Schedule A - Off-Island Travel

Department/Agency: Public Defender Service Corporation
Program: Attorneys

Purpose / Justification for Travel
Staff attorneys will be attending conferences/seminars/workshops sponsored by the National Association of Criminal Defense Lawyers, and/or the Trial Practice Institute to sharpen their criminal trial litigation skills.
Travel Date: _____ No. of Travelers: 1 1/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Attorney	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel
Staff attorneys will be attending conferences/seminars/workshops sponsored by the National Association of Criminal Defense Lawyers, and/or the Trial Practice Institute to sharpen their criminal trial litigation skills.
Travel Date: _____ No. of Travelers: 1 1/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Attorney	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel
Staff attorneys will be attending conferences/seminars/workshops sponsored by the National Association of Criminal Defense Lawyers, and/or the Trial Practice Institute to sharpen their criminal trial litigation skills.
Travel Date: _____ No. of Travelers: 1 1/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Attorney	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.
2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

Schedule A - Off-Island Travel

Department/Agency: Public Defender Service Corporation
Program: Attorneys

Purpose / Justification for Travel
Staff attorneys will be attending conferences/seminars/workshops sponsored by the National Association of Criminal Defense Lawyers, and/or the Trial Practice Institute to sharpen their criminal trial litigation skills.

Travel Date: _____ No. of Travelers: 1 2/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Attorney	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel

Travel Date: _____ No. of Travelers: 2/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel

Travel Date: _____ No. of Travelers: 2/2

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.
2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

Schedule A - Off-Island Travel

Department/Agency: Public Defender Service Corporation
Division: Director's Office

Purpose / Justification for Travel
Support staff will be attending training sessions relative to their job duties and responsibilities, such as those sponsored by the National Association of Legal Secretaries or the National Association of Defense Investigators.
Travel Date: _____ No. of Travelers: 1 1/1

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Staff	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel
Support staff will be attending training sessions relative to their job duties and responsibilities, such as those sponsored by the National Association of Legal Secretaries or the National Association of Defense Investigators.
Travel Date: _____ No. of Travelers: 1 1/1

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
Staff	$ 2,100.00	$ 1,600.00	$ 800.00	$ 4,500.00
	$ -	$ -	$ -	$ -

Purpose / Justification for Travel
Travel Date: _____ No. of Travelers: _____ 1/

Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	$ -	$ -	$ -	$ -
	$ -	$ -	$ -	$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.
2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

Schedule B- Contractual

Item	Quantity	Unit Price	Total Price	Funded in FY 2010? Yes	No
Malpractice Insurance	1	8900	$ 8,900.00	x	
Equipment Rental - Copy Machine	12	1250	$ 15,000.00	x	
Westlaw Service	12	1650	$ 19,800.00	x	
DSL Service	12	125	$ 1,500.00	x	
Cleaning Service for Proposed Office Rental	12	1575	$ 18,900.00		x
Installation of Carpet for Proposed Office Rental	1	15000	$ 15,000.00		x
Relocation Cost to Proposed Office rental	1	15700	$ 15,700.00		x
Renovation Cost for Proposed Office Rental	1	154000	$ 154,000.00		x
Notarial Bonding	5	250	$ 1,250.00	x	
Equipment Maintenance - Archiving System	1	3400	$ 3,400.00	x	
Mobile Shredding of Documents	1	2500	$ 2,500.00		x
Equipment Maintenance - Office Equipment	6	250	$ 1,500.00	x	
Equipment Rental - Postage Meter	4	150	$ 600.00	x	
Quickbooks Payroll Subscription	1	300	$ 300.00	x	
Accounting software	1	750	$ 750.00		x
Consulting Service to Assist with Setting Up Accounting Software	1	5000	$ 5,000.00		x
Printing/Binding of Personnel Rules & Reg and Drug Free Act Handbooks	1	1780	$ 1,780.00		x
Internet Domain-MIS Website Hosting	1	200	$ 200.00	x	
Annual Renewal Security Software License	1	2500	$ 2,500.00		x
Abacus Upgrade 45 Licenses	1	18000	$ 18,000.00		x
Adobe Suite CS4-Upgrade	1	2499	$ 2,499.00		x
Microsoft Client Access License	1	2500	$ 2,500.00		x
Microsoft Office Software Upgrade	1	14950	$ 14,950.00		x
Install Network Cable Proposed Location	1	9375	$ 9,375.00		x
Total Contractual			$ 315,904.00		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	Total Price	Funded in FY 2010? Yes	No
			$ 24,700.00	x	
Office supplies (batteries, binders, binder clips, calling cards, checks, computer cdr/disks, 1 ply/2 plycomputer paper, daily appointment calendars, dryline correction tapes,envelopes, expandable folders, fasteners, file folders, file labels, index cards, notary books, notary seals, paper clips, pens/pencils, pen refills, postage replenishment, scotch tape, staples, storage boxes, thumb drive, typewriter ribbons, typewriter correction tapes, xerox paper, yellow/white pads)					
Computer supplies (computer parts, ink/toner cartridges)					
Sundries (hand soap, paper towels, toilet paper, water)			$ 24,700.00		

Schedule D - Equipment

Item	Quantity	Unit Price	Total Price	Funded in FY 2010? Yes	No
Office furniture for new employees	4	2125	$ 8,500.00		x
Office furniture for new employees	6	2000	$ 12,000.00		x
Telephone instruments for new employees	10	300	$ 3,000.00		x
Computer workstations for new employees	10	1800	$ 18,000.00		x
Netbook systems for attorneys	15	350	$ 5,250.00		x
Replace obsolete workstations	15	1800	$ 27,000.00		x
Additional Printer	2	1200	$ 2,400.00		x
Replace obsolete printer - Fiscal	1	2000	$ 2,000.00		x
Replace chair - Fiscal	1	350	$ 350.00		x
Network Switches - MIS		3000	$ 3,000.00		x
Patch Panel Cabinet (Cable Closet) - MIS		4500	$ 4,500.00		x
Digital cameras-Investigations	2	200	$ 400.00		x
Raincoats and Umbrellas - Investigations	7	50	$ 350.00		x
Laptop computers - Investigations	2	2500	$ 5,000.00		x
Additional telephone instruments - Investigations	2	300	$ 600.00		x
Scooter/Moped - Investigations	2	3195	$ 6,390.00		x
Total Equipment			$ 98,740.00		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	Total Price	Funded in FY 2010? Yes	No
Guam Bar Dues	15	300	$ 4,500.00	x	
Professional Dues - NACDL, NLADA	2	200	$ 400.00	x	
Training and or Career Development			$ 3,000.00	x	
Advertising Cost - Board Meeting/Job Annou.			$ 4,700.00	x	
Advertising Cost - RFP's/Bids			$ 13,000.00		x
Board Stipends	12	100	$ 1,200.00	x	
Payroll Fees			$ 1,300.00	x	
Legal Subscriptions			$ 1,200.00	x	
Laserfische Training	2	1250	$ 2,500.00		x
Microsoft Server Training			$ 4,500.00		x
Adobe Dreamweaver CS4 Training			$ 1,000.00		x
Clothing Allowance for Invest. and Process	9	800	$ 7,200.00		x
Total Miscellaneous			$ 44,500.00		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	Total Price	Funded in FY 2010? Yes	No
Vehicles (2 Investigations; 1 Process)	3		$ 50,163.00		x
Total Capital Outlay			$ 50,163.00		

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Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: SUMMARY

