



Office of Senator James C. Moylan

I MINA' TRENTAI SINGKO NA LIHESLATURAN GUÅHAN | 35TH GUAM LEGISLATURE

May 9, 2020

Jon Junior Calvo
Acting Chief of Staff, Office of the Governor
Ricardo J. Bordallo, Governor's Complex
Hagåtña, Guam 96910

RE: FOIA REQUEST

Hafa Adai Mr. Calvo;

Pursuant to the Freedom of Information Act (Chapter 10 of Title 5, Guam Code Annotated), my office would like to request for the following documents and information as noted below. They are as follows:

1. We would like to request for the time sheets of all government personnel, including agency heads, who have been working at all the hotel quarantine sites, including a breakdown per location, inclusive of the dates starting with when the facilities were initially established till present.
2. We would like to request for a breakdown of the total amount of differential pay which is owed to all agency heads (inclusive of those employed by autonomous agencies) and unclassified/limited term/ appointed employees, including which have either already been paid, and/or will be paid in the next pay period. Please include a breakdown per individual.
3. We would like to request for a breakdown of the total amount of overtime pay which is owed to all agency heads (inclusive of those employed by autonomous agencies) and unclassified/limited term/ appointed employees, including which have either been paid, and/or will be paid in the next pay period. Please include a breakdown per individual.
4. We would like to request for a breakdown of the specific job descriptions which are tasked to all agency heads and unclassified/limited term/ appointed employees who have been assigned to the hotel quarantine sites.
5. Did the administration consider asking other employees of the government of Guam who were deemed as “non-essential” or employed at “non-essential” agencies if they would

SENATOR JAMES C. MOYLAN |

Suite 407 DNA Building • 238 Archbishop Flores St. Hagåtña, Guam 96910 | (671) 922.MORE | (671) 979.MORE | senatormoylan@guamlegislature.org



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like to work at the hotel quarantine sites, with the opportunity of earning the additional pay? What was the determining factor in who gets tasked with this responsibility?

6. Have any individuals who are employed at the Governor's Office received differential or overtime pay since March 14, 2020, and if so, please provide a breakdown of the additional pay they received, including names and their job titles.

7. Media reports have indicated that a Deputy Director has been employed by DISID. Please advise 1). When was her first day at work?, 2). Was the agency open during the pandemic?, 3). What was the urgency in filling this position during the pandemic?, and 4). What is her annual salary?

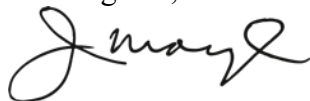
8. How many unclassified employees have been hired by the Government of Guam since March 14, 2020? Please provide a breakdown of their names, annual salary, job title, and the location of their work assignment.

9. In regards to the hotel rooms at the Pacific Star Hotel, we would like to request for a breakdown of the total nights, including the number of rooms occupied by agency heads or employees of the Governor's Office, which have been, or will be funded by the government of Guam (inclusive of federal reimbursements). Please provide a breakdown of the individuals and the purpose they were provided a complimentary room(s) at the hotel facility, as well as the number of suites that were provided.

10. Will the government of Guam be seeking a reimbursement from former Chief of Staff Anthony Babauta for the one night he spent at the Pacific Star Hotel, or will this be paid for by the government of Guam?

Thank you very much for your assistance, and we look forward to a timely response. If any questions arise, you can reach me at either senatormoylan@guamlegislature.org or at 922-6673.

Best Regards,



James "Jim" Moylan
Senator, 35th Guam Legislature

SENATOR JAMES C. MOYLAN |

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UFISINAN I MAGA'HÅGA
OFFICE OF THE GOVERNOR

LOURDES A. LEON GUERRERO
MAGA'HÅGA • GOVERNOR



JOSHUA F. TENORIO
SIGUNDO MAGA'LÅHI • LIEUTENANT GOVERNOR

May 15, 2020

VIA ELECTRONIC MAIL: senatormoylan@guamlegislature.org

Honorable James C. Moylan
Senator
I Mina Trentai Singko Na Liheslaturan Guåhan
238 Archbishop Flores St
Suite 407 DNA Building
Hagåtña Guam 96910

Dear Senator Moylan:

I am writing in response to your request for information dated May 11, 2020, addressed to Governor Lou Leon Guerrero's Acting Chief of Staff Jon Junior Calvo. Please see our responses to your itemized requests below.

1. We would like to request for the time sheets of all government personnel, including agency heads, who have been working at all the hotel quarantine sites, including a breakdown per location, inclusive of the dates starting with when the facilities were initially established till present.

Please see enclosed documents titled:

- MEMO EMPLOYEE DETAIL FOIA
- GOV OFFICE QFAC TIME SHEET SUMMARY 1 FOIA
- GOV OFFICE QFAC TIME SHEET SUMMARY 2 FOIA
- QFAC SCHEDULE FOIA

2. We would like to request for a breakdown of the total amount of differential pay which is owed to all agency heads (inclusive of those employed by autonomous agencies) and unclassified/limited term/ appointed employees, including which have either already been paid, and/or will be paid in the next pay period. Please include a breakdown per individual.

3. We would like to request for a breakdown of the total amount of overtime pay which is owed to all agency heads (inclusive of those employed by autonomous agencies) and unclassified/limited term/ appointed employees, including which have either been paid, and/or will be paid in the next pay period. Please include a breakdown per individual.

4. We would like to request for a breakdown of the specific job descriptions which are tasked to all agency heads and unclassified/limited term/ appointed employees who have been assigned to the hotel quarantine sites.

For items 2 through 4, the Office of the Governor has no documents responsive to your request, but we encourage your office to direct your inquiry to the Department of Administration as they may be able to assist you.

