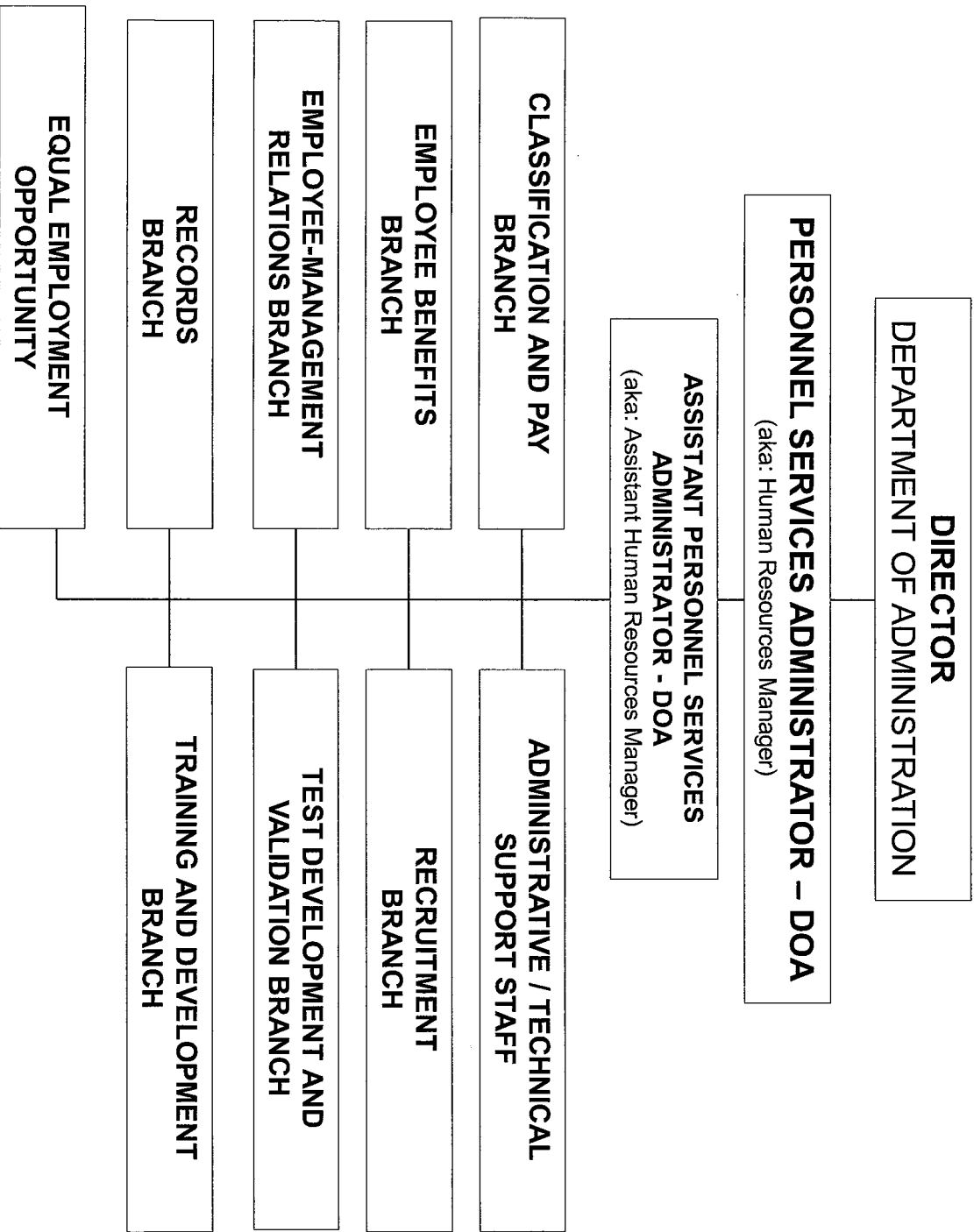


**HUMAN RESOURCES  
DIVISION**

ORIGINAL

**HUMAN RESOURCES DIVISION (HRD)**  
**Organizational Chart**  
**Fiscal Year 2012 and 2013**

ORIGINAL



Federal Program Inventory  
FY 2011 (Current) / FY 2012 & FY 2013 Funding (Estimated)

