



GOVERNMENT OF GUAM
OFFICE OF THE GOVERNOR
HAGATÑA, GUAM
U. S. A.

EXECUTIVE ORDER NO. 2004-17

RELATIVE TO AMENDING THE GOVERNMENT OF GUAM
TRAVEL AND TRANSPORTATION MANUAL TO PERMIT PER
DIEM AND CAR RENTAL FOR OFF-ISLAND CONTRACTED
TEACHERS AND LICENSED ALLIED HEALTH
PROFESSIONALS

WHEREAS, Section 23109 of Title 5, of the Guam Code Annotated Government Travel Law provides that said Chapter may be implemented by rules and regulations to be issued by the Governor with regard to the Executive Branch; and

WHEREAS, the present Travel and Transportation Policy Manual of the Government of Guam had been added upon or amended from time to time; and

WHEREAS, there is a demonstrated need to compile and update the Government of Guam Travel and Transportation Policy Manual for a more efficient implementation; and

WHEREAS, the Department of Education is in critical need of certified teachers and licensed allied health professionals; and

WHEREAS, the Department of Education has implemented an intensive recruitment effort to fill more than three hundred (300) vacant positions for School Year 2004-2005; and

WHEREAS, the Department of Education must also recruit licensed allied health professionals to meet the special needs of students with disabilities; and

WHEREAS, in an effort to assist the Department of Education in its recruitment of critically needed teachers and licensed allied health professionals, an amendment to the current travel rules and regulations is needed to permit temporary per diem and temporary car rental as part of their relocation to Guam;

NOW, THEREFORE, I, Felix P. Camacho, Governor of Guam, by virtue of the authority vested in me by the Organic Act of Guam and pursuant to Section 23109 and other applicable provisions of the Guam Code Annotated, do hereby amend the Government of Guam Travel and Transportation Policy Manual as follows:

- 1) The last sentence of Section 1705.03 is amended to read:
Under no circumstances will per diem be allowed to an employee at his permanent duty station, except off-island hired teachers and licensed allied health professionals may be allowed per diem on a temporary basis with the Governor's explicit approval on the Travel Authorization or the Employment Contract of off-island hired teachers or licensed allied health professions prior to the commencement of travel.
- 2) Section 1713.04. Special Conveyance is amended to read:
Special Conveyance. The hire of automobile, taxicab, and other special conveyance is allowable. Rental of an automobile must have the Governor's explicit approval on the Travel Authorization or the Employment Contract of off-island hired teachers or licensed allied health professionals prior to the commencement of travel. Upon claiming this expense, the traveler must attach a copy of the car rental agreement with supporting receipts to the travel voucher. Without approval of the Governor of the employment



contract, the expense will be disallowed even though sufficient documentation to cover the expense is provided.

SIGNED AND PROMULGATED, this 6 of August 2004.

A handwritten signature in cursive script, appearing to read "F. Camacho".

FELIX P. CAMACHO

I'Maga' Lâhen Guåhan
Governor of Guam