

KERRY-ANN BARRETT, LLB., LEC, MBA (International Business)

United States

AREAS OF EXPERTISE

- Cyber Security and Cybercrime
- Policy Development and implementation
- Contract negotiation
- Procurement and contract administration
- Legislative drafting
- Arbitration

EDUCATION

- **2013** *Diploma, International Arbitration* **Chartered Institute of Arbitrators**
- **2012** *Certificate of Completion, Legal Frameworks for ICTs* **COMNET Foundation, Malta**
- **2009** *MBA, International Business (Distinction)* **European Business School, London**
- **Legal Education Certificate (LEC)** **Norman Manley Law School, Jamaica**
- **LLB (Hons.) Bachelor of Laws** **University of the West Indies, Barbados**

PROFESSIONAL EXPERIENCE

March 2014-Present

CYBER SECURITY POLICY SPECIALIST

Inter-American Committee against Terrorism, Organization of American States

- Developed a methodology for multi-stakeholder working groups for consultation on national cyber security issues including terms of reference for national working groups for the development of national cyber security strategies
- Advised on and provided technical assistance for the review, design and/or development of national cyber security frameworks in OAS Member States including Colombia, Costa Rica, Dominica, Dominican Republic, Jamaica, Suriname and Peru
- Prepared cyber security guidelines, toolkits and training programs for the development and implementation of national cyber security strategies and other cyber security capacities such as public awareness and cybersecurity crises management.
- Contributed to the development of an online tool for member states to apply the Cyber Capability Maturity Model developed by the Global Cyber Security Capacity Centre, Oxford University.
- Represented the OAS at various international forums on cybersecurity and cyber defense such as the COE TC-Y Working Group, GAC ICANN, ITU, GFCE, and Tallinn Manual 2.0. consultations and a Member of the Board of Curators for the GCSCC Capacity Building Portal and the
- Provided advice on various cybersecurity matters related to the OAS/CICTE and the international cybersecurity community including the development of confidence building measures in cyberspace
- Supported the CICTE Secretariat in the planning, organization and execution of various cybersecurity initiatives in the Americas

March 2012-February 2014

MANAGER, LEGAL SERVICES

Ministry of National Security (Trinidad and Tobago)

- As Manager of the Legal Services Unit, conducted complex legal research and prepared opinions on matters of law within the purview of the activities of the Ministry including national security crime prevention initiatives and advised the Minister, Permanent Secretary and Divisional Heads.

- Managed the Ministry's Legislative Portfolio, which included over 25 pieces of legislation by conducting research, providing advice and preparing drafting instructions for new legislation or amendments to existing legislation.
- Developed contract templates and contract preparation process that was adopted by the entire Ministry.
- Participated in the negotiations of complex contracts for various ICT investments and other major procurement undertakings for the Ministry such as the national CCTV expansion project.
- Represented the Ministry and the Government at various international forums in the area of Cyber Security and Cybercrime including the UNODC Government Group of Experts Comprehensive Study on Cybercrime Report 2013
- Member of the national Inter-ministerial Committee for the development of a National Cyber Security Policy
- Chairman, Legal Subcommittee-Inter-ministerial Committee for the development of a Cybercrime Bill
- Lead in the development of a Policy and Legislative brief for the establishment of a National Cyber Security Agency

March 2011-March 2012

LEGAL TRADE SPECIALIST

Ministry of Trade and Industry (Trinidad and Tobago)

- Legal Advisor for the development of the legal framework for the Trinidad and Tobago's Single Electronic Window (**SEW**) Project known as *TTBizLink* including the conduct of a legal audit of the Project.
- Provided legal advice on complex commercial and IT specific contracts and service level agreements for the commissioning of the SEW Project including development of MOUs with multiple stakeholders and IT infrastructure providers.
- Assisted in the preparation and amendment of trade, investment and other legislation relating to the work of the Ministry of Trade and Industry
- Participated in the negotiation of bilateral investment treaties and trade agreements

July 2010-March 2011

Eastern Caribbean Gas Pipeline Company Ltd.

LEGAL CONSULTANT

- Provided advice and participated in the preparation of documents relative to a major Share Sale and Purchase transaction.
- Reviewed and participated in the preparation of Request for Proposals for the conduct of various Environmental Impact Assessments
- Conducted research and offered advice in the drafting of Agreements relative to trans-border transportation of natural gas including deep and shallow water surveys, inter-governmental and host-government agreements

February 2010-June 2010

Trinidad and Tobago Housing Development Corporation (HDC-Trinidad)

LEGAL CONSULTANT offering Corporate Secretarial services

(Attached to Mair & Company-Attorneys-at-Law)

- Prepared and filed notices of directors, registered office, secretary and other statutory returns for over 25 management companies for various housing developments
- Prepared and disseminated Board and sub-committee meeting minutes (including the dissemination of extracts, and unconfirmed minutes as required) and all activities involved in the capacity of Tenders Secretary
- Prepared and submitted registration and other documents to varying Regulatory Authorities such as the Security Exchange Commission, Ministry of Finance and Line Ministry.
- Initiated and implemented standard forms of contracts and contract preparation procedures for the procurement of services and goods

