



OFFICE OF THE PUBLIC AUDITOR  
Doris Flores Brooks, CPA, CGFM  
Public Auditor

October 29, 2009

2009 NOV - 3 PM 2:35 PM

Honorable Judith T. Won Pat, Ed.D  
Speaker  
30<sup>th</sup> Guam Legislature  
155 Hesler Place  
Hagatna, Guam 96910

Hafa Adai Speaker Won Pat,

Pursuant to Chapter VII, Section 24 (a) and (b), of Public Law 29-113, relative to reporting Staffing Patterns of government instrumentalities, the Office of Public Accountability and Procurement Appeals submits its 4th quarter report for the period July 1, 2009 through September 30, 2009. An electronic copy of this report will be transmitted to all senators of the 30<sup>th</sup> Guam Legislature to fulfill the electronic reporting requirements, as well as posted on our website at [www.guamopa.org](http://www.guamopa.org).

Should your staff have any questions or require additional information, please contact Audit Supervisor Rodalyn Marquez at 475-0390 ext. 204 or via email at [rmarquez@guamopa.org](mailto:rmarquez@guamopa.org).

Senseramente,

Doris Flores Brooks, CPA, CGFM  
Public Auditor

Enclosures

Receipt Acknowledgement:

30-69-1308

Office of the Speaker  
Judith T. Won Pat, Ed. D.

Date 10/30/09  
Time 10:18 am  
Received by [Signature]

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Signature                      Date

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Print Name

1309

**Office of Public Accountability and Procurement Appeals**  
**Fiscal Year 2009**  
**July 1, 2009 to September 30, 2009**  
**Staffing Pattern Summary Report**

|  | <u>OPA</u> | <u>PA</u> | <u>Total</u> |
|--|------------|-----------|--------------|
| <b>Staff Count as of July 1, 2009:</b>       |            |           |              |
| Full-time                                    | 10         | 1         | 11           |
| Part-time                                    | 1          | 0         | 1            |
| Leave Without Pay                            | 0          | 0         | 0            |
| <b>Total:</b>                                | <b>11</b>  | <b>1</b>  | <b>12</b>    |
| <br>   |            |           |              |
| <b>Additions/New Hires:</b>                  |            |           |              |
| Full-time                                    | 2          | 0         | 2            |
| Part-time                                    | 0          | 0         | 0            |
| <b>Total:</b>                                | <b>2</b>   | <b>0</b>  | <b>2</b>     |
| <br>   |            |           |              |
| <b>Subtractions:</b>                         |            |           |              |
| Retirement                                   | 0          | 0         | 0            |
| Resignation                                  | 0          | 1         | 1            |
| <b>Total:</b>                                | <b>0</b>   | <b>1</b>  | <b>1</b>     |
| <br>   |            |           |              |
| <b>Staff Count as of September 30, 2009:</b> |            |           |              |
| <b>OPA</b>                                   |            |           |              |
| Full-time                                    | 12         | 0         | 12           |
| Part-time                                    | 1          | 0         | 1            |
| <br>   |            |           |              |
| <b>Procurement Appeals</b>                   |            |           |              |
| Full-time                                    | 0          | 0         | 0            |
| Part-time                                    | 0          | 0         | 0            |
| <b>Total:</b>                                | <b>13</b>  | <b>0</b>  | <b>13</b>    |

AGENCY: Office of Public Accountability  
 PROGRAM: Office of Public Accountability  
 FUND: 5100A09959CT001.111.113

Government of Guam  
 OPA  
 FY 2009  
 Staffing Pattern  
 3rd Quarter  
 04/01/09 to 06/30/09

