



OFFICE OF THE PUBLIC AUDITOR

December 31, 2007

Honorable Mark Forbes
Speaker
29th Guam Legislature
155 Hesler Place
Hagatna, Guam 96910

RECEIVED
OFFICE OF THE PUBLIC AUDITOR

DATE: 12/31/07

TIME: 4:15PM

BY: [Signature]

Hafa Adai Speaker Forbes,

Pursuant to Chapter VI Section 3. (a) of Public Law 29-19 relative to reporting Staffing Patterns of government instrumentalities, the Office of the Public Auditor and Procurement Appeals submits its first quarter report for the period October 1, 2007 through December 31, 2007. A compact disc (CD) of this report is attached to meet the electronic format reporting requirement, and this report will be posted on our website at www.guamopa.org upon receipt acknowledgement by your office.

Should your staff have any questions or require additional information, please contact Anne Camacho at 475-0390 ext. 201 or via email at acamacho@guamopa.org.

Senseramente,

[Signature]

for Doris Flores Brooks, CPA, CGFM
Public Auditor

Enclosures

Receipt Acknowledgement:

Signature Date

Print Name

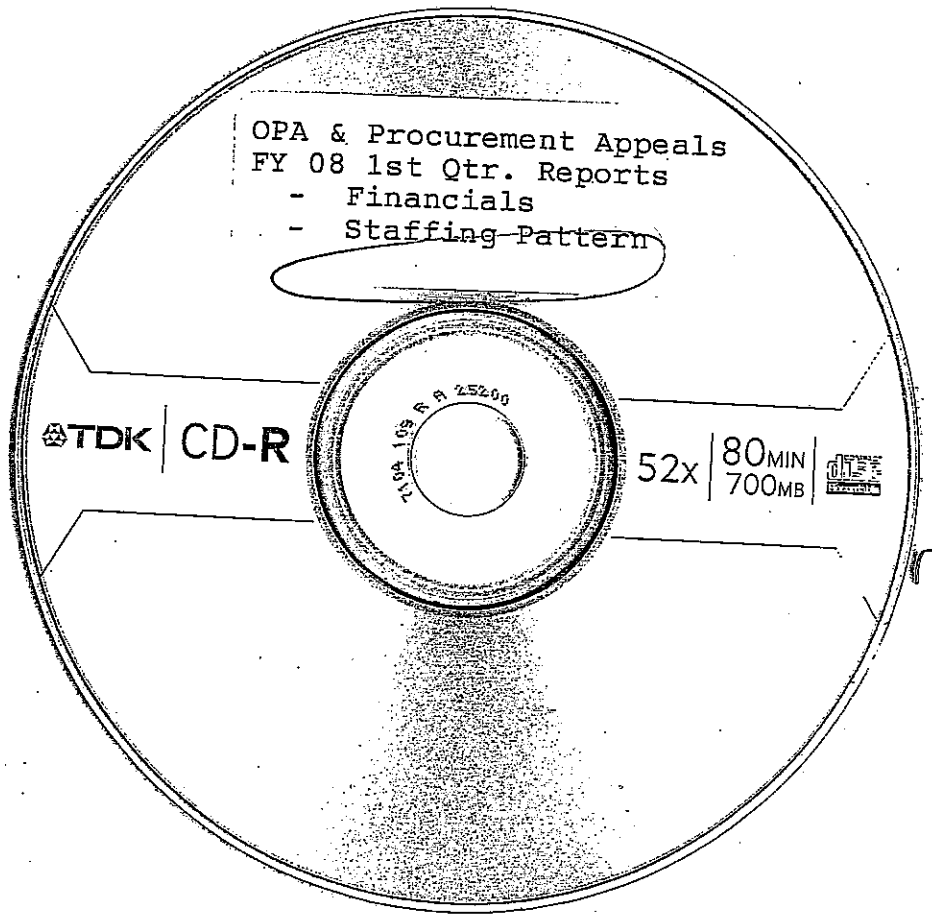
Office of the Speaker

MARK FORBES

Date: 12/31/07

Time: 4:00pm

Rec'd by: [Signature]
Print Name: Paul Blas



Office of the Speaker

MARY FORBES

Date: 12/31/07

Time: 11:27

Rec'd by: PR

Print Name: R. P. /

Office of the Public Auditor and Procurement Appeals
Fiscal Year 2008
October 1, 2007 through December 31, 2007
Staffing Pattern Summary Report

