School during the 2022 and 2023 financial years are documented below.

| SIS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>100-300<br>100-300                            | 1<br>100-300<br>100-300              | 1<br>100-300<br>100-300              |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the St. Ignatius Catholic School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the St. Ignatius Catholic School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.





## **IN SIGNING THIS AGREEMENT**

St. Ignatius Catholic School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee St. Ignatius Catholic School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the St. Ignatius Catholic School will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**St. Ignatius Catholic School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**THE UTILITY REGULATION AND  
COMPETITION OFFICE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

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This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and The Utility Regulation and Competition Office have agreed that The Utility Regulation and Competition Office will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of The Utility Regulation and Competition Office is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by The Utility Regulation and Competition Office during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by The Utility Regulation and Competition Office (OfReg) the 2022 and 2023 financial years are documented below.

| URC 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Drafting Instructions for the Development of Legislation and Policy Advice |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Provision of advice to Cabinet on: <ul style="list-style-type: none"><li>Drafting of additional regulations, and amending existing regulations, under the Utility Regulation and Competition Law, 2021.</li><li>Preparation of draft Cabinet Papers and briefs on issues affecting the regulated sectors.</li><li>Continuously monitor international technical standards and legislation in competitive jurisdictions and recommend amendments to our legislation where appropriate in order to maintain our competitive position.</li><li>Provision of policy advice and support to the Minister, Chief Officer and other Government entities on OfReg matters, including compliance with the Government’s international obligations, market liberalization and competitive pricing.</li><li>Provide specialist advice on legislation impacting the regulated sectors.</li><li>Policy and economic issues in the related sectors affecting the Cayman Islands.</li><li>Provide support for implementing the National Energy Policy 2017-2037.</li></ul> |                                                                            |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2022<br>1 Jan to<br>31 Dec 2022                                            | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Hours Spent on drafting legislation, providing policy advice, public consultations, research on legislative issues, attendance at meetings and preparation of speeches and written briefs.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 350                                                                        | 350                             | 464                          |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Define issues clearly and succinctly, with the nature and scope of the issues being clear</li><li>Have involved appropriate research, consultation with interested parties, and employed appropriate analytical techniques</li><li>Have recommendations that are unambiguous</li><li>Examine implementation issues and provide guidance where appropriate</li><li>Be prepared with due professional care</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 100%                                                                       | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All papers delivered by dates required</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 100%                                                                       | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 100%                                                                       | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$74,289                                                                   | \$74,289                        | \$107,718                    |
| <b>RELATED BROAD OUTCOMES:</b> <ul style="list-style-type: none"><li>Strengthening good governance for more effective government</li><li>Building a modern infrastructure to ensure a successful future for our Islands</li><li>Supporting climate change resilience and sustainable development</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                            |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                           |                                          |                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|------------------------------------------|---------------------------------------|
| URC 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Regional and International Representation |                                          |                                       |
| <b>DESCRIPTION</b><br><br>Act as the Cayman Islands point of contact and representative on, and pay membership fees to regional and international organisations and associations such as: <ul style="list-style-type: none"><li>American Registry for Internet Numbers (ARIN)</li><li>Caribbean Telecommunications Union</li><li>Country Code Names Supporting Organisation (ccNSO)</li><li>Federal Communications Commission</li><li>Internet Corporation for Assigned Names and Numbers (ICANN)</li><li>International Maritime Organisation (IMO)</li><li>International Telecommunications Union</li><li>North American Numbering Plan Association</li><li>Organisation of Caribbean Utility Regulators (OCCUR)</li><li>Regional ICT Regulators</li><li>International Renewable Energy Agency</li><li>International Water Association (IWA)</li><li>Office of Communications (UK OFCOM)</li></ul> |                                           |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>  | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Representation at international and regional meetings and conferences (in-person or virtual)</li><li>Responses to requests for written input and other correspondence</li><li>Detailed reports to Ministry</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 8<br>10<br>3                              | 8<br>10<br>3                             | 2<br>N/A<br>N/A                       |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Define issues clearly and succinctly, with the nature and scope of the issues being clear</li><li>Have involved appropriate research, consultation with interested parties, and employed appropriate analytical techniques</li><li>Have recommendations that are unambiguous</li><li>Examine implementation issues and provide guidance where appropriate</li><li>Be prepared with due professional care</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%<br>100%<br>100%<br>100%<br>100%      | 100%<br>100%<br>100%<br>100%<br>100%     | 100%<br>100%<br>100%<br>100%<br>100%  |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All papers delivered by dates required.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                      | 100%                                     | 100%                                  |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman and Overseas</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                      | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>\$50,000</b>                           | <b>\$50,000</b>                          | <b>\$7,500</b>                        |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Strengthening good governance for more effective government</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                           |                                          |                                       |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |                                          |                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| URC 7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | National Cyber Security Initiatives      |                                          |                                       |
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>• Development national cyber security strategy, related ICT policies, ICT license obligations, and related regulations.</li><li>• Coordination of cyber security activities with other Authorities, government entities and law enforcement.</li><li>• Creation and management of a cyber-security unit to drive and manage strategic objectives.</li><li>• Coordination with regional and international cyber security entities.</li></ul> |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Representation at international and regional meetings and conferences.</li><li>• Implementation of the National Cyber Security Strategy</li><li>• Lead the effort to create a National Cyber Crime Strategic Plan</li><li>• Management of the National Cyber Security Incident Response Team (CIRT)</li></ul>                                                                                                                                | 4<br><br>1<br>1<br>1                     | 4<br><br>1<br>1<br>1                     | 4<br><br>1<br>1<br>1                  |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Define issues clearly and succinctly, with the nature and scope of the issues being clear</li><li>• Have involved appropriate research, consultation with interested parties, an employed appropriate analytical techniques</li><li>• Have recommendations that are unambiguous</li><li>• Examine implementation issues and provide guidance where appropriate</li><li>• Be prepared with due professional care</li></ul>                     | 100%<br>100%<br>100%<br>100%<br>100%     | 100%<br>100%<br>100%<br>100%<br>100%     | 100%<br>100%<br>100%<br>100%<br>100%  |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• All papers by dates required</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                     | 100%                                     | 100%                                  |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• Grand Cayman and Overseas</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                          | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$100,000                                | \$100,000                                | \$25,000                              |
| <b>RELATED BROAD OUTCOMES:</b> <ul style="list-style-type: none"><li>• Strengthening good governance for more effective government</li><li>• Building a modern infrastructure to ensure a successful future for our Islands</li></ul>                                                                                                                                                                                                                                                                |                                          |                                          |                                       |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |                                 |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------|------------------------------|
| URC 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Monitoring and Controlling the Storage, Handling, Quality and Mensuration of Fuel Products |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                            |                                 |                              |
| Administration of the Dangerous Substance Act for import, storage, quality control, handling and transport of fuel products across the three islands. Advising on national initiatives relating to the safe handling and storage of hazardous substances to inform policy. Carrying out routine inspections at regulated premises and on permitted vehicles to ensure compliance with safety, health and environmental codes and standards for hazardous materials and locations. Promote and encourage self and co-regulation for compliance and safety across the sector. |                                                                                            |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022                                                            | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                            |                                 |                              |
| <ul style="list-style-type: none"><li>General Inspections (all permitted premises (including OPS) and vehicles)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 280-310                                                                                    | 280-310                         | 280                          |
| <ul style="list-style-type: none"><li>Statutory Consultation (Planning and Permitting)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 200                                                                                        | 200                             | 225                          |
| <ul style="list-style-type: none"><li>Fuel and Energy Initiatives Engagement</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 5-10                                                                                       | 5-10                            | 6                            |
| <ul style="list-style-type: none"><li>FOI, Media and Complaints handled/addressed</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 40                                                                                         | 40                              | 35                           |
| <ul style="list-style-type: none"><li>Quality control and fuel testing (Number of samples)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 55-70                                                                                      | 55-70                           | 12                           |
| <ul style="list-style-type: none"><li>Issuance of Operating and Import Permits</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 230-280                                                                                    | 230-280                         | 230                          |
| <ul style="list-style-type: none"><li>Pump Calibrations witnessed/supervised (Meters on Premises/Vehicles)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 395-440                                                                                    | 395-440                         | 48                           |
| <ul style="list-style-type: none"><li>General Policy Advice and Consultation</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 35-50                                                                                      | 35-50                           | 35                           |
| <ul style="list-style-type: none"><li>Emergency spill response Management</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 8-10                                                                                       | 8-10                            | 8                            |
| <ul style="list-style-type: none"><li>Technician certification (certificates issued)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 30-40                                                                                      | 30-40                           | 30                           |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                            |                                 |                              |
