

From: John O'Connor <john@postguam.com>
Sent: Tuesday, May 5, 2020, 10:23 AM
To: jon.calvo@guam.gov
Subject: Guam Daily Post - FOIA request

Hello Mr. Calvo,

The Guam Daily Post submits a Sunshine Act/FOIA request for the following:

Any documents related to a COVID-19 IP time sheet.

Please acknowledge receipt of this request.

Regards,
John O'Connor
727-0619

UFISINAN I MAGA'HÅGA
OFFICE OF THE GOVERNOR

LOURDES A. LEON GUERRERO
MAGA'HÅGA • GOVERNOR



JOSHUA F. TENORIO
SIGUNDO MAGA'LÅHI • LIEUTENANT GOVERNOR

May 11, 2020

VIA ELECTRONIC MAIL: john@postguam.com

John O'Connor
Reporter
Guam Daily Post
388 S. Marine Corps Drive
Suite 301
Tamuning GU 96931

Dear Mr. O'Connor:

I am writing in response to your request for information dated May 6, 2020, addressed to Mr. Jon Junior Calvo, in which you seek:

"Any documents related to a COVID-19 IP time sheet."

Enclosed are the following documents:

- *Governor's Office Quarantine Facility Time Sheet Summary 1 & 2*

Please let me know if you have any questions or concerns

Sincerely,

A handwritten signature in black ink, appearing to read "Janela Carrera".

Janela Carrera
Director of Communications

EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
 E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR	ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL	TOTAL	PP: 4/11/2020						
										AMT	AMT	AMT	CAT 1	CAT 2	CAT 3	CAT 3	CAT 2	CAT 3	CAT 3

EMPLOYEE NAME	POSITION TITLE	EMP #	HOURLY RATE	4/5/20							REG. HRS.	REG. HRS.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	BRIEF DESCRIPTION OF WORK
				HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.											
CATHERINE Q. CABRERA	PC III	11290	\$21.64	8	8	8	8	8	8	8	40	\$865.60								\$865.60	Adelup/EMO - Procurement
DEBRA JEAN CRUZ	PS III	11465	\$21.64	8	8	8	8	8	8	8	40	\$865.60								\$865.60	Adelup/EMO - HR/Timesheets
VENIDO S. TORRES	ASO	11292	\$24.04	4.5		3.5					8	\$192.32								\$192.32	Adelup - Processing Pymts & Reconciling Accts & PO's
JESSICA CRUZ	CENTRAL FILES ADM	11298	\$26.44	7	7.5	7					36	\$951.84								\$951.84	Adelup - Central Files/Mail
TINA SANCHEZ	ADMIN ASST	11300	\$14.94	8	8	8	8	8	8	8	40	\$597.60								\$597.60	Adelup - Central Files/Mail
AGUSTO B. AFLAGUE	STAFF ASSISTANT	5248	\$26.44	8							29	\$766.76								\$766.76	Adelup - Administrative Support with the COVID-19 Pandemic
ALFRED A. AGUON	MAINTENANCE WKR	11366	\$12.75	3							3	\$38.25								\$38.25	Adelup - Administrative Support with the COVID-19 Pandemic
RICHARD B. ARROYO	STAFF ASSISTANT	11339	\$26.44	8							24	\$634.56								\$634.56	Adelup - Administrative Support with the COVID-19 Pandemic
JUNE BORJA	ADMIN SVCS OFCR	11345	\$21.64	8	8	8	8	8	8	8	40	\$865.60								\$865.60	Adelup - Administrative Support with the COVID-19 Pandemic
CARLO BRANCH	SPECIAL ASSISTANT	7906	\$40.87	6	10	10	10	10	10	10	62	\$2,533.94								\$2,533.94	Adelup - Administrative Support with the COVID-19 Pandemic
DOROTHY C. BLAS	STAFF ASSISTANT	3199	\$21.64	7	7.5	7					44	\$952.16								\$952.16	Adelup - Administrative Support with the COVID-19 Pandemic
JOSEPHINE C. CEPEDA	SPECIAL ASSISTANT	11310	\$31.25	4	8	8	8	8	8	8	44	\$1,375.00								\$1,375.00	Adelup - Administrative Support with the COVID-19 Pandemic
KATHLEEN C. CEPEDA	STAFF ASSISTANT	11350	\$26.44	4.5	8	8	8	8	8	8	49.5	\$1,308.78								\$1,308.78	Adelup - Administrative Support with the COVID-19 Pandemic
RHEA A.Q. CHANG	STAFF ASSISTANT	27511	19.6	4.5	8	8	8	8	8	8	49.5	\$970.20								\$970.20	Adelup - Administrative Support with the COVID-19 Pandemic
SHAMARA L. CHARAGUALAF	SPECIAL ASSISTANT	4553	33.65		7	7.5	7				36	\$1,211.40								\$1,211.40	Adelup - Administrative Support with the COVID-19 Pandemic
ELIZA G. DAMES	SPECIAL ASSISTANT	11358	36.06		7	7	7				36.5	\$1,316.19								\$1,316.19	Adelup - Administrative Support with the COVID-19 Pandemic
TRICIA T. GUZMAN	ADMIN SVCS OFCR	25129	21.64		8	8	8	8	8	8	40	\$865.60								\$865.60	Adelup - Administrative Support with the COVID-19 Pandemic
MICHAEL MARRIOTT	STAFF ASSISTANT	27607	21.64	2	2	2	2	2	2	2	12	\$259.68								\$259.68	Adelup - Administrative Support with the COVID-19 Pandemic
ROMMEL OBISPO	FACILITIES MANAGER	11313	28.85	6							55.5	\$1,601.18								\$1,601.18	
GRAND TOTAL																					
OVERALL																					

