



Office of the Governor
United States Virgin Islands

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE YOU COMPLETE THIS QUESTIONNAIRE.

- 1) **ALL** questions must be fully and correctly answered and returned to the Office of Legal Counsel **within seven (7) business days of your receipt of the Questionnaire.**
- 2) Do not submit a resume instead of this Questionnaire.
- 3) If more than the allotted space on this form is required for a complete and full answer, please attach as many additional 8½ x 11 sheets as may be needed. At the top of each additional sheet put your name, "Office of the Governor, Office of Legal Counsel", and then reference the question number before each answer.
- 4) **The Questionnaire is in Word Format. Please complete all responses clearly in black font color. Responses are NOT to be handwritten.**
- 5) Please do not hesitate to call the Office of Legal Counsel at Government House at (340) 774-0001 if you have any questions concerning this Questionnaire.

NOMINEE'S NAME:

SECTION I: BIOGRAPHICAL DATA

[illegible]

NOMINEE'S NAME:

10. EMPLOYMENT RECORD: Please list, in chronological order, your complete employment record for the past ten (10) years, beginning with the present or most recent position. [Attach additional sheet(s), if necessary, and reference this question number]

Employer	Dates of Employment	Position	Address/Phone #	Supervisor
Buildtec, LLC	JUN 2021- Present	Managing Principal	7-1 Bonne Esperance Christiansted, VI 00820	
VI Port Authority	JUL 2017 - MAY 2021	Assitant Executive Director Director of Engineering	8074 Lindbergh Bay St. Thomas, VI 00802 (340) 774-1629	Carlton Dowe
VI Port Authority	FEB 2017- JUN 2017	Acting Director of Engineering	8074 Lindbergh Bay St. Thomas, VI 00802 (340) 774-1629	David Mapp
VI Port Authority	AUG 2014 - JAN 2017	Senior Engineer St. Croix	8074 Lindbergh Bay St. Thomas, VI 00802 (340) 774-1629	Dale Gregory
Craven Thompson & Associates, Inc.	SEP 2007 - MAY 2013	Senior Engineer	3563 NW 53rd St. Fort Lauderdale, FL 33309 (954) 739-6400	Patrick Gibney, P.E.
EAC Consulting, Inc.	JAN 2005 - AUG 2007	Senior Project Manager	5959 Blue Lagoon Miami, FL 33126 (305) 265- 5400	Michael Adeife, P.E.

11. GOVERNMENT EXPERIENCE:

A. List all federal, state, territorial or local government services, giving dates and type of service such as employee, boards, commissions, executive, legislative or judicial branches, consultant, voluntary service, part-time or honorary. [Attach additional sheet(s), if necessary, and reference this question number]

B. List and attach a copy of all service contracts you have held independently or been a party to with the Government of the Virgin Islands.

Virgin Islands Port Authority Employee from August 2014 - May 2021.

NOMINEE'S NAME:

12. BUSINESSES AND FINANCIAL INTEREST: List all businesses (for profit or not for profit), real estate and trusts in which you have at least a 10% interest or control of assets or serve as an officer or member of a board with voting rights. [Attach additional sheet(s), if necessary, and reference this question number]

Buildtec, LLC

13. QUALIFICATIONS: What in your opinion qualifies you to serve the People of the Virgin Islands in the position which the Governor has nominated you?

My extensive experience in civil engineering, leadership roles, and community engagement uniquely qualify me to serve the People of the Virgin Islands in the nominated position. With over two decades in project management, I have orchestrated diverse initiatives, fostering effective collaboration and tangible results. My commitment to transparency and ethical conduct aligns seamlessly with the needs of our community. Through strategic planning and innovative solutions, I am dedicated to advancing the well-being of the Virgin Islands.

SECTION II: HONORS AND ACCOMPLISHMENTS

14. MEMBERSHIPS: List all memberships and offices held in professional, fraternal, scholarly, civic, charitable, and other organizations.

15. BOARDS, COMMISSIONS, TRUSTS, ETC.: List all government or private sector boards, trusts, or fiduciary responsible positions on which you have served or are now serving.