| <ul style="list-style-type: none"><li>Comply with Dangerous Substance Handling and Storage Act, 2017, its Regulations, and relevant industry codes determined by CPI in consultation with relevant stakeholders</li></ul>                                                                                                                                                                                                                                                                                                                                                   | 100%                                                                                       | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Inspections to be carried out by qualified, competent and experienced inspectors</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%                                                                                       | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Activities to be carried out to the highest ethical and professional standards, using relevant and up-to-date industry information and practice, and engaging certified organisations where necessary</li></ul>                                                                                                                                                                                                                                                                                                                       | 100%                                                                                       | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                            |                                 |                              |
| <ul style="list-style-type: none"><li>Inspections completed within five working days</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 95%                                                                                        | 95%                             | 95%                          |
| <ul style="list-style-type: none"><li>Calibrations to be completed within 48 hours</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 95%                                                                                        | 95%                             | 95%                          |
| <ul style="list-style-type: none"><li>Turnaround time of three days for fully compliant planning applications</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 95%                                                                                        | 95%                             | 95%                          |
| <ul style="list-style-type: none"><li>All other tasks to be completed within set/established timeline</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100%                                                                                       | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                            |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100%                                                                                       | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                            |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$812,000                                                                                  | \$812,000                       | \$812,000                    |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                            |                                 |                              |
| <ul style="list-style-type: none"><li>Strengthening good governance for more effective government</li><li>Supporting climate change resilience and sustainable development</li><li>Building a modern infrastructure to ensure a successful future for our Islands</li></ul>                                                                                                                                                                                                                                                                                                 |                                                                                            |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                              |                                                                                              |                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| URC 11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Economic Regulations, Monitoring and Directing the Fuel Sector and Relevant Market           |                                                                                              |                                                               |
| <b>DESCRIPTION</b><br>Administration of the Fuels Market Regulation Act to ensure the Cayman Islands has a proper, adequate and continuous supply of fuel which is obtained and distributed/sold under the most economic and competitive terms, in accordance with global supply and pricing parameters. The efforts of the Office are geared at preventing collusive practices in the market(s), facilitate new entrants and the introduction of viable/feasible alternative fuels into the fuel mix, and the facilitation of investment which provides a fair and reasonable return for sustainable economic and competitive activity in the sector.                                                                                                                                                                                                            |                                                                                              |                                                                                              |                                                               |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b>                                                     | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b>                                                     | <b>2021<br/>12-Month<br/>Forecast</b>                         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Collate and Analyze "Section 10" Data from Importers (Data sets)</li><li>Execute License Agreement with Major Fuel Licensees</li><li>Monitoring and post Fuel Prices and analysis on a fortnightly basis</li><li>Bi-annual market review and report submission on adequacy of regulation and state of competition in relevant markets</li><li>Establish guidelines and criteria for new entrants to relevant Fuels Market</li><li>Evaluate and report on adequacy of fuel mix bi-annually</li><li>Function as Focal Point for CEIS/SRC providing monthly/quarterly data as required under membership agreement</li><li>Annual engagement with Licensees</li><li>Enforce Regulatory Breaches</li><li>Regulatory Investigations</li><li>Consumer and Public Awareness and Engagement on Fuel Sector</li></ul> | 200-264<br>10-30<br>80-110<br><br>2-6<br>1-2<br>1-2<br>10-13<br>12-20<br>20-40<br>2-5<br>4-6 | 200-264<br>10-30<br>80-110<br><br>2-6<br>1-2<br>1-2<br>10-13<br>12-20<br>20-40<br>2-5<br>4-6 | 200<br>6<br>50<br><br>2<br>1<br>1<br>10<br>12<br>20<br>2<br>4 |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Comply with Fuels Market Regulation and Utility Regulation and Competition laws, and relevant regulation and competition laws, guidelines and determination required by the Office and Cabinet. Economic Regulations to be administered by qualified, competent and experienced Analysts, Economists and Management team members</li><li>Activities to be carried out to the highest ethical and professional standards, using relevant and up-to-date industry information and practice, and engaging certified organizations where necessary to augment the work of the Office</li></ul>                                                                                                                                                                                                                   | 100%<br><br>100%                                                                             | 100%<br><br>100%                                                                             | 100%<br><br>100%                                              |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Relevant analysis, research, assessment to be carried out within adequate timeframe to allow the Office to minimize and mitigate against negative competition effects in a timely manner</li><li>Local price monitoring data to be posted within 48 hours of the most recent surveyed prices</li><li>Turnaround time of three days for fully compliant planning applications</li><li>All other tasks to be completed within set/established timeline</li></ul>                                                                                                                                                                                                                                                                                                                                            | 95%<br><br>95%<br>100%<br>100%                                                               | 95%<br><br>95%<br>100%<br>100%                                                               | 95%<br><br>95%<br>100%<br>100%                                |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 100%                                                                                         | 100%                                                                                         | 100%                                                          |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$588,000                                                                                    | \$588,000                                                                                    | \$588,000                                                     |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Strengthening good governance for more effective government</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                              |                                                                                              |                                                               |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                        |                                              |                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------|
| URC 12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Management of the Cayman Islands Internet Domain and Verification of ICT Licensee Fees |                                              |                                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                        |                                              |                                              |
| Development of policy for, and management of, the Cayman Islands Internet Domain.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                        |                                              |                                              |
| Collection and verification of licence fees from major ICT network and ICT services including but not limited to issuing invoices as required, receiving payments and financial statements, verifying payments against financial statements and licensing provisions, resolving disputes, acting to recover outstanding payments and remitting receipts to Government.                                                                                                                                                                                                                                                                                                                                |                                                                                        |                                              |                                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 2022<br>1 Jan to<br>31 Dec 2022                                                        | 2023<br>1 Jan to<br>31 Dec 2023              | 2021<br>12-Month<br>Forecast                 |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                        |                                              |                                              |
| <ul style="list-style-type: none"><li>Number of licence fees processed per year</li><li>Hours spent on developing policy for and management of the Cayman Islands Internet Domain</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 50-70<br>80                                                                            | 50-70<br>80                                  | 50<br>80                                     |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                        |                                              |                                              |
| <ul style="list-style-type: none"><li>Collection of fees due from licensees and amounts verified by OfReg</li><li>Supporting information provided by licensees verified to quarterly management accounts and annual certificates provided by external auditors of licensee</li><li>Define issues clearly and succinctly, with the nature and scope of the issues being clear</li><li>Have involved appropriate research, consultation with interested parties, and employed appropriate analytical techniques</li><li>Have recommendations that are unambiguous</li><li>Examine implementation issues and provide guidance where appropriate</li><li>Be prepared with due professional care</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%<br>100%                                           | 100%<br>100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100%<br>100% |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                        |                                              |                                              |
| <ul style="list-style-type: none"><li>All ICT Licensee payments verified within one month of receipt.</li><li>All papers and services delivered by dates required.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 100%<br>100%                                                                           | 100%<br>100%                                 | 100%<br>100%                                 |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                        |                                              |                                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 100%                                                                                   | 100%                                         | 100%                                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                        |                                              |                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$133,418                                                                              | \$133,418                                    | \$133,578                                    |
| RELATED BROAD OUTCOMES:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                        |                                              |                                              |
| <ul style="list-style-type: none"><li>Strengthening good governance for more effective government.</li><li>Building a modern infrastructure to ensure a successful future for our Islands.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                        |                                              |                                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay The Utility Regulation and Competition Office for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Border Control and Labour by The Utility Regulation and Competition Office. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Utility Regulation and Competition Office undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Utility Regulation and Competition Office shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Border Control and Labour to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with The Utility Regulation and Competition Office will be delivered for the 2022 and 2023 financial years.



