



**GOVERNMENT OF GUAM**

**CIVIL SERVICE COMMISSION  
KUMISION I SETBISION SIBIT**

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P.O. Box 3156 Agana, Guam 96932  
Tel: 475-1300/01 Fax: 477-3301



***CIVIL SERVICE COMMISSION  
RESOLUTION NO. 2000-007***

***RELATIVE TO RULE 6.09  
OF THE GUAM POWER AUTHORITY'S  
PERSONNEL RULES AND REGULATIONS  
REGARDING DETAIL ASSIGNMENTS***

**WHEREAS**, §4105 of Title 4, Guam Code Annotated, provides that the Guam Power Authority Board of Directors shall adopt personnel rules and regulations to be approved by the Civil Service Commission and promulgated by Executive Order of the Governor; and

**WHEREAS**, the existing Guam Power Authority's Rules and Regulations, which was signed and promulgated on October 4, 1982 did not include a Detail Provision and Detail Policy; and

**WHEREAS**, the Guam Power Authority has requested that Rule 6.09 be incorporated for consistency and uniformity with the Department of Administration's Detail Assignments Policy Rule 4.506.

***NOW, THEREFORE, BE IT RESOLVED:***

1. The Civil Service Commission hereby approves the new Rule 6.09 Detail Assignments of the Guam Power Authority's Personnel Rules and Regulations (Exhibit "A" effective immediately.
2. This Resolution be transmitted to the Governor, together with Exhibit "A" (Amended Rule 6.09 for promulgation through Executive Order.

COPY

**WE, THE UNDERSIGNED, REPRESENTING ALL OF THE CIVIL SERVICE COMMISSION, HEREBY ADOPT THIS RESOLUTION THIS 21<sup>ST</sup> DAY OF SEPTEMBER 2000.**

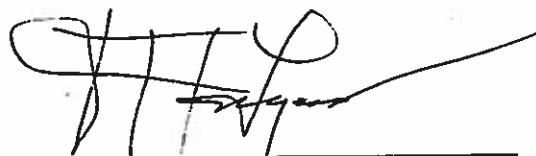


**RICHARD J. UNTALAN**  
Chairman

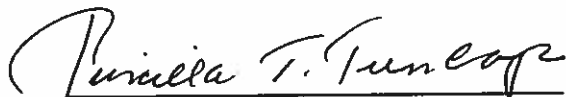


**MANUEL B. PINAUIN**  
Vice Chairman

**JULIA R. CRUZ**  
Commissioner



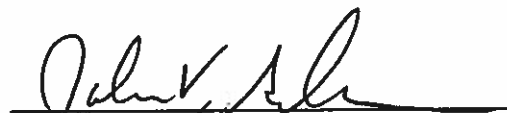
**JOAQUIN T. ANGOCO**  
Commissioner



**PRISCILLA T. TUNCAP**  
Commissioner



**ZENON J. BELANGER, JR.**  
Commissioner



**JOHN V. GERBER**  
Commissioner



Commonwealth Now!

**6.09**

**Detail Assignments**

- A. A detail is the temporary assignment to meet management needs of an employee to another position or to a group of specific duties and responsibilities for a specified period with the employee returning to his regular duties at the end of the detail. A position is not filled by a detail as the employee continues to be the incumbent of the position from which he is detailed, and his salary during the detail does not change. For details to unbudgeted positions, or to a group of specific duties and responsibilities, the General Manager shall provide a position description upon the 30<sup>th</sup> day of the detail appointment.
- B. Details shall be made only for meeting temporary needs of the Authority such as:
  - 1. emergency details – to meet emergencies occasioned by abnormal workload, change in organization, or unanticipated absences; or
  - 2. pending description and formal classification of a new position; or
  - 3. to replace an incumbent who is undergoing training.
- C. All details in excess of 30 calendar days must be documented by the General Manager. No personnel action shall be transacted unless proper documentation is provided.
- D. An employee shall not be detailed while serving a probationary period.

**EXHIBIT "A"**

**DRAFT**

**EXECUTIVE ORDER NO. 2000-\_\_\_\_**

**RELATIVE TO RULE 6.09 OF THE GUAM POWER AUTHORITY'S  
PERSONNEL RULES AND REGULATIONS  
REGARDING DETAIL ASSIGNMENTS**

**WHEREAS**, §4105 of Title 4, Guam Code Annotated, provides that the Guam Power Authority Board of Directors shall adopt personnel rules and regulations to be approved by the Civil Service Commission and promulgated by Executive Order of the Governor; and

**WHEREAS**, the existing Guam Power Authority's Rules and Regulations, which was signed and promulgated on October 4, 1982 did not include Rule 6.09, Detail; and

**WHEREAS**, the Guam Power Authority has requested that Rule 6.09 be incorporated for consistency and uniformity with the Department of Administration's Detail Assignments Policy Rule 4.506; and

**WHEREAS**, the Civil Service Commission approved the incorporation of Rule 6.09 Detail Assignments of the Guam Power Authority's Personnel Rules and Regulations (Attachment A) effective immediately in its meeting on the 14<sup>th</sup> day of September 2000; and

**WHEREAS**, the Gutierrez-Bordallo Administration is committed to a merit system of personnel administration; and

**WHEREAS**, it is the policy of the Gutierrez-Bordallo Administration that personnel rules and regulations for the Executive Branch be uniform in substance and consistent in application to the fullest extent possible.

**NOW, THEREFORE, I, CARL T.C. GUTIERREZ**, Governor of Guam, by virtue of the authority vested in my by §4105, Title 4, Guam Code Annotated, and the Organic Act of Guam, as amended, do order;

1. The Attached Rule 6.09 of the Guam Power Authority's Personnel Rules and Regulations regarding Detail Assignments adopted by the Board of Directors and approved by the Civil Service Commission, are hereby promulgated.
2. All prior rules, regulations, policies, memoranda or Executive Orders in conflict with this Executive Order are hereby rescinded to the extent of such conflict.

3. A copy of Rule 6.09 of the Guam Power Authority's Personnel Rules and Regulations regarding Detail Assignments, as promulgated, shall be filed with the Legislative Secretary to take prospective effect on the date of filing \_\_\_\_\_.

**SIGNED AND PROMULGATED** at Hagatna, Guam this \_\_\_\_th day of \_\_\_\_\_, 2000.

\_\_\_\_\_  
**CARL T. C. GUTIERREZ**  
Governor of Guam

**COUNTERSIGNED:**

\_\_\_\_\_  
**MADLIENE Z. BORDALLO**  
Lieutenant Governor of Guam