FUND: GENERAL FUND

												Input by Department			
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
							Benefits								
No.	Division	Total Salary	Total Overtime	Total Special*	Total Increment Amt.	(B+C+D+E) Subtotal	Retirement (F * 27.46%)	Retire (DDI) ($16.66*26PP)	Social Security (6.2% * J)	Medicare (1.45% * F)	Life (1/)	Medical (Premium)	Dental (Premium)	Total Benefits (G thru M)	(F + N) TOTAL
1	DIRECTOR'S OFFICE	$196,154	$0	$0	$4,200	$200,354	$55,017	$433	$0	$1,801	$522	$14,672	$420	$72,865	$273,219
2	ATTORNEYS	1,070,523	0	0	11,310	1,081,833	297,072	2,598	0	15,689	2,436	38,844	3,961	360,600	1,442,433
3	INVESTIGATIVE SERVICES	295,325	0	0	1,407	296,732	81,483	2,165	0	3,297	1,218	14,221	1,606	103,990	400,722
4	LEGAL SECRETARIAL SERVICES	411,357	0	0	5,431	416,788	114,451	4,763	0	5,388	2,436	33,023	3,609	163,670	580,458
5	RECORDS, PROPERTY CONTROL	39,491	0	0	1,267	40,758	11,192	0	0	591	174	2,077	216	14,250	55,008
6	PROCESS	63,703	0	0	492	64,195	17,628	433	0	931	348	4,824	527	24,691	88,886
7	LEGAL CLERICAL SERVICES	133,873	0	0	2,460	136,333	37,437	1,299	0	1,977	870	12,509	1,413	55,505	191,838
8	FISCAL	90,335	0	0	323	90,658	24,895	433	0	1,314	348	2,808	336	30,134	120,792
9	PERSONNEL	40,383	0	0	906	41,289	11,338	433	0	599	174	1,560	168	14,272	55,561
10	MANAGEMENT INFO SYS SERVICES	81,610	0	0	1,182	82,792	22,734	866	0	1,201	348	5,653	575	31,377	114,169
		$2,422,754	$0	$0	$28,978	$2,451,732	$673,247	$13,423	$0	$32,788	$8,874	$130,191	$12,831	$871,354	$3,323,086

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: DIRECTOR'S OFFICE
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDD) ($16.66*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	PD-001	DIRECTOR	MIKE A. NISPEROS	UNC	$120,000	$0	$0	10/6/2010	$4,200	$124,200	$34,105	$433	$0	$1,801	$174	$2,524	$252	$39,289	$163,489
2	PD-003	ADMINISTRATIVE DIRECTOR	BERNADETTE S.N. CHARGUA	R-14	76,154	0	$0	3/26/2012	0	76,154	20,912	0	0	0	174	1,560	168	22,814	98,968
3		DC RETIREE	KATHLEEN E. MAHER		0	0	$0	N/A	0	0	0	0	0	0	174	10,588	0	10,762	10,762
			Grand Total:	—	$196,154	$0	$0	—	$4,200	$200,354	$55,017	$433	$0	$1,801	$522	$14,672	$420	$72,865	$273,219

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department									
				Special Pay Categories						
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-001	DIRECTOR	MIKE A. NISPEROS	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-003	ADMINISTRATIVE DIRECTOR	BERNADETTE S.N. CHARGUA	0	0	0	0	0	0	0	0
3	0	DC RETIREE	KATHLEEN E. MAHER	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: ATTORNEYS
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-002	ATTORNEY IV	JOCELYN M. RODEN	IV/6 (1X)	$83,400	$0	$0	4/4/2011	$1,464	$84,864	$23,304	$433	$0	$1,231	$174	$1,248	$168	$26,558	$111,422
2	PD-004	ATTORNEY IV	RICHARD S. DIRKX	IV/6(7X)	102,520	0	$0	10/10/2011	0	102,520	28,152	0	0	1,487	174	3,576	359	33,748	136,268
3	PD-005	ATTORNEY IV	JANE L. KENNEDY	IV/6(7X)	102,520	0	$0	10/10/2011	0	102,520	28,152	0	0	1,487	174	1,560	168	31,541	134,061
4	PD-006	ATTORNEY IV	TERRANCE A. LONG	IV/6(2X)	86,319	0	$0	10/1/2010	3,021	89,340	24,533	0	0	1,295	174	1,560	168	27,730	117,070
5	PD-007	ATTORNEY IV	LORETTA T. GUTIERREZ LON	IV/6(2X)	86,319	0	$0	10/4/2010	3,021	89,340	24,533	0	0	1,295	174	1,560	168	27,730	117,070
6	PD-031	ATTORNEY IV	PETER J. SABLAN	IV/4	75,208	0	$0	7/9/2013	0	75,208	20,652	0	0	1,091	174	4,076	386	26,379	101,587
7	PD-034	ATTORNEY IV	RAYMOND B. ILAGAN	IV/6 (1X)	83,400	0	$0	11/13/2010	2,684	86,084	23,639	0	0	1,248	174	1,248	168	26,477	112,561
8	PD-044	ATTORNEY IV	PABLO M. AGLUBAT	IV/6(5X)	95,703	0	$0	12/3/2011	0	95,703	26,280	0	0	1,388	174	4,076	386	32,304	128,007
9	PD-047	ATTORNEY IV	MARIA G. FITZPATRICK	IV/6(7X)	102,520	0	$0	11/10/2011	0	102,520	28,152	0	0	1,487	174	1,560	168	31,541	134,061
10	PD-048	ATTORNEY IV	REBECCA M. WARFIELD	IV/5	77,894	0	$0	5/11/2011	1,120	79,014	21,697	433	0	1,146	174	4,076	386	27,912	106,926
11	PD-051	ATTORNEY I	NEW	I/1	40,352	0	$0	10/1/2011	0	40,352	11,081	433	0	585	174	3,576	359	16,208	56,560
12	PD-052	ATTORNEY I	NEW	I/1	40,352	0	$0	10/1/2011	0	40,352	11,081	433	0	585	174	3,576	359	16,208	56,560
13	PD-053	ATTORNEY II	NEW	II/1	47,008	0	$0	10/1/2011	0	47,008	12,908	433	0	682	174	3,576	359	18,132	65,140
14	PD-054	ATTORNEY II	NEW	II/1	47,008	0	$0	10/1/2011	0	47,008	12,908	433	0	682	174	3,576	359	18,132	65,140
			Grand Total:	----	$1,070,523	$0	$0	----	$11,310	$1,081,833	$297,072	$2,598	$0	$15,689	$2,436	$38,844	$3,961	$360,600	$1,442,433

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
	Special Pay Categories										
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-002	ATTORNEY IV	JOCELYN M. RODEN	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-004	ATTORNEY IV	RICHARD S. DIRKX	0	0	0	0	0	0	0	0
3	PD-005	ATTORNEY IV	JANE L. KENNEDY	0	0	0	0	0	0	0	0
4	PD-006	ATTORNEY IV	TERRANCE A. LONG	0	0	0	0	0	0	0	0
5	PD-007	ATTORNEY IV	LORETTA T. GUTIERREZ LON	0	0	0	0	0	0	0	0
6	PD-031	ATTORNEY IV	PETER J. SABLAN	0	0	0	0	0	0	0	0
7	PD-034	ATTORNEY IV	RAYMOND B. ILAGAN	0	0	0	0	0	0	0	0
8	PD-044	ATTORNEY IV	PABLO M. AGLUBAT	0	0	0	0	0	0	0	0
9	PD-047	ATTORNEY IV	MARIA G. FITZPATRICK	0	0	0	0	0	0	0	0
10	PD-048	ATTORNEY IV	REBECCA M. WARFIELD	0	0	0	0	0	0	0	0
11	PD-051	ATTORNEY I	NEW	0	0	0	0	0	0	0	0
12	PD-052	ATTORNEY I	NEW	0	0	0	0	0	0	0	0
13	PD-053	ATTORNEY II	NEW	0	0	0	0	0	0	0	0
14	PD-054	ATTORNEY II	NEW	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: INVESTIGATIVE SERVICES
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-009	CHIEF INVESTIGATOR	FLORENZO P. FEJERAN	Q/14	$69,457	$0	$0	5/28/2012	$0	$69,457	$19,073	$0	$0	$0	$174	$2,077	$216	$21,540	$90,997
2	PD-011	INVESTIGATOR III	RICARDO S. TAIMANAO	N/4	36,889	0	$0	5/26/2011	809	37,698	10,352	433	0	547	174	1,248	168	12,922	50,620
3	PD-014	INVESTIGATOR I	JOSELITO S. MARQUEZ	K/13	41,005	0	$0	2/6/2012	0	41,005	11,260	0	0	595	174	1,248	168	13,445	54,450
4	PD-025	INVESTIGATOR II	ROBBIE T. CALL	M/8	40,150	0	$0	6/6/2011	478	40,628	11,156	433	0	589	174	1,248	168	13,768	54,396
5	PD-050	INVESTIGATOR II	SEA A. CRUZ	M/8	40,150	0	$0	9/1/2011	120	40,270	11,058	433	0	584	174	1,248	168	13,665	53,935
6	PD-055	INVESTIGATOR I	NEW	K/1	24,656	0	$0	10/1/2011	0	24,656	6,771	433	0	358	174	3,576	359	11,671	36,327
7	PD-056	INVESTIGATOR II	NEW	M/10	43,018	0	$0	10/1/2011	0	43,018	11,813	433	0	624	174	3,576	359	16,979	59,997
			Grand Total:	----	$295,325	$0	$0	----	$1,407	$296,732	$81,483	$2,165	$0	$3,297	$1,218	$14,221	$1,606	$103,990	$400,722