| | <u>OPA</u> | <u>PA</u> | <u>Total</u> |
|---|------------|-----------|--------------|
| Staff Count as of October 1, 2007: | | | |
| Full-time | 11 | 1 | 12 |
| Part-time | 0 | 0 | 0 |
| Leave Without Pay | 0 | 0 | 0 |
| Total: | <u>11</u> | <u>1</u> | <u>12</u> |
| Additions/New Hires: | | | |
| Full-time | 0 | 0 | 0 |
| Part-time | 0 | 0 | 0 |
| Total: | <u>0</u> | <u>0</u> | <u>0</u> |
| Subtractions: | | | |
| Retirement | 0 | 0 | 0 |
| Resignation | 1 | 0 | 1 |
| Total: | <u>1</u> | <u>0</u> | <u>1</u> |
| Staff Count as of December 31, 2007: | | | |
| OPA | | | |
| Full-time | 11 | 0 | 11 |
| Part-time | 0 | 0 | 0 |
| Procurement Appeals | | | |
| Full-time | 1 | 0 | 1 |
| Part-time | 0 | 0 | 0 |
| Total: | <u>12</u> | <u>0</u> | <u>12</u> |

Run date: 12/27/07
 Run time: 8:33:24
 Run Id : 274

Department of Administration
 Labor Cost Distribution Report
 PPE date : 12/22/2007 Chk date : 12/28/2007

Page : 376
 Program: PAYU008

| Job Order # | DpDv | Employee Id | Employee Name | Regular \$ | Overtime \$ | Holiday \$ | Night Diff \$ | EMT \$ | Typhoon \$ | Nurse Pay \$ | Hazard \$ | Govt Cntrb |
|-------------|------|-------------|---------------------------------|------------|-------------|------------|---------------|--------|------------|--------------|-----------|------------|
| 995908001 | | 5998 | 1 1 CABRERA, YUKARI B | 1946.40 | | | | | | | | 593.24 |
| 995908001 | 5 | 5998 | 1 1 BROOKS, DORIS F | 3846.40 | | | | | | | | 1040.38 |
| 995908001 | | 5998 | 1 1 PEREZ, LOURDES R | 2442.40 | | | | | | | | 778.15 |
| 995908001 | 5 | 5998 | 0 1 PEREZ, MARIPAZ N | 1422.40 | | | | | | | | 204.68 |
| 995908001 | | 5998 | 0 1 CAMACHO, ANNE TS | 1530.40 | | | | | | | | 500.45 |
| 995908001 | | 5998 | 2 1 SANTOS, OMAR A | 1280.00 | | | | | | | | 392.89 |
| 995908001 | | 5998 | 3 1 COOPER-NURSE, FRANKLIN JT | 1422.40 | | | | | | | | 444.63 |
| 995908001 | | 5998 | 1 1 DUENAS, VINCENT JON G | 1422.40 | | | | | | | | 520.86 |
| 995908001 | | 5998 | 1 1 MARQUEZ, RODALYN G | 1530.40 | | | | | | | | 396.21 |
| 995908001 | | 5998 | 2 1 RESTUVOG, LLEWBLYN T | 1280.00 | | | | | | | | 408.30 |
| 995908001 | | | 5100A089959CT001 PUBLIC AUDITOR | | | | | | | | | 5279.79 |
| | | | TOTALS: | 18123.20 | | | | | | | | |

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Department of Administration
Labor Cost Distribution Report
PPE date : 12/22/2007 Chk date : 12/28/2007

