



**EXECUTIVE ORDER NO. 2006- 21**

**RELATIVE TO UPDATING THE GOVERNMENT OF GUAM UNIFIED PAY SCHEDULE.**

**WHEREAS**, the Unified Pay Schedule was put together by the Hay Group (Hay Study), and adopted by Government of Guam, pursuant to Public Law (PL) 21-42 on September 15, 1991, and amended by PL 21-59 on September 27, 1991.

**WHEREAS**, the Unified Pay Schedule sets the base salaries for the employees of the Government of Guam Executive and Judicial Branches.

**WHEREAS**, since the Unified Pay Schedule was adopted it has not been updated, although the Hay Group recommended that the Unified Pay Schedule be updated every two to three years to maintain parity with the U.S. national average levels.

**WHEREAS**, there have been piecemeal legislation and pay policies that created separate pay schedules for certain classes of positions such as nurses, pharmacists, medical personnel (GMHA), comptrollers, agency heads, teaching administrators, teachers, and certified, technical professional personnel (GPA & GWA). These piecemeal actions have created pay disparities within the government of Guam.

**WHEREAS**, in order to maintain internal equity and external competitiveness with regard to government of Guam salaries, the Unified Pay Schedule must be updated.

**WHEREAS**, because the Unified Pay Schedule has not been updated since its implementation, it is essential to obtain the services of a private firm with the expertise to conduct a comprehensive compensation review and bring the Unified Pay Schedule in line with U.S. National average levels compared to the appropriate labor markets and taking into account relevant economic factors.

**WHEREAS**, henceforth in order to maintain the Unified Pay Schedule to maintain parity with U.S. national average levels, the Department of Administration (DOA) shall ensure that Human Resources staff are thoroughly trained and/or certified in compensation review techniques and practices.

**NOW, THEREFORE, I, FELIX P. CAMACHO**, by virtue of the authority vested in me by the Organic Act of Guam, do hereby order the following:

1. The Director of Administration shall commence efforts to obtain the services of a private firm to conduct a comprehensive compensation review to update the Unified Pay Schedule and for the same firm or another to conduct compensation training to the Human Resource staff;
2. The Director of Administration shall gather information and resources necessary to successfully complete the compensation review and training;
3. The Director of Administration shall periodically report to the Governor the progress of the review and training;



4. Hereinafter, the word "agencies" shall mean departments, agencies, autonomous, non-autonomous, semi-autonomous, line, public corporations, instrumentalities, Office of the Public Auditor, etc., within the Executive Branch;

5. The Director of Administration shall extend its cooperation and work together with the Judicial Council in updating the Unified Pay Schedule;

6. The Director of Administration shall notify all employees and agencies under its jurisdiction that the Unified Pay Schedule is in the process of being updated, and as part of the process, they may be required to complete a position description (PD) and be interviewed. The only exceptions to the review within the Executive Branch are the academic personnel of the Guam Community College and the University of Guam;

7. All agencies shall complete all tasks issued by the Director of Administration relative to the update of the Unified Pay Schedule according to the timelines and specifications as established;

8. All agencies shall provide logistical support to the DOA upon request; and

9. All employees and agencies are encouraged to give the DOA their full cooperation and support.

**SIGNED AND PROMULGATED** at HAGATNA, Guam this 31 day of **August**, **2006**.

**FELIX P. CAMACHO**

*I Maga' Låhen Guåhan*

Governor of Guam