

GOVERNMENT OF GUAM  
Office of the Governor  
Agana, Guam

EXECUTIVE ORDER NO. 3-56

WHEREAS, the Territorial Board of Education deems it in the general interest and welfare of the territory of Guam to conduct on a self-sustaining basis special off-campus courses at the college level for personnel of outside agencies located in Guam, including agencies of the United States, at facilities provided and maintained by such agencies; and

WHEREAS, it is desirable that such activities be carried on separately from the regular educational activities of the Department of Education; and

WHEREAS, it is necessary that initial operating funds therefor be made available; and

WHEREAS, the most desirable and expedient method of assuring the successful achievement of such objectives is to establish a revolving fund from sums appropriated for the operation of the Department of Education;

NOW, THEREFORE, pursuant to the authority vested in me by Section 6(b) of the Organic Act of Guam, Section 6112, Government Code of Guam, and Section 5(a), Public Law 2, Second Guam Legislature, First Special Session, it is hereby ordered and directed as follows:

1. A revolving fund to be known as the Territorial College Extension Course Revolving Fund, hereinafter referred to as the "Fund," is hereby established in the Department of Education.

2. There is hereby transferred to the Fund from operation appropriations for the Department of Education for the fiscal year ending June 30, 1957, the sum of \$2,000, which shall constitute the initial capital of the Fund.

3. The Fund shall be a separate accounting unit of the Department of Education for the conduct of special off-campus courses at the college level for personnel of outside agencies located in Guam, including agencies of the United States, at facilities provided and maintained by such agencies.

4. All courses shall be conducted pursuant to agreement with the outside agency concerned and not with individual students. The outside agency shall in every case bear the cost of the course.

5. The Fund shall be administered by the Director of Education, who is authorized to negotiate agreements with outside agencies for the conduct of courses, including the fees to be charged, and to determine the compensation of instructors, subject to approval of the Board of Education. Requisitions for courses by agencies of the United States, made on standard requisition forms, may be accepted without further approval. Any other agreement for courses shall have the approval of the Governor.

6. All monies belonging to the Fund, including monies received in the operation of Fund activities, shall be deposited in a separate Fund account in the Treasury and shall be disbursed upon vouchers presented to the Director of Finance by the Director of Education, or his authorized representative, for:

- (a) Compensation to instructors for instructional services rendered, and for reimbursement for use of private vehicles computed in conformity with the travel and transportation allowance policy as set forth in the Government of Guam Manual.

(b) Supplies and equipment necessary for the proper presentation of courses.


7. Where students of the Territorial College attend a course conducted pursuant hereto who are not personnel of the outside agency, such students shall pay regular college fees which shall not belong to the Fund but shall be deposited in the General Fund.

8. The governing policy with respect to the management of the Fund is that the authorized operations shall be so conducted that no operating deficit will occur and the solvency of the Fund at all times maintained.

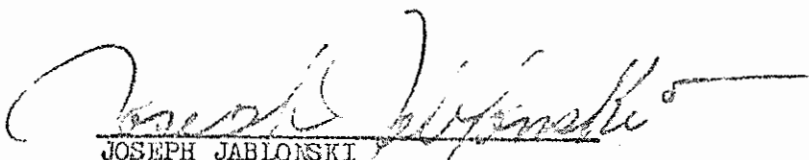
9. The Director of Finance shall prescribe the records and accounts to be maintained with respect to the Fund, and shall designate which records and accounts shall be maintained by the Director of Education and which by the Director of Finance. The Director of Education shall render a monthly statement to the Governor, with copies to the Director of Finance and the Director of Budget and Management, reflecting the financial condition of the Fund. The Director of Finance shall periodically audit the records and accounts of the Fund and render a report thereon to the Governor.

10. This Executive Order shall be effective as of July 1, 1956.

Dated at Agana, Guam, this 10<sup>th</sup> day of October, 1956.

  
WM. T. CORBETT  
Acting Governor of Guam

COUNTERSIGNED:

  
JOSEPH JABLONSKI  
Assistant Secretary of Guam