USVI Board of Architects, Engineers, and Land Surveyors.

16. HONORS AND AWARDS: List all scholarships, fellowships, honorary degrees, honor society memberships, and any other special recognition for outstanding service or achievement.

NOMINEE'S NAME:

Honors Graduate from the University of Florida.
Lyford Cay Foundation Scholarship Recipient

- 17. PUBLISHED WRITINGS:** List all titles, publishers and dates of books, articles, reports, or other published materials you have written.

N/A

SECTION III: CHARACTER

- 18.** Have you ever been the subject of a grand jury, police, and department of justice or any legally constituted government authority, investigation anywhere or at anytime?
___ YES ☒ NO

If your answer is yes, please explain with details including date and location. [Attach additional sheet(s), if necessary, and reference this question number]

- 19.** Have you ever been arrested in any geographical location for any offense, including traffic violations? ___ YES ☒ NO

If yes, please explain with details including offense, date of location and disposition. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME:

20. Have you ever been convicted of a felony or a misdemeanor? ☐ YES ☒ NO
If yes, please explain with details including offense, date, location, and current status. [Attach additional sheet(s), if necessary, and reference this question number]

21. Is there now or has there ever been a judgment entered against you? ☐ YES ☒ NO
If the answer is yes, please explain with details on date, location and disposition or current status. [Attach additional sheet(s), if necessary, and reference this question number]

22. Have you ever been a respondent in any labor dispute or discrimination proceeding?
☐ YES ☒ NO

If the answer is yes, please explain with details on date, location and disposition or current status. [Attach additional sheet(s), if necessary, and reference this question number]

23. Have you ever been named as a party in any hearing, administrative, civil, and criminal, including Equal Employment Opportunity or sexual harassment? ☐ YES ☒ NO

If yes, please explain in detail, giving date, venue, agency, and the names of the other parties and the disposition. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME:

24. Have you now or have you ever been a member of an organization or an associate of an individual advocating terrorism, overthrow of a government by force or the advocacy or subordination of any ethnic group or individuals? ☐ YES ☒ NO

If the answer is yes, please give details of dates, names of organizations, names of individuals and all pertinent circumstances. [Attach additional sheet(s), if necessary, and reference this question number]

25. Do you know of any individual, organization or group, which can be expected to oppose your nomination? ☐ YES ☒ NO

If the answer is yes, please list the individuals, organizations or groups by name and give the details of your belief for their opposition. [Attach additional sheet(s), if necessary, and reference this question number]

26. Do you have any outstanding and delinquent monetary obligations to the Government of the Virgin Islands or any other public or private entity, including but not limited to, personal income taxes, business taxes, real property taxes (commercial or residential), business license renewals, trade name renewals, annual reporting fees, professional organization dues, child support, judgments, debt

NOMINEE'S NAME:

Government of the Virgin Islands, includes but is not limited to the following departments, agencies and instrumentalities: the Bureau of Internal Revenue, Tax Assessor, Department of Justice Division of Paternity and Child Support, Board of Education, Economic Development Authority, U. S. Small Business Administration, Small Business Development Center, Police Department, Department of Licensing and Consumer Affairs, the Water and Power Authority, the Waste Management Authority, Department of Health, Department of Human Services

____ YES X NO

If the answer is yes, please attach a detailed explanation of what outstanding and delinquent monetary obligations are owed, the reason for the delinquency, and the intended plan to bring the matter current.

SECTION IV: CONFLICT OF INTEREST

27. Please explain your understanding of "Conflict of Interest" as it applies to the position to which you have been nominated to serve the People of the Virgin Islands.

Conflict of Interest refers to situations where personal interests could interfere with the objective decision-making process of an individual in a professional role. In my nominated position, it means avoiding situations where my personal interests could influence my actions or decisions, ensuring that the public's best interests are upheld.

28. Do you own a business or real estate, or are you a partner or shareholder or affiliated in any way to sell or provide goods or services to the Virgin Islands Government?
____ YES X NO

If the answer is yes, please explain and give the name and location of these interest(s) and how you promise to remove yourself from any possible conflict. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME:

29. Does any close relative or spouse have a business or real estate interest(s) as described in question 25? ☐ YES ☒ NO

If the answer is yes, please explain and give the name and location of these interest(s) and how you propose to remove yourself from any possible conflict. (Attach additional sheet(s), if necessary.)