5. Did the administration consider asking other employees of the government of Guam who were deemed as "non-essential" or employed at "non-essential" agencies if they would like to work at the hotel quarantine sites, with the opportunity of earning the additional pay? What was the determining factor in who gets tasked with this responsibility?

The Office of the Governor has no documents responsive to your request.

6. Have any individuals who are employed at the Governor's Office received differential or overtime pay since March 14, 2020, and if so, please provide a breakdown of the additional pay they received, including names and their job titles.

The Office of the Governor has no documents responsive to your request.

7. Media reports have indicated that a Deputy Director has been employed by DISID. Please advise 1). When was her first day at work?, 2). Was the agency open during the pandemic?, 3). What was the urgency in filling this position during the pandemic?, and 4). What is her annual salary?

While you do not clearly request documents or public records pursuant to the Sunshine Reform Act of 1999, in an effort of good faith, I am enclosing the GG1 of DISID Deputy Director Michelle Perez.

8. How many unclassified employees have been hired by the Government of Guam since March 14, 2020? Please provide a breakdown of their names, annual salary, job title, and the location of their work assignment.

The Office of the Governor has no documents responsive to your request, but we encourage your office to direct your inquiry to the Department of Administration as they may be able to assist you.

9. In regards to the hotel rooms at the Pacific Star Hotel, we would like to request for a breakdown of the total nights, including the number of rooms occupied by agency heads or employees of the Governor's Office, which have been, or will be funded by the government of Guam (inclusive of federal reimbursements). Please provide a breakdown of the individuals and the purpose they were provided a complimentary room(s) at the hotel facility, as well as the number of suites that were provided.

The Office of the Governor has no documents responsive to your request.

10. Will the government of Guam be seeking a reimbursement from former Chief of Staff Anthony Babauta for the one night he spent at the Pacific Star Hotel, or will this be paid for by the government of Guam?

The Office of the Governor has no documents responsive to your request.

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Janelle Carrera', with a long horizontal flourish extending to the right.

Janelle Carrera
Director of Communications

GRAND TOTAL	\$4,865.86
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GRAND TOTAL	\$4,791.75
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GRAND TOTAL	\$4,222.30
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EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR OF GUAM				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE : 4/25/2020						4/19/20	4/20/20	4/21/20	4/22/20	4/23/20	4/24/20	4/25/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK
CATHERINE FLORES	STAFF ASSISTANT	11394	\$28.85	6	5.5	6	6	5	5				33.5	\$966.48		\$0.00		\$ -		\$ -		\$ -	\$966.48	PAC STAR/WYNDHAM - Quarantine Sites
R.ARLENE SANTOS	SPECIAL ASSISTANT	11278	\$33.65	5	5	5						5	20	\$673.00		\$0.00		\$ -		\$ -		\$ -	\$673.00	PAC STAR/WYNDHAM - Quarantine Sites
CANDISE ARAGON	MA IV	11314	\$24.04										0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	PAC STAR/WYNDHAM - Quarantine Sites
KIMBERLY ORSINI	ACCOUNTANT COMMUNITY	9535	\$31.25										0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	PAC STAR/WYNDHAM - Quarantine Sites
PATRICK FINONA	PROGRAMS OFCR	3605	\$17.84	5	6	5.5	5.5					5	27	\$481.68		\$0.00		\$ -		\$ -		\$ -	\$481.68	PAC STAR/WYNDHAM - Quarantine Sites
EVONNIE HOCOG	STAFF ASSISTANT COMMUNITY	8708	\$21.11	6						5	5	6	22	\$464.42		\$0.00		\$ -		\$ -		\$ -	\$464.42	PAC STAR/WYNDHAM - Quarantine Sites
KARATEL PHILLIP	RELATIONS OFCR COMMUNITY	11485	\$14.94	6	6	5						5.5	22.5	\$336.15		\$0.00		\$ -		\$ -		\$ -	\$336.15	PAC STAR/WYNDHAM - Quarantine Sites
NAOMI AQUININGOC	RELATIONS OFCR	1806	\$14.94	6	6	5.5	5.5						23	\$343.62		\$0.00		\$ -		\$ -		\$ -	\$343.62	PAC STAR/WYNDHAM - Quarantine Sites
JENNIFER DULLA	PROTOCOL DIRECTOR	11301	\$26.44							4.5	7		11.5	\$304.06		\$0.00		\$ -		\$ -		\$ -	\$304.06	PAC STAR/WYNDHAM - Quarantine Sites
MICHAEL WEAKLEY	STAFF ASSISTANT	4504	\$26.68	5	5							5	15	\$400.20		\$0.00		\$ -		\$ -		\$ -	\$400.20	PAC STAR/WYNDHAM - Quarantine Sites
CATHERINE CABRERA	PC III	11290	\$21.64	7									7	\$151.48		\$0.00		\$ -		\$ -		\$ -	\$151.48	PAC STAR/WYNDHAM - Quarantine Sites
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EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR OF GUAM				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL
PPE : 5/9/2020						4/26/20	4/27/20	4/28/20	4/29/20	4/30/20	5/1/20	5/2/20					13	25%	15	15%	12	10%	
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK	
CATHERINE FLORES	STAFF ASSISTANT	11394	\$28.85		5.5	5	5	6	6		27.5	\$793.38		\$0.00		\$ -		\$ -		\$ -	\$793.38	PAC STAR/WYNDHAM - Quarantine Sites	
R.ARLENE SANTOS	SPECIAL ASSISTANT COMMUNITY PROGRAMS OFCR	11278	\$33.65	5	6	5.5				6	5	27.5	\$925.38		\$0.00		\$ -		\$ -		\$ -	\$925.38	PAC STAR/WYNDHAM - Quarantine Sites
PATRICK FINONA		3605	\$17.84	3							3	\$53.52		\$0.00		\$ -		\$ -		\$ -	\$53.52	PAC STAR/WYNDHAM - Quarantine Sites	
EVONNIE HOCOG	STAFF ASSISTANT COMMUNITY	8708	\$21.11	6				5	5	5	21	\$443.31		\$0.00		\$ -		\$ -		\$ -	\$443.31	PAC STAR/WYNDHAM - Quarantine Sites	
KARATEL PHILLIP	RELATIONS OFCR COMMUNITY	11485	\$14.94	6	5.5						11.5	\$171.81		\$0.00		\$ -		\$ -		\$ -	\$171.81	PAC STAR/WYNDHAM - Quarantine Sites	
NAOMI AQUININGOC	RELATIONS OFCR	1806	\$14.94	6	5.5	5	5.5				22	\$328.68		\$0.00		\$ -		\$ -		\$ -	\$328.68	PAC STAR/WYNDHAM - Quarantine Sites	
JENNIFER DULLA	PROTOCOL DIRECTOR	11301	\$26.44	7.5	5	10.5		7	9.5	8.5	48	\$1,269.12		\$0.00		\$ -		\$ -		\$ -	\$1,269.12	PAC STAR/WYNDHAM - Quarantine Sites	
MICHAEL WEAKLEY	STAFF ASSISTANT	4504	\$26.68	5		5				5	5	20	\$533.60		\$0.00		\$ -		\$ -		\$ -	\$533.60	PAC STAR/WYNDHAM - Quarantine Sites
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GRAND TOTAL																					\$4,518.79		