[BBMR SP-1]

| (A)<br>Position Number | (B)<br>Position Title             | (C)<br>Name of Incumbent    | (D)<br>Grade/Step | (E)<br>Salary | (F)<br>Overtime | (G)<br>Special | (H)<br>Date | (I)<br>Increment | (J)<br>Subtotal (E+F+G+I) | (K)<br>Retirement (J*24.07%) | (L)<br>Retire (DDI) (\$15.52*26PP) | (M)<br>Social Security (6.2%-J) | (N)<br>Benefits |                          |                         | (R)<br>Total Benefits (K+L+M+Q) | (S)<br>TOTAL (J+R) |           |
|------------------------|-----------------------------------|-----------------------------|-------------------|---------------|-----------------|----------------|-------------|------------------|---------------------------|------------------------------|------------------------------------|---------------------------------|-----------------|--------------------------|-------------------------|---------------------------------|--------------------|-----------|
|                        |                                   |                             |                   |               |                 |                |             |                  |                           |                              |                                    |                                 | (O)<br>Life (L) | (P)<br>Medical (Premium) | (Q)<br>Dental (Premium) |                                 |                    |           |
| 1                      | Public Auditor                    | Doris Flores Brooks         | L-11              | \$109,000     | \$0             | \$0            | 0           | 4/30/2009        | \$109,000                 | 26,070                       | \$0                                | \$0                             | \$1,450         | \$173                    | \$152                   | \$156                           | \$27,361           | \$127,361 |
| 2                      | Administrative Officer            | Aase T. S. Canacko          | O-10              | 41,172        | 0               | 0              | 0           | 3/16/2011        | 42,613                    | 10,257                       | 0                                  | 0                               | 618             | 173                      | 3751                    | 312                             | 15,111             | 57,724    |
| 3                      | Chief Auditor/Audit Supervisor    | Rodalya May G. Marquez      | K-05              | 30,820        | 0               | 0              | 0           | 4/3/2010         | 32,053                    | 7,715                        | 0                                  | 0                               | 761             | 173                      | 1,512                   | 156                             | 15,237             | 67,729    |
| 4                      | Auditor I                         | Jerrick J. G. Hernandez     | K-05              | 30,820        | 0               | 0              | 0           | 4/3/2010         | 32,053                    | 7,715                        | 0                                  | 0                               | 465             | 173                      | 1,512                   | 156                             | 10,021             | 42,074    |
| 5                      | Deputy (Assistant) Public Auditor | Vacant                      |                   | 66,364        | 0               | 0              | 0           |                  |                           |                              | 0                                  | 0                               |                 |                          |                         |                                 |                    |           |
| 6                      | Auditor I                         | Rachel P. Field             | K-05              | 30,820        | 0               | 0              | 0           | 9/30/2010        | 32,053                    | 7,715                        | 0                                  | 0                               | 465             | 173                      | 1,512                   | 156                             | 10,021             | 42,074    |
| 7                      | Auditor III                       | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 8                      | Auditor III                       | Marissa N. Perez            | M-10              | 43,018        | 0               | 0              | 0           | 3/3/2011         | 44,524                    | 10,717                       | 0                                  | 0                               | 646             | 173                      | 3,751                   | 312                             | 15,599             | 60,123    |
| 9                      | Auditor I                         | Clariza Mae G. Roque        | K-05              | 30,820        | 0               | 0              | 0           | 9/30/2010        | 32,053                    | 7,715                        | 0                                  | 0                               | 465             | 173                      | 1,512                   | 156                             | 10,021             | 42,074    |
| 10                     | Auditor III                       | Vincent Jose Duenas         | M-10              | 43,018        | 0               | 0              | 0           | 9/12/2011        | 44,524                    | 10,717                       | 0                                  | 0                               | 646             | 173                      | 4,741                   | 468                             | 16,145             | 61,269    |
| 11                     | Management Analyst I              | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 12                     | Investigator                      | Franklin J. T. Cooper-Narve | M-10              | 43,018        | 0               | 0              | 0           | 9/12/2011        | 44,524                    | 10,717                       | 0                                  | 0                               | 646             | 173                      | 1,512                   | 156                             | 13,204             | 57,728    |
| 13                     | Management Analyst IV             | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 14                     | Auditor II                        | Lourdes R. Perez            | N-12              | 49,920        | 0               | 0              | 0           |                  | 49,920                    | 12,016                       | 0                                  | 0                               | 724             | 173                      | 4,741                   | 468                             | 18,122             | 68,042    |
| 15                     | Auditor III                       | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 16                     | Auditor III                       | Llewelyn R. Terlaje         | M-10              | 43,018        | 0               | 0              | 0           | 9/12/2011        | 44,524                    | 10,717                       | 0                                  | 0                               | 646             | 173                      | 1,512                   | 156                             | 13,204             | 57,728    |
| 17                     | Special Projects Coordinator      | Catherine S. Casit          | Part-time         | 12,000        | 0               | 0              | 0           |                  | 12,000                    | 2,888                        | 0                                  | 0                               | 174             | 0                        | 0                       | 0                               | 0                  | 12,000    |
| 18                     | Auditor III                       | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 19                     | Auditor III                       | Gophaath Ramakrishnan       | M-08              | 40,150        | 0               | 0              | 0           | 4/3/2010         | 41,584                    | 10,069                       | 0                                  | 0                               | 603             | 173                      | 1,512                   | 156                             | 12,453             | 54,037    |
| 20                     | Auditor I                         | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 21                     | Auditor II                        | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 22                     | Auditor II                        | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| 23                     | Auditor III                       | Vacant                      |                   |               |                 |                |             |                  |                           |                              |                                    |                                 |                 |                          |                         |                                 |                    |           |
| Grand Total:           |                                   |                             |                   |               |                 |                |             |                  |                           | \$572,864                    | \$17,888                           | \$0                             | \$8,307         | \$2,076                  | \$29,889                | \$3,868                         | \$177,996          | \$749,960 |

