

Messages & Communications Doc. No. 38GL-25-0795 through 0804.

From 38th Committee On Rules <committeeonrules@guamlegislature.gov>
Date Tue 7/1/2025 1:28 PM
To Guam Legislature Clerks <clerks@guamlegislature.gov>
Cc Frank Blas Jr. <speakerblas@guamlegislature.gov>

10 attachments (24 MB)

7125 COMM Doc. No. 38GL-25-0795.pdf; 7125 COMM Doc. No. 38GL-25-0796.pdf; 7125 COMM Doc. No. 38GL-25-0798.pdf; 7125 COMM Doc. No. 38GL-25-0799.pdf; 7125 COMM Doc. No. 38GL-25-0797.pdf; 7125 COMM Doc. No. 38GL-25-0801.pdf; 7125 COMM Doc. No. 38GL-25-0802.pdf; 7125 COMM Doc. No. 38GL-25-0803.pdf; 7125 COMM Doc. No. 38GL-25-0804.pdf; 7125 COMM Doc. No. 38GL-25-0800.pdf;

Håfa Adai Clerk's Office,

Please see attached, **Messages & Communications Doc. No. 38GL-25-0795 through 0804** for processing:

✓	38GL-25-0795	A.B. Won Pat International Airport Authority	Small Purchases and Construction for the month of May 2025*
✓	38GL-25-0796	A.B. Won Pat International Airport Authority	Statement of Revenues and Expenses- May 2025*
✓	38GL-25-0797	Department of Administration	Amendment of Positions — Police Officer II and Police Officer III*
✓	38GL-25-0798	Department of Administration	Amendment of Position — Building Inspector I*
✓	38GL-25-0799	Guam Behavioral Health and Wellness Center	Acting Director Designation of James Cooper-Nurse for the Guam Behavioral Health and Wellness Center from 7:00 a.m. June 29, 2025 to 6:00 p.m. July 6, 2025*
✓	38GL-25-0800	Office of the Governor of Guam	Appointment and Supporting Documents for Melanie R. Mendiola, Member, Guam Memorial Hospital Authority Board of Trustees.
✓	38GL-25-0801	Office of the Governor of Guam	Resignation and Supporting Documents for Paul B. Mendiola, as a Member of the Guam Council of the Arts and Humanities Agency Board of Directors.
✓	38GL-25-0802	Guam Community College	Unaudited Revenues and Expenditures Report as of May 31, 2025*
✓	38GL-25-0803	Office of the Governor of Guam	Appointment and Supporting Documents for Christina D. Garcia, Administrator, Guam Economic Development Authority.
✓	38GL-25-0804	Guam Community College	Board of Trustees Meeting Packet for June 16, 2025*

Kindly reply to this email.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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Messages and Communications for 38GL-25-0797*

2 messages

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Mon, Jun 30, 2025 at 10:10 AM

To: 38th Committee On Rules <committeeonrules@guamlegislature.gov>, Sabrina Salas Matanane <office.senatorbri@guamlegislature.gov>

Hafa Adái,

Please see attached M&C Doc. No. 38GL-25-0797

38GL-25-0797	Department of Administration	Amendment of Positions — Police Officer II and Police Officer III*
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*Si Yu'os Ma'åse'**Bernice Rivera*

Administrative Assistant

**Office of Speaker Frank F. Blas, Jr.**I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

speakerblas@guamlegislature.gov

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----- Forwarded message -----

From: **Rosezette NT. Santos** <Rosezette.Santos@doa.guam.gov>

Date: Fri, Jun 27, 2025 at 4:41 PM

Subject: Legislative Filing

To: speakerblas@guamlegislature.gov <speakerblas@guamlegislature.gov>

Hafa Adai:

Please see the attached regarding the filing of the newly amended Police Officer II and III positions with the Legislative Secretary.



Your acknowledgement of receipt is greatly appreciated.