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

AGENCY: OFFICE OF THE GOVERNOR				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/11/2020						3/29/20	3/30/20	3/31/20	4/1/20	4/2/20	4/3/20	4/4/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK
CATHERINE Q. CABRERA	PC III	11290	\$21.64		8	8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	COVID-19 /ADELUP/HOT LINES
DEBRA JEAN CRUZ	PS III	11465	\$21.64		8	8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	COVID-19 /ADELUP/HOT LINES
AGUSTO B. AFLAGUE	STAFF ASSISTANT	5248	\$26.44						7	8	5		20	\$528.80		\$0.00		\$ -		\$ -		\$ -	\$528.80	COVID-19 / ADELUP OFFICE
ALFRED A. AGUON	MAINTENANCE WKR	11366	\$12.75					3	4.5		3		10.5	\$133.88		\$0.00		\$ -		\$ -		\$ -	\$133.88	COVID-19 / ADELUP OFFICE
RICHARD B. ARROYO	STAFF ASSISTANT	11339	\$26.44		3	8	8	5	8	6			38	\$1,004.72		\$0.00		\$ -		\$ -		\$ -	\$1,004.72	COVID-19 / ADELUP OFFICE
JUNE BORJA	ADMIN SVCS OFCR	11345	\$21.64		8	8	8	8	8				40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	COVID-19 / ADELUP OFFICE
CARLO BRANCH	SPECIAL ASSISTANT	7906	\$40.87	6	10	10	10	10	10	6			62	\$2,533.94		\$0.00		\$ -		\$ -		\$ -	\$2,533.94	COVID-19 / ADELUP OFFICE
DOROTHY C. BLAS	STAFF ASSISTANT	3199	\$21.64		8	7	5	5	6				31	\$670.84		\$0.00		\$ -		\$ -		\$ -	\$670.84	COVID-19 / ADELUP OFFICE
JOSEPHINE C. CEPEDA	SPECIAL ASSISTANT	11310	\$31.25	4	8	8	8.5	8	8				44.5	\$1,390.63		\$0.00		\$ -		\$ -		\$ -	\$1,390.63	COVID-19 / ADELUP OFFICE
KATHLEEN C. CEPEDA	STAFF ASSISTANT	11350	\$26.44	7	8	8	8	8	8	4			51	\$1,348.44		\$0.00		\$ -		\$ -		\$ -	\$1,348.44	COVID-19 / ADELUP OFFICE
RHEA A.Q. CHANG	STAFF ASSISTANT	27511	19.6	7	8	8	8	8	8	4			51	\$999.60		\$0.00		\$ -		\$ -		\$ -	\$999.60	COVID-19 / ADELUP OFFICE
SHAMRA L. CHARGUALAF	SPECIAL ASSISTANT	4553	33.65	3.5									3.5	\$117.78		\$0.00		\$ -		\$ -		\$ -	\$117.78	COVID-19 / ADELUP OFFICE
ELIZA G. DAMES	SPECIAL ASSISTANT	11358	36.06		8	8	8	7	7	6			44	\$1,586.64		\$0.00		\$ -		\$ -		\$ -	\$1,586.64	COVID-19 / ADELUP OFFICE
TRICIA T. GUZMAN	ADMIN SVCS OFCR	25129	21.64		8	8	8	8	8				40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	COVID-19 / ADELUP OFFICE
MICHAEL MARRIOTT	STAFF ASSISTANT	27607	21.64	6	10	10	10	10	10	6			62	\$1,341.68		\$0.00		\$ -		\$ -		\$ -	\$1,341.68	COVID-19 / ADELUP OFFICE
ROMMEL OBISPO	FACILITIES MANAGER	11313	28.85	5.5	9.5	11	10.5	9	8	6			59.5	\$1,716.58		\$0.00		\$ -		\$ -		\$ -	\$1,716.58	COVID-19 / ADELUP OFFICE
KRYSTAL PACO-SAN AGUSTIN	PRESS SECRETARY	11342	\$31.25	6	10	10	10	10	10	6			62	\$1,937.50		\$0.00		\$ -		\$ -		\$ -	\$1,937.50	COVID-19 / ADELUP OFFICE
ROBERT SAN AGUSTIN	PROGRAM DIRECTOR	11312	\$26.44	2	6	7.5	7.5	6	7.5	5.5			42	\$1,110.48		\$0.00		\$ -		\$ -		\$ -	\$1,110.48	COVID-19 / ADELUP OFFICE
SEAN SCROGGS	MAINTENANCE WKR	11341	\$12.75					3	4.5	5	5		17.5	\$223.13		\$0.00		\$ -		\$ -		\$ -	\$223.13	COVID-19 / ADELUP OFFICE
LAURIE I. TUMANENG	POLICY ADVISOR	11493	\$24.04	6	10	10	10	10	10	6						\$0.00								COVID-19 / ADELUP OFFICE

