



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT
P.O. BOX 5153 CHRB, SAIPAN MP 96950-5153
TEL. NOS.: (670) 234 - 6925 / 6958 / 8036
FAX NO.: (670) 234 - 1013



OPM-01 (Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Norita, Maegan T.	[REDACTED]	1A	[REDACTED]
<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>	
00/00/00	[REDACTED]		

ACTION: New - ESEC - Local Hire
Nte: 09/30/2021

EFFECTIVE DATE: 10/26/2020

FROM POSITION
PD NO.
PL/STEP
DUTY STATION
DEPARTMENT
DIVISION

BI-WEEKLY: \$
PER ANNUM: \$
DIFFERENTIAL:
FLSA:

TO POSITION : Project Coordinator
PD NO. : 1902
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 1,230.77
PER ANNUM: \$ 32,000.00
DIFFERENTIAL:
FLSA: Covered

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 04 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4404Z.61100
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Covered
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: REF: OPM-01 DATED 11/12/2020 and 1CMC subsection 2052. The attached Conditions of Employment shall govern this appointment. Employee is exempt from the Civil Service System. Position description attached. Waiver request provided.

DISTRIBUTION:

1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

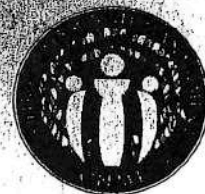
SIGNATURE: *[Signature]*

DIRECTOR OF PERSONNEL MANAGEMENT

12/07/2020
DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
COMMISSION
PERSONNEL MANAGEMENT
P.O. BOX 5153, CHRB, SAIPAN, MP 96950-5153
TEL. NOS.: (670) 234-6925 / 6958 / 8036
FAX NO.: (670) 234-1013



OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

NAME

Royal, Chantel M.

EMPLOYEE NO

[REDACTED]

CITIZENSHIP

1A

BIRTHDATE

[REDACTED]

SERVICE DATE

11/12/19

SOCIAL SECURITY NO

[REDACTED]

CONTRACT NO

2246633

ACTION: NEW ESEC-LOCAL HIRE

NTE: 09/30/2021

EFFECTIVE DATE: 12/07/2020

FROM POSITION

PD NO.

PL/STEP

DUTY STATION

DEPARTMENT

DIVISION

BI-WEEKLY:

PER ANNUM:

DIFFERENTIAL:

TO POSITION

: Project Coordinator

PD NO.

: 1902

PL/STEP

: UNG

DUTY STATION

: Saipan

DEPARTMENT

: Office of the Governor

DIVISION

: Public Assistance Office

BI-WEEKLY \$ 1,230.77

PER ANNUM : \$ 32,000.00

DIFFERENTIAL:

FLSA: Covered

HOURS OF LEAVE PER PAY PERIOD:

ANNUAL LEAVE: 04

SICK LEAVE: 04

ACCOUNTS CHARGABLE: M4511Z.61100

SUBJECT TO: CNMI INCOME TAX: YES

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Covered

"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT

"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: ESEC CERTIFIED BY DOP DATED 01/11/2021 and 1CMC subsection 2051. Employee is exempt from the Civil Service Section. Position description attached. The attached Conditions of Employment shall govern this appointment. Waiver request provided. New ESEC nte: 09/30/2021. 90-day waiting period to avail of annual leave.

DISTRIBUTION:

1. Employee - White

2. Personnel - Green

3. Payroll - Yellow

4. Dept. Hd. - Pink

5. Budget - Golden Rod

OPM - 02 *slg* *cto*

SIGNATURE: *[Signature]*

DIRECTOR OF PERSONNEL MANAGEMENT

DATE: 11/12/2021



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
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OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
TAITANO, CECILIA R.	[REDACTED]	1A	[REDACTED]
<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>	
01/17/98	[REDACTED]	2246753	

ACTION: NEW ESEC-LOCAL HIRE
NTE: 09/30/2021

EFFECTIVE DATE: 02/16/2021

FROM POSITION
PD NO.
PL/STEP
DUTY STATION
DEPARTMENT
DIVISION

BI-WEEKLY:
PER ANNUM:
DIFFERENTIAL:

TO POSITION : PUBLIC INFORMATION OFFICER
PD NO. : 1707
PL/STEP : UNG
DUTY STATION : SAIPAN
DEPARTMENT : OFFICE OF THE GOVERNOR
DIVISION : PUBLIC ASSISTANCE OFFICE

BI-WEEKLY: \$1,538.46
PER ANNUM: \$40,000.00
DIFFERENTIAL:

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 08 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4511Z.61100
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: COVERED
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: ESEC CERTIFIED BY DOP DATED 03/05/2021 and 1 CMC section 2051. Employee is exempt from the Civil Service Section. Position description attached. The attached Conditions of Employment shall govern this appointment. Waiver request provided. 90-day waiting period to avail of annual leave.

DISTRIBUTION:

1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

SIGNATURE: _____

DIRECTOR OF PERSONNEL MANAGEMENT

DATE: 3/27/2021



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

**CIVIL SERVICE COMMISSION
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OPM-01 (Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

NAME

HUNTER, Armi Rosario

EMPLOYEE NO

[REDACTED]

CITIZENSHIP

1A

BIRTHDATE

[REDACTED]

SERVICE DATE

04/10/17

SOCIAL SECURITY NO

[REDACTED]

CONTRACT NO

ACTION: NEW ESEC-LOCAL HIRE

NTE: 09/30/2021

EFFECTIVE DATE: 01/03/2021

FROM POSITION :

PD NO. :

PL/STEP :

DUTY STATION :

DEPARTMENT :

DIVISION :

BI-WEEKLY:

PER ANNUM:

DIFFERENTIAL:

TO POSITION :

Compliance & Audit Manager

PD NO. :

9399

PL/STEP :

UNG

DUTY STATION :

Saipan

DEPARTMENT :

Office of the Governor

DIVISION :

Public Assistance Office

BI-WEEKLY: \$1,923.08

PER ANNUM: \$50,000.00

DIFFERENTIAL:

HOURS OF LEAVE PER PAY PERIOD:

ANNUAL LEAVE: 06

SICK LEAVE: 04

ACCOUNTS CHARGABLE: M4511Z.61100

SUBJECT TO: CNMI INCOME TAX: YES

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt

"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT

"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: ESEC CERTIFIED BY DOP DATED 01/26/2021 and 1CMC subsection 2051. Employee is exempt from the Civil Service Section. Position description attached. The attached Conditions of Employment shall govern this appointment. Waiver request provided. 90-day waiting period to avail of annual leave.

DISTRIBUTION:

1. Employee - White

2. Personnel - Green

3. Payroll - Yellow

4. Dept. Hd. - Pink

5. Budget - Golden Rod

OPM - 02

Elizbeth

SIGNATURE: _____

[Signature]

DIRECTOR OF PERSONNEL MANAGEMENT

2/11/2021

DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

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OPM-01 (Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

NAME

Hunter, Armi R.

EMPLOYEE NO

[REDACTED]

CITIZENSHIP

1A

BIRTHDATE

[REDACTED]

SERVICE DATE

04/10/17

SOCIAL SECURITY NO

[REDACTED]

CONTRACT NO

ACTION: Promotion

EFFECTIVE DATE: 10/21/2020

FROM POSITION

: Revenue Agent III

PD NO.

: 1591

PL/STEP

: H15/02

DUTY STATION

: SAIPAN

DEPARTMENT

: Department of Finance

DIVISION

: Secretary's Office

BI-WEEKLY: \$1,205.78

PER ANNUM: \$31,350.24

DIFFERENTIAL:

FLSA: Covered

TO POSITION

: Technical Financial Analyst

PD NO.

: 1643

PL/STEP

: H15/02

DUTY STATION

: SAIPAN

DEPARTMENT

: Department of Finance

DIVISION

: Secretary's Office

BI-WEEKLY: \$1,205.78

PER ANNUM: \$31,350.24

DIFFERENTIAL:

FLSA: Exempt

HOURS OF LEAVE PER PAY PERIOD:

ANNUAL LEAVE: 06

SICK LEAVE: 04

ACCOUNTS CHARGABLE: 1100.61090

SUBJECT TO: CNMI INCOME TAX: YES

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt

"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT

"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: OPM-01 DATED 10/19/2020 and the NMIAC subsection 10-20.2-318. Justification attached. Employee will be placed at the correct pay level and step upon lifting of Austerity Measures.

