

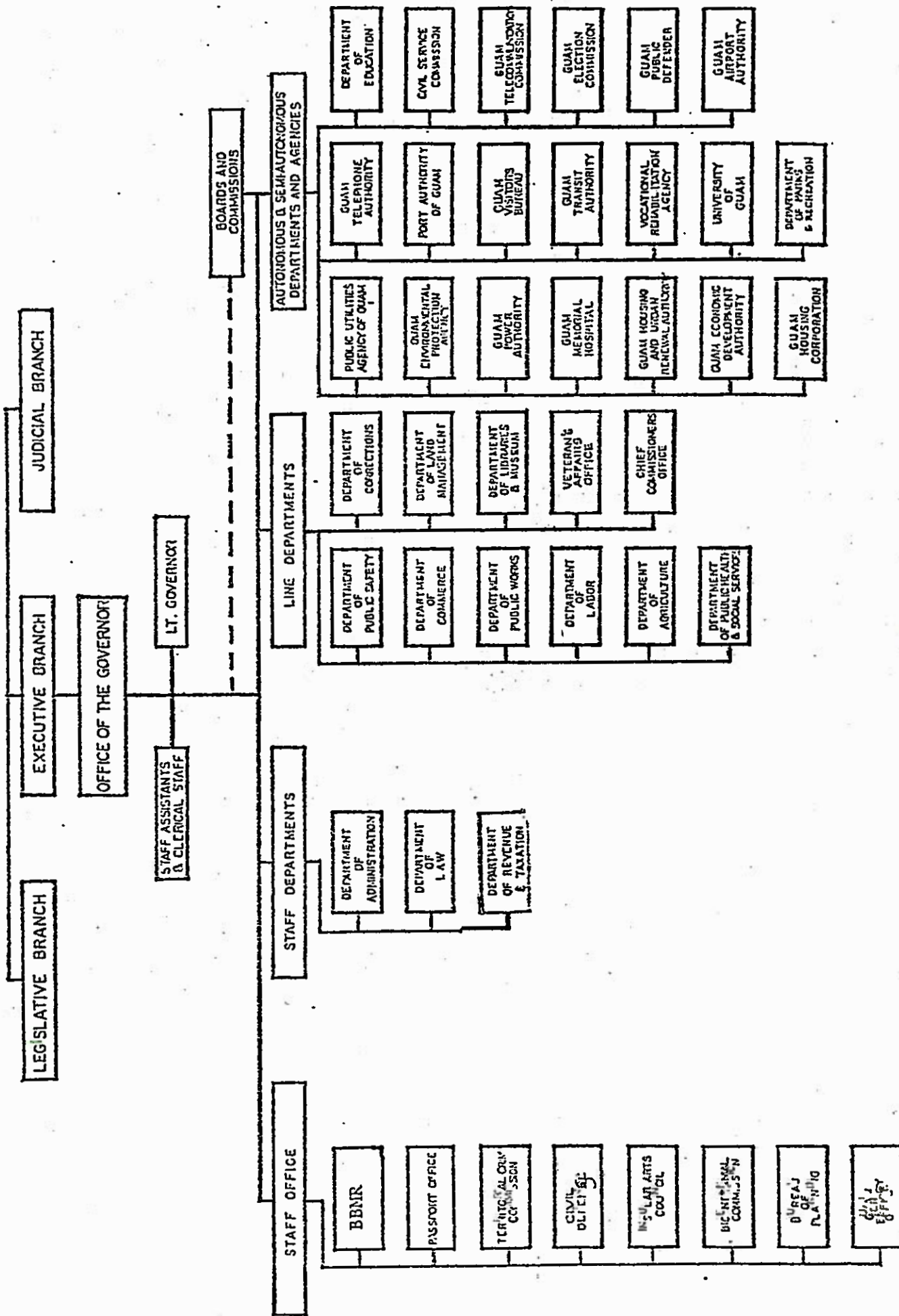
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**GOVERNMENT OF GUAM
Staff Departments & Office
FUNCTIONS AND RESPONSIBILITIES**



**BUREAU OF PLANNING
GOVERNMENT OF GUAM
AGANA, GUAM**

GOVERNMENT OF GUAM ORGANIZATIONAL CHART FISCAL YEAR 1977



Staff Departments and Offices

Governor's Office

To enhance the effectiveness of all territorial programs by developing policies and priorities to give direction as to their implementation.