November 2009-February 2010

Caricom Secretariat (Trinidad)

LEGAL CONSULTANT (attached to Ideas to Business)

- Conducted desk research on Trinidad and Tobago's obligations under the Revised Treaty of Chaguaramus and conducted field research in Trinidad, meeting with Government Ministries, Departments and Statutory Bodies to determine and document legislation in force that governs each of the five CSME regimes including any supporting Ministerial Orders, Rules, Cabinet Decisions and Administrative Directives, that enables implementation, enforcement and administration of the principal act
- Prepared and presented a comprehensive Report to the National Coordinating Committee of Component 100 of the CARICOM-CIDA Trade and Competitiveness Project based on the findings of the research

May 2008- June 2008

ILO Subregional Office for the Caribbean (Trinidad)

LEGAL CONSULTANT

- Lead external legal consultant for the ILO Project - *Harmonization of Labour Legislation in the English and Dutch Speaking Caribbean for the establishment of a Caribbean Database on Labour Legislation*
- Reviewed labour legislation from all the English and Dutch speaking Caribbean and identified key words and phrases to be used in the database to assist in search applications by the user
- Finalized Report and presented findings to Government officials of the 15 member states of the English and Dutch Speaking Caribbean and the ILO liaison in the project

November 2005 – April 2008

Ministry of Labour and Small and Micro Enterprise Development (Trinidad)

ATTORNEY-AT-LAW

- Appointed as Legal Counsel I and then promoted to Legal Counsel II with the responsibility for the management of the Legal Services Unit
- Provided advice in respect of interpretation, enforcement and compliance of relevant legislation
- Drafted and prepared other legal documents such as drafting instructions, Cabinet Notes, legal briefs, contracts, MOU's with non-governmental bodies and opinions as required to the Minister and the Ministry
- Instructed external counsel and managed the caseload of litigation matters involving the Ministry
- Interpreted and advised in respect of conciliation and arbitration of labour and co-operatives disputes

February 2003 – March 2005

National Solid Waste Management Authority (Jamaica)

COMPANY SECRETARY AND LEGAL OFFICER

- Head of the Legal Department of the Authority
- Prepared precedents for contractual arrangements with the Authority
- Prepared legal opinions on matters of remedies, labour laws and prosecution of breaches of the National Solid Waste Management Act
- Negotiated and secured, perused and drafted leases for the various offices occupied by the Authority or its regional offices island wide
- Special Lecturer on the provisions of the Act and other related Environmental Legislation to the authorized officers of the Authority, Island Special Constabulary Force and the Municipal Police island-wide as a requisite part of their training
- Liaised with instructing attorneys and prepared case files for all civil suits against the Authority or its waste management companies
- Prepared drafting instructions for regulations as it relates to the National Solid Waste Management Act, 2001
- Regularized all statutory obligations under the Companies Act for the four (4) Waste Management Companies operated by the Authority which was in arrears for over 10 years

PROFESSIONAL DEVELOPMENT

- Certificate of Completion, *Information Risk Management*, TEEX Extension Service (2016)
- Certificate of Completion, *Information Security for everyone*, TEEX Extension Service (2015)

- Certificate of Completion *The Osgoode Certificate in Public Procurement Law and Practice: Commonwealth Caribbean Edition*, Osgoode Hall Law School of York University (May 2013)
- Certificate of Participation, *Legal Elements of Fraud Examination*, Caribbean Institute of Forensic Accounting (March 2013)
- Certificate of Participation, *Anti-Money Laundering Workshop*, Arthur Lok Jack Graduate School of Business (Feb. 2013)
- Certificate of Participation, *Computer Forensics*, Caribbean Institute of Forensic Accounting (December 2012)
- Certificate of Participation, *International Seminar on the 'Practical use of the 2008 FIDIC Contract for Design, Build and Operate Projects-Gold Book'*, European Construction Ventures Ltd. and the Joint Consultative Committee, Trinidad (November 2012)
- Certificate of Participation, *Workshop on Cyber Security and Cybercrime in the Caribbean*, Organization of American States, US Department of Justice and the Caribbean Telecommunications Union, Miami, USA (August 2012)
- Certificate of Completion, *Protocol Master Class*, Trinidad and Tobago Hospitality and Tourism Institute and the Protocol School of Washington, Trinidad (August 2012)
- Certificate of Achievement, *ADR and Advanced ADR*, Stitt Feld Handy Group (Faculty of Law, University of Windsor), Trinidad (March 2006 and November 2006)
- Certificate of Completion, *Environmental Law and Policy*, University of Florida and Universidad de Costa Rica, San Jose, Costa Rica (2002)

PROFESSIONAL MEMBERSHIPS

Member-Trinidad and Tobago Law Association

Member -Trinidad and Tobago Chamber of Industry and Commerce

Associate Member-Caribbean Association of Procurement Professional