GRAND TOTAL	\$20,107.02
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THIS FORM SHALL NOT BE REVISED OR ALTERED

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

AGENCY: OFFICE OF THE GOVERNOR				LAST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/11/2020						3/29/20	3/30/20	3/31/20	4/1/20	4/2/20	4/3/20	4/4/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK	
ANTHONY M. BABAUTA	CHIEF OF STAFF	11315	\$57.69	9	12	12	12	12	12	12	9	78	\$4,499.82		\$0.00		\$ -		\$ -		\$ -	\$4,499.82	COVID-19 / ADELUP OFFICE	
JON JUNIOR CALVO	DEPUTY COS	11329	\$55.29	9	12	12	12	12	12	12	9	78	\$4,312.62		\$0.00		\$ -		\$ -		\$ -	\$4,312.62	COVID-19 / ADELUP OFFICE	
HAIG T HUYNH	LEGAL COUNSEL	11286	\$60.77	9	12	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	COVID-19 / ADELUP OFFICE	
SOPHIA S. DIAZ	LEGAL COUNSEL	8516	\$60.77	9	12	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	COVID-19 / ADELUP OFFICE	
STEPHANIE G. FLORES	SPECIAL ASSISTANT	11338	\$40.87	5	14		10		11			40	\$1,634.80		\$0.00		\$ -		\$ -		\$ -	\$1,634.80	COVID-19 / ADELUP OFFICE	
CARLOTTA A. LEON GUERRERO	SPECIAL ASSISTANT	7436	\$43.27		8	8	8	8	8	8		40	\$1,730.80		\$0.00		\$ -		\$ -		\$ -	\$1,730.80	COVID-19 / ADELUP OFFICE	
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00		

GRAND TOTAL	\$21,658.16
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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 AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/11/2020					4/5/20	4/6/20	4/7/20	4/8/20	4/9/20	4/10/20	4/11/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK
CATHERINE Q. CABRERA	PC III	11290	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup/EMO - Procurement
DEBRA JEAN CRUZ	PS III	11465	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup/EMO - HR/Timesheets
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
VENIDO S. TORRES	ASO	11292	\$24.04		4.5		3.5					8	\$192.32		\$0.00		\$ -		\$ -		\$ -	\$192.32	Adelup- Processing Pymts & Reconciling Accts & PO's
JESSICA CRUZ	CENTRAL FILES ADM	11298	\$26.44		7	7.5	7	8	6.5			36	\$951.84		\$0.00		\$ -		\$ -		\$ -	\$951.84	Adelup - Central Files/Mail
TINA SANCHEZ	ADMIN ASST	11300	\$14.94		8	8	8	8	8			40	\$597.60		\$0.00		\$ -		\$ -		\$ -	\$597.60	Adelup - Central Files/Mail
AGUSTO B. AFLAGUE	STAFF ASSISTANT	5248	\$26.44		8			8	8	5		29	\$766.76		\$0.00		\$ -		\$ -		\$ -	\$766.76	Adelup -Administrative Support with the COVID-19 Pandemic
ALFRED A. AGUON	MAINTENANCE WKR	11366	\$12.75		3							3	\$38.25		\$0.00		\$ -		\$ -		\$ -	\$38.25	Adelup -Administrative Support with the COVID-19 Pandemic
RICHARD B. ARROYO	STAFF ASSISTANT	11339	\$26.44		8			8	8			24	\$634.56		\$0.00		\$ -		\$ -		\$ -	\$634.56	Adelup -Administrative Support with the COVID-19 Pandemic
JUNE BORJA	ADMIN SVCS OFCR	11345	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup -Administrative Support with the COVID-19 Pandemic
CARLO BRANCH	SPECIAL ASSISTANT	7906	\$40.87	6	10	10	10	10	10	6		62	\$2,533.94		\$0.00		\$ -		\$ -		\$ -	\$2,533.94	Adelup -Administrative Support with the COVID-19 Pandemic
DOROTHY C. BLAS	STAFF ASSISTANT	3199	\$21.64	7	7.5	7	8	8	6.5			44	\$952.16		\$0.00		\$ -		\$ -		\$ -	\$952.16	Adelup -Administrative Support with the COVID-19 Pandemic
JOSEPHINE C. CEPEDA	SPECIAL ASSISTANT	11310	\$31.25	4	8	8	8	8	8			44	\$1,375.00		\$0.00		\$ -		\$ -		\$ -	\$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	5		49.5	\$1,308.78		\$0.00		\$ -		\$ -		\$ -	\$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	5		49.5	\$970.20		\$0.00		\$ -		\$ -		\$ -	\$970.20	Adelup -Administrative Support with the COVID-19 Pandemic
SHAMRA L. CHARGUALAF	SPECIAL ASSISTANT	4553	33.65		7	7.5	7	8	6.5			36	\$1,211.40		\$0.00		\$ -		\$ -		\$ -	\$1,211.40	Adelup -Administrative Support with the COVID-19 Pandemic
ELIZA G. DAMES	SPECIAL ASSISTANT	11358	36.06		7	7	7	5.5	6.5	3.5		36.5	\$1,316.19		\$0.00		\$ -		\$ -		\$ -	\$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			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup -Administrative Support with the COVID-19 Pandemic
MICHAEL MARRIOTT	STAFF ASSISTANT	27607	21.64	2	2	2	2	2	2			12	\$259.68		\$0.00		\$ -		\$ -		\$ -	\$259.68	Adelup -Administrative Support with the COVID-19 Pandemic
ROMMEL OBISPO	FACILITIES MANAGER	11313	28.85	6	9	9	8.5	8.5	9	5.5		55.5	\$1,601.18		\$0.00		\$ -		\$ -		\$ -		