To enhance the effectiveness and efficiency of all programs by developing and preparing policies in broad interdisciplinary areas.

Bureau of Budget and Management Research

To enhance the effectiveness and efficiency of the planning and administrative processes of Government of Guam programs by providing guidelines on acceptable organizational methods, policy execution and financial management.

To insure that Government of Guam agencies and departments adhere to approved fiscal policies and practices and proper accountability and implementation of programs are carried out in accordance with governing rules and regulations.

To improve the executive resource allocation process by improving the planning, programming and budgeting abilities of government agencies, by conducting and making recommendations on all aspects of government or territorial concern as to program balance, scope and funding.

To enhance the effectiveness of all programs by providing advisory guidance to the Governor on policy development, program coordination, planning and budgeting matters.

Bureau of Planning

To enhance the effectiveness and efficiency of government programs by undertaking comprehensive land use and physical planning, by coordinating such planning within and between levels of government, and assuring the compatibility of proposed facility construction and the government's general plan.

Guam Energy Office

To assure the Territory of an adequate supply of fuel for its use and encourage conservation and energy consumption practices for the benefit and welfare of all residents.

Develop and demonstrate alternate energy sources and systems

Research and inventory of current fuel supplies and projections of future energy consumption demands

Office of Civil Defense

To reduce and prevent wherever possible the loss of life, injury, disability, property damage, and the economic losses as a result of natural disasters by reducing the severity of natural or man-made disasters and/or by removing people from the scene of disaster areas.

To assure that people are able to take care of themselves in time of disaster when medical services are not available.

To assure the establishment, operation, and maintenance of an effective island-wide warning system to alert government, industry, and the general public to the threat of enemy attack or other dangers.

Office of Veterans Affairs

To lessen the adjustment problems of veterans in their re-entry to civilian life.

To ensure veterans' receipt of benefits due them, as accorded by local and federal laws.

Passport Office

To establish the identity of the passport applicant.

To examine passport applications and determine if the actions have been properly completed, to screen the citizenship evidence and photographs, to collect the required fees, and to execute the application by having the applicant swear to or affirm the truth of the statements given therein and sign the application.

Office of the Chief Commissioner

To assure a close liaison between the people of Guam on the village level and the various branches of government for the purposes of solving village problems and coordinating, assessing, and implementing government programs in the various villages.

To maintain and update periodically demographic information pertaining to the Commissioner's respective jurisdiction.

Comprehensive Law Enforcement Administration

To assist in increasing the effectiveness, fairness, and coordination of the law enforcement and criminal justice agencies in the Territory.

To prepare, develop and revise the annual comprehensive plan on law enforcement and criminal justice.

To define, develop and correlate action programs under the plan.

To recommend priorities, conduct studies and hearings and collect and disseminate statistics and other data relevant to law enforcement and criminal justice.

Departments

Department of Administration

To assist departments/agencies in obtaining, retaining, and fairly compensating employees, by providing for and administering an employee retirement system and group life, medical, hospital, and dental care programs.

To preserve the fiscal integrity of the Government of Guam by prudently and expeditiously receiving, safe-keeping, investing and disbursing public monies.

To assure the safety of investments and securities.

To assure that all Government of Guam financial transactions are proper and legal by examining expenditures, recording and reporting transactions and maintaining a uniform accounting system.

To enhance the effectiveness and efficiency of Guam's financial control system by developing, maintaining and improving the methods, procedures and forms of the accounting system.