**Honourable Chris Saunders**  
**Minister for Border Control and Labour**  
On behalf of Cabinet



**Chairman of the Board**  
**The Utility Regulation and Competition Office**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**TOP TASTE RESTAURANT**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Top Taste Restaurant have agreed that Top Taste Restaurant will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Top Taste Restaurant is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Top Taste Restaurant during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Top Taste Restaurant during the 2022 and 2023 financial years are documented below.

|                                                                                                               |                                 |                                 |                              |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                        | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                   |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                    |                                 |                                 |                              |
| MEASURES                                                                                                      | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                      |                                 |                                 |                              |
| • Number of meals provided per week                                                                           | 314                             | 323                             | 96                           |
| QUALITY                                                                                                       |                                 |                                 |                              |
| • Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012) | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                    |                                 |                                 |                              |
| • Meals are to be provided at set times each day to coincide with each school’s scheduled breaks              | 100%                            | 100%                            | 100%                         |
| • Activity reports filed with Ministry liaison on a biweekly basis                                            | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                      |                                 |                                 |                              |
| • Grand Cayman                                                                                                | 100%                            | 100%                            | 100%                         |
| COST                                                                                                          |                                 |                                 |                              |
| • Up to a maximum of                                                                                          | \$293,420                       | \$925,934                       | \$110,192                    |
| RELATED BROAD OUTCOME:                                                                                        |                                 |                                 |                              |
| • Improving education to promote lifelong learning and greater economic mobility                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Top Taste Restaurant for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Top Taste Restaurant. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Top Taste Restaurant undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Top Taste Restaurant shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

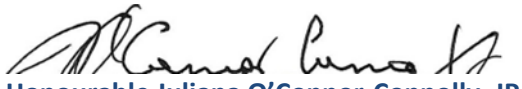
The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Top Taste Restaurant will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet



**Louis-Herard Sully**

**On behalf of Top Taste Restaurant**

**31 December 2021**



**PURCHASE AGREEMENT**

**BETWEEN THE**

**CAYMAN ISLANDS GOVERNMENT**

**AND**

**TOURISM ATTRACTION BOARD**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Tourism Attraction Board have agreed that the Tourism Attraction Board will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the Tourism Attraction Board is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the Tourism Attraction Board during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Tourism Attraction Board during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                      |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------|------------------------------|
| TBD 1                                                                                                                                                                                                                                                                                                                                                                                                                               | Management of Pedro St. James National Historic Site |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                      |                                 |                              |
| To preserve, facilitate and market Pedro St. James for the enjoyment of both residents and tourists including the provision of: Preservation, protection, and restoration of historical buildings; educational resources and information; maintenance and administration of visitors' centre and gift shop; collections and exhibitions; recreational and leisure facility for social events; special events and catering services. |                                                      |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                            | 2022<br>1 Jan to<br>31 Dec 2022                      | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Number of historical material and artefacts preserved</li></ul>                                                                                                                                                                                                                                                                                                                               | 190-200                                              | 190-200                         | 198                          |
| <ul style="list-style-type: none"><li>Number of historical buildings and memorials maintained</li></ul>                                                                                                                                                                                                                                                                                                                             | 4                                                    | 4                               | 4                            |
| <ul style="list-style-type: none"><li>Number of private/public social events organize</li></ul>                                                                                                                                                                                                                                                                                                                                     | 30-40                                                | 30-40                           | 35                           |
| <ul style="list-style-type: none"><li>Collections and exhibitions arranged/maintained</li></ul>                                                                                                                                                                                                                                                                                                                                     | 3                                                    | 3                               | 3                            |
| <ul style="list-style-type: none"><li>Hours of administration of Visitor Centre and Gift Shop</li></ul>                                                                                                                                                                                                                                                                                                                             | 3,000-3,100                                          | 3,000-3,100                     | 3,085                        |
| <ul style="list-style-type: none"><li>Hours of inspection and maintenance of landscaping</li></ul>                                                                                                                                                                                                                                                                                                                                  | 1,750-2,000                                          | 1,750-2,000                     | 1,820                        |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Preservation complies in accordance with established guidelines</li></ul>                                                                                                                                                                                                                                                                                                                     | 100%                                                 | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Maintenance meets the standard guidelines</li></ul>                                                                                                                                                                                                                                                                                                                                           | 100%                                                 | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Events organized by qualified personnel</li></ul>                                                                                                                                                                                                                                                                                                                                             | 100%                                                 | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Inspection and maintenance of landscaping meets design criteria</li></ul>                                                                                                                                                                                                                                                                                                                     | 100%                                                 | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Open to the public daily 9:00am to 5:30pm</li></ul>                                                                                                                                                                                                                                                                                                                                           | 100%                                                 | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Special events available as agreed by appointment</li></ul>                                                                                                                                                                                                                                                                                                                                   | 100%                                                 | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Savannah, Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                              | 100%                                                 | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                      |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$950,000                                            | \$950,000                       | \$980,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                              |                                                      |                                 |                              |
| <ul style="list-style-type: none"><li>Improving our tourism, as a product and economic driver</li></ul>                                                                                                                                                                                                                                                                                                                             |                                                      |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                               |                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------|------------------------------|
| TBD 2                                                                                                                                                                                                                                                                                                                                                                                                                           | Management of Queen Elizabeth II Botanic Park |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                     |                                               |                                 |                              |
| To preserve, facilitate and market the QE II Botanic Park for the enjoyment of both residents and tourists including the provision of preservation and protection of native fauna and flora; species management; maintenance of specialist gardens; maintenance of Visitor Centre and Gift Shop; recreational and leisure facility; educational resources/information; social venue; walking trails and maintenance of nursery. |                                               |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                        | 2022<br>1 Jan to<br>31 Dec 2022               | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                        |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Hours of administration of Visitor Centre and Gift Shop</li></ul>                                                                                                                                                                                                                                                                                                                         | 3,000-3,100                                   | 3,000-3,100                     | 3,085                        |
| <ul style="list-style-type: none"><li>Number of acreages preserved and protected in partnership with the National Trust</li></ul>                                                                                                                                                                                                                                                                                               | 65                                            | 65                              | 65                           |
| <ul style="list-style-type: none"><li>Number of specialist gardens</li></ul>                                                                                                                                                                                                                                                                                                                                                    | 6-8                                           | 6-8                             | 6-8                          |
| <ul style="list-style-type: none"><li>Number of special events</li></ul>                                                                                                                                                                                                                                                                                                                                                        | 3                                             | 3                               | 3                            |
| <ul style="list-style-type: none"><li>Number of visitor center displays</li></ul>                                                                                                                                                                                                                                                                                                                                               | 2                                             | 2                               | 2                            |
| <ul style="list-style-type: none"><li>Number of workshops organized</li></ul>                                                                                                                                                                                                                                                                                                                                                   | 2                                             | 2                               | 2                            |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                         |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Preservation and maintenance of plants, trails and gardens in accordance with established guidelines</li></ul>                                                                                                                                                                                                                                                                            | 100%                                          | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Documented and labelled plant collection</li></ul>                                                                                                                                                                                                                                                                                                                                        | 100%                                          | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Special events organized by qualified personnel</li></ul>                                                                                                                                                                                                                                                                                                                                 | 100%                                          | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Safety standards in accordance with Agriculture or Department of Environment regulations</li></ul>                                                                                                                                                                                                                                                                                        | 100%                                          | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                      |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Open to the public daily 9:00am to 5:30pm</li></ul>                                                                                                                                                                                                                                                                                                                                       | 100%                                          | 110%                            | 110%                         |
| <ul style="list-style-type: none"><li>Special events available as agreed by appointment</li></ul>                                                                                                                                                                                                                                                                                                                               | 100%                                          | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                        |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>North Side, Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                        | 100%                                          | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                            |                                               |                                 |                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$850,000                                     | \$850,000                       | \$1,040,000                  |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                          |                                               |                                 |                              |
| <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                                                                                                                                                                                                                                                                |                                               |                                 |                              |