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-009	CHIEF INVESTIGATOR	FLORENZO P. FEJERAN	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-011	INVESTIGATOR III	RICARDO S. TAIMANAO	0	0	0	0	0	0	0	0
3	PD-014	INVESTIGATOR I	JOSELITO S. MARQUEZ	0	0	0	0	0	0	0	0
4	PD-025	INVESTIGATOR II	ROBBIE T. CALL	0	0	0	0	0	0	0	0
5	PD-050	INVESTIGATOR II	SEA A. CRUZ	0	0	0	0	0	0	0	0
6	PD-055	INVESTIGATOR I	NEW	0	0	0	0	0	0	0	0
7	PD-056	INVESTIGATOR II	NEW	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: LEGAL SECRETARIAL SERVICES
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-015	LEGAL SECRETARY SUPVR.	VANESSA L. DIAZ	L/7	$35,802	$0	$0	6/21/2011	$442	$36,244	$9,953	$0	$0	$526	$174	$1,560	$168	$12,381	$48,625
2	PD-018	LEGAL SECRETARY I	KENNETH A. LIM	II/4	23,720	0	$0	10/16/2010	1,248	24,968	6,856	433	0	362	174	1,248	168	9,241	34,209
3	PD-019	LEGAL SECRETARY II	STACEY ANN F. CRUZ	I/10	32,083	0	$0	9/3/2011	94	32,177	8,836	433	0	467	174	1,248	168	11,326	43,503
4	PD-021	LEGAL SECRETARY III	JOSITA C. SANTOS	J/9	33,266	0	$0	6/21/2011	383	33,649	9,240	0	0	488	174	4,076	386	14,364	48,013
5	PD-028	LEGAL SECRETARY III	CECILIA A. AQUINO	J/18	45,317	0	$0	2/28/2012	0	45,317	12,444	433	0	0	174	3,576	359	16,986	62,303
6	PD-032	LEGAL SECRETARY I	AGNES F. CAMACHO	II/1	19,974	0	$0	2/1/2011	833	20,807	5,714	433	0	302	174	2,019	252	8,894	29,701
7	PD-035	LEGAL SECRETARY III	ELEANOR A. QUENGA-RIOS	J/15	40,873	0	$0	5/28/2011	596	41,469	11,387	0	0	601	174	1,248	168	13,578	55,047
8	PD-036	LEGAL SECRETARY II	CLARISSA JEAN C. LEON GUE	I/2	22,726	0	$0	1/4/2011	1,002	23,728	6,516	433	0	344	174	1,248	168	8,883	32,611
9	PD-038	LEGAL SECRETARY I	NORMA Z.I. BALAJADIA	II/11	31,011	0	$0	3/29/2012	0	31,011	8,516	433	0	450	174	1,248	168	10,989	42,000
10	PD-046	LEGAL SECRETARY I	NIKKI A. SANTOS	II/3	22,471	0	$0	2/1/2011	833	23,304	6,399	433	0	338	174	1,248	168	8,760	32,064
11	PD-057	LEGAL SECRETARY I	NEW	II/1	19,974	0	$0	10/1/2011	0	19,974	5,485	433	0	290	174	3,576	359	10,317	30,291
12	PD-058	LEGAL SECRETARY I	NEW	II/1	19,974	0	$0	10/1/2011	0	19,974	5,485	433	0	290	174	3,576	359	10,317	30,291
13	PD-059	LEGAL SECRETARY II	NEW	I/10	32,083	0	$0	10/1/2011	0	32,083	8,810	433	0	465	174	3,576	359	13,817	45,900
14	PD-060	LEGAL SECRETARY II	NEW	I/10	32,083	0	$0	10/1/2011	0	32,083	8,810	433	0	465	174	3,576	359	13,817	45,900
			Grand Total:	----	$411,357	$0	$0	----	$5,431	$416,788	$114,451	$4,763	$0	$5,388	$2,436	$33,023	$3,609	$163,670	$580,458

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-015	LEGAL SECRETARY SUPVR.	VANESSA L. DIAZ	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-018	LEGAL SECRETARY I	KENNETH A. LIM	0	0	0	0	0	0	0	0
3	PD-019	LEGAL SECRETARY II	STACEY ANN F. CRUZ	0	0	0	0	0	0	0	0
4	PD-021	LEGAL SECRETARY III	JOSITA C. SANTOS	0	0	0	0	0	0	0	0
5	PD-028	LEGAL SECRETARY III	CECILIA A. AQUINO	0	0	0	0	0	0	0	0
6	PD-032	LEGAL SECRETARY I	AGNES F. CAMACHO	0	0	0	0	0	0	0	0
7	PD-035	LEGAL SECRETARY III	ELEANOR A. QUENGA-RIOS	0	0	0	0	0	0	0	0
8	PD-036	LEGAL SECRETARY II	CLARISSA JEAN C. LEON GUE	0	0	0	0	0	0	0	0
9	PD-038	LEGAL SECRETARY I	NORMA Z.I. BALAJADIA	0	0	0	0	0	0	0	0
10	PD-046	LEGAL SECRETARY I	NIKKI A. SANTOS	0	0	0	0	0	0	0	0
11	PD-057	LEGAL SECRETARY I	NEW	0	0	0	0	0	0	0	0
12	PD-058	LEGAL SECRETARY I	NEW	0	0	0	0	0	0	0	0
13	PD-059	LEGAL SECRETARY II	NEW	0	0	0	0	0	0	0	0
14	PD-060	LEGAL SECRETARY II	NEW	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: RECORDS, PROPERTY CONTROL
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-016	RECORDS/PROPERTY TECH	JOEY A. GOGUE	J/14	$39,491	$0	$0	11/7/2010	$1,267	$40,758	$11,192	$0	$0	$591	$174	$2,077	$216	$14,250	$55,008
			Grand Total:	----	$39,491	$0	$0	----	$1,267	$40,758	$11,192	$0	$0	$591	$174	$2,077	$216	$14,250	$55,008

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-016	RECORDS/PROPERTY TECH	JOEY A. GOGUE	$0	$0	$0	$0	$0	$0	$0	$0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

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2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: PROCESS
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Anv.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-024	PROCESS OFFICER SUPVR	REYNALDO G. SERAFICO	J/11	$35,618	$0	$0	11/1/2011	$0	$35,618	$9,781	$0	$0	$516	$174	$3,576	$359	$14,406	$50,024
2	PD-022	PROCESS OFFICER I	JOAQUIN M. DELOS SANTOS	G/10	28,085	0	$0	4/27/2011	492	28,577	7,847	433	0	415	174	1,248	168	10,285	38,862
			Grand Total:		$63,703	$0	$0		$492	$64,195	$17,628	$433	$0	$931	$348	$4,824	$527	$24,691	$88,886

