

GOVERNMENT OF GUAM  
OFFICE OF THE GOVERNOR  
AGANA, GUAM

EXECUTIVE ORDER NO. 76-21

PROMULGATION OF TOURIST GUIDE

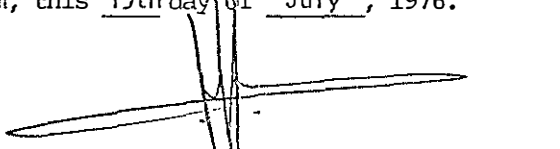
RULES AND REGULATIONS

WHEREAS, The Guam Visitors Bureau has, on the 23rd of June 1976, held a Public Hearing in accordance with the law on the promulgation of Tourist Guide Rules and Regulations are authorized under Public Law 13-55; and,

WHEREAS, I have examined the Rules and Regulations and find them acceptable:

NOW, THEREFORE, pursuant to the Authority given me by Public Law 13-55, I, Ricardo J. Bordallo, Governor of Guam, do hereby promulgate the attached Rules and Regulations, which shall be effective August 1, 1976.

Dated at Agana, Guam, this 19th day of July, 1976.



RICARDO J. BORDALLO  
Governor of Guam

Attest:



RUDOLPH G. SABLAN  
Lieutenant Governor

GUAM VISITORS BUREAU  
LICENSING AND CONTROL OF TOURIST GUIDES  
RULES AND REGULATIONS

Section 1: Pursuant to Section 16204 and 16204.1 of the Government Code of Guam, the Board of Directors (Board) of the Guam Visitors Bureau has set the following RULES AND REGULATIONS FOR TOURIST GUIDES and shall take effect as of August 1, 1976 .

Section 2: In these RULES AND REGULATIONS, unless the context otherwise requires --

"Tourist Guide" means a person who, for compensation of any kind, undertakes to guide, direct, lead, or conduct tourists and who, while undertaking such duties, explains to or informs said tourists of the history and culture of Guam, or directs the tourists to scenic, cultural or historical sites on Guam, or leads tour groups while the same are on conducted tours of Guam.

Section 3: No person shall act as a Tourist Guide unless he has passed the "Tourist Guide Examination" and is in possession of a badge approved by the Board and a valid tourist guide license.

Section 4:1 Any person who applies to the Board for a license to act as a tourist guide shall submit a written application form which is obtainable from the Guam Visitors Bureau.

Section 4:2 The Board shall have the power to authorize the issuance of a permanent or a temporary license to an applicant for a tourist guide license.

(A) A TEMPORARY LICENSE shall be issued to any person upon that person's initial application for a tourist guide license.

(B) A PERMANENT LICENSE shall be issued if the Board is satisfied that the applicant is of good moral character; is not prohibited from holding a license by the provisions of Section 16204(b) of the Government Code; and that the applicant has passed the Tourist Guide Examination administered by the Board.

Section 4:3 Where the Board refuses to approve a license, the Board shall notify the applicant of the reason for its refusal. The applicant may, within twenty

(20) days of the date of receipt of such notice, appeal to the Board.

Section 5:1 A license approved by the Board shall be in force from the date of issue until the following June 30th, unless previously revoked or suspended. A license that has not been revoked or suspended may be renewed from year to year.

Section 5:2 An application for the renewal of a license shall be made to the Board in writing 30 days before the date of expiration.

Section 5:3 A fee as established by law shall be payable prior to original issue and upon each annual renewal of a tourist guide license.

Section 6: As a condition precedent to the approval of a license, the Board may require the applicant to attend and successfully complete such courses of training as may be conducted or are approved by the Board. The applicant will be required to pass such tests of proficiency as may be conducted or are approved by the Board. The applicant shall be tested in a language of his choice in which he will be conducting tours, in writing or orally.

Section 7: A license shall be issued with an Official Badge, indicating therein the language in which the person is licensed to act as a tourist guide.

Section 8: A licensee shall comply with all the conditions set out in the Rules and Regulations for Tourist Guides and Rules of Conduct for Tourist Guides which may be changed from time to time.

Section 9:1 The Board may refuse to renew or may revoke or suspend any license IF in the opinion of the Board the licensee --

(A) has made any material misrepresentations, or has failed to disclose any material fact, which at the time of application, would have been grounds for denial of the license;

(B) has not performed the functions of a Tourist Guide for a continuous period of twelve (12) months.

(C) has been convicted of any criminal offense and sentenced to a term of imprisonment exceeding 90 days;

(D) has been found guilty of misconduct which cause discredit to his employment;

(E) has failed to attend and successfully complete the courses of training or to pass the tests of proficiency as may be required by the Board.

Section 9:2 Before revoking or suspending any license under the provisions of Section 9:1, the Board shall give the licensee notice in writing of its intention to revoke to suspend. The notice shall specify a date, not less than 30 days after the date of the notice, a time and a place of hearing at which the person concerned may show cause to the Board why his license should not be revoked or suspended.

Section 9:3 When the Board has revoked or suspended a license under the provisions of Section 9:1, the Board shall inform the person concerned by notice in writing of such revocation or suspension.

Section 9:4 Where the Board has revoked or suspended a license, it shall take effect in spite of an appeal to the Superior Court of Guam by the person concerned.

Section 10: Where a license has been revoked or has not been renewed under the provisions of Regulation 9, the person concerned shall, within ten (10) days -- (A) return the Official Badge to the Board, and (B) deliver up the license to the Board for cancellation.