Per EA19-086.

Vic: Sablan, Melvin

DISTRIBUTION

1. Employee - White

2. Personnel - Green

3. Payroll - Yellow

4. Dept. Hd. - Pink

5. Budget - Golden Rod

OPM - 02

SIGNATURE:

DIRECTOR OF PERSONNEL MANAGEMENT

11/18/2020
DATE



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OPM-01(Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Sablan, Colin Reyes	[REDACTED]	1A	[REDACTED]

<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>
08/21/02	[REDACTED]	2246638

ACTION: New - ESEC Local Hire
Nte: 09/30/2021
EFFECTIVE DATE: 12/01/2020

FROM POSITION	
PD NO.	
PL/STEP	BI-WEEKLY: \$
DUTY STATION	PER ANNUM: \$
DEPARTMENT	DIFFERENTIAL:
DIVISION	FLSA:

TO POSITION	: Project Specialist	
PD NO.	: 9604	BI-WEEKLY: \$1,583.46
PL/STEP	: Ungraded	PER ANNUM: \$ 40,000.00
DUTY STATION	: Saipan	DIFFERENTIAL:
DEPARTMENT	: Office of the Governor	FLSA: Covered
DIVISION	: Hazard Mitigation Program	

HOURS OF LEAVE PER PAY PERIOD:	ANNUAL LEAVE: 06	SICK LEAVE: 04
ACCOUNTS CHARGABLE: M44040.61100		
SUBJECT TO: CNMI INCOME TAX: YES	MANDATORY SOCIAL SECURITY: YES	

OVERTIME UNDER FLSA REGULATION: Covered
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: REF: OPM-01 DATED 01/06/2021 and 1 CMC subsection 2051. The attached conditions shall govern this appointment. Employee is exempt from the Civil Service System. Waiver request attached. Position description provided.

DISTRIBUTION:
1. Employee
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod
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DIRECTOR OF PERSONNEL MANAGEMENT

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OPM-01 (Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

NAME

Dela Cruz, Lina Mae M.

EMPLOYEE NO

CITIZENSHIP

1A

BIRTHDATE

SERVICE DATE

04/20/15

SOCIAL SECURITY NO

CONTRACT NO

2246659

**ACTION: ESEC- Amendment to Contract
No. 1 NTE: 09/30/2021**

EFFECTIVE DATE: 12/20/2020

FROM POSITION : Community Relations (Coordinator)

PD NO. : 2917

PL/STEP : Ungraded

DUTY STATION : Saipan

DEPARTMENT : Office of the Governor

DIVISION : Women's Affairs Office

BI-WEEKLY: \$1,346.15

PER ANNUM: \$ 35,000.00

DIFFERENTIAL:

TO POSITION : Administrative Officer

PD NO. : 1144

PL/STEP : Ungraded

DUTY STATION : Saipan

DEPARTMENT : Office of the Governor

DIVISION : Administrative Services

BI-WEEKLY: \$1,538.46

PER ANNUM: \$40,000.00

DIFFERENTIAL:

HOURS OF LEAVE PER PAY PERIOD:

ANNUAL LEAVE: 08

SICK LEAVE: 04

ACCOUNTS CHARGABLE: 1044B.61100 (87%), M4511Z.61100 (13%)

SUBJECT TO: CNMI INCOME TAX: YES

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt

"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT

"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: ESEC CERTIFIED BY DOP DATED 01/26/2021. 1CMC subsection 2052. Amendment to contract to reflect new duties and responsibilities. The conditions of employment dated 12/03/2020 shall govern this appointment. Justification provided.