FUNCTION: FISCAL AND ADMINISTRATIVE  
DEPARTMENT/AGENCY: DEPARTMENT OF ADMINISTRATION  
PROGRAM: DIRECTOR'S OFFICE

Federal Grantor Agency / Federal Project Title	C.F.D.A. No. / Enabling Authority	Grant Award Number	Match Ratio Federal / Local:	D		Estimated Funding	Local Matching Funds	Federal Matching Funds	100% Federal Grants	Grant Period
				Received / Projected	FY 2011					
NONE										

ORIGINAL

# HUMAN RESOURCES DIVISION (HRD)

## Functional Chart

Fiscal Year 2012 and 2013

**PERSONNEL SERVICES ADMINISTRATOR – DOA**  
**(aka: HUMAN RESOURCES MANAGER)**

Responsible for administering effective and efficient human resource management programs for non-autonomous departments and agencies within the Executive Branch in the areas of classification and compensation, employee benefits, employee-management relations, employee records, recruitment, test development, training and development, equal employment opportunity (EEO), and drug-free workplace.

The Human Resources Manager is guided through the provisions identified in Title IV and Title V of the Guam Code Annotated, Public Law 9-240, Public Employee-Management Relations Act (PEMRA) and Executive Order No. 95-29, and DOA's Personnel Rules and Regulations.

**ASSISTANT PERSONNEL SERVICES ADMINISTRATOR**  
**(aka: ASSISTANT HUMAN RESOURCES MANAGER)**

Assist in the administration, implementation and management of a comprehensive public employment program for all line agencies to include some autonomous agencies in such programs as recruitment, employment testing, position classification and compensation, training, employee-management relations, employee benefits, employee records management, drug-free workplace, and EEO.

**ADMINISTRATIVE / TECHNICAL SUPPORT STAFF**  
**ADMINISTRATIVE OFFICER**  
**ACCOUNTING CLERK (Detailed)**  
**PERSONNEL ASSISTANT I (Vacant)**  
**WORD PROCESSING SECRETARY II (Vacant)**  
**DRUG-FREE WORKPLACE COORDINATOR**

Responsible for providing administrative and office support services to the Human Resources Manager, the Asst. Human Resources Manager, including budget formulation, procurement, payroll administration, interprets policies and procedures at support level, prepares correspondence and reports and provides guidelines to supervisors and employees on matters dealing with the administrative operations of the division, and performs related duties as required.

Provides Records and variety of documents via database programs for tracking and customer service feedback for both administrative and technical personnel information.

Provides secretarial and clerical support.

Coordinates and administers the Government of Guam Drug-Free Workplace Program (DFWP).

ORIGINAL COPY

# HUMAN RESOURCES DIVISION (HRD)

## Functional Chart Fiscal Year 2012 and 2013

**PERSONNEL SERVICES ADMINISTRATOR – DOA**  
(aka: Human Resources Manager)

**ASSISTANT PERSONNEL SERVICES ADMINISTRATOR**  
(aka: Assistant Human Resources Manager)

### CLASSIFICATION AND PAY BRANCH

#### Personnel Specialist IV

The Classification and Pay Branch is responsible for planning and coordinating classification activities in the:

- Administration and maintenance of the government of Guam's Unified Classification and Compensation System (P.L. 21-59).
- Conducting organizational studies to determine appropriate lines of communication and functional levels within departments and agencies.
- Establishment and placement of job titles within the government of Guam.
- Participating in the conduct of internal equity and external competitiveness reviews for the government of Guam.
- Maintenance of information on job duties for all positions under the jurisdiction of the Department of Administration.