Section 11: Where a license has been suspended, the licensee shall not act as a tourist guide during the period for which the license is suspended.

Section 12: No person or firm shall employ any person to act as a tourist guide who is not the holder of a tourist guide license in the language in which he is to guide.

Section 13:1 All notices to be given by the Board under these RULES AND REGULATIONS may be given by any officer or employee duly authorized in that behalf by the Board.

Section 13:2 Every notice or document required by these RULES AND REGULATIONS to be given or served on any person may be given or served --

(A) by delivering it to that person or by delivering it to the last known place or abode of that person, or to some adult member of his family;

(B) by leaving it at the usual or last known place of abode or business of that person in a cover addressed to that person; or,

(C) by forwarding it by mail in a prepaid letter or envelope addressed to that person at his usual or last known place of abode or business.

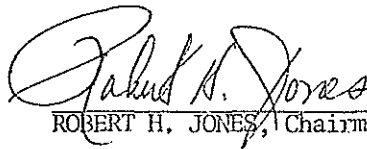
RULES OF CONDUCT FOR TOURIST GUIDES

1. A licensee, when acting as a guide, shall at all times carry the Official Badge supplied by the Board.
2. A licensee shall attend and successfully complete such courses of training and pass such tests of proficiency as the Board may require.
3. A licensee shall not act as a TOUR for any person or receive any commission or payment from any person for the purpose of bringing a tourist to patronize the business of that person or of any other person.
4. A licensee shall at all times be friendly, courteous and helpful to the tourists or visitors to Guam.
5. A licensee shall submit such information as the Board may require concerning his activities as a tourist guide.
6. A licensee shall permit the Board, its officers and agents, to inspect his license and his record of guiding activities at all reasonable times.
7. A licensee shall inform the Board when he ceases to perform the functions of a tourist guide.

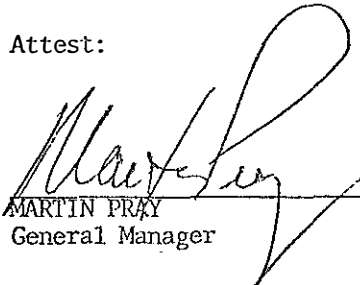
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8. A licensee shall wear a form of dress appropriate to Guam and acceptable to the Board while he/she is conducting tours or rendering services for tourists.
9. A licensee shall not receive any remuneration from any person other than from any tourist for whom he has rendered services, or from the person or persons who employ him to perform the functions of a tourist guide.
10. A licensee shall not conduct any tour in any language except in a language which the licensee has a certificate of proficiency issued by the Board.

APPROVED by the Board of Directors of the Guam Visitors Bureau  
at its regular meeting on the 24th day of June, 1976.

  
ROBERT H. JONES, Chairman

Attest:

  
MARTIN PRAY  
General Manager

APPROVED:

  
Office of the Attorney General

GUAM VISITORS BUREAU

APPLICATION FOR TOURIST GUIDE LICENSE

I CERTIFY THAT I HAVE BEEN GIVEN BY GUAM VISITORS BUREAU A COPY FO THE RULES AND REGULATIONS FOR LICENSING AND CONTROL OF GUAM TOURIST GUIDES. I HAVE READ AND UNDERSTAND THE RULES AND REGULATIONS. IT IS UNDERSTOOD THAT KNOWINGLY OFFERING FAISE EVIDENCE OF ANY OF THE FACTS BELOW AND THEREBY OBTAINING A PERMIT IS A MISDEMEANOR.

- 1. Name \_\_\_\_\_
- 2. Local Business Address \_\_\_\_\_
- 3. Mailing Address \_\_\_\_\_
- 4. Home Address \_\_\_\_\_
- 5. Telephones: Business \_\_\_\_\_ Home \_\_\_\_\_
- 6. Present Employer or Occupation \_\_\_\_\_
- 7. Previous Guide Experience: Where? \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_
- 8. Citizenship \_\_\_\_\_ 8a. Nationality \_\_\_\_\_
- 9. Place of Birth \_\_\_\_\_ 10. Social Security or ID # \_\_\_\_\_
- 11. PERSONAL DATA: Age \_\_\_\_\_ Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_  
Color Hair \_\_\_\_\_ Color Eyes \_\_\_\_\_
- 12. CHARACTER REFERENCES: Please show name, address and telephone number  
(1) \_\_\_\_\_  
\_\_\_\_\_
- (2) \_\_\_\_\_  
\_\_\_\_\_

PLEASE ANSWER THE FOLLOWING:

- 1. Have you ever been convicted of a felony? Yes \_\_\_ No \_\_\_.
- 2. Have you ever been convicted of any criminal offense and sentenced to prison for 90 days or longer? Yes \_\_\_ No \_\_\_.
- 3. In which language are you requesting to be licensed? English \_\_\_  
Chamorro \_\_\_ Japanese \_\_\_ Chinese \_\_\_ Tagalog \_\_\_ Other \_\_\_.

Comments \_\_\_\_\_  
\_\_\_\_\_

I SWEAR THAT THE ABOVE ANSWERS ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Date: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT

Examination taken on: \_\_\_\_\_

Results: \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN, GUAM VISITORS BUREAU

APPROVED ( )

\_\_\_\_\_  
GENERAL MANAGER, GUAM VISITORS BUREAU

DISAPPROVED ( )