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-024	PROCESS OFFICER SUPVR	REYNALDO G. SERAFICO	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-022	PROCESS OFFICER I	JOAQUIN M. DELOS SANTOS	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: LEGAL CLERICAL SERVICES
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-017	LEGAL CLERK SUPERVISOR	MICHAEL E. GOGUE	L/9	$38,454	$0	$0	11/24/2011	$0	$38,454	$10,559	$0	$0	$558	$174	$1,248	$168	$12,707	$51,161
2	PD-008	LEGAL CLERK III	RANDOLPH F. RIVERA, SR.	I/15	38,105	0	$0	3/2/2011	806	38,911	10,685	0	0	564	174	1,248	168	12,839	51,750
3	PD-020	LEGAL CLERK I	JOLEEN M. GUZMAN	F/1	17,635	0	$0	3/29/2011	643	18,278	5,019	433	0	265	174	3,576	359	9,826	28,104
4	PD-039	LEGAL CLERK I	VACANT	F/2	18,737	0	$0	4/1/2011	552	19,289	5,297	433	0	280	174	3,576	359	10,119	29,408
5	PD-040	LEGAL CLERK I	RACHEL N. MESUBED	F/4	20,942	0	$0	5/25/2011	459	21,401	5,877	433	0	310	174	2,861	359	10,014	31,415
			Grand Total:	---	$133,873	$0	$0	---	$2,460	$136,333	$37,437	$1,299	$0	$1,977	$870	$12,509	$1,413	$55,505	$191,838

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-017	LEGAL CLERK SUPERVISOR	MICHAEL E. GOGUE	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-008	LEGAL CLERK III	RANDOLPH F. RIVERA, SR.	0	0	0	0	0	0	0	0
3	PD-020	LEGAL CLERK I	JOLEEN M. GUZMAN	0	0	0	0	0	0	0	0
4	PD-039	LEGAL CLERK I	VACANT	0	0	0	0	0	0	0	0
5	PD-040	LEGAL CLERK I	RACHEL N. MESUBED	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: FISCAL
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-012	CHIEF FISCAL OFFICER	CECILIA A.T. LIZAMA	N/14	$53,470	$0	$0	4/27/2012	$0	$53,470	$14,683	$433	$0	$775	$174	$1,248	$168	$17,481	$70,951
2	PD-037	ADMINISTRATIVE ASST.	CECELIA M. FERNANDEZ	J/12	36,865	0	$0	7/19/2011	323	37,188	10,212	0	0	539	174	1,560	168	12,653	49,841
			Grand Total:		$90,335	$0	$0		$323	$90,658	$24,895	$433	$0	$1,314	$348	$2,808	$336	$30,134	$120,792

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-012	CHIEF FISCAL OFFICER	CECILIA A.T. LIZAMA	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-037	ADMINISTRATIVE ASST.	CECELIA M. FERNANDEZ	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: PERSONNEL
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-041	PERSONNEL SPEC. IV	EDBERT J. QUINTANILLA	N/6	$40,383	$0	$0	3/16/2011	$906	$41,289	$11,338	$433	$0	$599	$174	$1,560	$168	$14,272	$55,561
			Grand Total:		$40,383	$0	$0		$906	$41,289	$11,338	$433	$0	$599	$174	$1,560	$168	$14,272	$55,561

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-041	PERSONNEL SPEC. IV	EDBERT J. QUINTANILLA	$0	$0	$0	$0	$0	$0	$0	$0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(PROPOSED)

FUNCTIONAL AREA: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: MANAGEMENT INFORMATION SYSTEMS SERVICES
FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 27.46%)	Retire (DDI) ($16.66*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	PD-026	MIS ADMINISTRATOR	JULITO B. TINGSON, JR.	P/9	$53,432	$0	$0	5/23/2011	$768	$54,200	$14,883	$433	$0	$786	$174	$3,576	$359	$20,211	$74,411
2	PD-049	COMPUTER SYS ANALYST I	JOJOHN M. QUINATA	L/2	28,178	0	$0	7/20/2011	414	28,592	7,851	433	0	415	174	2,077	216	11,166	39,758
			Grand Total:	---	$81,610	$0	$0	---	$1,182	$82,792	$22,734	$866	$0	$1,201	$348	$5,653	$575	$31,377	$114,169

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-026	MIS ADMINISTRATOR	JULITO B. TINGSON, JR.	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-049	COMPUTER SYS ANALYST I	JOJOHN M. QUINATA	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
2/ Applies to law enforcement personnels
3/ Applies to solid waste employees
4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday
5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours
6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: SUMMARY

FUND: GENERAL FUND

											Input by Department			
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
							Benefits								
No.	Division	Total Salary	Total Overtime	Total Special*	Total Increment Amt.	(B+C+D+E) Subtotal	Retirement (F * 26.04%)	Retire (DDI) ($16.66*26PP)	Social Security (6.2% * J)	Medicare (1.45% * F)	Life (1/)	Medical (Premium)	Dental (Premium)	Total Benefits (G thru M)	(F + N) TOTAL
1	DIRECTOR'S OFFICE	$193,579	$0	$0	$1,502	$195,081	$50,799	$433	$0	$1,740	$522	$14,672	$420	$68,586	$263,667
2	ATTORNEYS	889,881	0	0	3,369	893,250	232,601	866	0	12,953	1,740	24,540	2,525	275,225	1,168,475
3	INVESTIGATIVE SERVICES	223,360	0	0	1,788	225,148	58,629	1,299	0	2,277	870	7,069	888	71,032	296,180
4	LEGAL SECRETARIAL SERVICES	304,945	0	0	1,948	306,893	79,914	3,031	0	3,794	1,740	18,719	2,173	109,371	416,264
5	RECORDS, PROPERTY CONTROL	39,491	0	0	0	39,491	10,283	0	0	573	174	2,077	216	13,323	52,814
6	PROCESS	63,703	0	0	0	63,703	16,588	433	0	923	348	4,824	527	23,643	87,346
7	LEGAL CLERICAL SERVICES	131,445	0	0	1,012	132,457	34,492	1,299	0	1,921	870	12,509	1,413	52,504	184,961
8	FISCAL	88,527	0	0	904	89,431	23,288	433	0	1,297	348	2,808	336	28,510	117,941
9	PERSONNEL	38,830	0	0	906	39,736	10,347	433	0	576	174	1,560	168	13,258	52,994
10	MANAGEMENT INFO SYS SERVICES	79,952	0	0	415	80,367	20,928	866	0	1,166	348	5,653	575	29,536	109,903
		$2,053,713	$0	$0	$11,844	$2,065,557	$537,869	$9,093	$0	$27,220	$7,134	$94,431	$9,241	$684,988	$2,750,545

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: DIRECTOR'S OFFICE

FUND: GENERAL FUND

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)
							Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-001	DIRECTOR	MIKE A. NISPEROS	UNC	$120,000	$0	$0	10/6/2010	$0	$120,000	$31,248	$433	$0	$1,740	$174	$2,524	$252	$36,371	$156,371
2	PD-003	ADMINISTRATIVE DIRECTOR	BERNADETTE S.N. CHARGUAI	R-13	73,579	0	0	3/26/2010	1,502	75,081	19,551	0	0	0	174	1,560	168	21,453	96,534
3		DC RETIREE	KATHLEEN E. MAHER		0	0	0	N/A	0	0	$0	0	0	0	174	10,588	0	10,762	10,762
			Grand Total:	----	$193,579	$0	$0	----	$1,502	$195,081	$50,799	$433	$0	$1,740	$522	$14,672	$420	$68,586	$263,667

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

Input by Department										
			Special Pay Categories							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
				1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-001	DIRECTOR	MIKE A. NISPEROS	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-003	ADMINISTRATIVE DIRECTOR	BERNADETTE S.N. CHARGUAI	0	0	0	0	0	0	0	0
3	0	DC RETIREE	KATHLEEN E. MAHER	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: ATTORNEYS

