



## **BERMUDA GOVERNMENT**

### **MINISTRY OF FINANCE**

#### **PATI Information Statement**

**Name of Public Authority: REAL ESTATE BROKERS' ADVISORY BOARD**

##### **Introduction:**

The purpose of the Public Access to Information Act 2010 (the "PATI Act") is to –

- a) Give the public the right to obtain access to information held by public authorities to the greatest extent possible, subject to exceptions that are in the public interest or for the protection of the rights of others;
- b) Increase transparency and eliminate unnecessary secrecy, with regards to information held by public authorities;
- c) Increase accountability of public authorities;
- d) Inform the public about the activities of public authorities, including the manner in which they make decisions; and
- e) Have more information placed in the public domain as a matter of routine.

Every public authority is required to have an information statement under this Act. This information statement provides the public a description of the Registrar of Companies and its functions and structures, a summary of services and descriptions of the classes of records held. Brief summaries of administrative manuals, policies and rules and guidelines are also provided.

Under the Act, Bermudians and Bermuda residents have the right to request and have access to any record held by a public authority, other than an exempt record. Some records fall within Part 4 of the Act, such as information received in confidence pursuant to Section 26 and information related to the deliberative process pursuant to Section 29. Therefore, not all records can be accessed. This information statement clarifies these categories of information where required.

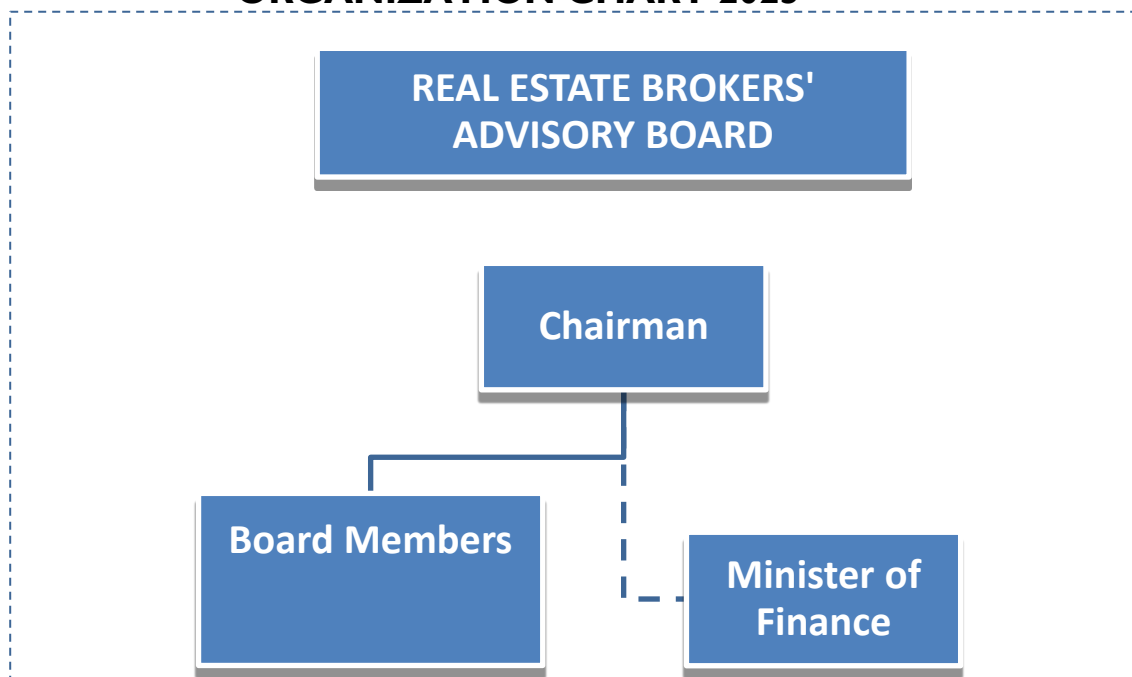
**Section A: Structure, Organization and Legislation [s5(1)a]**

The Real Estate Advisory Board is a statutory body established under the Ministry of Finance pursuant to the Real Estate Brokers' Licensing Act 2017. It serves to advise the Superintendent of Real Estate (the “**Superintendent**”) on issues affecting Bermuda’s real estate sector.

The Board is appointed by the Minister of Finance and comprises the following members:

- **Chairman:** Ms. Cynthia Millett
- **Deputy Chairman:** Ms. Susan Thompson
- **Members:** Mr. Buddy Rego, Ms. Cecilia Edwards, Ms. Elizabeth Gosling, Ms. Kimonea Bascome, Ms. Penny Macintyre, and Ms. Suzanne Stone
- [REAL ESTATE ADVISORY BOARD | Government of Bermuda.](#)

### ORGANIZATION CHART 2025



#### Legislation

The Real Estate Brokers' Licensing Act 2017  
Real Estate Brokers' Licensing Regulations 2017

#### Section B: I) Functions, powers, duties of the Authority [s5(1)b]

#### Powers of the Real Estate Brokers' Advisory Board

The composition, duties and powers of the Real Estate Brokers' Advisory Board are delineated in Section 12 of the Real Estate Brokers' Licensing Act 2017.