Thank you,
Rosezette Santos**Classification & Pay Branch****Department of Administration****Human Resources Division**Email: rosezette.santos@doa.guam.gov

Tel # 475-1174

Fax #: 477-7100/3671

website: www.hr.doa.guam.gov

2 attachments **Legislative Filing for Amendment of PO II and III.pdf**
1276K **38GL-25-0797.pdf**
1045K

Håfa Adai!

Received and thank you.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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[Quoted text hidden]



Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Legislative Filing

2 messages

Rosezette NT. Santos <Rosezette.Santos@doa.guam.gov>
To: "speakerblas@guamlegislature.gov" <speakerblas@guamlegislature.gov>

Fri, Jun 27, 2025 at 4:41 PM

Hafa Adai:

Please see the attached regarding the filing of the newly amended Police Officer II and III positions with the Legislative Secretary.

Your acknowledgement of receipt is greatly appreciated.

Thank you,
Rosezette Santos

Doc Type: 38GL-25-0797
OFFICE OF THE SPEAKER
FRANK F. BLAS, JR.
June 27, 2025
Time: 4:41 PM
Received:

Classification & Pay Branch
Department of Administration
Human Resources Division
Email: rosezette.santos@doa.guam.gov
Tel # 475-1174
Fax #: 477-7100/3671
website: www.hr.doa.guam.gov

Legislative Filing for Amendment of PO II and III.pdf
1276K

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>
To: "Rosezette NT. Santos" <Rosezette.Santos@doa.guam.gov>

Fri, Jun 27, 2025 at 4:45 PM

Acknowledging receipt of your email.



Speaker, Frank F. Blas, Jr.

I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456
speakerblas@guamlegislature.gov

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[Quoted text hidden]



EDWARD M. BIRN
Director (Direktot)

**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION
DIRECTOR'S OFFICE
(Ufisinan Direktot)
Telephone (Telifon): (671) 475-1101/1250



LOURDES A. LEON GUERRERO
Governor (Maga'håga)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'låhi)

June 26, 2025

HRD NO.: 24-182C

MEMORANDUM

Honorable Speaker Frank F. Blas, Jr.
I Mina'trentai Ocho Na Liheslaturan Guåhan
Guam Congress Building
163 Chalan Santo Papa
Hagatna, Guam 96910

RE: Amendment of Positions – Police Officer II and Police Officer III

Dear Speaker Blas,

Buenas yan Håfa Adai! The Legislative Secretary is respectfully requested to file for the record, the amendment of the Police Officer II and III positions within the classified service pursuant to 4GCA §6303.

Pursuant to the Personnel Modernization Act of 2006, Public Law 28-112, all transparency and public disclosure requirements for the amendment of the positions have been fulfilled.

Should you have any questions or require additional information, please contact the Classification and Pay Branch of our Human Resources Division at (671) 475-1131/1174/1201.
Dang kolo na Agradesimienton!

EDWARD M. BIRN
Director of Administration

Attachments



38GL-25-0797
Messages and Communications

RECEIVED
COMMITTEE ON RULES
June 30, 2025
10:10 a.m.

Marie Crisostomo



**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION
DIRECTOR'S OFFICE
(Ufisinan Direktot)
Telephone (Telifon): (671) 475-1101/1250



June 6, 2025

HRD No.: 24-182B

MEMORANDUM

To: Governor of Guam

From: Director of Administration

Subject: Notice of Proposed Amendment of Classification Specifications
RE: Police Officer II and Police Officer III

Buenas yan Hafa Adai! This memorandum respectfully requests your approval to amend the current classification specifications for the Police Officer II and III positions, as requested by the Chief of Police, Guam Police Department (GPD). GPD is recommending the changes to address the current education standard and work output ratings of police officers in the ranks of Police Officer I through Police Officer III, who are performing essential crime prevention and law enforcement duties in accordance with §77103 Chapter 77, Title 10 Guam Code Annotated.