To improve the management and operations of all Government of Guam agencies by providing computer services, technical advice and consultation related thereto so that program objectives may be achieved more effectively and efficiently.

To insure an adequate supply of technical, professional and semi-skilled workers to meet the needs of Government departments/agencies. To promote an orderly system of career development and job advancement throughout Government of Guam agencies. To ensure provision of and individual departmental/agency compliance with employee incentives and benefits programs.

To increase the efficiency and productivity of all Government of Guam employees through the administration and coordination of effective programs in technical and semi-technical skills development for all employees.

To contribute to the effectiveness and efficiency of Government of Guam programs by acquiring supplies, materials and equipment within the fiscal constraints of the department involved.

Department of Administration (cont.)

To facilitate the management of state records by evaluating, storing, and disposing of current records; by setting policies thereon, and by preserving documents of long term value.

To enhance the effectiveness of all government programs by providing decent, safe and clean housing for government employees recruited abroad.

Department of Agriculture

To enhance and secure Guam's economic development by providing marketing and technical information to agricultural entrepreneurs and assistance to farmers and agricultural business in farm loans, livestock, plant seedlings, or agri-medications.

To protect the territory against the entry of harmful insects, pests, and disease.

To provide for the preservation, conservation and enhancement of the island's natural resources.

Department of Commerce

To reduce the cost of agricultural products and goods including livestock and commercial fish by increasing productivity through animal pest and disease control.

To prevent the trafficking of illegal drugs and narcotics within the Territory.

To enhance the development of Guam's economy by providing basic economic analyses and conducting basic economic research.

To assure the timely dissemination of information on Guam's economy for the purposes of assisting individuals' and organizational groups' business endeavors.

To enhance the economic development of Guam by providing perceptive, integrated, balanced, comprehensive, and timely plans, analyses, and policy recommendations so as to support and facilitate public policy making on economic issues; and by coordinating other programs aimed at economic development.

Department of Commerce (cont.)

To assist in the development of adequate tourist facilities and attractions.

Department of Corrections

To enhance the effectiveness and efficiency of the confinement and parole program by formulating policies, directing operations and personnel and providing other administrative services.

To enhance the effectiveness and efficiency of the confinement and parole program by assuring that staff members increase their competency in the theory and practice of their respective professional specialties.

To insure good executive direction and management, policy development, and coordination of all adult confinement and rehabilitation programs.

To assure that persons charged with criminal actions are available for appearance in court by providing and operating facilities for detention where other arrangements to ensure their appearance in court have not been made.

To facilitate rehabilitation of offenders through the provision of appropriate counseling, vocational and related programs.

To assure that society is protected by confining or supervising persons sentenced to correctional facilities.

To enable law-offenders who have been incarcerated to return to the community as useful persons by providing such guidance, counseling and assistance as may be required to aid in their redirection or rehabilitation.

To facilitate the rehabilitation of selected sentenced law-offenders by providing and operating in-community correctional facilities which permit inmates the maximum appropriate amount of freedom of action.

To protect the community and facilitate the rehabilitation of persons sentenced to confinement by making determinations regarding their readiness for release prior to the expiration of their full sentences.

Department of Labor

To enable individuals to become initially employable by providing them with opportunities to develop their occupational skills.

To enable individuals to become employable in jobs requiring higher skill levels by improving their basic education, by upgrading their occupational skills and by orienting them to the world of work.

To enable families with children receiving public assistance to obtain gainful employment.

To minimize death, injury, disability and property damage and the economic losses therefrom in connection with work and places of employment by preventing potentially hazardous phenomena from occurring, reducing the severity of the harmful forces involved, removing or reducing the number and susceptibility of people and property subject to injury or damage, helping victims of and restoring property damaged by accidents.