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-002	ATTORNEY IV	JOCELYN M. RODEN	IV/6 (1X)	$83,400	$0	$0	4/4/2011	$0	$83,400	$21,717	$433	$0	$1,209	$174	$1,248	$168	$24,949	$108,349
2	PD-004	ATTORNEY IV	RICHARD S. DIRKX	IV/6(7X)	102,520	0	0	10/10/2011	0	102,520	26,696	0	0	1,487	174	3,576	359	32,292	134,812
3	PD-005	ATTORNEY IV	JANE L. KENNEDY	IV/6(7X)	102,520	0	0	10/10/2011	0	102,520	26,696	0	0	1,487	174	1,560	168	30,085	132,605
4	PD-006	ATTORNEY IV	TERRANCE A. LONG	IV/6(2X)	86,319	0	0	10/1/2010	0	86,319	22,477	0	0	1,252	174	1,560	168	25,631	111,950
5	PD-007	ATTORNEY IV	LORETTA T. GUTIERREZ LON	IV/6(2X)	86,319	0	0	10/4/2010	0	86,319	22,477	0	0	1,252	174	1,560	168	25,631	111,950
6	PD-031	ATTORNEY IV	PETER J. SABLAN	IV/3	72,522	0	0	7/9/2010	672	73,194	19,060	0	0	1,061	174	4,076	386	24,757	97,951
7	PD-034	ATTORNEY IV	RAYMOND B. ILAGAN	IV/6 (1X)	83,400	0	0	11/13/2010	0	83,400	21,717	0	0	1,209	174	1,248	168	24,516	107,916
8	PD-044	ATTORNEY IV	PABLO M. AGLUBAT	IV/6(4X)	92,467	0	0	12/3/2009	2,697	95,164	24,781	0	0	1,380	174	4,076	386	30,797	125,961
9	PD-047	ATTORNEY IV	MARIA G. FITZPATRICK	IV/6(7X)	102,520	0	0	11/10/2011	0	102,520	26,696	0	0	1,487	174	1,560	168	30,085	132,605
10	PD-048	ATTORNEY IV	REBECCA M. WARFIELD	IV/5	77,894	0	0	5/11/2011	0	77,894	20,284	433	0	1,129	174	4,076	386	26,482	104,376
			Grand Total:		$889,881	$0	$0		$3,369	$893,250	$232,601	$866	$0	$12,953	$1,740	$24,540	$2,525	$275,225	$1,168,475

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-002	ATTORNEY IV	JOCELYN M. RODEN	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-004	ATTORNEY IV	RICHARD S. DIRKX	0	0	0	0	0	0	0	0
3	PD-005	ATTORNEY IV	JANE L. KENNEDY	0	0	0	0	0	0	0	0
4	PD-006	ATTORNEY IV	TERRANCE A. LONG	0	0	0	0	0	0	0	0
5	PD-007	ATTORNEY IV	LORETTA T. GUTIERREZ LONG	0	0	0	0	0	0	0	0
6	PD-031	ATTORNEY IV	PETER J. SABLAN	0	0	0	0	0	0	0	0
7	PD-034	ATTORNEY IV	RAYMOND B. ILAGAN	0	0	0	0	0	0	0	0
8	PD-044	ATTORNEY IV	PABLO M. AGLUBAT	0	0	0	0	0	0	0	0
9	PD-047	ATTORNEY IV	MARIA G. FITZPATRICK	0	0	0	0	0	0	0	0
10	PD-048	ATTORNEY IV	REBECCA M. WARFIELD	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: INVESTIGATIVE SERVICES

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-009	CHIEF INVESTIGATOR	FLORENZO P. FEJERAN	Q/13	$67,108	$0	$0	5/28/2010	$979	$68,087	$17,730	$0	$0	$0	$174	$2,077	$216	$20,197	$88,284
2	PD-011	INVESTIGATOR III	RICARDO S. TAIMANAO	N/3	34,947	0	0	5/26/2010	809	35,756	9,311	433	0	518	174	1,248	168	11,852	47,608
3	PD-014	INVESTIGATOR I	JOSELITO S. MARQUEZ	K/13	41,005	0	0	2/6/2012	0	41,005	10,678	0	0	595	174	1,248	168	12,863	53,868
4	PD-025	INVESTIGATOR II	ROBBIE T. CALL	M/8	40,150	0	0	6/6/2011	0	40,150	10,455	433	0	582	174	1,248	168	13,060	53,210
5	PD-050	INVESTIGATOR II	SEA A. CRUZ	M/8	40,150	0	0	9/1/2011	0	40,150	10,455	433	0	582	174	1,248	168	13,060	53,210
			Grand Total:	---	$223,360	$0	$0	---	$1,788	$225,148	$58,629	$1,299	$0	$2,277	$870	$7,069	$888	$71,032	$296,180

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-009	CHIEF INVESTIGATOR	FLORENZO P. FEJERAN	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-011	INVESTIGATOR III	RICARDO S. TAIMANAO	0	0	0	0	0	0	0	0
3	PD-014	INVESTIGATOR I	JOSELITO S. MARQUEZ	0	0	0	0	0	0	0	0
4	PD-025	INVESTIGATOR II	ROBBIE T. CALL	0	0	0	0	0	0	0	0
5	PD-050	INVESTIGATOR II	SEA A. CRUZ	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: LEGAL SECRETARIAL SERVICES

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-015	LEGAL SECRETARY SUPVR.	VANESSA L. DIAZ	L/7	$35,802	$0	$0	6/21/2011	$0	$35,802	$9,323	$0	$0	$519	$174	$1,560	$168	$11,744	$47,546
2	PD-018	LEGAL SECRETARY I	KENNETH A. LIM	H/3	22,471	0	0	10/16/2009	1,249	23,720	6,177	433	0	344	174	1,248	168	8,544	32,264
3	PD-019	LEGAL SECRETARY II	STACEY ANN F. CRUZ	I/10	32,083	0	0	9/3/2011	0	32,083	8,354	433	0	465	174	1,248	168	10,842	42,925
4	PD-021	LEGAL SECRETARY III	JOSITA C. SANTOS	J/9	33,266	0	0	6/21/2011	0	33,266	8,662	433	0	482	174	4,076	386	14,213	47,479
5	PD-028	LEGAL SECRETARY III	CECILIA A. AQUINO	J/18	45,317	0	0	2/28/2011	0	45,317	11,801	0	0	0	174	3,576	359	15,910	61,227
6	PD-032	LEGAL SECRETARY I	AGNES F. CAMACHO	H/1	19,974	0	0	2/1/2011	0	19,974	5,201	433	0	290	174	2,019	252	8,369	28,343
7	PD-035	LEGAL SECRETARY III	ELEANOR A. QUENGA-RIOS	J/15	40,873	0	0	5/28/2011	0	40,873	10,643	0	0	593	174	1,248	168	12,826	53,699
8	PD-036	LEGAL SECRETARY II	CLARISSA JEAN C. LEON GUE	I/2	22,726	0	0	1/4/2011	0	22,726	5,918	433	0	330	174	1,248	168	8,271	30,997
9	PD-038	LEGAL SECRETARY I	NORMA Z.I. BALAJADIA	H/10	29,962	0	0	3/29/2010	699	30,661	7,984	433	0	445	174	1,248	168	10,452	41,113
10	PD-046	LEGAL SECRETARY I	NIKKI A. SANTOS	H/3	22,471	0	0	2/1/2011	0	22,471	5,851	433	0	326	174	1,248	168	8,200	30,671
			Grand Total:	----	$304,945	$0	$0	----	$1,948	$306,893	$79,914	$3,031	$0	$3,794	$1,740	$18,719	$2,173	$109,371	$416,264

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-015	LEGAL SECRETARY SUPVR.	VANESSA L. DIAZ	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-018	LEGAL SECRETARY I	KENNETH A. LIM	0	0	0	0	0	0	0	0
3	PD-019	LEGAL SECRETARY II	STACEY ANN F. CRUZ	0	0	0	0	0	0	0	0
4	PD-021	LEGAL SECRETARY III	JOSITA C. SANTOS	0	0	0	0	0	0	0	0
5	PD-028	LEGAL SECRETARY III	CECILIA A. AQUINO	0	0	0	0	0	0	0	0
6	PD-032	LEGAL SECRETARY I	AGNES F. CAMACHO	0	0	0	0	0	0	0	0
7	PD-035	LEGAL SECRETARY III	ELEANOR A. QUENGA-RIOS	0	0	0	0	0	0	0	0
8	PD-036	LEGAL SECRETARY II	CLARISSA JEAN C. LEON GUE	0	0	0	0	0	0	0	0
9	PD-038	LEGAL SECRETARY I	NORMA Z.I. BALAJADIA	0	0	0	0	0	0	0	0
10	PD-046	LEGAL SECRETARY I	NIKKI A. SANTOS	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: RECORDS, PROPERTY CONTROL

