

GOVERNMENT OF GUAM
OFFICE OF THE GOVERNOR
AGANA, GUAM

EXECUTIVE ORDER NO. 75-12

EXTENDING OPENING HOURS OF GOVERNMENTAL
DEPARTMENTS AND AGENCIES.

WHEREAS, several departments and agencies of the Government of Guam provide services which necessarily require personal visitations to the offices of such departments and agencies by the citizens of the Territory; and

WHEREAS, it is often difficult for that great percentage of persons needing to visit such departments and agencies who have regular daytime jobs to make such visits during their working hours; and

WHEREAS, it would therefore be of great convenience to many of the people of Guam if such departments and agencies were open at times other than normal working hours for the general work force of the Territory;

NOW, THEREFORE, by virtue of the authority vested in me by the Organic Act of Guam, as amended, it is hereby ordered as follows:

1. The department and agency sections listed below are hereby directed to remain open during the hours and upon the days indicated:

Department of Revenue and Taxation:

(a) Drivers' Licensing Section -

open until 8:00 p. m. Mondays, Wednesdays and Fridays each week for renewal of licenses only. New licenses must be processed during normal working hours.

(b) Motor Vehicle Inspection Section -

open Saturdays from 8:00 a. m. to 5:00 p. m.

- (c) License Plate Section -
open until 8:00 p. m. each weekday evening during peak load period - March 15 to April 30 each year.
- (d) Gross Receipts Section -
open until 8:00 p. m. three consecutive workday evenings prior to filing deadline - the 20th of each month.
- (e) Corporate Tax Section -
open until 8:00 p. m. five consecutive workday evenings prior to filing deadline - March 15th each year.
- (f) Income Tax Section -
open until 8:00 p. m. five consecutive workday evenings prior to filing deadline - April 15th each year.
- (g) Property Tax Section -
open until 8:00 p. m. three consecutive workday evenings prior to filing deadlines - February 20th and April 20th each year.

Department of Administration:

- (a) Cashier Window of the Treasury Section -
open until 8:00 p. m., Mondays through Fridays.

Guam Power Authority:

- (a) Customer Service Section -
open until 8:00 p. m., Mondays, Wednesdays and Fridays each week; open 8:00 a. m. until 12:00 p. m. on Saturdays.

Guam Telephone Authority:

- (a) Business Office -
open until 8:00 p. m., Mondays, Wednesdays and Fridays each week; open 8:00 a. m. until 12:00 p. m. on Saturdays.

Public Utility Agency of Guam:

(a) Business Office -

Open until 8:00 p. m. , Mondays, Wednesdays and Fridays each week; open 8:00 a. m. until 12:00p. m. on Saturdays.

2. The heads of the departments and agencies involved are hereby directed to take such steps as are necessary to stagger and rotate the employees in the sections involved so that no employee works more than forty (40) hours per week or permanently until 8:00 p. m. ;

3. This Order shall be effective March 1, 1975; and


4. All previous Executive Orders in conflict with this Order are hereby repealed insofar as they are in conflict.

DATED at Agana, Guam on this 15th day of February, 1975.



RICARDO J. BORDALLO
Governor of Guam

COUNTERSIGNED:



RUDOLPH G. SABLAN
Lieutenant Governor of Guam