

GOVERNMENT OF GUAM
OFFICE OF THE GOVERNOR
AGANA, GUAM

EXECUTIVE ORDER NO. 78-41

"IMPLEMENTATION OF THE GOVERNMENT OF GUAM
SALARY SURVEY AND CLASSIFICATION TASK FORCE REPORT"

WHEREAS, the Government of Guam supports the concept of "equal pay for substantially equal work;" and

WHEREAS, the Government of Guam has had previous classification and compensation audits conducted to determine parity among classes of positions; and

WHEREAS, these audit reports were:

- 1) "Kamalu Report," December 1969;
- 2) "Survey of the Personnel Management Program, Government of Guam," April 1972 by the Inter-governmental Assistance Team of IPA;
- 3) "Qualitative Evaluation of the Government of Guam Personnel Administration," May 1973 by the USCSC - IPA Division;
- 4) "Federal Controller's Reports," identified needed improvements in the classification and compensation areas;
- 5) Public Law 12-168, an "Act to authorize a study to establish an equitable compensation scheme for Government of Guam employees..." and

WHEREAS, as a result of these factors and conditions, on October 19 and 28, 1976 respectively, the Government of Guam entered into an agreement with the USCSC - IPA to conduct a salary survey and develop an equitable and current salary and classification plan; and

WHEREAS, the study is called "The Government of Guam Salary Survey and Classification Task Force Project (Phase I and Phase II)," with the Executive Director of the Civil Service Commission designated as Chairman, and the Director of Administration as Co-Chairman, and members of the Task Force consisted of personnel specialists throughout the Government of Guam personnel agencies; and

WHEREAS, Phase I of the project consisted of:

- 1) Training Government of Guam personnel in conducting salary surveys;
- 2) Distributing and gathering salary survey and data from employees in local private and federal institutions, as well as from the Trust Territories, state and local governments on Hawaii and various sources on the mainland USA;
- 3) Identifying "Benchmark" positions in the private industry and the U.S. Government on Guam for comparison purposes;
- 4) Developing systematic pay policy choices to adopt and implement, considering the resources of the Government of Guam; and

WHEREAS, the results of Phase I of the survey indicate that the Government of Guam's starting salaries as compared to Hawaii, was 2% below in the clerical area; 21% below in the labor and trades, and generally comparable in the professional groups; and as compared to local private employers, was 28% above in the clerical group, and 25% above in the labor and trades group; and as compared to the Federal Government, was 11% below in the clerical group, 35% below in the labor and trades, and generally comparable in the professional group; and

WHEREAS, should the amended pay plan be implemented, the Government of Guam would hence be competitive with Hawaii, and the Federal Government at the entry levels for professional groups and more competitive but not equivalent in the clerical, labor and trades positions; and

WHEREAS, Phase II of the project involved:

- 1) Reviewing and allocating 6,481 positions into the recommended basic classification and salary structure;
- 2) Revising the Government of Guam Classification Plan to conform with the Occupational Class List developed in Phase I. The present plan would be tailored from 1,101 classes of positions, to 852 classes in the new plan. The net result of the revision would be 409 position classes upgraded in pay range, 125 downgraded, 176 remain status quo, and 142 classes of positions would be newly created;
- 3) Developing a Graded Pay Range Schedule and a Wage Schedule. The Graded Pay Range Schedule shall contain a maximum of 50 pay range levels and the Wage Schedule shall contain 29 wage levels; and

WHEREAS, the final report, and recommendations of the Government of Guam Salary Survey and Compensation Task Force was submitted to the Governor on September 15, 1978 (copy attached); and

WHEREAS, the Report was properly and adequately reviewed; and

WHEREAS, implementation of the Salary Survey and Classification Task Force recommendations require the approval and promulgation of the Governor by Executive Order and subject to the amendment of Section 4103 of the Government Code of Guam and legislative appropriation for such implementation.

NOW, THEREFORE, I, RICARDO J. BORDALLO, Governor of Guam, by virtue of the authority vested in me by the Organic Act of Guam, as amended, do order as follows:

1. The Occupational List of Classes which summarizes the classification and pay assignments of classified positions as prepared by the Salary Survey and Classification Task Force and transmitted to the Governor on September 15, 1978, are hereby approved and promulgated.

2. In the implementation of Section 1 hereof, existing classified positions shall be reallocated in accordance with each department/agency reallocation list prepared by the task force and filed with the Civil Service Commission.

a) All employees occupying graded positions that are being reclassified to a class with a higher maximum salary rate than their positions' present pay range shall retain their present step in the new pay range upon reclassification.

b) All employees occupying ungraded positions that are being reclassified to a class with a higher maximum salary rate than their positions' present pay rate shall receive a two-step salary increase in the wage schedule upon reclassification.


c) All employees occupying either graded or ungraded positions that are being reclassified to a class with the same maximum salary rate as their present pay range shall receive a one-step salary increase upon reclassification.

d) All employees occupying either graded or ungraded positions that are being reclassified to a class with a lower maximum salary rate than their present pay range shall receive a one-step salary increase upon reclassification.

e) The new and/or revised qualification requirements for all classes of positions shall not apply to the employees now occupying classified positions.


f) The employee's anniversary date shall not be affected by such pay adjustment.

Signed and promulgated at Agana, Guam, this 12th day of
December, 1978.



RICARDO J. BORDALLO
Governor of Guam

COUNTERSIGNED:



RUDOLPH G. SABLAN
Lieutenant Governor