The proposed amendments for both positions are as follows, with no change to the current pay grades:

Police Officer II

Current Minimum experience and training:

- A. One (1) year of experience in the rank of Police Officer I or equivalent police work and fifteen (15) semester hours of college credits from a nationally accredited institution; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

Proposed Amendment:

- A. Automatic upgrade from the rank of Police Officer I to Police Officer II upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and thirty (30) semester college credit from a nationally accredited institution; **AND** completion of three (3) years of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer I; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

OFFICE OF THE GOVERNOR
GOVERNOR'S CHAMBER



DATE: 6-17-25

TIME: 9:45a

RECEIVED BY: DB

GC2025-06083

2025-23954

OFFICE OF THE GOVERNOR
CENTRAL FILES OFFICE

Rec'd By: Moises Gomez
Date: 6/16/25 Time: 1:44P

Police Officer III

Current Minimum experience and training:

- A. Two (2) years of experience in the rank of Police Officer II or equivalent police work and thirty (30) semester hours of college credits from a nationally accredited institution; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

Proposed Amendment:

- A. Automatic upgrade from the rank of Police Officer II to Police Officer III upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and forty-five (45) semester college credit from a nationally accredited institution; **AND** completion of three (3) years of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer II; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

No comments or concerns were received by our office or by GPD regarding the proposed amendment posting. Pursuant to 4 GCA §6303(c)(2), all transparency and disclosure requirements for amending the positions have been fulfilled as follows:


- Department of Administration Website Posting – 5/12/25 through 5/23/25
- Guam Police Department Website Posting – 5/12/25 through 5/23/25
- Notification of media via electronic submission – 5/16/25

Your approval of the above request is greatly appreciated. Should you have any questions, please contact the Classification and Pay Branch at 475-1131/1174/1201. ***Dangkolo na Agradesimiento!***



EDWARD M. BIRN

Attachments

<input checked="checked" type="checkbox"/> APPROVED
<input type="checkbox"/> DISAPPROVED

LOURDES A. LEON GUERRERO, Governor of Guam
Date: 6-23-2025

NATURE OF WORK IN THIS CLASS:

This is journey-level police work in the protection of life and property through the enforcement of laws and ordinances. Incumbents perform the full complement of technical and specialized police work.

Employees work independently, coordinates tasks, and receives minimal supervision from superior officers. Employees are normally assigned to work as a field patrol officer, criminal, traffic, narcotics or juvenile investigator, and/or community relations/liaison officer. Work is in the form of inspections, examinations, discussions, and submission of reports.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Assists and/or investigates major traffic accidents and incidents of a criminal nature in an assigned specialty area applying appropriate police operational and law enforcement methods and techniques.

Patrols designated areas in a vehicle or on foot to observe, investigate, and/or respond to unlawful activities.

Enforces motor vehicle regulations using traffic monitoring and control techniques.

Serves as a community relations/liaison officer assigned to a village to promote crime prevention and law enforcement education.

Receives complaints and reports; provides the public with information and direction upon request or as needed.

Prepares reports on findings of investigations for review by supervisors.

Interview witnesses and obtains evidence, apprehends and make arrests, and testifies in local and/or federal courts as an expert witness in complex cases.

Assists Police Officer I's and Police Officer (Trainees) on police methods and techniques through both formal and on-the-job training to ensure compliance with laws, department rules and regulations, and other applicable directives and/or orders,

Performs related work and/or duties as directed or required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of applicable local and federal law enforcement laws, rules, regulations, policies and procedures.

Knowledge of the modern principles, practices, and methods of police administration and operations for the safe and efficient execution of assignments and response to emergency situations.

Knowledge of the technical phases of crime prevention, law enforcement, rules of evidence, and related functions such as investigation, patrol, traffic control and safety, record keeping, care and custody of persons, and police training to effectively respond to emergencies, and/or execute arrests in the protection of life and property.

Knowledge of the techniques and methods for preserving evidence for use in investigations and criminal justice proceedings.