FUND: GENERAL FUND

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)
							Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDF) ($16.66*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	PD-016	RECORDS/PROPERTY TECH	JOEY A. GOGUE	J/14	$39,491	$0	$0	11/7/2010	$0	$39,491	$10,283	$0	$0	$573	$174	$2,077	$216	$13,323	$52,814
		Grand Total:		---	$39,491	$0	$0	---	$0	$39,491	$10,283	$0	$0	$573	$174	$2,077	$216	$13,323	$52,814

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

Input by Department										
			Special Pay Categories							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
				1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-016	RECORDS/PROPERTY TECH	JOEY A. GOGUE	$0	$0	$0	$0	$0	$0	$0	$0
		Grand Total:		$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: PROCESS

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-024	PROCESS OFFICER SUPVR	REYNALDO G. SERAFICO	J/11	$35,618	$0	$0	11/1/2011	$0	$35,618	$9,275	$0	$0	$516	$174	$3,576	$359	$13,900	$49,518
2	PD-022	PROCESS OFFICER I	JOAQUIN M. DELOS SANTOS	G/10	28,085	0	0	4/27/2011	0	28,085	7,313	433	0	407	174	1,248	168	9,743	37,828
			Grand Total:	—	$63,703	$0	$0	—	$0	$63,703	$16,588	$433	$0	$923	$348	$4,824	$527	$23,643	$87,346

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-024	PROCESS OFFICER SUPVR	REYNALDO G. SERAFICO	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-022	PROCESS OFFICER I	JOAQUIN M. DELOS SANTOS	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

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2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: LEGAL CLERICAL SERVICES

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-017	LEGAL CLERK SUPERVISOR	MICHAEL E. GOGUE	L/8	$37,128	$0	$0	5/24/2010	$553	$37,681	$9,812	$0	$0	$546	$174	$1,248	$168	$11,948	$49,629
2	PD-008	LEGAL CLERK III	RANDOLPH F. RIVERA, SR.	I/15	38,105	0	0	3/2/2011	0	38,105	9,923	0	0	553	174	1,248	168	12,066	50,171
3	PD-020	LEGAL CLERK I	JOLEEN M. GUZMAN	F/1	17,635	0	0	3/29/2011	0	17,635	4,592	433	0	256	174	3,576	359	9,390	27,025
4	PD-039	LEGAL CLERK I	VACANT	F/2	18,737	0	0	4/1/2011	0	18,737	4,879	433	0	272	174	3,576	359	9,693	28,430
5	PD-040	LEGAL CLERK I	RACHEL N. MESUBED	F/3	19,840	0	0	5/25/2010	459	20,299	5,286	433	0	294	174	2,861	359	9,407	29,706
			Grand Total:	----	$131,445	$0	$0	----	$1,012	$132,457	$34,492	$1,299	$0	$1,921	$870	$12,509	$1,413	$52,504	$184,961

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
				Special Pay Categories							
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-017	LEGAL CLERK SUPERVISOR	MICHAEL E. GOGUE	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-008	LEGAL CLERK III	RANDOLPH F. RIVERA, SR.	0	0	0	0	0	0	0	0
3	PD-020	LEGAL CLERK I	JOLEEN M. GUZMAN	0	0	0	0	0	0	0	0
4	PD-039	LEGAL CLERK I	VACANT	0	0	0	0	0	0	0	0
5	PD-040	LEGAL CLERK I	RACHEL N. MESUBED	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

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2/ Applies to law enforcement personnels

3/ Applies to solid waste employees

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5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: FISCAL

FUND: GENERAL FUND

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)
							Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-012	CHIEF FISCAL OFFICER	CECILIA A.T. LIZAMA	N/13	$51,662	$0	$0	4/27/2010	$904	$52,566	$13,688	$433	$0	$762	$174	$1,248	$168	$16,473	$69,039
2	PD-037	ADMINISTRATIVE ASST.	CECELIA M. FERNANDEZ	I/12	36,865	0	0	7/19/2011	0	36,865	9,600	0	0	535	174	1,560	168	12,037	48,902
		Grand Total:		---	$88,527	$0	$0	---	$904	$89,431	$23,288	$433	$0	$1,297	$348	$2,808	$336	$28,510	$117,941

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

Input by Department										
			Special Pay Categories							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
				1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-012	CHIEF FISCAL OFFICER	CECILIA A.T. LIZAMA	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-037	ADMINISTRATIVE ASST.	CECELIA M. FERNANDEZ	0	0	0	0	0	0	0	0
		Grand Total:		$0	$0	$0	$0	$0	$0	$0	$0

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3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: PERSONNEL

FUND: GENERAL FUND

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)
							Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-041	PERSONNEL SPEC. IV	EDBERT J. QUINTANILLA	N/5	$38,830	$0	$0	3/16/2010	$906	$39,736	$10,347	$433	$0	$576	$174	$1,560	$168	$13,258	$52,994
		Grand Total:		---	$38,830	$0	$0	---	$906	$39,736	$10,347	$433	$0	$576	$174	$1,560	$168	$13,258	$52,994

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

Input by Department										
				Special Pay Categories						
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
				1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-041	PERSONNEL SPEC. IV	EDBERT J. QUINTANILLA	$0	$0	$0	$0	$0	$0	$0	$0
		Grand Total:		$0	$0	$0	$0	$0	$0	$0	$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

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3/ Applies to solid waste employees

4/ 1 ½ of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel. 15% of reg. rate of pay

[BBMR SP-1]

Government of Guam
Fiscal Year 2011
Agency Staffing Pattern
(CURRENT)

FUNCTIONAL AREA: PUBLIC SAFETY

DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION

PROGRAM: MANAGEMENT INFORMATION SYSTEMS SERVICES

FUND: GENERAL FUND

	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)
								Increment			Benefits								
No.	Position Number	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special*	Date	Amt.	(E+F+G+I) Subtotal	Retirement (J * 26.04%)	Retire (DDI) ($16.66*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	PD-026	MIS ADMINISTRATOR	JULITO B. TINGSON, JR.	P/9	$53,432	$0	$0	5/23/2012	$0	$53,432	$13,914	$433	$0	$775	$174	$3,576	$359	$19,231	$72,663
2	PD-049	COMPUTER SYS ANALYST I	JOJOHN M. QUINATA	L/1	26,520	0	0	7/20/2010	415	26,935	7,014	433	0	391	174	2,077	216	10,305	37,240
			Grand Total:		$79,952	$0	$0		$415	$80,367	$20,928	$866	$0	$1,166	$348	$5,653	$575	$29,536	$109,903

* Night Differential / Hazardous / Worker's Compensation / etc.

1/: FY 2010 (current) GovGuam contribution for Life Insurance is $174 per annum; Subject to change in FY 2011

	Input by Department										
	Special Pay Categories										
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
					1/	2/	3/	4/	5/	6/	
No.	Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(E+F+G+H+I+J) Subtotal
1	PD-026	MIS ADMINISTRATOR	JULITO B. TINGSON, JR.	$0	$0	$0	$0	$0	$0	$0	$0
2	PD-049	COMPUTER SYS ANALYST I	JOJOHN M. QUINATA	0	0	0	0	0	0	0	0
			Grand Total:	$0	$0	$0	$0	$0	$0	$0	$0

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5/ 1 ½ of reg. rate of pay on daily work exceeding 8 hours

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Government of Guam
Federal Program Inventory
FY 2010 (Current) / FY 2011 (Estimated) Funding

[BBMR FP-1]

FUNCTION: PUBLIC SAFETY
DEPARTMENT/AGENCY: PUBLIC DEFENDER SERVICE CORPORATION
PROGRAM: STOP VAW

	A	B	C	D	E	F	G	H	I
				FY 2010	FY 2011				
Federal Grantor Agency / Federal Project Title	C.F.D.A. No. / Enabling Authority	Grant Award Number	Match Ratio Federal / Local:	Received / Projected	Estimated Funding	Local Matching Funds	Federal Matching Funds	100% Federal Grants	Grant Period
Department of Justice, Office of Justice Programs	16.588		100% Fed	45,056	59,807			59,807	May 01, 2010 - April 30, 2012
Note: We are Subgrantees of the STOP VAW administered by the Office of the Governor - Federal Programs Office. The Memorandum of Understanding for the Recovery Act Stop 2009 is with BBMR pending release of the Special Condition from the Grantor agency as of 03/30/10.									