Page : 377
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| Job Order # | DpDv | Employee Id | Employee Name | Regular \$ | Overtime \$ | Holiday \$ | Night Diff \$ | EMT \$ | Typhoon \$ | Nurse Pay \$ | Hazard \$ | Govt Cntrb |
|-------------|---------|-------------|--|------------|-------------|------------|---------------|--------|------------|--------------|-----------|------------|
| 995908002 | 5998 | 1 | GUMATACTAO, THERESA V | 1422.40 | | | | | | | | 429.22 |
| 995908002 | TOTALS: | | 5100A089959CT002 OPA PROCUREMENT APPEALS | 1422.40 | | | | | | | | 429.22 |
| Dept 59 | TOTALS: | | PUBLIC AUDITOR | 19545.60 | | | | | | | | 5709.01 |

RECEIVED
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DATE: 12/31/07
TIME: 12:30 PM
BY: CU

Government of Guam
OPA
FY 2008
Staffing Pattern
1st Quarter
Oct. 1 - Dec. 31, 2007

[BBMR SP-1]

FUNCTIONAL AREA:

AGENCY: Office of the Public Auditor

PROGRAM: Office of the Public Auditor

FUND: 5100A089959CT001.111.113

| No. | (A) Position Number | (B) Position Title | (C) Name of Incumbent | (D) Grade/Step | (E) Salary | (F) Overtime | (G) Special | (H) Increment | | (J) (E+F+G+H) Subtotal | (K) Retirement (J *23.49%) | (L) Retire (DDI) (\$15.52*26RF) | (M) Social Security (6.2% * J) | (N) Benefits | | | (P) Medical (Premium) | (Q) Dental (Premium) | (R) Total Benefits (K thru Q) | (S) (J + R) TOTAL |
|---------------------|------------------------|------------------------------|---|-------------------|---------------|-----------------|----------------|------------------|---------|------------------------------|----------------------------------|---------------------------------------|--------------------------------------|-----------------|---------|----------|-----------------------------|----------------------------|-------------------------------------|-------------------------|
| | | | | | | | | Date | Ann | | | | | Life (I) | Medical | Dental | | | | |
| 1 | 1 | Public Auditor | Doris Flores Brooks | | \$100,000 | \$0 | \$0 | | | \$100,000 | 23,490 | \$0 | \$0 | \$1,450 | \$173 | \$1,512 | \$156 | \$26,781 | \$126,781 | |
| 2 | 2 | Administrative Officer | Anne T. S. Camacho | L-10 | 39,780 | 0 | 0 | | | 39,780 | 9,344 | 0 | 0 | 577 | 173 | 3,751 | 312 | 14,157 | 53,937 | |
| 3 | 3 | Audit Supervisor | Vacant (Z. Nace resigned 11/15/07) | 0-20 | 71,541 | 0 | 0 | | | 71,541 | 16,805 | 0 | 0 | 1,037 | 173 | 3,751 | 312 | 22,078 | 93,619 | |
| 4 | 4 | Auditor I | Vacant | | | | | | | | | | | | | | | | | |
| 5 | 5 | Auditor II | Yukari B. Cabrera | L-17 | 50,611 | 0 | 0 | | | 50,611 | 11,889 | 0 | 0 | 734 | 173 | 3,751 | 312 | 16,858 | 67,469 | |
| 6 | 6 | Auditor I | Omar A. Santos | K-07 | 33,286 | 0 | 0 | | | 33,286 | 7,819 | 0 | 0 | 483 | 173 | 1,512 | 156 | 10,143 | 43,429 | |
| 7 | 7 | Auditor II | Rodalyn May G. Marquez | L-10 | 39,780 | 0 | 0 | | | 39,780 | 9,344 | 0 | 0 | 577 | 173 | 0 | 0 | 10,094 | 49,874 | |
| 8 | 8 | Management Analyst I | Maripaz N. Perez | K-10 | 36,984 | 0 | 0 | | | 36,984 | 8,688 | 0 | 2,293 | 536 | 173 | 3,751 | 312 | 15,753 | 52,737 | |
| 9 | 9 | Auditor I | Vacant | | | | | | | | | | | | | | | | | |
| 10 | 10 | Management Analyst I | Vincent Jon Duenas | K-10 | 36,984 | 0 | 0 | | | 36,984 | 8,688 | 0 | 0 | 536 | 173 | 4,741 | 468 | 14,606 | 51,590 | |
| 11 | 11 | Management Analyst I | Vacant | | | | | | | | | | | | | | | | | |
| 12 | 12 | Management Analyst I | Franklin J. T. Cooper-Nurse | K-10 | 36,984 | 0 | 0 | | | 36,984 | 8,688 | 0 | 0 | 536 | 173 | 1,512 | 156 | 11,065 | 48,049 | |
| 13 | 13 | Investigator | Vacant | | | | | | | | | | | | | | | | | |
| 14 | 14 | Management Analyst IV | Lourdes R. Perez | N-19 | 63,506 | 0 | 0 | | | 63,506 | 14,918 | 0 | 0 | 921 | 173 | 4,741 | 468 | 21,220 | 84,726 | |
| 15 | 15 | Management Analyst I | M. Angela dL Quinto | K-10 | 36,984 | 0 | 0 | | | 36,984 | 8,688 | 0 | 2,293 | 536 | 173 | 1,512 | 156 | 13,358 | 50,342 | |
| 16 | 16 | Auditor I | Llewelyn T. Restuyog | K-07 | 33,286 | 0 | 0 | 2/5/2008 | 1,233 | 34,519 | 8,109 | 0 | 0 | 501 | 173 | 1,512 | 156 | 10,450 | 44,969 | |
| 17 | 17 | Special Projects Coordinator | C. Gault (Part-time) LWOP effective 12/06/06 | | 12,000 | 0 | 0 | | 0 | 12,000 | 2,819 | 0 | 0 | 174 | 0 | 0 | 0 | 0 | 12,000 | |
| | | | NOTES: Position Number / Remarks 3. Z. Asuncion-Nace resigned effective 11/15/07 11. T. Gumataotao transferred to Procurement Appeals effective 10/01/07 15. M. A. Quinto on Leave Without Pay (LWOP) effective 08/20/07. 17. Special Projects Coordinator (a Part-time position) is currently on Leave Without Pay. | | | | | | | | | | | | | | | | | |
| Grand Total: | | | | | \$591,726 | \$0 | \$0 | | \$1,233 | \$592,959 | \$139,286 | \$0 | \$4,586 | \$8,598 | \$2,076 | \$32,046 | \$2,964 | \$186,563 | \$779,522 | |