Ability to exercise sound discretion and initiative in the performance of duties.

Ability to act quickly and calmly in emergencies.

Ability to testify in court.

Ability to work under hazardous conditions; as to work long hours; and to work under inclement weather.

Ability to communicate effectively.

Ability to exert physical force as required to perform the job (e.g. apprehend suspects).

Skill in administering first aid.

Skill in conducting investigations to obtain evidence and identify witnesses.

Skill in the use and operation of firearms, emergency vehicles, and police communication and technological equipment such as speed radar detection, alcohol level detection devices, narcotics identification testing kits, and other investigative tools and/or equipment.

MINIMUM EXPERIENCE AND TRAINING:

- A. Automatic upgrade from the rank of Police Officer I to Police Officer II upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and thirty (30) semester college credit from a nationally accredited institution; **AND** completion of three (3) years of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer I; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

(Note for Applicants: For career progression especially to the positions of Police Lieutenant, Captain, Major and Colonel, you are encouraged to complete college courses in the areas of Police Science, Criminal Justice Administration, Public Administration or closely related fields or disciplines, and review the minimum experience and training requirements.)

NECESSARY SPECIAL QUALIFICATIONS:

- a) Must possess a valid Guam driver's license;
- b) Must possess a valid Guam firearms identification card if not currently employed as a government of Guam law enforcement officer [10 GCA §6.010(a)];
- c) Must be at least eighteen (18) years of age.

In addition to meeting the NSQ's above, the following requirements must be verified upon job offer:

- d) Must be a United States citizen or a resident who is legally authorized to work within the United States and its territories;
- e) Fingerprints on file;
- f) Must not have been convicted in any civilian or military court of a felony, a crime involving moral turpitude, a crime of domestic or family violence, regardless of being pardoned or commuted by I Maga'håga Guåhan regarding such conviction;
- g) A police officer dismissed for cause shall be permanently ineligible for reappointment to any position in the Department. An officer who resigns for the sole purpose of negating or averting a pending or anticipated disciplinary action to dismiss the officer may be ineligible for reappointment;
- h) Must have good moral character as determined by a background investigation;
- i) Must be free of any physical, emotional or mental conditions, which may adversely affect the performance of duty as a peace officer;
- j) An oral interview selection examination;
- k) Must submit to and pass a drug screening test, including but not limited to a urinalysis test;
- l) Psychological testing;
- m) Passage of a polygraph examination

ESTABLISHED: JANUARY 1974

AMENDED: JUNE 2025
MAY 2012
NOVEMBER 2009
JANUARY 2009
AUGUST 2002
AUGUST 1998
AUGUST 1991
DECEMBER 1989
JULY 1984
NOVEMBER 1982

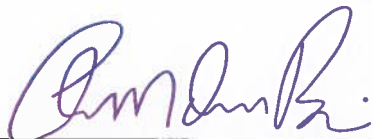
PAYGRADE: JL25 (GPD)

FLSA STATUS: NON-EXEMPT

STATUTE: §77114, Title 10 Guam Code Annotated

HAY EVALUATION:	KNOW-HOW:	D I 2	152
	PROBLEM SOLVING:	C 3 25%	38
	ACCOUNTABILITY:	C 2 C	50
	TOTAL POINTS		240

This standard revises and supersedes the standard established in October 1974 and amended November 1982, July 1984, December 1989, August 1991, August 1998, August 2002, January 2009, November 2009 and May 2012.



EDWARD M. BIRN, Director
Department of Administration



LOURDES A. LEON GUERRERO
Governor of Guam

NATURE OF WORK IN THIS CLASS:

This is lead police work in the protection of life and property through the enforcement of laws and ordinances.