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function : Public Safety
Department/Agency: Public Defender Service Corporation
Program: Director's Office

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Telephone Instruments	2	100%	
Dell Gx520 Workstation and Monitor	2	100%	
Apc 500 Ups	1	100%	
Apc 550 Ups	1	100%	
Black Sofa	1	100%	
2 Drawer Desk	2	100%	
Bookshelf Credenza	1	100%	
Credenza Sliding	1	100%	
Marocco 5 Piece Set	1	100%	
Computer Table	2	100%	
Storage Cabinet/ Glass	3	100%	
2 Drawer Metal Black	1	100%	
L Shape Black	1	100%	
Conference Table	1	100%	
Guest Chairs	8	100%	
Table	1	100%	
Picture Frames	4	100%	
Microwave Oven	1	100%	
Refrigerator	1	100%	
L- Shape Executive desk	1	100%	
High back executive chair	1	100%	
4 Drawer file cabinet blk.	1	100%	
Brother 3 in one printer	1	100%	
End tables	3	100%	
Disc rack	1	100%	
Client chair / black	2	100%	
Secretarial chair / no arms / brown	1	100%	
Bookshelves / 4 tier, brown	2	100%	
2 drawer filing cabinet black	1	100%	
Printer desk jet 990	1	100%	
Chair /executive high back	1	100%	
Type writer / IBM wheelwriter	1	100%	
Rigid Wet/Dry Vacuum Cleaner	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	1,819	Total Program Space Occupied (Sq. Ft.):	1,819

Description	Square Feet	Percent of Total Program Space	Comments
Executive Director's Office	186	10%	
Admin Director'S Office (Bsnc)	134	7%	
Xerox Area	35	2%	
Xerox & Fax Area	35	2%	
Back Hallway (Behind Fiscal)	192	11%	
Front Hallway (Front Fiscal)	190	10%	
Back Area (Near Stairwell)	171	9%	
Area Near Xerox	70	4%	
Walkway Near Admin Director	108	6%	
Back Stairwell	150	8%	
Front Stairwell	170	9%	
Wiring Closet	16	1%	
Conference Room	273	15%	
Women's Bathroom	43	2%	
Men's Bathroom	46	3%	

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function : Public Safety
Department/Agency: Public Defender Service Corporation
Program: Attorneys

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Client Chair	18	100%	
Computer Desk	5	100%	
Bookshelf	13	100%	
Dell GX270	2	100%	
Dell GX320	1	100%	
Dell GX520	2	100%	
Dell GX755	6	100%	
APC 500 UPS	7	100%	
APC 650 UPS	1	100%	
APC 1000 UPS	1	100%	
Meridian Telephone	5	100%	
Aastra Telephone	5	100%	
2-Drawer Filing Cabinet	7	100%	
3-Drawer Filing Cabinet	4	100%	
Executive Chair, High Back Black	9	100%	
Double Pedestal Desk	11	100%	
Keyboard Drawer Desktop Model Tag# 105	1	100%	
Storage Cabinet/Glass	3	100%	
Storage Cabinet/Metal	1	100%	
Bookshelves	2	100%	
Palm Pilot	4	100%	
Audio/Visual Cart	1	100%	
Television/ Color 27"	1	100%	
VCR	1	100%	
Chair / midback / black	2	100%	
Fans / electric	2	100%	
Desk / L shape	2	0%	in closet, taken apart
Storage Rack Metal	1	100%	
2-Tier Wooden Bookshelf	2	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	**Total Program Space (Sq. Ft.):**	1,398	**Total Program Space Occupied (Sq. Ft.):**	1,398
Description	**Square Feet**	**Percent of Total**	**Comments**	
Attorney Office 1 (Mgf)	110	8%		
Attorney Office 2 (Jpm)	121	9%		
Attorney Office 3 (Jmr)	121	9%		
Attorney Office 4 (Rsd)	153	11%		
Attorney Office 5 (Pjs)	154	11%		
Attorney Office 6 (Pma)	124	9%		
Attorney Office 7 (Tal)	126	9%		
Attorney Office 8 (Lgi)	128	9%		
Attorney Office 9 (Rbi)	117	8%		
Attorney Office 10 (Jlk)	126	9%		
Attorney Office (vacant)	118	8%		

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function: Public Safety
Department/Agency: Public Defender Service Corporation
Program: Investigative Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
2-Drawer Filing Cabinet	3	100%	
3-Drawer Filing Cabinet	1	100%	
Computer Work Station	5	100%	
2-Pedestal Desk	3	100%	
1-Pedestal Desk	2	100%	
Computer Table	1	100%	
Meridian Telephone, Beige	2	100%	
Sharp Digital Printing Calculator	1	80%	
Micro Cassette 5924 Recorder	1	60%	
Secretarial Chair	5	100%	
Client Chair	7	100%	
Telephone / Digital Panasonic w/ 3 handset	1	100%	
File document holder	1	100%	
Portable Tape Measure	1	100%	
Digital voice recorder	1	100%	
Linksys Wireless G USB Adapter LS	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	641	Total Program Space Occupied (Sq. Ft.):	641

Description	Square Feet	Percent of Total Program Space	
Investigation Cubicals	641	100%	

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function : Public Safety
Department/Agency: Public Defender Service Corporation
Program: Legal Secretarial Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Workstation and Monitor	10	100%	
Desks	10	100%	
4-Drawer Filing Cabinet	47	100%	
2-Drawer Filing Cabinet	10	100%	
3-Drawer Filing Cabinet	1	100%	
Meridian Telephone, Beige	5	100%	
Meridian Telephone, Black	5	100%	
Aastra Telephone, Black	1	100	
Secretarial Chair	11	100%	
Client Chairs	14	100%	
Credenza	2	100%	
Secretarial Mailbox	1	100%	
Inboxes	12	100%	
Fans	6	100%	
Air Purifier	2	100%	
Runners	10	100%	
IBM Typewriter	1	100%	
Typing Stand	5	100%	
Dell Laser Printer	2	100%	
Storage Rack, Metal	9	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	1,658	Total Program Space Occupied (Sq. Ft.):	1,658

Description	Square Feet	Percent of Total Program Space	Comments
Secretarial Pool (Main)	1170	71%	
Secretaries	182	11%	
Secretaries NZB/CAA Area	306	18%	

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function: Public Safety
Department/Agency: Public Defender Service Corporation
Program: Records, Property Control, & Archive

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Double Pedestal Desk, Wood Top, Metal	1	100%	
Computer Table, White Top	1	100%	
Typing Table, Folding Sides, Metal	1	100%	
2-Drawer Index Card Cabinet (Adverse) Metal	9	100%	
10-Drawer Index Card Cabinet (Client), Metal	2	100%	
8-Drawer Index Card Cabinet (Client), Metal	1	100%	
6-Drawer Storage Cabinet, Metal, for Micro. Rolls	1	100%	
Dell GX620 Workstation and Monitor	1	100%	
Workstation and Monitor	1	100%	
Canon Scanner for Archive	1	100%	
Canon Microfilm Viewer/Printer	1	100%	
Executive Chair High Back, Brown, w/Arms	1	100%	
Secretarial Chair, Brown, No Arms	1	100%	
2-Drawer Filing Cabinet, Metal	3	100%	
Storage Rack, Metal, for Files in File Room	6	100%	
Commercial Duty Platform Truck, Beige/Blue	1	100%	
Hand and Truck, Grey, Heavy Duty	1	100%	
Hand Truck, Yellow, Heavy Duty	1	100%	
Ionic Breeze GP Air Purifier	1	100%	
Key Storage Cabinet, Metal, Beige	1	100%	
Client Chair, Blue Vinyl, Black Frame	1	100%	
APC 750 UPS	1	100%	
Fan electric/floor / patton	1	100%	
4 drawer file cabinet	1	100%	
Single pedestal desk	1	100%	
Astra single phone instrument	1	100%	
Mobile filing system black	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	**Total Program Space (Sq. Ft.):**	346	**Total Program Space Occupied (Sq. Ft.):**	346
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**	
Records Office and File Room	346	90%		

