


NINTH GUAM LEGISLATURE  
1967 (FIRST) Regular Session


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CERTIFICATION OF PASSAGE OF AN ACT TO THE GOVERNOR

This certifies that Bill No. 308, "An Act to repeal Sections 4000.1, 4000.2, 11108.1, 49006, 4001, 4003, 4004, 4005, 4006, 4007, 4012, 4103, and 4105 of the Government Code of Guam, to add new Sections 4001, 4003, 4004, 4005, 4006, 4007, 4012, and 4110.3 to the Government Code of Guam, to establish a Civil Service Commission, to provide applicable standards as to government employment, to give a pay increase to Law Enforcement officers, to provide night differential pay to personnel of the Department of Public Safety, to revise the current pay range schedule by renumbering the pay ranges and pay steps, to increase the pay steps in an amount equivalent to that of the next two steps, to renumber the pay ranges to conform with the revised pay range schedule, and for other purposes", was on the 11th day of July, 1967, duly and regularly passed.

  
J. C. ARRIOLA  
Speaker


ATTESTED:

  
F. T. RAMIREZ  
Legislative Secretary

This Act was received by the Governor this 11th day of July  
1967 at 10:00 o'clock P.M.

 Acting Secretary of Guam

ATTESTED:

  
MANUEL F. L. GUERRERO  
Governor of Guam

DATE: July 11, 1967

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NINTH GUAM LEGISLATURE  
1967 (FIRST) Regular Session

Bill No. 308  
Substitute Bill by  
Committee on Finance and Taxation.

Introduced by

J. M. Acfalle  
J. C. Arriola  
G. M. Bamba  
R. J. Bordallo  
E. C. Conway  
A. C. Cruz  
O. L. Delfin  
A. S. N. Flores  
W. D. L. Flores  
F. G. Lujan  
M. U. Lujan  
J. C. Okiyama  
F. D. Palting  
L. S. N. Paulino  
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R. F. Taitano  
E. S. Terlaje  
J. U. Torres

AN ACT TO REPEAL SECTIONS 4000.1, 4000.2, 11108.1, 49006, 4001, 4003, 4004, 4005, 4006, 4007, 4012, 4103, AND 4105 OF THE GOVERNMENT CODE OF GUAM, TO ADD NEW SECTIONS 4001, 4003, 4004, 4005, 4006, 4007, 4012, AND 4110.3 TO THE GOVERNMENT CODE OF GUAM, TO ESTABLISH A CIVIL SERVICE COMMISSION, TO PROVIDE APPLICABLE STANDARDS AS TO GOVERNMENT EMPLOYMENT, TO GIVE A PAY INCREASE TO LAW ENFORCEMENT OFFICERS, TO PROVIDE NIGHT DIFFERENTIAL PAY TO PERSONNEL OF THE DEPARTMENT OF PUBLIC SAFETY, TO REVISE THE CURRENT PAY RANGE SCHEDULE BY RENUMBERING THE PAY RANGES AND PAY STEPS, TO INCREASE THE PAY STEPS IN AN AMOUNT EQUIVALENT TO THAT OF THE NEXT TWO STEPS, TO RENUMBER THE PAY RANGES TO CONFORM WITH THE REVISED PAY RANGE SCHEDULE, AND FOR OTHER PURPOSES.

BE IT ENACTED BY THE PEOPLE OF THE TERRITORY OF GUAM:

Section 1. Sections 4000.1, 4000.2, 11108.1 and 49006, Government Code of Guam, are hereby repealed.

Section 2. Section 4001, Government Code of Guam, is hereby repealed, and new Section 4001 enacted, to read as follows:

Section 4001. Personnel policy. Employment in the service of the Government of Guam shall be based on merit, and selection methods shall be free of personal or political considerations. All personnel actions, including appointments and promotions, shall be based, insofar as



1           practicable, on competitive practical tests and evaluations. Continuity  
2           of employment shall be dependent upon good behavior, satisfactory perform-  
3           ance of work, and availability of funds."

4           Section 3. Section 4003, Government Code, is hereby repealed, and new  
5           Section 4003 is hereby enacted to read as follows:

6           "Section 4003. Preference. No preference shall be given in the  
7           government service, except as required by Section 9(a), Public Law 630,  
8           81st Congress, and except that residents of Guam who are veterans of the  
9           Armed Forces of the United States, or members of the Guam Police Combat  
10          Patrol, as certified by the Director of Public Safety, shall receive a  
11          preferential credit of five points which shall be added to their competi-  
12          tive examination score."