Employees serve as team leaders and provide training and guidance to subordinate police officers and police officer (trainees). Monitors and reports on the work performance attained by lower-level police officers and makes recommendations through channels on the need for additional training and/or work assignment experience. Performs complex police work in such areas as field patrol training, criminal or juvenile investigation, special traffic investigation, and community relations.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Leads less experienced police officers by providing on-the-job training in a variety of police law enforcement work to include, but not limited, to police field tactics, officer survival, patrol investigation, traffic control, etc.

Patrols designated areas in a vehicle or on foot, serves either as a one-man unit or team leader of one or more subordinate police officers in responding to emergencies.

Enforces motor vehicle operations and parking regulations; executes operational plans to discourage and/or prevent the commission of crimes.

Works in an assigned law enforcement specialty and provides guidance and training to subordinate police officers as needed; serves as the community relations officer assigned to a village.

Inspects, corrects and reports conditions which may lead to crime or delinquency.

Receives complaints and reports; provides the public with information and direction upon request or as needed.

Conducts complete investigations of major traffic accidents and incidents of criminal offense while assigned as a detective or juvenile investigator and other investigations as assigned.

Prepares reports on the findings of investigations, subject to the review of a Sergeant I or above.

Obtains witnesses and evidence; makes arrests; testifies in local and/or federal courts; may be assigned to direct or administer special functions such as the Junior Traffic Safety Program, Bicycle Regulations and Safety Education, and General Traffic Safety Programs, etc.

Performs related work and/or duties as directed or required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of applicable local and federal law enforcement laws, rules, regulations, policies and procedures.

Knowledge of departmental operation procedures, rules and regulations.

Knowledge of the modern principles, practices, and methods of police administration and operations for the safe and efficient execution of assignments and response to emergency situations.

Knowledge of the technical phases of crime prevention, law enforcement, rules of evidence, and related functions such as investigation, patrol, traffic control and safety, record keeping, care and custody of persons, and police training to effectively respond to emergencies, and/or execute arrests in the protection of life and property.

Knowledge of the techniques and methods for preserving evidence for use in investigations and criminal justice proceedings.

Ability to exercise sound discretion and initiative in the performance of duties.

Ability to act quickly and calmly in emergencies.

Ability to provide on-the-job training on specialized and/or regular police activities.

Ability to exercise and perform work independently without close supervision or direction.

Ability to testify in court.

Ability to keep records and prepare reports.

Ability to work under hazardous conditions; to work long hours; and to work under inclement weather.

Ability to work effectively with the general public and fellow employees.

Ability to communicate effectively.

Ability to exert physical force as required to perform the job (e.g. apprehend suspects).

Skill in administering first aid.

Skill in the investigation and the arrest of criminals, and to enforce the laws and ordinances as necessary for the protection of life and property.

Skill in the use and operation of firearms, emergency vehicles, and police communication and technological equipment such as speed radar detection, alcohol level detection devices, narcotics identification testing kits, and other investigative tools and/or equipment.

MINIMUM EXPERIENCE AND TRAINING:

- A. Automatic upgrade from the rank of Police Officer II to Police Officer III upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and forty-five (45) semester college credit from a nationally accredited institution; **AND** completion of three (3) years of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer II; **or**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

(Note for Applicants: For career progression especially to the positions of Police Lieutenant, Captain, Major and Colonel, you are encouraged to complete college courses in the areas of Police Science, Criminal Justice Administration, Public Administration or closely related fields or disciplines, and review the minimum experience and training requirements.)

NECESSARY SPECIAL QUALIFICATIONS:

- a) Must possess a valid Guam driver's license;
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- c) Must be at least eighteen (18) years of age.