SECTION V: JOB PERFORMANCE

30. In no more than 150 words, please outline in priority order your four (4) specific short-term and four (4) specific long-term goals and objectives you would employ to achieve the entity's purpose and improve its service delivery system if your nomination is confirmed for this position.

In my envisioned role, I am fervently committed to fortifying the board's purpose and elevating its service delivery standards. In the short term, my top priority is to establish transparent communication channels across all levels, fostering a collaborative environment conducive to innovation. Concurrently, I will institute comprehensive performance assessments to identify and address operational bottlenecks promptly. Looking ahead, my long-term objectives are equally ambitious. I aspire to spearhead the implementation of advanced data analytics, enabling data-driven decision-making and resource optimization. Simultaneously, I aim to forge strategic partnerships with relevant stakeholders to enhance the board's reach and impact. Moreover, I envision cultivating a culture of continuous improvement, bolstered by comprehensive training initiative. Ultimately, my strategic alignment of short-term transparency initiatives and long-term data-driven transformation aims to amplify the entity's effectiveness, streamline operations, and amplify positive outcomes for the people of the Virgin Islands.

31. Is there any additional information that you believe would assist the Committee on Rules and the Judiciary in processing your nomination expeditiously?

My experience, as outlined in my resume, demonstrates my dedication to advancing infrastructure, promoting safety, and adhering to ethical standards. My diverse project portfolio showcases adaptability and leadership. I am committed to leveraging my expertise for the betterment of the Virgin Islands, ensuring sustainable growth and enhanced quality of life for its residents.

NOMINEE'S NAME:

CERTIFICATION:

This is to certify and affirm that all the statements contained herein and in any supporting documents or schedules or other such supporting documents or schedules executed at a later date as a part or addendum to this document are true and correct to the best of my knowledge and are made in good faith.

Signed this 10 day of November, 2023

Lester Damian Marco Cartwright
Nominee's Name [Print Clearly]

[Signature]
Signature of Nominee

Sworn and subscribed before me this 10 day of November, 2023

[Signature]
Notary Public of the U.S. Virgin Islands

[seal]



My commission expires: _____

ITHLANE DEBBIE HENRY
My Commission #: NP-545-22
Expires: August 31, 2026
St. Croix, USVI

NOMINEE'S NAME:



Please read the following very carefully before you sign this document.

1. I understand that the information given in this Questionnaire will be investigated under all applicable laws.
2. I understand that any false statement on any part of this Questionnaire can be grounds for rejecting the confirmation of my nomination.
3. I hereby consent and authorize the release of information on my character, background, ability, financial indebtedness and fitness to serve the residents of the United States Virgin Islands by all government departments and agencies, especially the **Bureau of Internal Revenue, Tax Assessor, Department of Justice Division of Paternity and Child Support, Board of Education, Economic Development Authority, U. S. Small Business Administration, Small Business Development Center, Police Department, Department of Licensing and Consumer Affairs, if applicable**, employers, schools, all law enforcement agencies, and all other individuals and organizations, which may be deemed necessary, to authorized Committee on Rules and the Judiciary investigators, its staff and any other authorized employees of the Virgin Islands Government as may be required.
4. **CERTIFICATION:**
This is to certify and affirm that all the statements contained herein and in any supporting document or schedules or other such supporting documents or schedules executed at a later date as a part or addendum to this document are true and correct to the best of my knowledge and are made in good faith.

Signed this 10 day of November 2023

Lester Damian Marco Cartwright

Nominee's Name [Print Clearly]

[Signature]
Signature of Nominee

Sworn and subscribed before me this 10 day of November, 2023

[Signature]
Notary Public of the U.S. Virgin Islands

[seal]

My commission expires:

ITHLANE DEBBIE HENRY
My Commission #: NP-545-22
Expires: August 31, 2026
St. Croix, USVI