|                                                                                                                                                                                                                                                                                      |                                           |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---------------------------------|------------------------------|
| TBD 4                                                                                                                                                                                                                                                                                | Management of Cayman Islands Craft Market |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                          |                                           |                                 |                              |
| Organize, promote, administer, and execute the Cayman Craft Market as a venue for local artisans and musicians to exhibit and sell their products and crafts to visitors. The Cayman Craft Market will promote on-island offerings and provide an outlet for native arts and crafts. |                                           |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022           | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                             |                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Number of applications processed or amended</li></ul>                                                                                                                                                                                          | 10-15                                     | 10-15                           | 14                           |
| <ul style="list-style-type: none"><li>Number of vendors and artists coordinated</li></ul>                                                                                                                                                                                            | 25-35                                     | 25-35                           | 27                           |
| <ul style="list-style-type: none"><li>Number of inspections of supply and quality of products</li></ul>                                                                                                                                                                              | 230-250                                   | 230-250                         | 245                          |
| <ul style="list-style-type: none"><li>Number of craft market buildings, tents, and landscaping maintained</li></ul>                                                                                                                                                                  | 7-9                                       | 7-9                             | 7                            |
| <ul style="list-style-type: none"><li>Number of special events organized when not operated as a market</li></ul>                                                                                                                                                                     | 1-3                                       | 1-3                             | 1                            |
| QUALITY                                                                                                                                                                                                                                                                              |                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Ensure vendor compliance with code of conduct</li></ul>                                                                                                                                                                                        | 100%                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Scrutinize applications for proper products criteria</li></ul>                                                                                                                                                                                 | 100%                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Ensure quality presentation</li></ul>                                                                                                                                                                                                          | 100%                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Adherence to good public safety practices</li></ul>                                                                                                                                                                                            | 100%                                      | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Meet required standard of hygiene for the facilities events organized by qualified personnel</li></ul>                                                                                                                                         | 100%                                      | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                           |                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Events and activities are arranged by October of each year</li></ul>                                                                                                                                                                           | 100%                                      | 110%                            | 110%                         |
| <ul style="list-style-type: none"><li>Open to the public daily 9:00am to 5:30pm</li></ul>                                                                                                                                                                                            | 100%                                      | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                             |                                           |                                 |                              |
| <ul style="list-style-type: none"><li>George Town, Grand Cayman</li></ul>                                                                                                                                                                                                            | 100%                                      | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                 |                                           |                                 |                              |
|                                                                                                                                                                                                                                                                                      | \$140,000                                 | \$140,000                       | \$140,000                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                               |                                           |                                 |                              |
| <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                                                                                                                     |                                           |                                 |                              |

|                                                                                                                                                                                                                                                                                                                                        |                                          |                                          |                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------|---------------------------------------|
| TBD 5                                                                                                                                                                                                                                                                                                                                  | Management of the Hell Geological Site   |                                          |                                       |
| <b>DESCRIPTION</b><br><br>To preserve and protect the natural resources of the attraction for the enjoyment of both residents and tourists, manage rental agreements for the operation of the on-site gift shops, oversee the general upkeep of the site, including buildings and restroom facilities, and the monitoring of visitors. |                                          |                                          |                                       |
| <b>MEASURES</b>                                                                                                                                                                                                                                                                                                                        | <b>2022<br/>1 Jan to<br/>31 Dec 2022</b> | <b>2023<br/>1 Jan to<br/>31 Dec 2023</b> | <b>2021<br/>12-Month<br/>Forecast</b> |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of rental agreements managed</li><li>Number of buildings and landscaping maintained</li><li>Number of acres of natural resources preserved and protected</li></ul>                                                                                                        | 3<br>2<br>1.44                           | 3<br>2<br>1.44                           | 3<br>2<br>1.44                        |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Rental agreements signed by authorized personnel and meets contractual agreements</li><li>Adherence to good public safety practices</li><li>Preservation and maintenance of property in accordance with established guidelines</li></ul>                                          | 100%<br>100%<br>100%                     | 100%<br>100%<br>100%                     | 100%<br>100%<br>100%                  |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>The site is open to the public daily</li></ul>                                                                                                                                                                                                                                 | 100%                                     | 100%                                     | 100%                                  |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>West Bay, Grand Cayman</li></ul>                                                                                                                                                                                                                                                 | 100%                                     | 100%                                     | 100%                                  |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                            | \$40,000                                 | \$40,000                                 | \$40,000                              |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving our tourism industry, as a product and economic driver</li></ul>                                                                                                                                                                                         |                                          |                                          |                                       |



### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Tourism Attraction Board for delivery of the outputs described in section 2 of this Agreement.

Payment will be made on the basis of an invoice provided quarterly to the Minister for Tourism and Transport by the Tourism Attraction Board. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of the month following the invoice date.

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## **IN SIGNING THIS AGREEMENT**

The Tourism Attraction Board undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Tourism Attraction Board shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Tourism and Transport to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Tourism Attraction Board will be delivered for the 2022 and 2023 financial years.