In addition to meeting the NSQ's above, the following requirements must be verified upon job offer:

- d) Must be a United States citizen or a resident who is legally authorized to work within the United States and its territories;
- e) Fingerprints on file;
- f) Must not have been convicted in any civilian or military court of a felony, a crime involving moral turpitude, a crime of domestic or family violence, regardless of being pardoned or commuted by I Maga'håga Guåhan regarding such conviction;

- g) A police officer dismissed for cause shall be permanently ineligible for reappointment to any position in the Department. An officer who resigns for the sole purpose of negating or averting a pending or anticipated disciplinary action to dismiss the officer may be ineligible for reappointment;
- h) Must have good moral character as determined by a background investigation'
- i) Must be free of any physical, emotional or mental conditions, which may adversely affect the performance of duty as a peace officer;
- j) An oral interview selection examination;
- k) Must submit to and pass a drug screening test, including but not limited to a urinalysis test;
- l) Psychological testing;
- m) Passage of a polygraph examination

ESTABLISHED: JANUARY 1974

AMENDED: JUNE 2025
MAY 2012
NOVEMBER 2009
JANUARY 2009
AUGUST 2002
AUGUST 1991
DECEMBER 1989
JULY 1984
NOVEMBER 1982

PAYGRADE: KL25 (GPD)

FLSA STATUS: NON-EXEMPT

STATUTE: §77114, Title 10 Guam Code Annotated

HAY EVALUATION:	KNOW-HOW:	D I 2	175
	PROBLEM SOLVING:	C 3 25%	43
	ACCOUNTABILITY:	C 2 C	<u>57</u>
	TOTAL POINTS		275

This standard revises and supersedes the standard established in January 1974 and amended November 1982, July 1984, December 1989, August 1991, August 2002, January 2009, November 2009 and May 2012.



EDWARD M. BIRN, Director
Department of Administration



LOURDES A. LEON GUERRERO
Governor of Guam



GUAM POLICE DEPARTMENT

DIPATTAMENTON POLISIAN GUAHAN
Government of Guam



LOURDES A. LEON GUERRERO
Governor

JOSHUA F. TENORIO
Lieutenant Governor

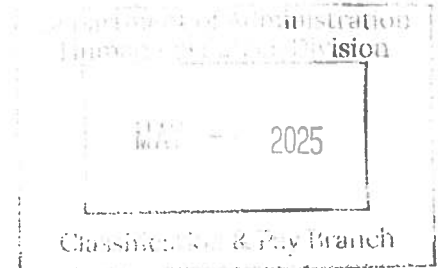
Bldg. 13-16A Mariner Avenue, Tiyan
Barrigada, Guam 96913-1616
P.O. Box 23909 Guam Main Facility 96921-3909
Telephone: (671) 475-8473 (Switchboard); (671) 475-8508 / 8509 / 8512
Fax: (671) 475-3222

STEPHEN C. IGNACIO
Chief of Police

COL. JOSEPH S. CARBULLIDO
Police Commander

April 22, 2025

Mr. Edward M. Birn, Director
Department of Administration (DOA)
GITC Building, Suite 214
590 S. Marine Corps Drive
Tamuning, Guam 96913



Subject: **Amendment of Position Standards**
Re: Police Officer II and Police Officer III

Dear Mr. Birn:

Buenas Yan Hafa Adai! The Guam Police Department (GPD) is in receipt of proposed Position Descriptions developed by Ms. Rosezette Santos of the DOA HR Division's Classification and Pay Branch. I have reviewed the following proposed position standards:

1. POII Position Description (Proposed)
2. POIII Position Description (Proposed)

I approve of the proposed standards which are exceptional and if approved, will make a difference in the development of our police officers in the field.

Thank you for your attention to this request for the amendment of position standards in the Guam Police Department. If you have any questions or additional requirements, please email me at: stephen.ignacio@gpd.guam.gov. *Si Yu'os Ma'ase.*

Sincerely,


STEPHEN C. IGNACIO
Chief of Police

Attachments
SCI:ABQ/scr

APR 23 2025
Department of Administration
Director's Office
32 PM
Jerome



GUAM POLICE DEPARTMENT

DIPATTAMENTON POLISIAN GUAHAN
Government of Guam



LOURDES A. LEON GUERRERO
Governor of Guam

JOSHUA F. TENORIO
Lieutenant Governor

Bldg. 13-16A Mariner Avenue, Tiyan, Guam 96913-1616
P.O. Box 23909 Barrigada, Guam 96921-3909
Telephone: (671) 475-8473 (Switchboard); (671) 475-8508 / 8509 / 8512
Fax: (671) 475-3222

