



OFFICE OF THE GOVERNOR  
HAGÁTÑA, GUAM 96910  
U.S.A.

**EXECUTIVE ORDER NO. 2004- 27**

**RELATIVE TO ADOPTING THE DEPARTMENT OF  
ADMINISTRATION'S PERSONNEL RULES AND REGULATIONS FOR  
IMMEDIATE IMPLEMENTATION BY THE GUAM ECONOMIC  
DEVELOPMENT AND COMMERCE AUTHORITY AS INTERIM  
POLICY GOVERNING THE RIGHTS, CONDUCT, AND OBLIGATIONS  
OF EMPLOYEES AND RESPONSIBILITIES AND ACTIONS OF  
MANAGEMENT**

**WHEREAS**, Governor Felix P. Camacho and Lieutenant Governor Kaleo S. Moylan are committed to a merit system of personnel administration in the government of Guam; and

**WHEREAS**, *Title 4, Guam Code Annotated, Section 4105* provides that rules concerning the Executive Branch shall take effect upon approval by the Civil Service Commission, by Executive Order of the Governor and filing with the Legislative Secretary; and

**WHEREAS**, the Guam Economic Development and Commerce Authority's Personnel Rules and Regulations was last adopted in 1993; and

**WHEREAS**, *Title 12, Guam Code Annotated, Section 50106* provides that the GEDCA Administrator shall be directly responsible to the Board for the day-to-day operation of the Authority and shall administer its programs and policies; and

**WHEREAS**, *Title 12, Guam Code Annotated, Section 50117* provides that the GEDCA Board of Directors shall create rules and regulations for the Authority governing the functions and operations of the Authority; and

**WHEREAS**, the Department of Administration Personnel Rules and Regulations is in compliance with federal personnel management laws applicable to the territory of Guam, such as the Americans with Disabilities Act, Fair Labor Standards Act, Family Medical Leave Act, Drug-Free Workplace Program, and other pertinent laws; and

**WHEREAS**, the Civil Service Commission approved the Department of Administration Personnel Rules and Regulations in its meeting on the 12<sup>th</sup> day of December 1995, and after further review and revisions, the Civil Service Commission further approved the revisions on August 1, 1996; and

**WHEREAS**, the Department of Administration Personnel Rules and Regulations, adopted by the Director of Administration and approved by the Civil Service Commission was subsequently signed and promulgated by *Executive Order No. 96-24*; and

**WHEREAS**, the Executive Order No. 96-24, Para 3, states in part "*Unless contrary to statute, all autonomous departments and agencies are hereby required to adopt the*



4. The Department of Administration, Human Resources Division, must post a copy of all position vacancies received from all departments/agencies, on conspicuous locations available to all affected GTA employees.

5. The Department of Administration shall report to the Civil Service Commission those departments/agencies which failed to submit vacancy listing to DOA.

**SIGNED AND PROMULGATED at Hagåtña, Guam this 23rd day of December 2004.**

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

**FELIX P. CAMACHO**  
*I Maga'låhen Guåhan*  
Governor of Guam

**COUNTERSIGNED**

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

**KALEO S. MOYLAN**  
*Segundo Maga'låhen Guåhan*  
Lieutenant Governor of Guam