DISTRIBUTION:

1. Employee - White

2. Personnel - Green

3. Payroll - Yellow

4. Dept. Hd. - Pink

5. Budget - Golden Rod

OPM - 02

SIGNATURE: _____

DIRECTOR OF PERSONNEL MANAGEMENT

DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

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FAX NO.: (670) 234 - 1013



OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Stole, Heather Lynn	[REDACTED]	1A	[REDACTED]
<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>	
11/01/16	[REDACTED]	2246629.	
ACTION: Renewal - ESEC Local Hire		EFFECTIVE DATE: 10/01/2020	
Nte: 09/30/2021			

FROM POSITION : Project Specialist
PD NO. : 9604
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 1,538.46
PER ANNUM: \$ 40,000.00
DIFFERENTIAL:
FLSA: Covered

TO POSITION : Closeout Specialist
PD NO. : 1428
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 1,923.08
PER ANNUM: \$ 50,000.00
DIFFERENTIAL: N/A
FLSA: Covered

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 06 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4404Z.61100 = 70% M4511Z.61100 = 30%
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Covered
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: Reference: OPM-01 certified by DoP dated 12/23/2020 and 1 CMC subsection 2151. The attached conditions of employment shall govern this appointment. The employee is exempt from the Civil Service System. Waiver request attached. Annual leave nte: 160 hours shall carry over to this renewal. All sick leave shall carry over with this contract renewal. Waiver request attached. Change in position title and salary adjustment with this contract renewal.

DISTRIBUTION
1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod
OPM - 02 *Shiger*

SIGNATURE: *[Signature]*

DIRECTOR OF PERSONNEL MANAGEMENT

DATE

12/30/2020



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT
P.O. BOX 5153 GHRB, SAIPAN MP 96950-5153
TEL. NOS.: (670) 234 - 6925 / 6958 / 8036
FAX NO.: (670) 234 - 1013

35

OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

NAME Pangelinan, Vera T. **EMPLOYEE NO** [REDACTED] **CITIZENSHIP** 1A **BIRTHDATE** [REDACTED]
SERVICE DATE 06/05/91 **SOCIAL SECURITY NO** [REDACTED] **CONTRACT NO** 2246623

ACTION: Renewal - ESEC Local Hire **EFFECTIVE DATE:** 10/01/2020
Nte: 09/30/2021

FROM POSITION Technical Financial Analyst
PD NO 8996
PL/STEP Ungraded
DUTY STATION Saipan
DEPARTMENT Office of the Governor
DIVISION Public Assistance Office
BI-WEEKLY: \$ 1,730.77
PER ANNUM: \$ 45,000.00
DIFFERENTIAL:
FLSA: Covered

TO POSITION Financial Analyst
PD NO 1866
PL/STEP Ungraded
DUTY STATION Saipan
DEPARTMENT Office of the Governor
DIVISION Public Assistance Office
BI-WEEKLY: \$ 1,923.08
PER ANNUM: \$ 50,000.00
DIFFERENTIAL: N/A
FLSA: Covered

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 08 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4404Z.61100=80% M4511Z.61100=20%
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Covered
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: Reference: OPM-01 Certified by DoP dated 12/02/2020 and 1CMC subsection 2051. The attached conditions of employment shall govern this appointment. The employee is exempt from the Civil Service System. Annual leave nte: 160 hours shall carry over to this contract renewal. Sick leave balance shall carry over to this contract renewal. Salary adjustment with this contract renewal and change of position title

- DISTRIBUTION:**
1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM-02 12/22/2020
che

SIGNATURE: [Signature] **DIRECTOR OF PERSONNEL MANAGEMENT**

12/22/2020
DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

**CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT**

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FAX NO.: (670) 234 - 1013



OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Sablan, David Rod R.	[REDACTED]	1A	[REDACTED]
<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>	
02/08/10	[REDACTED]	2246630	

ACTION: Renewal - ESEC Local Hire
Nte: 09/30/2021

EFFECTIVE DATE: 10/01/2020

FROM POSITION : Project Specialist
PD NO. : 9604
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 1,538.46
PER ANNUM: \$ 40,000.00
DIFFERENTIAL:
FLSA: Covered

TO POSITION : Project Manager
PD NO. : 1708
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 1,923.08
PER ANNUM: \$ 50,000.00
DIFFERENTIAL: N/A
FLSA: Exempt

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 06 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4404Z.61100 =70% M4511Z.61100=30%
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: Reference: OPM-01 certified by DoP dated 12/23/2020 and 1 CMC subsection 2151. The attached conditions of employment shall govern this appointment. The employee is exempt from the Civil Service System. Waiver request attached. Annual leave nte: 160 hours shall carry over to this renewal. All sick leave shall carry over with this contract renewal. Waiver request attached. Change in position title and salary adjustment with this contract renewal.