To assure prompt and direct payment of financial and medical benefits to employees impaired in the course of their employment or to dependents of employees so impaired regardless of fault

To protect wage earners by enforcing the Fair Labor Standards Act, the Minimum Wage and Hour Act and Regulations, and the Prevailing Wage Rate Act.

To assure all workers full and equal opportunity to work, decent working conditions, fair treatment on the job, equitable compensation and assistance in work-related difficulties.

Department of Land Management

To assure the effective and efficient use of public lands for both public and approved private purposes by regulating land development and assuring the availability of land needed for public programs.

To protect the public by providing for an accurate and permanent system of registering and recording land titles and related documents and maps.

Department of Land Management (cont.)

To assist in protecting the rights of public and private land ownership by providing field survey services and descriptions of surveyed lands.

Department of Law

To represent and protect the public interest by prosecuting to the full extent of the law those persons accused of crimes and brought to trial.

To safeguard the rights and interest of the Government of Guam in civil case matters.

To ensure proper protection of every Guam consumer from illicit and deceptive business practices, through prosecution of alleged violations of public trust, investigations and educational programs.

To ensure good executive direction and management policy development and coordination of legal and civil matters.

Department of Parks and Recreation

To control, manage, develop and maintain all areas of the Guam Territorial Park System except as provided in Section 26010.

To enhance the planning, development and maintenance of the outdoor recreational environment, to include parks, marinas, historical sites, and scenic overlooks for enjoyment and enrichment of the people of the Territory.

To initiate, promote and supervise recreational programs on areas within the park system.

To formulate a comprehensive recreation policy and a long-range plan relative to the development of new recreation facilities and programs.

Department of Public Health and Social Services

To assure the development of a "health system" which provides for the well-being of all people in the territory.

To assure the development and establishment of health care facilities which meet local and federal standards.

To assure a continuous comprehensive registration Program of all vital events, (such as marriage, birth, death). The implementation of a record Preservation system and promotion of utilization without violating their confidentiality.

To assure people of the availability of a public Cemetery.

To reduce the incidence and severity of diseases and nutritional deficiencies by providing good health and nutrition education programs.

To increase the utilization of Southern Area Health Center services; and participation in community health projects as measured by the number of participants.

To reduce the rate of intestinal parasitism, infectious hepatitis, and venereal disease; and achieve zero incidence of cholera and dengue fever.

To increase the levels of immunizations among pre-school children.

To reduce the prevalence of obesity and nutritional related diseases as measured by high serum cholesterol and uric acid levels, low hemoglobins and hematocrits, high dental caries and other indicators.

Training of staff in records management administration and consolidation of personnel and health records.

To improve the quantity and quality of pharmaceutical supplies and their availability at a minimum cost.

To locate and eliminate environmental conditions conducive to the spread of diseases on Guam, or threatening to enter Guam.

Department of Public Health and Social Services (cont.)

To reduce the complication and severity of chronic diseases by providing screening and referral services and to assure the provision of treatment for various chronic diseases (such as diabetes, hypertension, cardiovascular, cancer, arthritis, neurological) where such treatment is deemed to be in the public interest.

To prevent and reduce the incidence of certain types of chronic crippling conditions and/or diseases and to enable children afflicted with various types of chronic diseases to become as functional as possible through medical treatment, rehabilitation and social service casework.

To mitigate against the handicapping effects of communication disorders by assuring that all persons so born are identified early and given prompt medical care.

To reduce the incidence and severity of dental diseases by providing detection and prevention services and to assure that all eligible individuals obtain preventive and curative dental treatment.

To improve the effectiveness and efficiency of all social service programs by formulating policies, providing administrative direction, program planning and analysis.

To insure the individual is given equitable and responsible treatment with respect to welfare matters by providing for prompt administrative redress of grievances.

To assure low income individuals and families attain a minimum and adequate standard of living by providing services, direct assistance, and payments for the necessities of life.