**Honourable Kenneth Bryan**

**Minister for Tourism and Transport**

On behalf of Cabinet



**Chairman of the Board**

**Tourism Attraction Board**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**TRIPLE C SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Triple C School have agreed that Triple C School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Triple C School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Triple C School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Triple C School during the 2022 and 2023 financial years are documented below.

| TCS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                    |                                      |                                      |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                    |                                      |                                      |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>100-300<br>100-300                            | 1<br>100-300<br>100-300              | 1<br>100-300<br>100-300              |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### **3. PAYMENT ARRANGEMENTS**

---

Cabinet will pay the Triple C School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Triple C School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



### **IN SIGNING THIS AGREEMENT**

Triple C School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

### **RIGHT TO AUDIT**

The Grantee Triple C School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

### **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Triple C School will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Triple C School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**TROPICAL DELITE**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the Department of Education Services have agreed that Tropical Delite will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of the document is to ensure that the performance expected of Tropical Delite is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by Tropical Delite during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the Tropical Delite during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                             |                                 |                                 |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
| NGS 91                                                                                                                                                      | Public School Meals Programme   |                                 |                              |
| DESCRIPTION                                                                                                                                                 |                                 |                                 |                              |
| Provision of free meals to public schools.                                                                                                                  |                                 |                                 |                              |
| MEASURES                                                                                                                                                    | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of meals provided per week</li></ul>                                                                           | N/A                             | 163                             | N/A                          |
| QUALITY                                                                                                                                                     |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Provision of meals in line with the Cayman Islands Public Schools: Standards for Food Provision (June 2012)</li></ul> | N/A                             | 100%                            | N/A                          |
| TIMELINESS                                                                                                                                                  |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Meals are to be provided at set times each day to coincide with each school’s scheduled breaks</li></ul>              | N/A                             | 100%                            | N/A                          |
| <ul style="list-style-type: none"><li>Activity reports filed with Ministry liaison on a biweekly basis</li></ul>                                            | N/A                             | 100%                            | N/A                          |
| LOCATION                                                                                                                                                    |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                | N/A                             | 100%                            | N/A                          |
| COST                                                                                                                                                        |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Up to a maximum of</li></ul>                                                                                          | NIL                             | \$453,466                       | NIL                          |
| RELATED BROAD OUTCOME:                                                                                                                                      |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                              |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

Cabinet will pay Tropical Delite for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided bi-weekly for the periods ending December 2022 and December 2023 to the Ministry of Education by Tropical Delite. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

The expected amount of each invoice for outputs to be delivered during the 2022 and 2023 financial periods will vary dependent on the number of students accessing meals. The price for the meals to be delivered at Layman Scott High School will not exceed the amounts outlined below, and will reflect the pricing submitted to the Department of Education Services:

#### For the Budget Period Ending 31 December 2022

|                             | Breakfast | Snack  | Lunch  | 2 drinks |
|-----------------------------|-----------|--------|--------|----------|
| All government high schools | \$4.00    | \$2.00 | \$7.00 | \$4.00   |

#### For the Budget Period Ending 31 December 2023

|                             | Breakfast | Snack  | Lunch  | 2 drinks |
|-----------------------------|-----------|--------|--------|----------|
| All government high schools | \$4.00    | \$2.00 | \$7.00 | \$4.00   |

The bi-weekly invoices shall be broken down and calculated as follows:

(Number of students served breakfast X Price of breakfast) + (Number of students served snack X Price of snack) + (Number of students served lunch X Price of lunch) + (Number of students served 2 drinks X Price of 2 drinks)

In addition, Tropical Delite will submit the menu for the up-coming 2-week period with the invoice for the period that is being considered for payment.

For clarity, the items to be submitted for payment to be processed:

- Invoice for the 2-week period under consideration for payment, where the outputs have been delivered as prescribed.
- Menu for the upcoming 2-week period in which the outputs will be delivered as prescribed.



## **IN SIGNING THIS AGREEMENT**

Tropical Delite undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Tropical Delite shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

**CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to and form part of this Agreement.

**AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Tropical Delite will be delivered for the 2022 and 2023 financial years.

**Honourable Juliana O'Connor-Connolly, JP**

**Minister for Education**

On behalf of Cabinet

**Name**

**On behalf of Tropical Delite**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**TRUTH FOR YOUTH SCHOOL**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Truth for Youth School have agreed that Truth for Youth School will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Truth for Youth School is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Truth for Youth School during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Truth for Youth School during the 2022 and 2023 financial years are documented below.

| TFY 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>100-200<br>N/A                                | 1<br>100-200<br>N/A                  | 1<br>100-200<br>N/A                  |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Truth for Youth School for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Truth for Youth School. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Truth for Youth School undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Truth for Youth School shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Truth for Youth School will be delivered for the 2022 and 2023 financial years.



**Honourable Julianna O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Truth for Youth School**

**31 December 2021**

# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**UNIVERSITY COLLEGE OF THE CAYMAN  
ISLANDS**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 49 OF THE PUBLIC MANAGEMENT AND FINANCE ACT  
(2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and the University College of the Cayman Islands have agreed that the University College of the Cayman Islands will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of the University College of the Cayman Islands is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by the University College of the Cayman Islands during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.



## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by the University College of the Cayman Islands during the 2022 and 2023 financial years are documented below.

| COL 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Teaching of Tertiary Level Associate and College Preparation Degree Programmes |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b><br>Teaching of the following Associate Degree specializations may include: <ul style="list-style-type: none"><li>• AA – Business Administration</li><li>• AA – Primary Education</li><li>• AA – Social Work</li><li>• AAS – Hospitality Management</li><li>• AA – Literary Studies</li><li>• AA – Social Sciences</li><li>• AS – Computer Science</li><li>• AS – Engineering Technology</li><li>• AS – Mathematics</li><li>• AS – Sciences</li><li>• AAS – Accounting</li><li>• AAS – Business Administration</li><li>• AAS – Computer Science</li><li>• Cayman Banking Certificate</li><li>• Dual Enrolment</li></ul> Pre-College Programme (open to all persons sixteen years of age and above) |                                                                                |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                                                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>• Number of Associate Level student enrolment over three semesters</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 1,600-1,800                                                                    | 1,600-1,800                     | 1,600-1,800                  |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>• Courses are taught by professionally qualified instructors and adjunct instructors from private sector in relevant fields.</li><li>• Courses satisfy standards of relevant external accreditation body, such as International Accreditation Council for Business Education (IACBE).</li><li>• Programmes/Courses meet the social and economic needs of the country and its workforce, and engage the support of the private sector</li></ul>                                                                                                                                                                                                                  | 100%                                                                           | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>• Courses offered over appropriate time frame for the curriculum covered</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                                                           | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>• Cayman Islands</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                                                           | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$4,098,816                                                                    | \$4,098,816                     | \$4,098,816                  |