Government of Guam
 Procurement Appeals
 FY 2008
 Staffing Pattern
 1st Quarter
 Oct. 1 - Dec. 31, 2007

[BBMR SP-1]

FUNCTIONAL AREA:

AGENCY: Office of the Public Auditor

PROGRAM: Procurement Appeals

FUND: 5100A089959CT002.111.113

| No. | 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) | | | | | | | | | | |
| | Position Number | Position Title | Name of Incumbent | Grade/Step | Salary | Overtime | Special* | Increment | | | (E+F+G+H) Subtotal | Retirement (J *23.49%) | Retire (DDI) (\$15.52*26PP) | Social Security (6.2% * J) | Medicare (1.45%*J) | Life (1/) | Medical (Premium) | Dental (Premium) | Total Benefits (K thru Q) | (J+R) TOTAL | | | | | | | | | | |
| 1 | 1 | Hearing Officer | By Contractual Agreement | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 2 | Management Analyst I | Theresa V. Gumataotao | K-10 | 36,984 | 0 | 0 | | | 0 | 36,984 | 8,688 | 0 | 0 | 536 | 173 | 1,512 | 156 | 11,065 | 48,049 | | | | | | | | | | |
| 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | | | NOTES: Position Number / Explanatory Remarks 1. Hearing Officer Services now provided by Contractual Agreement 2. Transfer from OPA to Procurement Appeals effective 10/01/07 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | Grand Total: | | \$36,984 | \$0 | \$0 | | | \$0 | \$36,984 | \$8,688 | \$0 | \$0 | \$536 | \$173 | \$1,512 | \$156 | \$11,065 | \$48,049 | | | | | | | | | | |

* Night Differential / Hazardous / Worker's Compensation / etc.
 1/: FY 2005 (current) GovGuam contribution for Life Insurance is \$153 per annum; Subject to change in FY 2006