#### Duties of the Real Estate Brokers' Advisory Board

As required by the Real Estate Brokers' Licensing Act 2017, the Board's duties, amongst other things, is to advise the Superintendent on issues affecting the real estate industry.

## Section B: 2) Obligations under PATI Act [s5(1)b]

- To provide an **information statement** for the public and promulgate it [s5],
- To provide **other information** to the public so that the public needs only to have minimum resort to the use of the Act to obtain information [s6]. This includes:
  - General information, e.g. activities of the Authority
  - Log of all information requests and their outcome
  - Quarterly expenditure (upon request) [s6(5)]
  - Contracts valued at \$50,000 or more.
- To **respond to information requests** in a timely manner [s12-16]
- To **track information requests**, and provide this data to the Information Commissioner
- To respond to requests from the Information Commissioner [s9]
- To **amend personal information** held by the Authority that it is wrong or misleading following a written request by the person to whom the information relates [s19]
- To conduct an **internal review** if formally requested [part 5]
- To give evidence for **review by the Information Commissioner** [part 6, 47(4)], or for **judicial review** [s49], if required
- To provide an **annual written report** to the Information Commissioner of the status of information requests [s58 (3)].
- **To do anything else as required** under the PATI Act and subsequent Regulations [s59, 60], including:
  - **Fees** for Requests for information
  - Management and maintenance of **records**
  - **Procedures** for administering the Act
- To **train staff and make arrangements** so as to facilitate compliance with the Act [s61]

## Section C: Services and Programmes [s5(1)c]


The Real Estate Brokers' Advisory Board provides the service of advising the Superintendent on issues affecting the real estate industry.

## Section D: Records and documents held [s5(1)d]

The Real Estate Brokers' Advisory Board is asked to make reports to the Superintendent from time to time on important matters as requested by the Superintendent.

## Section E: Administration (all public access) manuals [s5(1)e]

## Section F: Decision-making documents [s5(1)f]

<ul style="list-style-type: none"> <li>Real Estate Brokers' Licensing Act 2017</li> </ul>		
<b>Section G: The Information officer [s5(1)g]</b>		
<p>Gladwina O'Mara, Assistant Registrar – Real Estate &amp; Corporate Regulation  The Registrar of Companies  4<sup>th</sup> Floor  Government Administration  Building 30 Parliament Street  Hamilton HM 12</p> <p><b>Telephone Number:</b> +1 (441) 444-0704  <b>Email address:</b> <a href="mailto:glomara@gov.bm">glomara@gov.bm</a></p>		
<b>Section H: Any Other Information [s5(1)h]</b>		
<b>Section I: Any Other Information To be Provided? [s5(1)i]</b>		
<b>Section J: Information Statement: Copies and Updates [s5(2,3,4,5)]</b>		
<p>Every public authority shall update its information statement at least once a year, and make it available for inspection by the public at reasonable times by [s5(1-5), PATI Act]:</p> <p><b>Date Information Statement was updated:</b> 20<sup>th</sup> August 2025</p> <p><b>Locations of Information Statement:</b>  <i>Confirm copies of Information Statement are available at the following sites:</i></p> <table border="0"> <tr> <td> <ul style="list-style-type: none"> <li>Your principal office: 4<sup>th</sup> Floor, Government Administration Building, 30 Parliament St. Hamilton, HM 12  (<a href="https://www.gov.bm/department/registrar-companies">https://www.gov.bm/department/registrar-companies</a>)</li> <li>The Bermuda National Library;</li> <li>The Bermuda Archives;</li> <li>Available electronically,</li> <li>Website for public authority  (<a href="https://www.gov.bm/department/registrar-companies">https://www.gov.bm/department/registrar-companies</a>)</li> <li>Have you published a notice in the Gazette indicating the places where the information statement is available for the public?</li> <li>With the Information Commissioner.</li> </ul> </td> <td> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> </td> </tr> </table>	<ul style="list-style-type: none"> <li>Your principal office: 4<sup>th</sup> Floor, Government Administration Building, 30 Parliament St. Hamilton, HM 12  (<a href="https://www.gov.bm/department/registrar-companies">https://www.gov.bm/department/registrar-companies</a>)</li> <li>The Bermuda National Library;</li> <li>The Bermuda Archives;</li> <li>Available electronically,</li> <li>Website for public authority  (<a href="https://www.gov.bm/department/registrar-companies">https://www.gov.bm/department/registrar-companies</a>)</li> <li>Have you published a notice in the Gazette indicating the places where the information statement is available for the public?</li> <li>With the Information Commissioner.</li> </ul>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>
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<p><b>Sign and Date:</b>  August 20<sup>th</sup> 2025</p>		