| COL 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Teaching Tertiary Level Vocational and Certificate Programmes and Continuing Education Courses |                                 |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------|------------------------------|
| <div>DESCRIPTION</div> <div><ul style="list-style-type: none"><li>General Business Certificate</li><li>Construction Technology Certificate</li><li>Electrical Technology Certificate</li><li>Computer Technician Certificate</li><li>Automotive Repair and Maintenance Certificate – Institute for the Motor Industry (IMI)</li><li>Social Work Certificate</li><li>Electrical Installation Certificate</li><li>Hospitality and Culinary Certificates</li><li>Plumbing Certificate</li><li>Air Conditioning</li><li>Cake Baking and Decorating</li><li>Ice Carving</li><li>Fruit and Vegetable Carving</li><li>QuickBooks</li><li>Real Estate</li><li>Basic Computer for Adults</li><li>Basic Microsoft Applications (Excel/Word)</li><li>Plumbing Licensing Exam Preparation</li><li>Electrical Licensing Exam Preparation</li><li>Academic Courses</li><li>Remediation Courses</li><li>Fashion Design</li><li>Conversational Spanish and French</li><li>ESOL and Basic English</li></ul></div> |                                                                                                |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                                                                | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <div>QUANTITY</div> <div><ul style="list-style-type: none"><li>Number of Vocational and Certificate and Continuing Education programmes student enrolment (based on full year programme duration).</li></ul></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 550-630                                                                                        | 550-630                         | 550-630                      |
| <div>QUALITY</div> <div><ul style="list-style-type: none"><li>Courses are taught by professionally qualified instructors and adjunct instructors from private sector in relevant fields</li><li>Courses satisfy external standards set by the relevant Professional body.</li><li>Programmes/Courses meet the social and economic needs of the country and its workforce, and engage the support of the private sector</li></ul></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 100%                                                                                           | 100%                            | 100%                         |
| <div>TIMELINESS</div> <div><ul style="list-style-type: none"><li>Courses offered within the Fall, Spring and/or Summer Semesters</li></ul></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 100%                                                                                           | 100%                            | 100%                         |
| <div>LOCATION</div> <div><ul style="list-style-type: none"><li>Cayman Islands</li></ul></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 100%                                                                                           | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$1,107,645                                                                                    | \$1,107,645                     | \$1,107,645                  |
| <div>RELATED BROAD OUTCOME:</div> <div><ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                |                                 |                              |

| COL 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Teaching of Baccalaureate Degree/Postgraduate Programmes |                                 |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|---------------------------------|------------------------------|
| <b>DESCRIPTION</b> <ul style="list-style-type: none"><li>Teaching/development of Baccalaureate Degree/Postgraduate Programmes may include:</li><li>Master’s in Human Resource Management</li><li>Commonwealth Executive MBA</li><li>Commonwealth Executive Master in Public Administration</li><li>BSc – Accounting</li><li>BSc – Management</li><li>BSc – Computer Science</li><li>BSc – Social Sciences</li><li>BSc – Primary Education</li><li>BSc – Nursing</li><li>BSc – Social Work</li><li>PGCE – Programme (Postgraduate Certificate in Education)</li></ul> |                                                          |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2022<br>1 Jan to<br>31 Dec 2022                          | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of student enrolment over three semesters</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 480-520                                                  | 480-520                         | 480-520                      |
| <b>QUALITY</b> <ul style="list-style-type: none"><li>Courses are taught by professionally qualified instructors and adjunct instructors from private sector in relevant fields.</li><li>Courses satisfy standards of relevant external accreditation body, such as International Accreditation Council for Business Education (IACBE).</li><li>Programmes/Courses meet the social and economic needs of the country and its workforce, and engage the support of the private sector</li></ul>                                                                        | 100%                                                     | 100%                            | 100%                         |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>Courses completed within the Fall, Spring and Summer Semesters</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                                     | 100%                            | 100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Cayman Islands and International Partner Locations</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 100%                                                     | 100%                            | 100%                         |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$971,565                                                | \$971,565                       | \$971,565                    |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          |                                 |                              |

|                                                                                                                                                                                                                                                                                                                              |                         |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------------------|---------------------------------|------------------------------|
| COL 4                                                                                                                                                                                                                                                                                                                        | UCCI Cayman Brac Campus |                                 |                                 |                              |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                  |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Teaching of Tertiary Level Professional Programmes</li><li>Teaching of Tertiary Level Associate Degree Programmes</li><li>Teaching of Adult and Continuing Education Courses</li><li>Teaching of Tertiary Level Vocational and Certificate Programmes</li><li>Dual Enrolment</li></ul> |                         |                                 |                                 |                              |
| MEASURES                                                                                                                                                                                                                                                                                                                     |                         | 2022<br>1 Jan to<br>31 Dec 2022 | 2023<br>1 Jan to<br>31 Dec 2023 | 2021<br>12-Month<br>Forecast |
| QUANTITY                                                                                                                                                                                                                                                                                                                     |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Number of Student enrolment in Academic Programmes over three semesters</li></ul>                                                                                                                                                                                                      |                         | 80-100                          | 80-100                          | 80-100                       |
| <ul style="list-style-type: none"><li>Number of Adult/Continuing Education student enrolment in Cayman Brac over three semesters</li></ul>                                                                                                                                                                                   |                         | 25-75                           | 25-75                           | 25-75                        |
| QUALITY                                                                                                                                                                                                                                                                                                                      |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Courses are taught by professionally qualified instructors and adjunct instructors from private sector in relevant fields</li></ul>                                                                                                                                                    |                         | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Courses satisfy external standards agreed with the Ministry</li></ul>                                                                                                                                                                                                                  |                         | 100%                            | 100%                            | 100%                         |
| <ul style="list-style-type: none"><li>Programmes/Courses meet the social and economic needs of the country and its workforce, and engage the support of the private sector</li></ul>                                                                                                                                         |                         | 100%                            | 100%                            | 100%                         |
| TIMELINESS                                                                                                                                                                                                                                                                                                                   |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Courses offered over the appropriate time frame for curriculum covered and apprenticeships delivered.</li></ul>                                                                                                                                                                        |                         | 100%                            | 100%                            | 100%                         |
| LOCATION                                                                                                                                                                                                                                                                                                                     |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Cayman Brac and International Partner Locations</li></ul>                                                                                                                                                                                                                              |                         | 100%                            | 100%                            | 100%                         |
| COST                                                                                                                                                                                                                                                                                                                         |                         |                                 |                                 |                              |
|                                                                                                                                                                                                                                                                                                                              |                         | \$500,296                       | \$500,296                       | \$500,296                    |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                       |                         |                                 |                                 |                              |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                               |                         |                                 |                                 |                              |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the University College of the Cayman Islands for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided monthly to the Minister for Education by the University College of the Cayman Islands. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered. UCCI will provide the Ministry with the current monthly Purchase Agreement Status Report (number of students reported within each category) together with the monthly invoice.

UCCI will report three times a year on trends observed from one semester to another and year over year. This analysis will focus on student demographics, attendance patterns, academic achievement, persistence, and career outcomes consistent with UCCI agreements. The report will be titled, “Institutional Effectiveness” and will include the following information:

#### **Section I** (reflective of data from the semester under review)

##### **Student demographics**

1. Current number of Full time Students
2. Current number of Part-Time Students
3. Definition of Full and Part Time
4. Current number of Male Students
5. Current number of Female Students
6. Current number of Caymanian students
7. Current number of non-Caymanian students

#### **Section II** (reflective of programmes delivered in the semester under review)

##### **Programme Summary**

1. Names of Associate Degree Programmes
2. Names of Bachelor’s Degree Programmes
3. Names of post graduate degree programmes
4. Names of any other programmes (including certificate programmes, Dual Entry and Pre- College Studies programme)

##### **Programme Details**

1. Brief description of each programme listed above including learning objectives and programme length.

##### **Programme Trends**

1. Total number of students enrolled in each UCCI programme.

#### **Section III** (reflective of data from the semester under review)

##### **Retention Report**

1. Total number of students that did not return in the respective semester.

2. Exit interview report which provides the following information for those students who did not return to UCCI. Of those who did not return how many:
  - a. Transferred to an overseas university.
  - b. Transferred to ICCI.
  - c. Transferred to Truman Bodden Law School.
  - d. Reported taking a semester off for personal reasons, but expected to return in a future semester.
  - e. Reported taking a semester off for professional (work related) reasons, but expected to return in a future semester.
  - f. Reported leaving higher education with no plans at this time to return secondary to academic challenges.
  - g. Reported leaving higher education with no plans at this time to return secondary to work related or personal reasons.