To enhance program effectiveness by determining the eligibility of applicants and recipients for public assistance; by orienting them to the services available, directing them to appropriate places for services, processing their applications, and by providing for the rapid, accurate and economical processing of payments.

Department of Public Health and Social Services (cont.)

To enable those in need to maintain or improve their health by providing for the payment of all health and medical care costs.

To enable low-income households to buy more nutritious food through the use of food coupons and to stimulate the economy by promoting increased food sales.

To care for children of working mothers and other families under stress; enable children to develop satisfactory inter-personal relationships by providing peer group contacts and assure the safe and satisfactory care of all children placed in day care facilities.

To assure children a satisfactory environment outside their usual home when there is a breakdown in that home and assure the safe and satisfactory care of children under foster care placements.

To enable children permanently separated from their parents to live a personally and socially adjusted life by being legally adopted into an established home with established parents.

To enable individuals and families in need of aid to achieve social and psychological adjustments necessary for successful living in modern society.

To reduce the harmful effects of family discord and breakup by alleviating the causes of discord within troubled families and minimizing the deleterious after-effects of broken or troubled homes; and by keeping the family unit intact.

To reduce the incidence of and to prevent child abuse and neglect.

To maximize the opportunities for all children to be born in complete legally recognized families and assist unmarried parents and their children to cope with parental responsibilities and personal adjustments.

To enable individuals or families to overcome a temporary breakdown in the normal functioning of the home by providing necessary "homemaker" or "in home" services.

Department of Public Health and Social Services (cont.)

To protect and improve the health of the community by minimizing the outbreak of vector-borne diseases and by reducing and controlling other public health hazards.

To minimize the threat to public health from unsanitary conditions by assuring that facilities built, products sold and services provided are done so in a sanitary manner.

To improve program effectiveness by developing and enforcing environmental health standards, codes and regulations.

To protect citizens from the illegal manufacture, distribution and dispensing of drugs, and to ensure that the individual is provided with foods and drugs meeting established standards of purity and quality.

To prevent and control the outbreak of diseases which could be spread by animals, including special epidemiologic studies.

To enable people to maintain and improve their health by obtaining necessary laboratory and other diagnostic services.

To ensure adequate nursing services support for all public health programs. To insure that patients are given the highest nursing care possible through assessment, evaluation and follow-up.

To reduce the incidence, severity and disabling effects of communicable diseases of all kinds by reporting requirements, health education, and early detection and effective treatment programs.

To reduce the infant mortality rate, improve the general health of mothers, children and the newly born. To reduce the incidence of birth defects and premature births through family planning information. To assure all women of child bearing age may plan their families by informing them of available techniques for controlling conception and providing these supplies and devices to those desirous of such.

Department of Public Health and Social Services (cont.)

To increase the capability of persons who exhibit loss of mental and physical abilities due to old age, to become better adjusted, socially and psychologically and be as personally self-sufficient as possible.

To increase the potential for individuals in need to become as well adjusted and socially effective by helping them overcome problems as a result of their disability.

To assure adults a full time satisfactory home environment when their usual home becomes inadequate by providing boarding home facilities.

To assure our aged population of a living environment conducive to their well being by establishing health and social programs which cater to their special needs and assist them in becoming better adjusted and actively involved in community life.

To assure the aged of a full time satisfactory home environment when their usual home becomes inadequate by providing for safe and adequate housing for the aged.

To assure high quality of health care standards are met and a safe physical and emotional environment is provided for children and adults staying in day care, nursing and foster care facilities through the enforcement of licensing legislation and requirements.

Department of Public Safety

To minimize death, injury, liability, and property damage and the economic losses in connection with the use of harbor facilities and services.

To reduce the number of traffic collisions and minimize adverse consequences to property and people caused by such collision.

To seek voluntary compliance of traffic laws and regulations.

To reduce the criminal activity by having constant and continued police overt and covert patrol and to preserve the peace.

Department of Public Safety (cont.)