GRAND TOTAL	\$16,571.08
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THIS FORM SHALL NOT BE REVISED OR ALTERED

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

AGENCY: OFFICE OF THE GOVERNOR				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/11/2020						4/5/20	4/6/20	4/7/20	4/8/20	4/9/20	4/10/20	4/11/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK		
KRYSTAL PACO-SAN AGUSTIN	PRESS SECRETARY	11342	\$31.25	6	10	10	10	10	10	6	62	\$1,937.50		\$0.00		\$ -		\$ -		\$ -	\$1,937.50	Adelup -Administrative Support with the COVID-19 Pandemic		
ROBERT SAN AGUSTIN	PROGRAM DIRECTOR	11312	\$26.44	4	7	7	7.5	7	5	4	41.5	\$1,097.26		\$0.00		\$ -		\$ -		\$ -	\$1,097.26	Adelup -Administrative Support with the COVID-19 Pandemic		
SEAN SCROGGS	MAINTENANCE WKR	11341	\$12.75		6	5.5	5.5	5.5			22.5	\$286.88		\$0.00		\$ -		\$ -		\$ -	\$286.88	Adelup -Administrative Support with the COVID-19 Pandemic		
LAURIE I. TUMANENG	POLICY ADVISOR	11493	\$24.04	6	10	10	10	10	10	6	62	\$1,490.48		\$0.00		\$ -		\$ -		\$ -	\$1,490.48	Adelup -Administrative Support with the COVID-19 Pandemic		
ANTHONY M. BABAUTA	CHIEF OF STAFF	11315	\$57.69	9	12	12	12	12	12	9	78	\$4,499.82		\$0.00		\$ -		\$ -		\$ -	\$4,499.82	Adelup -Administrative Support with the COVID-19 Pandemic		
JON JUNIOR CALVO	DEPUTY COS	11329	\$55.29	9	12	12	12	12	12	9	78	\$4,312.62		\$0.00		\$ -		\$ -		\$ -	\$4,312.62	Adelup -Administrative Support with the COVID-19 Pandemic		
HAIG T HUYNH	LEGAL COUNSEL	11286	\$60.77	9	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	Adelup -Administrative Support with the COVID-19 Pandemic		
SOPHIA S. DIAZ	LEGAL COUNSEL	8516	\$60.77	9	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	Adelup -Administrative Support with the COVID-19 Pandemic		
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00			

GRAND TOTAL	\$23,104.68
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EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL
PPE						4/12/20	4/13/20	4/14/20	4/15/20	4/16/20	4/17/20	4/18/20					13	25%	15	15%	12	10%	
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	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/ADELUP OFFICE
RICHARD B. ARROYO	Staff Assistant	11339	\$26.44	8	8	8	8	8		8		40	\$1,057.60		\$0.00		\$ -		\$ -		\$ -	\$1,057.60	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
JUNE BORJA	Administrative Services	11345	\$21.64		8	8	8	8	8	8		40	\$865.60	6	\$12.98		\$ -		\$ -		\$ -	\$878.58	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP 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/ADELUP OFFICE
JOSEPHINE C. CEPEDA	Special Assistant	11310	\$31.25		8	8	8	8	8	5		45	\$1,406.25		\$0.00		\$ -		\$ -		\$ -	\$1,406.25	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
KATHLEEN C. CEPEDA	Staff Assistant	11350	\$26.44		8	8	8	8	8	6.5		46.5	\$1,229.46		\$0.00		\$ -		\$ -		\$ -	\$1,229.46	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
RHEA A.Q. CHANG	Staff Assistant	27511	\$19.60		8	8	8	8	8	6.5		46.5	\$911.40		\$0.00		\$ -		\$ -		\$ -	\$911.40	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
SHAMRA L. CHARGUALAF	Special Assistant	4553	\$33.65		7.5	6.5			8			22	\$740.30		\$0.00		\$ -		\$ -		\$ -	\$740.30	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
JESSICA C. CRUZ	Central Files Administr	11298	\$26.44		8			8		8		24	\$634.56		\$0.00		\$ -		\$ -		\$ -	\$634.56	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP 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/ADELUP OFFICE
TRICIA T. GUZMAN	Administrative Services	25129	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
MICHAEL MARRIOTT	Staff Assistant	27607	\$21.64		2	2	2	2	2	2		10	\$216.40		\$0.00		\$ -		\$ -		\$ -	\$216.40	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
ROMMEL OBISPO	Facilities Manager	11313	\$28.85		9	9	9	9	9	2		47	\$1,355.95		\$0.00		\$ -		\$ -		\$ -	\$1,355.95	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
KRYSTAL PACO-SAN AGUSTIN	Press Secretary	11342	\$31.25		10	10	10	10	10	6		56	\$1,750.00		\$0.00		\$ -		\$ -		\$ -	\$1,750.00	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP 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	7.5	4		41.5	\$1,097.26		\$0.00		\$ -		\$ -		\$ -	\$1,097.26	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
WILLIAM P. TAITINGFONG	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	6		56	\$1,346.24		\$0.00		\$ -		\$ -		\$ -	\$1,346.24	ADMINISTRATIVE SUPPORT AND COOPERATION COVID PANDEMIC/ADELUP OFFICE
												0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
															\$0.00								