DISTRIBUTION:
1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

SIGNATURE:

DIRECTOR OF PERSONNEL MANAGEMENT

12/30/2020
DATE



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
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FAX NO.: (670) 234 - 1013



OPM-01 (Revised 03/08/94)

NOTIFICATION OF PERSONNEL ACTION

NAME
REYES, TIANA T.

EMPLOYEE NO
[REDACTED]

CITIZENSHIP
1A

BIRTHDATE
[REDACTED]

SERVICE DATE
09/09/19

SOCIAL SECURITY NO
[REDACTED]

CONTRACT NO
2246636

ACTION: ESEC- Amendment to Contract
No. 1 NTE: 09/30/2021

EFFECTIVE DATE: 01/17/2021

FROM POSITION : TECHNICAL FINANCIAL ANALYST
PD NO. : 8996
PL/STEP : Ungraded
DUTY STATION : SAIPAN
DEPARTMENT : OFFICE OF THE GOVERNOR
DIVISION : HAZARD MITIGATION PROGRAM

BI-WEEKLY: \$1,211.54
PER ANNUM: \$31,500.00
DIFFERENTIAL:

TO POSITION : TECHNICAL FINANCIAL ANALYST
PD NO. : 8996
PL/STEP : Ungraded
DUTY STATION : SAIPAN
DEPARTMENT : OFFICE OF THE GOVERNOR
DIVISION : HAZARD MITIGATION PROGRAM

BI-WEEKLY: \$1,538.46
PER ANNUM: \$40,000.00
DIFFERENTIAL:

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 04 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M44040.61100
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: COVERED
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: ESEC CERTIFIED BY DOP DATED 03/16/2021 and 1 CMC subsection 2051. Amendment to contract to reflect salary adjustment. The attached conditions of employment shall govern this appointment.

DISTRIBUTION:

1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

SIGNATURE: _____

DIRECTOR OF PERSONNEL MANAGEMENT

DATE

3/18/2021



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
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FAX NO.: (670) 234 - 1013



OPM-01 (Revised 03/08 94)

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Guerrero, Patrick John C.	[REDACTED]	1A	[REDACTED]

<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>
06/05/00	[REDACTED]	

ACTION: Renewal - ESEC Local Hire
Nte: 09/30/2021

EFFECTIVE DATE: 10/01/2020

FROM POSITION : Public Assistance Officer
PD NO. : 1986
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 2,500.00
PER ANNUM: \$ 65,000.00
DIFFERENTIAL:
FLSA: Exempt

TO POSITION : Public Assistance Office
PD NO. : 1986
PL/STEP : Ungraded
DUTY STATION : Saipan
DEPARTMENT : Office of the Governor
DIVISION : Public Assistance Office

BI-WEEKLY: \$ 2,692.31
PER ANNUM : \$ 70,000.00
DIFFERENTIAL: N/A
FLSA: Exempt

HOURS OF LEAVE PER PAY PERIOD: ANNUAL LEAVE: 06 SICK LEAVE: 04
ACCOUNTS CHARGABLE: M4404Z.61100=50% M4511Z.61100=50%
SUBJECT TO: CNMI INCOME TAX: YES MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt
"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: Reference: OPM-01 certified by DoP dated 12/23/2020 and 1 CMC subsection 2151. The attached conditions of employment shall govern this appointment. The employee is exempt from the Civil Service System. Waiver request attached. Annual leave nte: 160 hours shall carry over to this renewal. All sick leave shall carry over with this contract renewal. Waiver request attached. Salary adjustment with this contract renewal.