To ensure the rapid and accurate identification and apprehension of those allegedly responsible for acts of violations of the law.

To minimize death, injury, disability, and property damage by preventing potential hazardous phenomena from occurring, including highway and marine occurrences.

To facilitate the processing of criminal cases by investigating criminal offenses and vice activities effectively and in a timely manner.

To minimize death, injury, disability, and property damage caused by the trafficking and use of dangerous drugs within the Territory.

To facilitate prevention, suppression, and detection (rather than apprehension) of criminal acts by juveniles.

To increase the mobility of personnel in accomplishing the public safety program objectives quickly, economically and safely.

To minimize loss of life and property through the provision of effective fire protection and emergency medical life-saving services.

Department of Public Works

To minimize the amount of village, industrial, and agricultural solid wastes to be disposed of and minimize pollution.

To protect the health of our people through proper sanitation of solid waste.

To assure that all public and private buildings are constructed in a timely and safe manner, are in compliance with government building regulations, meet minimum standards and are erected in accordance with approved plans and specifications.

Department of Public Works (cont.)

To insure that all Government of Guam buildings and public facilities, and the grounds surrounding these facilities are safe, clean, attractive.

To provide that government vehicles used in the course of official duties are in a safe and efficient operating condition through inspections and maintenance check-ups.

To facilitate efficient use of resources for capital projects by maintaining an accurate and current inventory of facilities.

To ensure provision of new facilities necessary to program objectives and operations by coordinating and integrating facility requirements and by providing design services.

To facilitate the rapid, safe and economical movement of people and goods on the island by constructing and maintaining public highways, including roads as well as village streets.

To provide safe and efficient transportation for Guam's public, private, and parochial school children.

Department of Revenue and Taxation

To safeguard the lives and property of the people of Guam by ensuring that individuals register potentially dangerous devices and adhere to Government licensing requirements.

To ensure that the individual is informed about the nature, general organization, and officers of businesses by providing for the licensure of corporations, trade names, businesses, etc., as established by law.

To maximize the Territory's income by establishing policies, formulating tax legislation and establishing a fair system for tax assessment and revenue collections.

Department of Revenue and Taxation (cont.)

To assure proper compliance with tax laws in order to reduce the amount of delinquent taxes; the omission of substantial taxable income; the indiscriminate taking of unsubstantiated deductions in order to safeguard the production of revenue essential to the operation of the government.

To ensure the uniform and fair assessment of real property taxes and compliance to real property tax legislations.

To improve the Territory's policy and decision-making processes by providing timely and accurate tax data.

To protect the general public against fraud, excessive charges and unfair business practices by regulating activities of financial institutions, insurance companies, securities, broker-dealer, and other agents to assure compliance with all applicable laws.

To enforce Alcoholic Beverage Control laws and regulations throughout the island.

To maintain a system of licensing and registration of all motor vehicles and vehicle operators.

To maintain vehicle safety standards for the Territory through the maintenance and operation of vehicle safety inspection activities.

Views of Flores Memorial Library and Guam Museum

To allow individuals throughout the community the opportunity to enhance and develop their intellect, wealth of information for personal enrichment and leisure time opportunities, and provide materials appropriate to the needs of patrons.

To preserve the cultural heritage of Guam and surrounding islands so that individuals can observe the history and culture of these islands.

Office of Public Defender

To assure the rights and interests of indigent individuals in need of legal assistance are safeguarded.

Office of Consumer Counsel

To ensure proper protection of every Guam consumer from illicit and deceptive business practices through formal educational programs, investigation, and prosecution of alleged violations of public trust.

Autonomous and Semi-autonomous Agencies

Civil Service Commission

To protect Government of Guam employees from unfair labor practices and employment influences from outside individuals and pressure groups.

To ensure that Government of Guam selection and recruitment of employees is fair and equitable.