#### **Section IV** (reflective of data from the most recent commencement ceremony)

##### **Graduation Report**

1. Date of graduation
2. How many students graduated?
3. Breakdown of students by programme
4. Of those who graduated:
  - How many were employed at graduation.
  - How many have been accepted at an overseas institution and will be continuing studies overseas.
  - How many have enrolled in a subsequent programme at UCCI and will be continuing their studies at UCCI.
  - How many have enrolled at Truman Bodden Law School and will be continuing their studies locally.
  - How many have enrolled at ICCI and will be continuing their studies locally.
  - How many received raises as a result of their UCCI education.
  - How many received promotions or employment advancement as a result of their UCCI education.

#### **Section V** (reflective of data from the semester under review)

##### **Private Sector Partnership Report**

Provide details of private sector involvement in developing and delivering programmes. This should include the following information:

Has 7

2. For each company/organisation engaged provide the company/organisation name, the programme they were involved with and the scope of their involvement in the delivery and development of the respective programme.

UCCI will issue an annual report aligned with the University's student-centered vision and which will include aspects of the Institutional Effectiveness Reports. It will be provided to the Ministry of Education and other key internal and external stakeholders. The Annual Report will include a multitude of student, alumni, and academic outcomes aligned with the UCCI Board Approved 2019-2024 Strategic Plan and within the capabilities of the new student data tracking system as it is implemented across various functional areas.



## **IN SIGNING THIS AGREEMENT**

The University College of the Cayman Islands undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee University College of the Cayman Islands shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the University College of the Cayman Islands will be delivered for the 2020 and 2021 financial years.



**Honourable Juliana O'Connor-Connolly, JP**

**On Behalf of the Minister for Education**

On behalf of Cabinet



**Chairman of the Board**

**University College of the Cayman Islands**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**VILLAGE MONTESSORI**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Village Montessori have agreed that Village Montessori will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Village Montessori is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Village Montessori during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Village Montessori during the 2022 and 2023 financial years are documented below.

| VMS 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b><br><br>The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.<br><br>Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                   |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>50-100<br>N/A                                 | 1<br>50-100<br>N/A                   | 1<br>50-100<br>N/A                   |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

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Cabinet will pay the Village Montessori for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Village Montessori. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Village Montessori undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Village Montessori shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

#### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Village Montessori will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

**Village Montessori**

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**WESLEYAN CHRISTIAN ACADEMY**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022  
AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND  
FINANCE ACT (2020 REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet and Wesleyan Christian Academy have agreed that Wesleyan Christian Academy will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of Wesleyan Christian Academy is clearly understood and agreed by both parties.

Section 2 of this Agreement documents the outputs to be purchased by the Cabinet and delivered by Wesleyan Christian Academy during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by Wesleyan Christian Academy during the 2022 and 2023 financial years are documented below.

| WCA 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Primary and Secondary Education by Private Schools |                                      |                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------------|--------------------------------------|
| <b>DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                    |                                      |                                      |
| The provision of a grant to assisted schools providing primary and secondary compulsory education in the Cayman Islands.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                    |                                      |                                      |
| Assisted schools in receipt of these funds are responsible for the delivery of education, in such a manner as to comply with the Education Act, 2016, Education Regulations, 2017 and Ministry of Education Policies and Guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                    |                                      |                                      |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2022<br>1 Jan to<br>31 Dec 2022                    | 2023<br>1 Jan to<br>31 Dec 2023      | 2021<br>12-Month<br>Forecast         |
| <b>QUANTITY</b> <ul style="list-style-type: none"><li>Number of assisted schools</li><li>Approximate number of students enrolled in Primary Education</li><li>Approximate number of students enrolled in Secondary Education</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 1<br>30-70<br>30-70                                | 1<br>30-70<br>30-70                  | 1<br>30-70<br>30-70                  |
| <b>QUALITY</b><br>All assisted schools must: <ul style="list-style-type: none"><li>Be registered and in good standing with the Education Council</li><li>Submit approved financial evidence with specific details on how the Government Funding was utilised</li><li>Submit complete, accurate and relevant data as requested by the Ministry of Education</li><li>Submit, upon request, strategic and/or school improvement plans and annual progress reports including, when relevant, post inspection action plans</li><li>Submit evidence of participation in national academic, cultural and sporting initiatives, for example: the National Spelling Bee, Rotary Science Fair, National Children’s Festival of the Arts, Inter-Primary and Inter-Secondary Sporting competitions</li></ul> | 100%<br>100%<br>100%<br>100%<br>100%               | 100%<br>100%<br>100%<br>100%<br>100% | 100%<br>100%<br>100%<br>100%<br>100% |
| <b>TIMELINESS</b> <ul style="list-style-type: none"><li>All documentation to be submitted by the third quarter of 2022 and 2023 or by any other date specified by the Ministry of Education.</li><li>Post inspection action plans to be submitted 30 days after the final inspection report is issued to the relevant school, if requested.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 100%<br>100%                                       | 100%<br>100%                         | 100%<br>100%                         |
| <b>LOCATION</b> <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100%                                               | N/A                                  | 100%                                 |
| <b>COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | \$105,263                                          | \$105,263                            | \$52,631                             |
| <b>RELATED BROAD OUTCOME:</b> <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                    |                                      |                                      |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay the Wesleyan Christian Academy for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided quarterly to the Minister for Education by the Wesleyan Christian Academy. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be able to satisfy him or her that the outputs have in fact been delivered.

Invoice will be paid within 20 days at the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

Wesleyan Christian Academy undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee Wesleyan Christian Academy shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Education to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

### **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

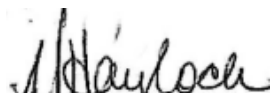
We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the Wesleyan Christian Academy will be delivered for the 2022 and 2023 financial years.



**Honourable Juliana O'Connor-Connolly, JP, MP**

**Minister for Education**

On behalf of Cabinet



**Head of School**

Wesleyan Christian Academy

**31 December 2021**



# **PURCHASE AGREEMENT**

**BETWEEN THE  
CAYMAN ISLANDS GOVERNMENT**

**AND**

**WEST BAY SEVENTH-DAY ADVENTIST CHURCH  
LIGHTBEARERS CLUB**

**FOR THE 2022 FINANCIAL YEAR ENDING 31 DECEMBER 2022**

**AND THE 2023 FINANCIAL YEAR ENDING 31 DECEMBER 2023**

PREPARED IN ACCORDANCE WITH SECTION 30 OF THE PUBLIC MANAGEMENT AND FINANCE ACT (2020  
REVISION)

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## CONTENT

1. Purpose and Content
2. Outputs to be Delivered in 2022 and 2023
3. Payment Arrangements

## 1. PURPOSE AND CONTENT

---

This Purchase Agreement details the outputs that the Cabinet of the Cayman Islands Government and West Bay Seventh-day Adventist Church LightBearers Club have agreed that West Bay Seventh-day Adventist Church LightBearers Club will deliver, and the Cabinet will purchase, during the 2022 and 2023 financial years.