STEPHEN C. IGNACIO
Chief of Police

COL. JOSEPH S. CARBULLIDO
Police Commander

May 3, 2024

Mr. Edward M. Birn, Director
Department of Administration
590 South Marine Corps Drive
ITC Building Suite 224
Tamuning, GU 96931

Attn: DOA Human Resources Manager
Subject: Amendment of Position Standard
Re: Police Officer II and Police Officer III

May 09 2024

Department of Administration
Director's Office

Dear Director Birn:

Buenas Yan Hafa Adai! The Guam Police Department (GPD) requests the revision of the Police Officer II and Police Officer III position standard. To assist in this process, attached are the following documents:

1. POI Position Description amended: May 2012
2. POII Position Description amended: August 1991
3. POII Position Description amended: May 2012
4. POIII Position Description amended: May 2012

An amendment of the position standards for Minimum Experience and Training is necessary to be consistent with the current education standard and work output ratings of all police officers in the ranks of Police Officer I through Police Officer III, who are performing essential crime prevention and law enforcement duties in accordance with §77103 Chapter 77, Title 10 Guam Code Annotated.

All GPD police officers entering service as a Police Officer Trainee are required to successfully complete a Peace Officer Standards and Training (POST) Commission approved law enforcement training program, which is currently administered by the Guam Community College. The POST approved training program administered by the GCC has for decades certified at least 45 college credit hours for each GPD trainee who successfully completes the program. This is a significantly higher education standard than the 15 semester hours of college credit required to apply for a POII or POIII position. Recognition of the significantly higher training standard is necessary and indicative of a complete education qualification for the entry level police work of a POI, journey level police work of a POII, and lead police work by a POIII. Essentially, all police officers in GPD more than meet the training and education qualifications of a POIII as soon as they complete POST training (GPD Police Academy).

All GPD police officers are rated in accordance with DOA Personnel Rules and Regulations, through the use of a rating format that unlike most agencies of the government, requires specific performance measures for uniformed personnel only, consistent with the essential crime

prevention and law enforcement duties of Title 10. This is crucial to ensure law enforcement specific duties required of Police Officers' I through III are rated by Supervisors' who are better positioned to evaluate performance. The expected rating periods for officers entering GPD, are six (6) months after completion of POST training and with a satisfactory performance rating, a trainee will automatically attain the rank of Police Officer I. As a Police Officer I rating periods of one (1) year occur thereafter until the required adjustment in accordance with Guam law and DOA rules.

GPD's request is that an amendment to the standard for minimum experience and training for the positions of Police Officer II and Police Officer III be implemented that considers:

1. The education requirement that is already complete at the entry level,
2. The increased amount of rated tasks for law enforcement officers performing essential crime prevention and law enforcement duties,
3. That a Supervisors rating of a POI or POII is sufficient for the consideration of an officer's advancement to the higher rank

GPD proposes the following revision to the standard for the position of Police Officer II:

MINIMUM EXPERIENCE AND TRAINING

1. Automatic upgrade from the rank of Police Officer I to Police Officer II upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and forty-five (45) semester hours of college credit from a nationally accredited institution, and
2. Completion of three (3) year of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer I

GPD proposes the following revision to the standard for the position of Police Officer III:

MINIMUM EXPERIENCE AND TRAINING

1. Automatic upgrade from the rank of Police Officer II to Police Officer III upon successful completion of a required Peace Officer Standards and Training (POST) Commission approved law enforcement training program and forty-five (45) semester hours of college credit from a nationally accredited institution, and
2. Completion of three (3) years of satisfactory performance of essential crime prevention and law enforcement duties in the rank of Police Officer II