Commercial Port of Guam

To provide the terminal facilities and services necessary for the most efficient and economical discharge and loading of cargo vessels and the handling, issuing and receiving of such cargo to and from customers, consignees, shippers and agents.

Elections Commission

To insure the people of Guam orderly, efficient and ethical election processes for public offices throughout the community.

Guam Educational Telecommunications Corporation

To enhance the educational process for children and adults through broadcasts of instructional, cultural, and informational programs.

Guam Airport Authority

To acquire, construct, reconstruct, purchase, extend, improve, operate and maintain airports and related facilities for civil aviation purposes on Guam.

Guam Economic Development Authority

To promote and further the concept of economic development and to assist in implementation of an integrated program for Guam's economic development, including acting as a catalyst between investors and entrepreneurs, coordinating growth, attracting financing and capital, and researching natural resources.

Guam Environmental Protection Agency

To restore, protect and enhance where appropriate the natural and man-made environment.

To reduce and control air and water pollution and insecticide contamination.

To enhance and protect the Territory's water supply and open spaces, forest and wilderness areas by the enforcement of environmental regulations.

To issue construction and operating permits for stationary sources that may emit contaminants.

To review and certify subdivision and other construction plans to assure that environmental controls are adequate within the current technologies.

To control permits for individual wastewater disposal facilities.

To issue well drinking and operating permits.

Guam Housing and Urban Renewal Authority

To undertake and carry out studies and investigations of living and housing conditions, and housing and urban renewal needs, and of means and methods of dealing with needs disclosed by such studies.

To determine where, and that slum and blighted conditions or areas exist, or where, and that there is a shortage of safe, decent, and sanitary dwellings for low-income families.

To make findings, determinations, and recommendations concerning matters relating to housing and urban renewal, and means and methods of dealing with such matters; to carry into effect such findings, determinations and recommendations.

To install, construct, and reconstruct streets, utilities, parks, playgrounds and other public improvements.

To undertake and carry out housing and urban renewal projects, and to plan, prepare, develop, construct, acquire, lease and dispose of any such projects.

To adopt from time to time rules, regulations and conditions of admission to, and occupancy of, low-rent public housing dwellings and facilities, including rents and charges.

To lease any dwellings, accommodations, land, structures, or facilities embraced in any project.

Guam Housing Corporation

To encourage and engage in low-cost housing activities, including provision of low-cost housing to low and middle income families.

To promote and provide typhoon-resistant and decent housing through financing where local lending institutions have refused a qualified applicant.

Guam Power Authority

To generate, transmit, distribute, sell and exchange electric power on Guam.

To acquire, hold and use real or personal property required for its operation.

To establish, and modify from time to time, without reference to the Board on Utility Rates, reasonable rates and charges for electric service, at least adequate to cover the full cost of such service.

Guam Telephone Authority

To install, maintain, sell and supply to individuals, firms, corporations and government, telephone services.

To control, operate, improve, equip, maintain, repair, renew, replace, reconstruct, alter and insure the telephone system subject to applicable regulations.

To establish and modify from time to time, reasonable rates and charges for the telephone service.

To acquire by grant, purchase, gift, devise or lease, and hold and use any real or personal property necessary or convenient or useful for the carrying on of any of its powers.

To construct works along or across any street or public highways or water course.

Guam Transit Authority

To establish, develop, promote, and operate public transportation systems within the Territory, together with incidental and related facilities and services in order to provide adequate public transportation for persons residing in or visiting Guam.

Guam Visitors Bureau

To enhance the economic development of the Territory by promoting and developing tourist attractions and recreational areas throughout the island.

Public Utility Agency of Guam

To provide adequate and reliable utility services, other than power and telephone, to the civilian, business communities and governmental departments and agencies at the best possible cost through its revenue, local appropriations and aid from the Federal Gov't.

To provide adequate water supplies, to provide facilities for storage, supply treatment and purification of water, and to establish a self-sustaining water system independent of the local military water sources.

