

12/4/78

GOVERNMENT OF GUAM
Office of the Governor
Agana, Guam

EXECUTIVE ORDER NO. 78-30

DEPARTMENT OF ADMINISTRATION
DEPARTMENTAL PERSONNEL RULES AND REGULATIONS,
OPERATIONS PROCEDURES MANUAL,
AND GLOSSARY

WHEREAS, Section 4004 of the Government Code of Guam authorizes the Board of Directors of the Guam Port Authority, the Board of Directors of the Guam Power Authority, the Board of Directors of the Guam Telephone Authority, the Board of Education, the Board of Regents of the University of Guam, the Board of Directors of the Guam Airport Authority, and by the Board of Trustees of Guam Memorial Hospital, with respect to personnel matters within their respective agencies or departments, and by the Director of Administration as to all other government employment to adopt, with limitations, personnel rules and regulations which are by the provisions of Section 4007, Government Code of Guam, subject to the approval of the Civil Service Commission and the Governor; and

WHEREAS, the Government of Guam and the U.S. Civil Service Commission signed an agreement for the purpose of revising the current rules and regulations incorporating current changes in personnel management from both federal and local laws; updating current practices; preparation of a standard procedures manual; and providing detailed guidelines for carrying out the intent of the Personnel Rules; and

WHEREAS, consideration of equal employment opportunity and affirmative action implications are paramount in the development of said rules; and

WHEREAS, the Governor appointed the Director of Administration as Chairman of the Personnel Rules and Regulations Task Force and the Executive Director of the Civil Service Commission as Co-Chairman, and technical assistance was provided by the U.S. Civil Service Commission under the Intergovernmental Personnel Act; and

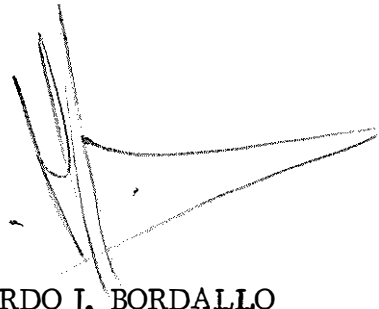
WHEREAS, the Personnel Rules and Regulations Task Force have developed and publicized said proposed rules and regulations for public hearing addressed to all Government of Guam employees; and

WHEREAS, in accordance with the provisions of Section 24200 of the Administrative Adjudication Law the Personnel Rules and Regulations Task Force conducted a public hearing on February 10, 1978 to discuss said proposed rules and regulations; and

WHEREAS, in accordance with Section 4004 of the Government Code of Guam the Civil Service Commission Board approved the final draft of said rules and regulations;

NOW, THEREFORE, I, RICARDO J. BORDALLO, Governor of Guam, by virtue of the authority vested in me by Sections 4004 and 4007 of the Government Code of Guam with regards to departmental personnel rules and regulations, do hereby approve said Departmental Personnel Rules and Regulations, Operations Procedures Manual and Glossary, for the Department of Administration, to take effect January 1, 1979.

Signed and promulgated at Agana, Guam, this 25th day of Sept., 1978.



RICARDO J. BORDALLO
Governor of Guam

COUNTERSIGNED:



RUDOLPH G. SABLAN
Lieutenant Governor