Thank you for your attention to this request for the amendment of position standards in the Guam Police Department. Should you have any questions or require further information, please do not hesitate to contact me at (671) 475-8508/9 or via email at stephen.ignacio@gpd.guam.gov. *Un Dangkulu na si Yu'us ma'åse'!*

Sincerely,


STEPHEN C. IGNACIO

SCI: ABQ/fmcjr

MISSION STATEMENT

The Classification and Pay Branch is primarily responsible for conducting audits or reviews of positions (duties and responsibilities assigned to an employee) and the processing of Request for Personnel Actions (GG-1's).



In accordance with Section 5.009 of the current Department of Administration Personnel Rules and Regulations, this branch reviews each position vacancy as it may occur and provides an advisory opinion based on the duties and responsibilities submitted to the Human Resources Division as well as other classification reviews such as creations, amendments and reassignment of pay grades

AMENDMENT OF POSITIONS

Please email comments on any proposed amendments to positions that maybe listed to doa.admin@doa.guam.gov (mailto:doa.admin@doa.guam.gov).

If you wish to comment in writing, please send it to the mailing address listed on our contact page and indicate "Attn: Classification & Pay Branch". All comments however must be received within 10 workdays from the date posted.

*Posted 5/12/2025—***Proposed Amendment of Positions: Police Officer II and Police Officer III**
(<https://hr.doa.guam.gov/wp-hr-content/uploads/2025/05/Notice-of-Proposed-Amendment-for-PO-II-and-PO-III.pdf>)

*Posted 5/2/2025—***Request to Amend Position: Latent Fingerprint Examiner series**
(<https://hr.doa.guam.gov/wp-hr-content/uploads/2025/05/Request-to-Amend-Latent-Fingerprint-Examiner-series.pdf>)

*Posted 4/14/2025—***Proposed Amendment of Positions: Building Inspector I**
(<https://hr.doa.guam.gov/wp-hr-content/uploads/2025/04/Proposed-Amendment-Building-Inspector-I.pdf>)

Announcements

GPD CAREERS

REQUEST FOR PROPOSALS

INTERNAL AFFAIRS CASE



63rd Annual Conference 2025 WSBA

2025 Western States Boating Administrators Association 63rd Annual Conference (<https://www.wsbaaguam.com>)

FINGERPRINT EXAMINER

Request to Amend Latent Fingerprint Examiner series
(<https://gpd.guam.gov/wp-gpd-content/uploads/2025/05/Request-to-Amend-Latent-Fingerprint-Examiner-series.pdf>)

POLICE OFFICER II & POLICE OFFICER III

Notice of Proposed Amendment for PO II and PO III
(<https://gpd.guam.gov/wp-gpd-content/uploads/2025/05/Notice-of-Proposed-Amendment-for-PO-II-and-PO-III.pdf>)

Contact hr@gpd.guam.gov or (671)475-8598/99



Media Release: Amendment of Police Officer II and III positions

From Rosezette NT. Santos <Rosezette.Santos@doa.guam.gov>

Date Fri 5/16/2025 9:09 AM

To joan@kuam.com <joan@kuam.com>; john@postguam.com <john@postguam.com>; kstokish@gmail.com <kstokish@gmail.com>; mindy@postguam.com <mindy@postguam.com>; news@k57.com <news@k57.com>; news@guampdn.com <news@guampdn.com>; editor@postguam.com <editor@postguam.com>; reporters@kuam.com <reporters@kuam.com>

 1 attachment (64 KB)

MEDIA RELEASE 5-16-25.pdf;

Hafa Adai,

Please see attached notice of proposed amendment for the Police Officer II and III positions. The notices have also been posted on the Department of Administration's website.

Thank you,
Rosezette Santos

Classification & Pay Branch
Department of Administration
Human Resources Division
Email: rosezette.santos@doa.guam.gov
Tel # 475-1174
Fax #: 477-7100/3671
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