13          Section 4. Sections 4004, 4005, and 4006, Government Code of Guam, are  
14          hereby repealed.

15          Section 5. New Section 4004, Government Code, is hereby enacted to read  
16          as follows:

17          "Section 4004. Departmental Personnel Rules. Rules and regulations,  
18          subject to criteria established by this Chapter governing selection,  
19          promotion, performance evaluation, demotion, suspension and other disci-  
20          plinary action, shall be adopted by the Board of Education, the Board of  
21          Regents of the College of Guam, and by the Board of Trustees of Guam  
22          Memorial Hospital, with respect to personnel matters within their respec-  
23          tive agencies or departments, and by the Director of Labor and Personnel  
24          as to all other government employment. Such regulations shall, to the  
25          extent practicable, provide standard conditions for entry into, and other  
26          matters concerning the government service, and shall take effect upon  
27          their approval by the Civil Service Commission and by Executive Order  
28          of the Governor. Such rules shall include a provision that all new  
29          employees must be hired at Step 1 in their respective pay ranges. Any  
30          employee hired at a step higher than Step 1 or its equivalent prior to  
31          the effective date of this Act shall not be entitled to incremental

1 increase in his pay range for two years following the said effective  
2 date."

3 Section 6. New Section 4005, Government Code, is hereby enacted to read  
4 as follows:

5 "Section 4005. Civil Service Commission. There is hereby  
6 established, in and for the Government of Guam, a Civil Service Commis-  
7 sion, composed of seven members, appointed by the Governor, with the  
8 consent of the Legislature. Members shall serve for a term of three  
9 years, provided that of the initial members appointed, two shall serve  
10 for one year, three for two years and three for three years. No member  
11 shall be either an employee of the Government of Guam or a member of any  
12 other board or commission thereof. The Commission is authorized to employ  
13 its own staff and shall be provided such further logistic support as it  
14 may require by the Bureau of Management Research."

15 Section 7. New Section 4006, Government Code, is hereby enacted to read  
16 as follows:

17 "Section 4006. Same: duties. The Commission shall provide by rule  
18 for all matters relating to position classification, creation of new  
19 positions or classes of positions as provided in Section 4107, reassign-  
20 ment of positions or classes of positions pursuant to Section 4108, and for  
21 appeals to the Commission of administrative action to suspend or dismiss  
22 an employee in the classified service. It shall have the authority to  
23 conduct such investigations into conditions of government employment as it  
24 deems necessary, and shall report its findings and recommendations to the  
25 Governor and Legislature annually. The Commission may set aside and  
26 declare null and void any personnel action taken by any department of  
27 the government wherever the Commission has found that such action was  
28 taken without complying with the personnel rules and regulations then in  
29 effect."

30 Section 8. Section 4007, Government Code, is hereby repealed, and a  
31 new Section 4007 is hereby enacted to read as follows:



1 "Section 4007. Personnel Rules. The personnel rules provided  
2 for by Section 4004 shall provide procedures for the employment of persons  
3 on the basis of merit, and shall include an orderly and systematic method  
4 of recruitment and the establishment of qualified lists for employment  
5 purposes. They shall provide for a probationary period of not less than  
6 three nor more than twelve months for all original and promotional  
7 appointments, during which time the employee may be dismissed at any  
8 time without right of appeal. Specific procedures and policies shall be  
9 included governing the following: (1) The announcement of vacancies and  
10 acceptance of applications for employment; (2) preparation and conduct  
11 of examinations; (3) establishment and use of employment lists contain-  
12 ing names of persons eligible for employment; (4) establishment of  
13 promotional policies; (5) certification of employment of persons from  
14 employment lists to fill vacancies and the making of temporary and  
15 emergency appointments; (6) evaluation of the work of employees  
16 including those serving a probationary period; (7) transfer, promotion,  
17 and reinstatement of employees in the competitive service; (8) separation  
18 from the service of employees by resignation, layoff, suspension, dis-  
19 missal, and for incapacity to perform required duties; (9) establishment  
20 of hours of work, attendance and leave regulations, and working conditions;  
21 (10) development of employee morale, welfare, and training; (11) rules  
22 governing the outside employment of territorial employees; (12) mainte-  
23 nance and use of necessary records and forms; (13) a uniform system  
24 of handling all grievances; and (14) such other matters as may be  
25 necessary to properly carry out the intent and purpose of this Chapter.  
26 Such rules shall take effect upon their approval by the Commission and  
27 by the Governor by Executive Order.