GRAND TOTAL	\$16,184.72
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GRAND TOTAL	\$4,342.18
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EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR				1ST	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/25/2020						4/19/20	4/20/20	4/21/20	4/22/20	4/23/20	4/24/20	4/25/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK	
CATHERINE Q. CABRERA	PC III	11290	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup/EMO - Procurement	
DEBRA JEAN CRUZ	PS III	11465	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup/EMO - HR/Timesheets	
LYNETTE O. MUNA	SPECIAL ASSISTANT	2843	\$36.06		8	8	8	8	8	2		42	\$1,514.52		\$0.00		\$ -		\$ -		\$ -	\$1,514.52	Adelup- EMO / PUA Project	
RONALD E. TAITAGUE	ACCOUNTANT	1004	\$24.04			8		8				16	\$384.64		\$0.00		\$ -		\$ -		\$ -	\$384.64	Adelup- Processing Pymts & Reconciling Accts & PO's	
VENIDO S. TORRES	ASO	11292	\$24.04			7			7.5	5.5		20	\$480.80		\$0.00		\$ -		\$ -		\$ -	\$480.80	Adelup- Process Requisitions, PO's and Invoices	
JEAN S. TAITANO	SPECIAL ASSISTANT	11291	\$31.25		8	8	8	8	8			40	\$1,250.00		\$0.00		\$ -		\$ -		\$ -	\$1,250.00	Adelup/EMO - War Claims	
JESSICA CRUZ	CENTRAL FILES ADM	11298	\$26.44		8			8	8	8		32	\$846.08		\$0.00		\$ -		\$ -		\$ -	\$846.08	Adelup - Central Files/Mail	
LILIAN KOSAKA	RECORDS MGMT OFC	11303	\$24.04			8	8	8	8			24	\$576.96		\$0.00		\$ -		\$ -		\$ -	\$576.96	Adelup - Central Files/Mail	
TINA SANCHEZ	ADMIN ASST	11300	\$14.94		8	8	8	8	8			32	\$478.08		\$0.00		\$ -		\$ -		\$ -	\$478.08	Adelup - Central Files-Mail	
ELAINE TAJALLE	PC III	11306	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup - Central Files/Mail	
MICHAEL WEAKLEY	STAFF ASSISTANT	4504	\$26.68		1	1	6	3				11	\$293.48		\$0.00		\$ -		\$ -		\$ -	\$293.48	Adelup/Appts-Boards & Commissions	
AGUSTO B. AFLAGUE	STAFF ASSISTANT	5248	\$26.44						8	8	3	19	\$502.36		\$0.00		\$ -		\$ -		\$ -	\$502.36	Adelup -Administrative Support with the COVID-19 Pandemic	
RICHARD B. ARROYO	STAFF ASSISTANT	11339	\$26.44	8	8	8	8	8	8			40	\$1,057.60		\$0.00		\$ -		\$ -		\$ -	\$1,057.60	Adelup -Administrative Support with the COVID-19 Pandemic	
JUNE BORJA	ADMIN SVCS OFCR	11345	\$21.64		8	8	8	8	8			40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup -Administrative Support with the COVID-19 Pandemic	
DOROTHY C. BLAS	STAFF ASSISTANT	3199	\$21.64			4			4			8	\$173.12		\$0.00		\$ -		\$ -		\$ -	\$173.12	Adelup -Administrative Support with the COVID-19 Pandemic	
JOSEPHINE C. CEPEDA	SPECIAL ASSISTANT	11310	\$31.25		8	8	8	8	8	8	3	43	\$1,343.75		\$0.00		\$ -		\$ -		\$ -	\$1,343.75	Adelup -Administrative Support with the COVID-19 Pandemic	
KATHLEEN C. CEPEDA	STAFF ASSISTANT	11350	\$26.44		8	8	8	8	8	8	4	44	\$1,163.36		\$0.00		\$ -		\$ -		\$ -	\$1,163.36	Adelup -Administrative Support with the COVID-19 Pandemic	
RHEA A.Q. CHANG	STAFF ASSISTANT	27511	19.6		8	8	8	8	8	8		40	\$784.00		\$0.00		\$ -		\$ -		\$ -	\$784.00	Adelup -Administrative Support with the COVID-19 Pandemic	
SHAMRA L. CHARGUALAF	SPECIAL ASSISTANT	4553	33.65		8.5			8.5		8		25	\$841.25		\$0.00		\$ -		\$ -		\$ -	\$841.25	Adelup -Administrative Support with the COVID-19 Pandemic	
ELIZA G. DAMES	SPECIAL ASSISTANT	11358	36.06		4	8.5			9	6	3	30.5	\$1,099.83		\$0.00		\$ -		\$ -		\$ -	\$1,099.83	Adelup -Administrative Support with the COVID-19 Pandemic	

GRAND TOTAL

\$16,252.23

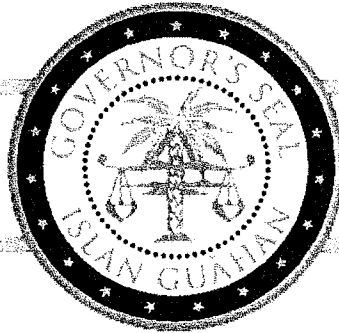
EMPLOYEE'S REGULAR WEEKLY TIMESHEET-INDIVIDUAL PAYROLL SUMMARY (IPS)
E.O. 2020-03 COVID-19