DISTRIBUTION:
1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod
OPM - 02 [Signature]

SIGNATURE: [Signature]

DIRECTOR OF PERSONNEL MANAGEMENT

12/30/2020
DATE

CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT

P.O. BOX 5153 CHRB, SAIPAN MP 96950-5153

TEL. NOS.: (670) 234 - 6925 / 6958 / 8036

FAX NO.: (670) 234 - 1013



Revised 03/08/94

NOTIFICATION OF PERSONNEL ACTION

<u>NAME</u>	<u>EMPLOYEE NO</u>	<u>CITIZENSHIP</u>	<u>BIRTHDATE</u>
Suerrero, Patrick John C.	[REDACTED]	1A	[REDACTED]
<u>SERVICE DATE</u>	<u>SOCIAL SECURITY NO</u>	<u>CONTRACT NO</u>	
06/05/00	[REDACTED]	2246173	

ACTION: Amendment to Contract No. 1
NTE 09/30/2020

EFFECTIVE DATE: 04/214/2020

FROM POSITION : Public Assistance Officer
 ID NO. : 1986
 PL/STEP : UNG
 DUTY STATION : SAIPAN
 DEPARTMENT : Office of the Governor
 DIVISION : Public Assistance Office

BI-WEEKLY: \$ 2,115.38
 PER ANNUM: \$55,000.00
 DIFFERENTIAL:
 FLSA: Exempt

TO POSITION : Public Assistance Officer/Governor's Authorized Rep.
 ID NO. : 1986
 PL/STEP : UNG
 DUTY STATION : SAIPAN
 DEPARTMENT : Office of the Governor
 DIVISION : Public Assistance Office

BI-WEEKLY: \$2,500.00
 PER ANNUM: \$65,000.00
 DIFFERENTIAL:
 FLSA: Exempt

HOURS OF LEAVE PER PAY PERIOD:
 ACCOUNTS CHARGABLE: D8617A.61100
 SUBJECT TO: CNMI INCOME TAX: YES

ANNUAL LEAVE: 06 SICK LEAVE: 04

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: EXEMPT
 "EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT
 "COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: REF: OPM-01 DATED 06/10/2020 and 1CMC subsection 2051. The attached Conditions of Employment continue to govern this appointment. Justification for the salary adjustment and added duties and responsibilities attached.

Amendment to Contract No. 1.

DISTRIBUTION:

1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

SIGNATURE:

DIRECTOR OF PERSONNEL MANAGEMENT

DATE

7/2/2020



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT
P.O. BOX 5153 CHRB, SAIPAN MP 96950-5153
TEL. NOS.: (670) 234 - 6925 / 6958 / 8036
FAX NO.: (670) 234 - 1013



OPM-01(Revised (03/08/94)

NOTIFICATION OF PERSONNEL ACTION

NAME

Guerrero, Patrick John C.

EMPLOYEE NO

[REDACTED]

CITIZENSHIP

1A

BIRTHDATE

[REDACTED]

SERVICE DATE

06/05/00

SOCIAL SECURITY NO

[REDACTED]

CONTRACT NO

ACTION: Correction

EFFECTIVE DATE: 04/21/2020

FROM POSITION

PD NO.

PL/STEP

DUTY STATION

DEPARTMENT

DIVISION

BI-WEEKLY: \$

PER ANNUM \$

DIFFERENTIAL:

FLSA:

TO POSITION

PD NO.

PL/STEP

DUTY STATION

DEPARTMENT

DIVISION

Public Assistance Officer/Governor's Authorized Rep.

1986

Ungraded

Saipan

Office of the Governor

Public Assistance Office

BI-WEEKLY: \$ 2,500.00

PER ANNUM: \$ 65,000.00

DIFFERENTIAL:

FLSA: Exempt

HOURS OF LEAVE PER PAY PERIOD:

ACCOUNTS CHARGABLE: M4404Z.61100

SUBJECT TO: CNMI INCOME TAX: YES

ANNUAL LEAVE: 06

SICK LEAVE: 04

MANDATORY SOCIAL SECURITY: YES

OVERTIME UNDER FLSA REGULATION: Exempt

"EXEMPT" - NOT ELIGIBLE FOR OVERTIME EXEMPT PAYMENT

"COVERED" - ELIGIBLE FOR OVERTIME PAYMENT

REMARKS: REF: OPM-02 DATED 06/10/2020. Correction NOPA. To correct the funding account to reflect M4404A.61100. Correction necessary due to administrative oversight by OPM.

DISTRIBUTION:

1. Employee - White
2. Personnel - Green
3. Payroll - Yellow
4. Dept. Hd. - Pink
5. Budget - Golden Rod

OPM - 02

SIGNATURE:

[Signature]

DIRECTOR OF PERSONNEL MANAGEMENT

8/12/2020

DATE