GRAND TOTAL \$16,571.08

EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR	EST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	PPE																			
																				4/12/20	4/13/20																		
EMPLOYEE NAME	POSITION TITLE	EMP #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG. HRS.	REG. HRS.	ND HRS.	ND HRS.	ND	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK																	
AGUSTO B. AFLAGUE	Staff Assistant	5248	\$26.44				8	8	5	21	\$555.24	6	\$15.86								\$571.10	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																	
RICHARD B. ARROYO	Staff Assistant	11339	\$26.44	8	8	8	8			40	\$1,057.60		\$0.00								\$1,057.60	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																	
JUNE BORJA	Administrative Services	11345	\$21.64		8	8	8	8		40	\$865.60	6	\$12.98									\$878.58	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
DOROTHY C. BLAS	Staff Assistant	3199	\$21.64	7.5	6.5	5				19	\$411.16		\$0.00									\$411.16	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
JOSEPHINE C. CEPEDA	Special Assistant	11310	\$31.25	8	8	8	8	5		45	\$1,406.25		\$0.00									\$1,406.25	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
KATHLEEN C. CEPEDA	Staff Assistant	11350	\$26.44	8	8	8	8	6.5		46.5	\$1,229.46		\$0.00									\$1,229.46	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
RHEA A.Q. CHANG	Staff Assistant	27511	\$19.60	8	8	8	8	6.5		46.5	\$911.40		\$0.00									\$911.40	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
SHAMRA L. CHARQUALAF	Special Assistant	4553	\$33.65	7.5	6.5	8				22	\$740.30		\$0.00									\$740.30	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
JESSICA C. CRUZ	Central Files Administ	11298	\$26.44	8		8				24	\$634.56		\$0.00									\$634.56	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
ELIZA G. DAMES	Special Assistant	11358	\$36.06	5.5	6.5	8	8	5		33	\$1,189.98		\$0.00									\$1,189.98	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
TRICIA T. GUZMAN	Administrative Services	25129	\$21.64	8	8	8	8			40	\$865.60		\$0.00									\$865.60	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
MICHAEL MARIOTT	Staff Assistant	27607	\$21.64	2	2	2	2			10	\$216.40		\$0.00									\$216.40	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
ROMMEL OBISPO	Facilities Manager	11313	\$28.85	9	9	9	9	2		47	\$1,355.95		\$0.00									\$1,355.95	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
KRYSTAL PACO-SAN AGUSTIN	Press Secretary	11342	\$31.25	10	10	10	10	6		56	\$1,750.00		\$0.00									\$1,750.00	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
MATTHEW P. QUINATA	Staff Assistant	4045	\$24.04	5.75	3.75	3				12.5	\$300.50		\$0.00									\$300.50	PROCESSING FISCAL AND BUDGET RELATED DOCUMENTS																
ROBERT SAN AGUSTIN	Program Director	11312	\$26.44	7.5	7.5	7.5	7.5	4		41.5	\$1,097.26		\$0.00									\$1,097.26	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
WILLIAM P. TATINGFONG	Staff Assistant	3630	\$24.04		4.25	5				9.25	\$222.37		\$0.00									\$222.37	PROCESSING FISCAL AND BUDGET RELATED DOCUMENTS																
LAURIE I. TUMANENG	Policy Advisor	11493	\$ 24.04	10	10	10	10	10		56	\$1,346.24		\$0.00									\$1,346.24	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADDELUP OFFICE																
										0	\$0.00		\$0.00									\$0.00																	
GRAND TOTAL																																							\$16,184.72