28 Section 9. Section 4010, Government Code, is hereby amended to read as  
29 follows:

30 Section 4010. Disciplinary Action. (a) Each of the following  
31 shall constitute cause for discipline of an employee, which may be

1 dismissal, suspension, demotion or other appropriate action; (1) Fraud  
2 in securing appointment; (2) incompetence; (3) inefficiency; (4)  
3 inexcusable neglect of duty; (5) insubordination; (6) dishonesty;  
4 (7) drunkenness on duty; (8) intemperance; (9) addiction to the use  
5 of narcotics or habit-forming drugs; (10) inexcusable absence without  
6 leave; (11) conviction of a felony or of a misdemeanor involving moral  
7 turpitude; (12) discourteous treatment of the public or other employees;  
8 (13) improper political activity; (14) willful disobedience; (15)  
9 misuse of government property; (16) refusal to take and subscribe any  
10 oath or affirmation which is required by law in connection with his  
11 employment; (17) other failure of good behavior either during or outside  
12 of duty hours which is of such a nature that it cause discredit to his  
13 agency or his employment.

14 (b) No person in the classified service of the Government of Guam  
15 shall be dismissed therefrom except for such cause as will promote the  
16 efficiency of said service and for the reasons given in writing, and the  
17 person whose dismissal is sought shall have notice of the same and of any  
18 charges preferred against him, and be furnished with a copy thereof, and  
19 also be allowed a reasonable time for personally answering the same in  
20 writing and affidavits in support thereof; provided, however, that this  
21 Section shall not apply to persons whose employment is purely temporary,  
22 seasonal, intermittent, part-time, or only for a specific project.

23 (c) The Civil Service Commission shall have jurisdiction of  
24 appeals from dismissal, demotion, or suspension. Jurisdiction of other  
25 disciplinary matters rests with the rule-making authority specified in  
26 Section 4004.

27 Section 10. Section 4012, Government Code, is hereby repealed, and a  
28 new Section 4012 is hereby enacted to read as follows:

29 "Section 4012. Appeals. An employee who is dismissed, demoted  
30 or suspended shall be given immediate notice of the action, together with  
31 a specific statement of the charges upon which such action is based.



1 Copies thereof shall be filed with the Civil Service Commission not later  
 2 than the working day next following the effective date of the action. The  
 3 employee may, within 20 days of service of notice, appeal to the Commis-  
 4 sion by filing his written answer to the charges against him. The Com-  
 5 mission shall then set the matter for hearing as expeditiously as  
 6 practicable. The employee or his representative shall be given the  
 7 opportunity to inspect any documents relevant to the action which would  
 8 be admissible in evidence at the hearing, and to interview other  
 9 employees having knowledge of the acts or omissions upon which the  
 10 dismissal or suspension is based. The Commission may sustain, modify or  
 11 revoke the action taken. Its decision shall be final."

12 Section 11. Section 4103 of the Government Code of Guam is hereby enacted  
 13 to read as follows:

14 "Section 4103. Pay Range Schedule. There is hereby established the  
 15 following pay range schedule for positions to which this Chapter applies  
 16 and which is divided into forty-two (42) pay ranges. The rates of basic  
 17 compensation with respect to officers, employees, and positions to which  
 18 this Chapter applies shall be in accordance with the schedule of per  
 19 annum contained in said pay range schedule.