To maintain the chemical, physical and biological integrity of Guam's water, and to provide adequate wastewater facilities to stimulate housing, trade and industry.

Recreation Commission

To enrich the leisure time of people of all ages by providing adequate opportunities and facilities for recreational activities.

Autonomous and Semi-Autonomous Agencies (cont.)

Public Institutions.

Guam Memorial Hospital

To assure adequate and quality health care and nursing services to the patients.

To insure that adequate and efficient ancillary medical services (paramedics) are provided to Patients, doctors and nurses.

To insure that the hospital facilities are in their highest working order and are safe and sanitary at all times.

University of Guam

To enable eligible individuals to develop the highest levels of intellectual, personal and vocational competency by providing general academic instruction and professional training leading to degrees at all levels.

To stimulate basic and applied research programs.

To enable groups and the general public to take advantage of the University's special facilities and other resources by providing continuing education, extension and consultation programs.

To enrich and support students in the regular programs of the University by providing social and cultural development and supplemental instruction outside the normal academic curriculum by providing counseling, career guidance and placement services; by providing financial aid and assistance; and by offering housing and food services and facilities.

San Antonio Public Department

Department of Education

To assure a student's development of needed skills and understanding of basic principles, essential thinking, perceiving, analyzing and generalizing as he relates to others and to his environment.

To assure a student's development to his optimum proficiency level in computational and problem-solving skills.

To enable students to acquire basic language skills toward the effective use of English and Chamorro for a variety of self-selected communication purposes; and to understand the nature and structure of the English language; and to extend the student's experience and knowledge of literature.

To enhance students' processes of inquiry so that they may be able to apply knowledge of their environment effectively in interpreting that environment and in recognizing their integral role as part of the environment.

To facilitate the development of skills and understanding essential for living harmoniously with other people and for living effectively with oneself physically, emotionally, ethically and aesthetically.

To ensure that upon graduation from high school each student is able to make decision regarding his own health and the health of his family and community which will prevent disease or disability and promote optimum well-being.

To facilitate development of skills, knowledge, and attitudes about the critical, historical and productive domains so that students can make meaningful decisions which will contribute to and enhance the quality of their lifestyles, as well as the environment.

To enable the development of and to stimulate appreciation for musical and other artistic skills and knowledge.

To assure development of knowledge and insights into remaining physically fit, moving skillfully and participating in wholesome recreation.

To stimulate an understanding of the procedures used by government and industry to create services and goods, and the skills and talents to strengthen these institutions for the benefit of consumers.

To enable students to acquire knowledge, attitudes and skills necessary for managing their financial affairs; consuming goods and services wisely; and applying technical skills to daily life.

To foster development of knowledge about career opportunities and career demands necessary for making informed occupational choices.

To ensure the provision of an academic and social-adjustment program for all exceptional children from ages 4-21.

To meet the individual needs of participants in such a way that what is taught within the classroom can be transferred readily by students into community and home needs.

To assure the provision of training in all areas of exceptional ability so that participants in such programs will become self-sufficient and productive citizens.

To improve classroom instruction. To improve programs and policies and to assist teachers in implementing these programs and policies in the most direct and economical way.

To assure that public school buildings are maintained in a safe condition and at a high level of utility.

To ensure provision of adequate instructional tools, equipment and reference books to support quality education on Guam.

To improve the verbal, scientific and mathematic competencies of academically deprived high school students through occupational experiences sponsored by the school.

Department of Vocational Rehabilitation

To provide, as a free public service, rehabilitation services to qualifying handicapped individuals.

To prepare, adopt, and implement a vocational rehabilitation program in cooperation and consultation with other departments and agencies, private interest and other jurisdictions including the Federal Government.

Establish, construct and operate rehabilitation facilities and workshops and make grants for the establishment, construction and operation of non-profit facilities.

To license blind individuals to operate vending stands, and supervise the operation of vending stands and other small businesses operated by severely handicapped individuals.