The purpose of this document is to ensure that the performance expected of West Bay Seventh-day Adventist Church LightBearers Club is clearly understood and agreed by both parties.

Section 2 of the Agreement documents the outputs to be purchased by the Cabinet and delivered by West Bay Seventh-day Adventist Church LightBearers Club during the 2022 and 2023 financial years. Its purpose is to ensure that the outputs are clearly specified and delivered consistent with the performance measures (quality, quantity, timeliness, location and cost) established for each output.

Section 3 establishes the payment arrangements for the outputs specified in Section 2.

The formal Agreement outlines the procedures to be applied; if either party makes any changes during the 2022 and 2023 financial years.

## 2. OUTPUTS TO BE DELIVERED IN 2022 AND 2023

The outputs to be purchased by Cabinet and delivered by West Bay Seventh-day Adventist Church LightBearers Club during the 2022 and 2023 financial years are documented below.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                         |                                         |                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------|-----------------------------------------|
| WDL 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Youth Development Programmes            |                                         |                                         |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         |                                         |                                         |
| Deliver the LightBearers programme which is aimed at providing youth-based leadership and spiritual development.                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |                                         |                                         |
| MEASURES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 2022<br>1 Jan to<br>31 Dec 2022         | 2023<br>1 Jan to<br>31 Dec 2023         | 2021<br>12-Month<br>Forecast            |
| QUANTITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |                                         |                                         |
| <ul style="list-style-type: none"><li>Number of active programme Locations Grand Cayman</li><li>Number of active Participants</li><li>Number of Facilitator Trainings</li><li>Number of quarterly activity reports</li><li>Number of annual activity reports</li><li>Number of annual financial reports</li></ul>                                                                                                                                                                                                          | 2-4<br>30-40<br>2-4<br>4<br>1<br>1      | 2-4<br>35-45<br>2-4<br>4<br>1<br>1      | 3<br>33<br>2<br>N/A<br>1<br>N/A         |
| QUALITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |                                         |                                         |
| <ul style="list-style-type: none"><li>Programmes monitored and assessed/reviewed by Youth Services Unit as required</li><li>Programmes must be in line with the International Pathfinders programme</li><li>Policies and procedures for Safety measures for children and youth are developed and implemented in all programmes</li><li>Programmes provided by leaders with appropriate training</li><li>Reports completed in accordance with the criteria and procedures of the Ministry and Youth Services Unit</li></ul> | 100%<br>100%<br>100%<br>100%<br>90-100% | 100%<br>100%<br>100%<br>100%<br>90-100% | 100%<br>100%<br>100%<br>100%<br>90-100% |
| TIMELINESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                         |                                         |                                         |
| <ul style="list-style-type: none"><li>Programmes to operate at least regularly (weekly/monthly), ongoing throughout the year</li><li>Quarterly reports are due to the Ministry and Youth Services by the 5<sup>th</sup> business day following the reporting month</li><li>Annual Reports due by January 31st of the following reporting year</li></ul>                                                                                                                                                                    | 90-100%<br>100%<br>100%                 | 90-100%<br>100%<br>100%                 | 100%<br>N/A<br>N/A                      |
| LOCATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |                                         |                                         |
| <ul style="list-style-type: none"><li>Grand Cayman</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 100%                                    | 100%                                    | 100%                                    |
| COST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                         |                                         |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$5,425                                 | \$5,425                                 | \$5,425                                 |
| RELATED BROAD OUTCOME:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |                                         |                                         |
| <ul style="list-style-type: none"><li>Improving education to promote lifelong learning and greater economic mobility</li></ul>                                                                                                                                                                                                                                                                                                                                                                                             |                                         |                                         |                                         |

### 3. PAYMENT ARRANGEMENTS

---

Cabinet will pay West Bay Seventh-day Adventist Church LightBearers Club for delivery of the outputs described in Section 2 of this Agreement.

Payments will be made on the basis of an invoice provided to the Minister for Youth, Sports, Culture and Heritage by West Bay Seventh-day Adventist Church LightBearers Club. The invoice will contain sufficient evidence of the outputs delivered for the Minister to be satisfied that the outputs have in fact been delivered.

Invoices will be paid within 20 days of the end of each month following the invoice date.



## **IN SIGNING THIS AGREEMENT**

West Bay Seventh-day Adventist Church Light Bearers Club undertakes to deliver the agreed outputs as set out in Section 2 to the best of its ability and, provided that the outputs are delivered as specified, the Cabinet agrees to pay for those outputs in accordance with the payment schedule set out in Section 3.

## **RIGHT TO AUDIT**

The Grantee West Bay Seventh-day Adventist Church Light Bearers Club shall establish and maintain a reasonable accounting system that enables the Grantor Ministry of Youth, Sports, Culture and Heritage to readily identify the use of the grant. The CI Government shall have the right to audit, examine and to make copies of or extracts from all financial and related records relating to or pertaining to this Purchase Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures, subcontract files, all paid vouchers including those for out-of-pocket expenses, other reimbursement supported by invoices, ledgers, cancelled checks, deposit slips, bank statements, journals, original estimates, estimating work sheets, payroll documents, timesheets, memoranda and correspondence.

The Grantee shall, at all times, during the term of the Purchase Agreement and for a period of 5 years after the end of the Purchase Agreement, keep and maintain such records, together with supporting or underlying documents and materials. All records shall be maintained in accordance with generally accepted accounting principles. The Grantee shall at any time requested by the CI Government, whether during or after the end of the Purchase Agreement, and at the Grantee's own expense make such records available for inspection and audit by the CI Government at all reasonable times and without prior notice.

The obligations of this Section shall be explicitly included in any sub-contracts or agreements formed between the Grantee and any subcontractors or supplier of goods or services to the extent that those subcontracts or agreements relate to the fulfillment of the Grantee's obligations to the CI Government.

If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, CI Government will deal with the matter appropriately. It could potentially have an effect on future grants decision to the Grantee.

## **PROCEDURES FOR CHANGING THIS AGREEMENT**

Changes to this Agreement may be made during the 2022 and 2023 financial years only with the express and explicit agreement of both parties to the Agreement.

## **CHANGES WILL BE MADE AS FOLLOWS:**

If either party wishes to change this Agreement, they must notify the other in writing describing the changes that they wish to make.

The party will take no more than 15 working days to consider the proposed amendments, or such other time as the two parties may agree.

The parties will then sign the amended Agreement (where agreement has been reached).

The amended Agreement will be attached to, and form part of this Agreement.

#### **AGREEMENT**

We jointly agree that this Purchase Agreement accurately documents the outputs that the Cabinet has agreed with the West Bay Seventh-day Adventist Church LightBearers Club will be delivered for the 2022 and 2023 financial years.



**Honourable Bernie Bush**

**Minister for Youth, Sports, Culture and Heritage**

On behalf of Cabinet



**Director**

**West Bay Seventh-day Adventist Church LightBearers Club**

**31 December 2021**





**CAYMAN ISLANDS GOVERNMENT**

**PURCHASE AGREEMENTS**

**END**