20 Pay Range	21 Step 1	22 Step 2	23 Step 3	24 Step 4	25 Step 5	26 Step 6	27 Step 7	28 Step 8	29 Step 9	30 Step 10
1	\$2912	\$3042	\$3172	\$3302	\$3432	\$3588	\$3744	\$3900	\$4082	\$4264
2	3042	3172	3302	3432	3588	3744	3900	4082	4264	4472
3	3172	3302	3432	3588	3744	3900	4082	4264	4472	4680
4	3302	3432	3588	3744	3900	4082	4264	4472	4680	4888
5	3432	3588	3744	3900	4082	4264	4472	4680	4888	5096
6	3588	3744	3900	4082	4264	4472	4680	4888	5096	5304
7	3744	3900	4082	4264	4472	4680	4888	5096	5304	5512
8	3900	4082	4264	4472	4680	4888	5096	5304	5512	5772
9	4082	4264	4472	4680	4888	5096	5304	5512	5772	6032
10	4264	4472	4680	4888	5096	5304	5512	5772	6032	6292

1	11	4472	4680	4888	5096	5304	5512	5772	6032	6292	6552
2	12	4680	4888	5096	5304	5512	5772	6032	6292	6552	6864
3	13	4888	5096	5304	5512	5772	6032	6292	6552	6864	7176
4	14	5096	5304	5512	5772	6032	6292	6552	6864	7176	7488
5	15	5304	5512	5772	6032	6292	6552	6864	7176	7488	7800
6	16	5512	5772	6032	6292	6552	6864	7176	7488	7800	8112
7	17	5772	6032	6292	6552	6864	7176	7488	7800	8112	8502
8	18	6032	6292	6552	6864	7176	7488	7800	8112	8502	8892
9	19	6292	6552	6864	7176	7488	7800	8112	8502	8892	9282
10	20	6552	6864	7176	7488	7800	8112	8502	8892	9282	9672
11	21	6864	7176	7488	7800	8112	8502	8892	9282	9672	10,192
12	22	7176	7488	7800	8112	8502	8892	9282	9672	10,192	10,712
13	23	7488	7800	8112	8502	8892	9282	9672	10,192	10,712	11,232
14	24	7800	8112	8502	8892	9282	9672	10,192	10,712	11,232	11,752
15	25	8112	8502	8892	9282	9672	10,192	10,712	11,232	11,752	12,272
16	26	8502	8892	9282	9672	10,192	10,712	11,232	11,752	12,272	12,792
17	27	8892	9282	9672	10,192	10,712	11,232	11,752	12,272	12,792	13,312
18	28	9282	9672	10,192	10,712	11,232	11,752	12,272	12,792	13,312	13,962
19	29	9672	10,192	10,712	11,232	11,752	12,272	12,792	13,312	13,962	14,612
20	30	10,192	10,712	11,232	11,752	12,272	12,792	13,312	13,962	14,612	15,262
21	31	10,712	11,232	11,752	12,272	12,792	13,312	13,962	14,612	15,262	15,912
22	32	11,232	11,752	12,272	12,792	13,312	13,962	14,612	15,262	15,912	16,692
23	33	11,752	12,272	12,792	13,312	13,962	14,612	15,262	15,912	16,692	17,472
24	34	12,272	12,792	13,312	13,962	14,612	15,262	15,912	16,692	17,472	18,252
25	35	12,792	13,312	13,962	14,612	15,262	15,912	16,692	17,472	18,252	19,032
26	36	13,312	13,962	14,612	15,262	15,912	16,692	17,472	18,252	19,032	19,812
27	37	13,962	14,612	15,262	15,912	16,692	17,472	18,252	19,032	19,812	20,592
28	38	14,612	15,262	15,912	16,692	17,472	18,252	19,032	19,812	20,592	21,372
29	39	15,262	15,912	16,692	17,472	18,252	19,032	19,812	20,592	21,372	22,152
30	40	15,912	16,692	17,472	18,252	19,032	19,812	20,592	21,372	22,152	22,932
31	41	16,692	17,472	18,252	19,032	19,812	20,592	21,372	22,152	22,932	23,712



1 42 17,472 18,252 19,032 19,812 20,592 21,372 22,152 22,932 23,712 24,492

2 All employees who were on step "F" of the pay range schedule in effect prior to the  
3 effective date of this Act who were on step "F" for the period of three years prior  
4 thereto shall be advanced to step 7 of the foregoing pay range schedule. For annual  
5 salary increment purposes, all employees before being advanced to steps 8, 9, and  
6 10 must serve 18 months of satisfactory service in the previous salary rate in  
7 accordance with the Personnel Rules and Regulations of the Government of Guam."