AGENCY: OFFICE OF THE GOVERNOR				SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL	TOTAL AMT	TOTAL	TOTAL AMT	CAT 1	CAT 1	CAT 2	CAT 2	CAT 3	CAT 3	OVERALL	
PPE: 4/25/2020				4/19/20	4/20/20	4/21/20	4/22/20	4/23/20	4/24/20	4/25/20					13	25%	15	15%	12	10%		
EMPLOYEE NAME	POSITION TITLE	EMP I.D. #	HOURLY RATE	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	HRS.	REG. HRS.	REG.	ND HRS.	ND	HRS	AMT	HRS	AMT	HRS	AMT	TOTAL AMOUNT	BRIEF DESCRIPTION OF WORK
TRICIA T. GUZMAN	ADMIN SVCS OFCR	25129	21.64		8	8	8	8	8		40	\$865.60		\$0.00		\$ -		\$ -		\$ -	\$865.60	Adelup -Administrative Support with the COVID-19 Pandemic
MICHAEL MARRIOTT	STAFF ASSISTANT	27607	21.64		2	2	2	2	2		10	\$216.40		\$0.00		\$ -		\$ -		\$ -	\$216.40	Adelup -Administrative Support with the COVID-19 Pandemic
ROMMEL OBISPO	FACILITIES MANAGER	11313	28.85	2	9	9	9	9	9	5	52	\$1,500.20		\$0.00		\$ -		\$ -		\$ -	\$1,500.20	Adelup -Administrative Support with the COVID-19 Pandemic
KRYSTAL PACO-SAN AGUSTIN	PRESS SECRETARY	11342	31.25		10	10	10	10	10	6	56	\$1,750.00		\$0.00		\$ -		\$ -		\$ -	\$1,750.00	Adelup -Administrative Support with the COVID-19 Pandemic
ROBERT SAN AGUSTIN	PROGRAM DIRECTOR	11312	\$26.44		7.5	7.5	7.5	7.5	7.5		37.5	\$991.50		\$0.00		\$ -		\$ -		\$ -	\$991.50	Adelup -Administrative Support with the COVID-19 Pandemic
LAURIE I. TUMANENG	POLICY ADVISOR	11493	\$24.04		10	10	10	10	10	6	56	\$1,346.24		\$0.00		\$ -		\$ -		\$ -	\$1,346.24	Adelup -Administrative Support with the COVID-19 Pandemic
JANELA B. CARRERA	COMMS DIRECTOR	11357	\$36.06		8	8	8	8	8		40	\$1,442.40		\$0.00		\$ -		\$ -		\$ -	\$1,442.40	Adelup -Administrative Support with the COVID-19 Pandemic
STEPHANIE G. FLORES	SPECIAL ASSISTANT	11338	\$40.87		9.5	8.5	8	8	9.5	11.5	55	\$2,247.85		\$0.00		\$ -		\$ -		\$ -	\$2,247.85	Adelup -Administrative Support with the COVID-19 Pandemic
MATTHEW QUINATA	STAFF ASSISTANT	4045	\$24.04		4.75		6.25	7.25			18.25	\$438.73		\$0.00		\$ -		\$ -		\$ -	\$438.73	Adelup -Administrative Support with the COVID-19 Pandemic
WILLIAM TAITINGFONG	STAFF ASSISTANT	3630	\$24.04			5		4.75	5.75		15.5	\$372.62		\$0.00		\$ -		\$ -		\$ -	\$372.62	Adelup -Administrative Support with the COVID-19 Pandemic
ANTHONY M. BABAUTA	CHIEF OF STAFF	11315	\$57.69	9	12	12	12	12	12	9	78	\$4,499.82		\$0.00		\$ -		\$ -		\$ -	\$4,499.82	Adelup -Administrative Support with the COVID-19 Pandemic
JON JUNIOR CALVO	DEPUTY COS	11329	\$55.29	9	12	12	12	12	12	9	78	\$4,312.62		\$0.00		\$ -		\$ -		\$ -	\$4,312.62	Adelup -Administrative Support with the COVID-19 Pandemic
HAIG T HUYNH	LEGAL COUNSEL	11286	\$60.77	9	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	Adelup -Administrative Support with the COVID-19 Pandemic
SOPHIA S. DIAZ	LEGAL COUNSEL	8516	\$60.77	9	12	12	12	12	12	9	78	\$4,740.06		\$0.00		\$ -		\$ -		\$ -	\$4,740.06	Adelup -Administrative Support with the COVID-19 Pandemic
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
											0	\$0.00		\$0.00		\$ -		\$ -		\$ -	\$0.00	
													\$0.00									

GRAND TOTAL	\$29,464.10
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UPISINAN I MAGA'HAGA
OFFICE OF THE GOVERNOR

LOURDES A. LEON GUERRERO
MAGA'HAGA • GOVERNOR



JOSHUA E. TENORIO
SIGUNDO MAGA'LÁHI • LIEUTENANT GOVERNOR

MEMORANDUM

DATE: March 30, 2020
TO: Adelup Division Heads
FROM: Deputy Chief of Staff *gm*
SUBJECT: Detail Assignment

In response to the Governor's declaration of a public health emergency concerning COVID-19 and pursuant to Executive Order No. 2020-05, please be advised that the following employees are instructed to report for duty. Further, they are hereby detailed to a temporary assignment at the government-designated quarantine facility effective immediately:

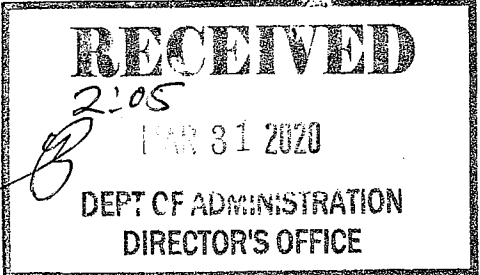
1. Richard Arroyo, Executive Chambers
2. Kathleen Cepeda, Executive Chambers
3. Lawrence Alcairo, Guam State Clearinghouse
4. Candise Aragon, Guam State Clearinghouse
5. Kimberly Orsini, Guam State Clearinghouse
6. Tina Sanchez, Central Files
7. Alejandro Rosalin, Central Files
8. Patrick Finona, Community Affairs
9. Benny Rosalin, Community Affairs
10. Sean Scroggs, Facilities and Maintenance
11. Alfred Aguon, Facilities and Maintenance
12. Evonnie Hocog, Federal Programs Office
13. Dwaine Sanchez, Federal Programs Office
14. Bentley San Nicolas, Guam Buildup Office

Prior to starting this assignment, employees are to report to Ms. Alice Taijeron for a mandatory operations and safety briefing today, **Monday, March 30, 2020 at 2:00 p.m. at the Pacific Star in Tumon**. Please ensure your staff is contacted in a timely manner. Should you have any questions, please contact Ms. Taijeron at 777-3950.