Notes:  
 Position #  
 6  
 9  
 10  
 12  
 16  
 18, 20 to 23

Remarks  
 R. Field - new Auditor I hire with RAS approval to current grade/step effective 9/30/09.  
 C. Roque - new Auditor I hire with RAS approval to current grade/step effective 9/30/09.  
 Y. Duenas transitioned from Management Analyst II to Auditor III with RAS approval to current grade/step effective 09/01/09.  
 F. Cooper-Narve transitioned from Auditor II to Auditor III with RAS approval to current grade/step effective 09/01/09.  
 L. Terlaje transitioned from Auditor II to Auditor III with RAS approval to current grade/step effective 09/01/09.  
 New positions Recruitment in classified service in progress. Mgmt. Analyst positions cancelled and replaced with Auditor I, Auditor II and Auditor III positions.  
 All position transitions and new recruitment completed in compliance with all DOA HR personnel rules and regulations relative to position announcement, recruitment, and final selection and RAS petition process and

Government of Guam  
Procurement Appeals  
FY 2009  
Staffing Pattern  
3rd Quarter  
04/01/09 to 06/30/09

FUNCTIONAL AREA:  
AGENCY: Office of Public Accountability  
PROGRAM: Procurement Appeals  
FUND: 5100A0999595CT002.111.113

|     |                 | Input by Department      |            |        |          |           |                |                |                    |                         |                                | Input by Department        |                      |          |                   |                  |                           |               |  |
|-----|-----------------|--------------------------|------------|--------|----------|-----------|----------------|----------------|--------------------|-------------------------|--------------------------------|----------------------------|----------------------|----------|-------------------|------------------|---------------------------|---------------|--|
| (A) | (B)             | (C)                      | (D)        | (E)    | (F)      | (G)       | (H)            | (I)            | (J)                | (K)                     | (L)                            | (M)                        | (N)                  | (O)      | (P)               | (Q)              | (R)                       | (S)           |  |
| No. | Position Title  | Name of Incumbent        | Grade/Step | Salary | Overtime | Specialty | Incumbent Date | Incumbent Amt. | (E+F+G+H) Subtotal | Retirement (J * 24.07%) | Retiree (DDI) (\$15.52 * 26FP) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life (I) | Medical (Premium) | Dental (Premium) | Total Benefits (K thru Q) | (J + R) TOTAL |  |
| 1   | Hearing Officer |                          |            |        |          |           |                |                |                    |                         |                                |                            |                      |          |                   |                  |                           |               |  |
| 2   | Auditor III**   |                          |            |        |          |           |                |                |                    |                         |                                |                            |                      |          |                   |                  |                           |               |  |
|     |                 | By Contractual Agreement |            |        |          |           |                |                |                    |                         |                                |                            |                      |          |                   |                  |                           |               |  |
|     |                 | Vacant                   |            |        |          |           |                |                |                    |                         |                                |                            |                      |          |                   |                  |                           |               |  |
|     |                 | Grand Total:             |            |        |          |           |                |                |                    |                         |                                |                            |                      |          |                   |                  |                           |               |  |