8 Section 12. Section 4105 of the Government Code of Guam is hereby amended,  
9 where pertinent, to read as follows:

10	Assistant Chief of Port Security	28
11	Attendance Officer I	15
12	Attendance Officer II	21
13	Attorney I	29
14	Attorney III	32
15	Chief of Port Security	31
16	Compliance Officer I	15
17	Compliance Officer II	21
18	Compliance Officer III	22
19	Compliance Officer IV	25
20	Zoning Inspector	17
21	Conservation Officer I	15
22	Conservation Officer II	21
23	Deputy Attorney General	35
24	Guard	12
25	Island Attorney	35
26	Port Security Inspector I	17
27	Port Security Inspector II	21
28	Public Safety Fireman - Cadet	7
29	Public Safety Fireman	15
30	Public Safety Patrolman - Cadet	7
31	Public Safety Patrolman	15

1	Public Safety Policewoman - Cadet	7
2	Public Safety Policewoman	15
3	Public Safety Sergeant	21
4	Public Safety Lieutenant	25
5	Public Safety Captain	29
6	Public Safety Detective	15
7	Public Safety Detective Sergeant	21
8	Public Safety Detective - Lieutenant	25
9	Public Safety Detective - Captain	29
10	Public Safety Major	32
11	Physician Specialist (Board Eligible)	40
12	Physician Specialist (Board Certified)	42
13	Chief of Administration - Land Management, Finance Department,	
14	Public Safety, and Retirement Fund	27
15	Deputy Civil Registrar	27
16	Morgue Attendant	12
17	Medical Laboratory Supervisor	27

18 Section 13. Section 4105 of the Government Code of Guam is hereby further  
 19 amended where necessary, by renumbering the pay ranges of each class or position set  
 20 forth therein to conform with the revised pay range schedules set forth in Section  
 21 11 of this Act.

22 Section 14. Section 4107, Government Code, is amended to read as follows:

23 "Section 4107. New positions and classes: creation. New posi-  
 24 tions or classes of positions may be created by the Governor when necessary  
 25 to the efficient performance of the duties and functions of the government."  
 26 Such positions and classes of positions shall be submitted to the Civil  
 27 Service Commission within thirty (30) days and shall be terminated unless  
 28 approved by the Civil Service Commission within sixty (60) days thereafter;  
 29 provided, however, that no such positions or classes of positions may be  
 30 created in the absence of appropriation to pay the salaries of the new  
 31 positions. This Section, however, shall not apply to any and all positions



1 specifically required by law to be confirmed by the Guam Legislature."

2 Section 15. Section 4110.3 is hereby added to the Government Code of  
3 Guam to read as follows:

4 "Section 4110.3. Night Differential Pay. All employees of the  
5 Department of Public Safety, except the Director, shall be entitled to  
6 night differential pay, calculated at the rate of their regular wage plus  
7 ten per cent (10%), for all periods worked between the hours of 6:00 p.m.  
8 and 6:00 a.m."

9 Section 16. Section 4106 of the Government Code of Guam is hereby amended,  
10 where pertinent, to read as follows:

11	Assistant Commissioner	\$ 6,200
12	Assistant Cook (Government House)	5,080
13	Assistant to the Governor for Economic Development	15,750
14	Attorney General	15,750
15	Building Custodian (Government House)	3,600
16	Chief Commissioner	11,750
17	Chief Judge of the Island Court	16,750
18	Chief Officer, Public Utility Agency of Guam	14,750
19	Commercial Port Manager	14,750
20	Cook (Government House)	6,200
21	Coordinator of Federal Programs	15,750
22	Director of Agriculture	14,750
23	Director, Bureau of Budget	13,750
24	Director, Bureau of Management Research	13,750
25	Director of Commerce	14,750
26	Director of Education	15,750
27	Director of Finance	15,750
28	Director of Labor and Personnel	14,750
29	Director of Land Management	14,750
30	Director of Public Health and Welfare	15,750
31	Director of Public Safety	15,750

1	Director of Public Works	\$15,750
2	Executive Assistant to the Governor	15,750
3	Government House Supervisor	6,200
4	Hospital Administrator	15,750
5	Houseboy (Government House)	3,600
6	Judge of the Island Court	15,750
7	Kitchen Helper (Government House)	3,600
8	Maid (Government House)	3,600
9	Municipal Commissioner	7,750
10	President, College of Guam	17,750
11	Public Relations Officer	12,750
12	Section 17. This Act shall take effect August 1, 1967.	
13	Section 18. This Act is an urgency measure.	