### EMPLOYEE BENEFITS BRANCH

#### Personnel Specialist IV

The Employee Benefits Branch is responsible for planning, coordinating and processing employee benefits activities consisting of:

- The government of Guam's Group Life Insurance Program for 17,000 active and retired employees.
- Orientations to government of Guam's active and retired employees on the government's Medical/Dental Insurance program.
- Processing medical/dental and life insurance forms for death claims, change of beneficiary, change of status, etc.
- Communicating with the government's insurance providers on pending Waiver of Premium claims and employee refunds.
- Transmitting medical/dental and life premiums for payment made by government department and agencies.
- Assisting the Human Resources Manager with technical support in the negotiation process for health/life insurance.

### EMPLOYEE-MANAGEMENT RELATIONS BRANCH

#### Employee-Management Relations Officer II

The Employee-Management Relations Branch is responsible for planning, coordinating and administering employee-management relation activities consisting of:

- The Employee Grievance and Adverse Action Procedures; Performance Rating Appeal Procedures; Leave Sharing Program; Incentive Awards Program, PEMRA rules and regulations (P.L. 9-240), and Unfair Labor Practice (ULP) charge for the government of Guam.
- Providing training to employees on the Employee Grievance and Adverse Action Procedures and Performance Appraisal System.
- Coordinating hearings on grievances filed by employees and advises Board Members of their role, pursuant to program procedures.
- Conducting orientation on labor relation matters to new employees of the government of Guam.

### RECORDS BRANCH

#### Personnel Specialist IV

The Records Branch is responsible for planning, coordinating and processing employee record activities consisting of:

- The processing of various employee Notification of Personnel Actions such as: Employment, Salary Increments, Adverse Actions, Promotions, Notices for Probationary Employment and Employee Verifications, etc. servicing thirty-five (35) non-autonomous departments and agencies.
- Orientating and processing new employees of the government of Guam.
- Preparing and generating management information statistics and reports.
- Recording and maintaining active and inactive files for all employees of the government of Guam.
- Compliance to the Sunshine Reform Act of 1999.

ORIGINAL

# HUMAN RESOURCES DIVISION (HRD) : Functional Chart Fiscal Year 2012 and 2013

**PERSONNEL SERVICES ADMINISTRATOR – DOA**  
(aka: Human Resources Manager)

**ASSISTANT PERSONNEL SERVICES ADMINISTRATOR**  
(aka: Assistant Human Resources Manager)

## RECRUITMENT BRANCH

### Personnel Specialist IV

The Recruitment Branch is responsible for planning and coordinating recruitment activities consisting of:

- Posting of Job Announcements for non-autonomous departments and agencies.
- Receiving of Job Applications
- Evaluating Employment Applications
- Establishing a List of Eligibles
- Notifying applicants of Employment Application Rating Results
- Processing of Request for Personnel Action (GG-1)
- Certifying the Top Five eligible applicants to departments and agencies for employment selection.
- Recording and maintenance of employment applications.
- Updating and reporting of Affirmative Action.

## TEST DEVELOPMENT AND VALIDATION BRANCH

### Personnel Specialist IV

The Test Development and Validation Branch is responsible for planning, coordinating test development activities consisting of:

- Scheduling and administering test examinations.
- Establishing a List of Eligibles.
- Grading of Examination Papers
- Conducting test validation studies using content criterion-related and constructive validity methods in conformance to the Uniform Guidelines on Employee Selection Procedures.
- Recording and maintenance of examination records for the government of Guam.

## TRAINING AND DEVELOPMENT BRANCH

### Personnel Specialist IV

The Training and Development Branch is responsible for planning and coordinating training activities consisting of:

- Administering all training activities for departments and agencies of the government of Guam.
- Researching and developing new training programs to meet the needs of government departments and agencies.
- Providing instructional services to departments and agencies.
- Coordinating consulting, and resource networking of management and employee development, safety and health programs.
- Coordinating educational and hands-on training programs, i.e. Apprenticeship Program for employees in the skilled and trade positions within the government of Guam.