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function: Public Safety
Department/Agency: Public Defender Service Corporation
Program: Process Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
240 Dell Optiplex Workstation and Monitor	2	100%	
Single Pedestal Desk	1	100%	
Swivel Chair w/ Arms (brown beige)	1	100%	
Single Pedestal Desk	1	100%	
Swivel Chair w/ Arms (black high back)	1	100%	
2-Drawer Filing Cabinet	1	100%	
Canon Printing Calculator	1	100%	
Apollo 777 Numeric Black Pager	1	100%	
Meridian Telephone (black)	1	100%	
APC 550 UPS	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	65	Total Program Space Occupied (Sq. Ft.):	65
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**	
Process Section	65	100%		

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function: Public Safety
Department/Agency: Public Defender Service Corporation
Program: Legal Clerical Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Computer Work Station and Monitor	4	100%	
1 Side Pedestal Desk	4	100%	
Battery Back-up	4	100%	
Main Phone System switch board / Meridian	1	100%	
GTA Phone	3	100%	
2 Drawer File Cabinet	3	100%	
5 Drawer File Cabinet	1	100%	
3 Drawer Counter Cabinet	2	100%	
Swivel Chair	6	100%	
Leather Metal Chair	6	100%	
Computer Desk	1	100%	
Portable Type Writer Desk	1	100%	
Plastic Metal Chair	34	100%	
Casio HR-16ABK Calculator	1	100%	
2 drawer File Cabinet w/reception desk	1	100%	
3 drawer File cabinet w/reception desk	1	100%	
Fan electric	2	50%	1 in storage, taken apart
Typewriter	2	100%	1- IBM & 1 -Brother
Scanner / Canon	1	100%	
Scanner / HP	1	100%	
Acroprint Time Stamp Machine	1	100%	
Storage Rack, Metal	2	100%	
Dymo Label Writer EL 40 Model	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	**Total Program Space (Sq. Ft.):**	694	**Total Program Space Occupied (Sq. Ft.):** 694	
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**	
Front Office	694	100%		

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function : Public Safety
Department/Agency: Public Defender Service Corporation
Program: Fiscal Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
Dell Optiplex 320 Workstation and Monitor	2	100%	
Computer Workstation	1	100%	
APC 1000 UPS	1	100%	
Epson LQ 2080 Printer	1	100%	
Epson Stylus NX400 Series Color Printer	1	100%	
Hp Laser Jet Printer	1	100%	
Meridian Teelphone	2	100%	
Typewriter / Ibm Wheelwriter	1	100%	
Paper Shredder	1	100%	
Electric Fan	1	100%	
Workstation Table	1	100%	
Chairs / Swivel	3	100%	
Desk / Single Pedestal	1	100%	
Desk / Double Pedestal	1	100%	
Chair / Guest	1	100%	
File Cabinet / 4 Drawer	10	100%	
File Cabinet / 2 Drawer	4	100%	
Storage Cabinet / Metal	1	100%	
Storage Cabinet / Metal & Glass	3	100%	
Check Embosser	1	100%	
External Drive / Floppy Disc	2	100%	
Canon Still camera	1	0%	kept in fiscal for safe keeping.
Vacuum Cleaner	1	100%	
Hand Truck	1	100%	
Cellular Phones	4	0%	Prohibited to use per public law
Pager	5	0%	kept in fiscal for safe keeping
Tool Kit	1	100%	
Shelves / Metal	3	100%	
Picture Frame	1	100%	
Microcassette recorder	1	0%	kept in fiscal for safe keeping
Digital camera /Sony Mavica	1	40%	kept in fiscal for safe keeping
Dymo Label Writer EL 40 Model	1	100%	
Canon Powershot Digital Camera - A85	1	0%	damaged, kept in fiscal

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	403	Total Program Space Occupied (Sq. Ft.):	403	
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**		
Fiscal Office	300	74%			
Supply Room	42	10%			
Vault	48	12%			
Bathroom Supply Area	13	3%			

Government of Guam
Fiscal Year 2011 Budget
Equipment / Capital and Space Requirement

Function: Public Safety
Department/Agency: Public Defender Service Corporation
Program: Personnel Services

EQUIPMENT/CAPITAL LISTING:

Description	Quantity	Percentage of Use	Comments
3-Tier Wooden Bookshelf	1	100%	
Cofee Table Metal w/ Glass Top	1	100%	
4-Drawer Metal Filing Cabinet	3	100%	
3-Drawer Metal Filing Cabinet	1	100%	
Leather Chair Blk, no arms	1	100%	
Chair w/Arms (Blk)	1	100%	
Chair Swivel (Blk)	1	100%	
Metal Pedestal Desk -7 Drawers	1	100%	
Wood/Metal Computer Table	1	100%	
Dell Optiplex755 Workstation and Monitor	1	100%	
HP Photosmart 7960 Color Printer	1	100%	
Canon Powershot Digital Camera - A85	1	100%	
APC 500 UPS	1	100%	
Meridian Telephone, Beige	1	100%	
Sony Digital Camera with Case	1	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	**Total Program Space (Sq. Ft.):**	176	**Total Program Space Occupied (Sq. Ft.):**	176	
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**		
Personnel Office	176	100%			

Government of Guam
Fiscal Year 2011
Budget
Equipment / Capital and Space Requirement

Function : Public Safety
Department/Agency: Public Defender Service Corporation
Program: Management Information Systems Services

EQUIPMENT/CAPITAL LISTING:			
Description	**Quantity**	**Percentage of Use**	**Comments**
T5400 Workstation	1	100%	
OP755 Workstation	1	100%	
Dell 960 Workstation	1	100%	
Fluke Micro Mapper	1	100%	
Paladin Cutter/Stripper	1	100%	
PC/SPS Tester	1	100%	
Tempo Amplifier	1	100%	
APC 750 UPS	1	100%	
Executive Chair Mid-Back, Black	1	100%	
Computer Desk	1	100%	
Dell Server Rack	1	100%	
Dell Poweredge 2850 Server	2	100%	
Dell Poweredge 2300 Server	1	100%	
Iomega NAS 400R	1	100%	
APC Smart-UPS 3000	1	100%	
Sonicwall Pro 240	1	100%	
APC Backup-UPS ES 550	1	100%	
APC Backup-UPS 650	1	100%	
Dell Optiplex GX 620 x/19" Monitor	1	100%	
Southwestern Bell 5.8 GHZ Phone	1	100%	
HP Scanjet 3P	1	100%	
Computer Desk	2	100%	
Storage Cabinets	2	100%	
2-Drawer File Cabinet	2	100%	
3-Drawer File Cabinet	1	100%	
Single Pedestal Desk	1	100%	
Computer Workstation Desk	1	100%	
APC UPS 1500	2	100%	

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	190	Total Program Space Occupied (Sq. Ft.):	190
Description	**Square Feet**	**Percent of Total Program Space**	**Comments**	
MIS Office	190	100%		

PUBLIC DEFENDER SERVICE CORPORATION
Government of Guam

FY 2011 Program Performance Based Budget
Document Checklist

	Department		BBMR	
	Yes	No	Yes	No
GENERAL:				
Memorandum of Transmittal to Legislature	X			
Budget Certification	X			
Budget Checklist	X			
Organizational Chart	X			
AGENCY REQUIREMENTS:				
Agency Narrative Form (BBMR AN-N1)	X			
PROGRAM REQUIREMENTS:				
Decision Package(s)	X			
Program Budget Digest Form(s) (BBMR BD-1)	X			
Off-Island Travel Form (BBMR TA-1, Sched A)	X			
Operational Requirements (BBMR 96A, Sched B - F)	X			
Program Staffing Pattern Form (BBMR SP-1)	X			
Program Staffing Pattern Form (BBMR SP-2)	X			
Federal Program Inventory (BBMR FP-1)	X			
Equipment/Capital Listing and Space Requirement Form (BBMR EL-1)	X			

***** The Public Defender Service Corporation is a part of the judicial branch, and is not required to submit its annual budgets to BBMR for approval prior to submittal to the Guam Legislature.**