Si Yu'os Ma'åse.

GOVERNMENT OF GUAM
HAGATNA, GUAM
REQUEST FOR PERSONNEL ACTION

1. NAME: (Mr., Miss, Mrs, First, Middle Initial, Last) Mrs. Michelle L.C. Perez		2. Date of Birth	3. Payroll Number	4. Date Requested 02/24/2020
5. Request Number DISID-20-002	6. Effective Date ASAP	7. Nature of Action (use standard terminology) Unclassified Appointment		

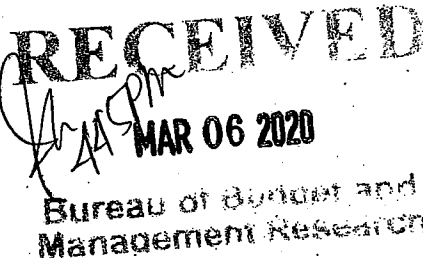
FROM	DESCRIPTION	TO
	9. Position Title	DISID Deputy Director
	9. Pay Range, Step Salary or Rate	ES-3 \$76,345.00 Per Annum
	10. Dept. or Agency	DISID
	11. Division	Director's Office
	12. Section	
	13. Position Number	DIS002

14. REMARKS (continue in Item 21, if necessary)

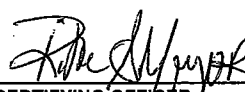
Due to the critical nature of the position, our agency is requesting that the pre-entry physical examination be temporarily waived in accordance with Rule 9.004. We will make every effort to ensure that the medical examination is provided NLT 30 days after the after the initial appointment.

Account to be charged

5602A202601GA201-111/113



CERTIFIED FUNDS AVAILABLE:


CERTIFYING OFFICER
Date: **02/26/2020**

15. Request By (Signature and title)


PHYLLIS LEON GUERRERO, DISID Director

17. Approved By (Signature, title and department)

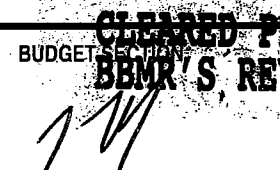

LEON GUERRERO, Governor of Guam

16. For Additional Information Call (Name and Tel. No.)

FISCAL & ADMIN OFC. @ 475-4642/4643

18. Approved By (releasing Dept. Head - For transfer only)

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION
CLASSIFICATION				 CLEARED PER BBMR'S REVIEW LESTER L. CARLSON, JR., BBMR Director DATE: MAR 31 2020
EMPLOYMENT				
OVERSEAS				
RETIREMENT				
RECORDS				

THURSDAY, MARCH 19, 2020			
		5:00PM - 1:00AM	
WYNDHAM		Audrey Topasna, Emily Flores, Lloyd	
DAYS INN		Shirley Cruz & Tina Contrares	
SANTA FE			
FRIDAY, MARCH 20, 2020			
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)
WYNDHAM	Jayne Flores & Cathy Flores	Audrey Topasna & Lloyd	Rlene Santos
DAYS INN	Jermaine Alerta	Shirley Cruz	
SANTA FE	Michelle Lastimoza	Walt Leon Guerrero & Albert	Lasia Casil

SATURDAY, MARCH 21, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Jayne Flores	Audrey Topasna	Rlene Santos/Cathy Flores	
DAYS INN	Jermaine Alerta/Gerry Toves	Adrian Cruz (3PM-11PM)/Shirley Cruz		
SANTA FE	Mitch	Walt Leon Guerrero/Lani Brennan	Lasia Casil	
SUNDAY, MARCH 22, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Darlene Borja		Cathy Flores/Matt Santos/Rlene Santos	
DAYS INN	Joe Borja	Adrian Cruz (5PM-9PM)		
SANTA FE			Lasia	
MONDAY, MARCH 23, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Jayne			
DAYS INN	Jermaine			
SANTA FE	Mitch		Lasia	
TUESDAY, MARCH 24, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Jayne		Rlene	
DAYS INN	Jermaine			
SANTA FE	Michelle		Lasia	

WEDNESDAY, MARCH 25, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Jayne		Rlene Santos	
DAYS INN	Jermaine			
SANTA FE	Mitch	Walter	Lasia Casil	
THURSDAY, MARCH 26, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM	Jayne		Rlene Santos	
DAYS INN	Jermaine			
SANTA FE	Mitch	Walter	Lasia Casil	
FRIDAY, MARCH 27, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM				
DAYS INN				
SANTA FE	Mitch			
SATURDAY, MARCH 28, 2020				
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)	
WYNDHAM				
DAYS INN				
SANTA FE		Walter		

SUNDAY, MARCH 29, 2020			
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)
WYNDHAM			
DAYS INN			
SANTA FE			
MONDAY, MARCH 30, 2020			
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)
WYNDHAM			
DAYS INN			
SANTA FE			
TUESDAY, MARCH 31, 2020			
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)
WYNDHAM			
DAYS INN			
SANTA FE			
WEDNESDAY, April 01, 2020			
	9:00AM - 5:00PM (PK-11:30AM-1:30PM)	5:00PM - 1:00AM (PK-5:30PM-7:30PM)	1:00AM - 9:00AM (PK-7:00AM-9:00AM)
WYNDHAM			
DAYS INN			
SANTA FE			