## EQUAL EMPLOYMENT OPPORTUNITY BRANCH

### Equal Employment Opportunity Specialist (Vacant)

The Equal Employment Opportunity Branch is responsible for planning, coordinating and administering the Equal Employment Opportunity/Affirmative Action Program of the government of Guam as follows:

- To provide equal employment opportunity for all applicants and employees to compete and be considered for jobs on the basis of merit and ability to perform, and to prohibit discrimination in any aspect, term, condition, or privilege of employment on the basis of race, religion, color, sex, including sexual harassment and orientation, national origin, age physical or mental disability, marital status, or political affiliation and retaliation.
- To carry out all government programs and activities in compliance with applicable Federal and Territorial laws and in such a manner that no person shall, on the basis of race, religion, color, sex, including sexual harassment and orientation, national origin, age, physical or mental disability, marital status, or political affiliation and retaliation be excluded from participation in, be denied the benefits of, or be subjected to discrimination with respect to any program or activities.

ORIGINAL

**Decision Package  
Biennial Budget  
Fiscal Years 2012 & 2013**

**Department:** Department of Administration      **Division/Section:** Human Resources Division

**Program Title:** Human Resources

**Activity Description:**

The Human Resources Division operates under the provisions identified in Title IV and Title V - Guam Code Annotated, Public Law 9-240 (Public Employee Management Relations Act), Governor's Executive Order 95-29, and DOA's Personnel Rules and Regulations.

**Major Objective(s):**

To administer an effective and efficient personnel management program for non-autonomous departments and agencies within the Executive Branch in the areas of recruitment, test development and validation, classification and compensation, drug-free workplace, employee records, employee management relations, Equal Employment Opportunity (EEO), training and employee benefits assistance.

To recognize and define the role of public employee organizations and to promote effective, equitable, and uniform implementation within the government of Guam through policies, rights and responsibilities prescribed in Public Law 9-240, "Employee-Management Relations Act of Guam".

**Short-term Goals:**

To complete the tasks related to the eventual restoration of the Gubetnamenton Guahan Competitive Wage Act of 2011; enroll employees, retirees and survivors into new health insurance plans; and to develop and implement an improved work planning and performance evaluation system for the government of Guam.

<b>Workload Output</b>				
Workload Indicator:	FY 2010 Level of Accomplishment	FY 2011 Anticipated Level	FY 2012 Projected Level	FY 2013 Projected Level
Processing of applications for position vacancies (Evaluated/Establishment of Eligibility Listing/Certification/Selective Factors/Above-step Recruitment/Labor Market request	9,493	8,500	8,600	8,600
Processing of GG1's/Classification activities and creation of positions	3,951	4,000	4,500	4,500
Test Administration and test validation	4,355	4,000	4,000	4,000
Processing of personnel actions and employment verifications	11,000	12,500	10,500	10,500
Health/Life insurance benefit administration	10,000	11,000	11,200	11,200
Collective bargaining and labor-management relation activities	5	7	10	10
Leave Sharing Program/Adverse Action/Grievance/Outside Employment/Special Medical Examination/Reduced Hours of Work/Petitions/Performance Evaluations Processed	1,126	1,180	1,240	1,240
Drug Free Workplace Program/Journal Vouchers/ Direct Payments	2,394	2,500	3,000	3,000
Process incoming and outgoing documents	1,576	1,750	1,600	1,600
Equal Employment Opportunity Training/Number of Employees Trained/Number of Employee Complaints	15 Training Classes/150 Trained/ 25 Complaints	6 Training Classes/100 Trained/8 Complaints	10 Training Classes/150 Trained/12 Complaints	10 Training Classes/150 Trained/12 Complaints
Training and Development Number of Workshops/ Number of Attendees	110/1,700	90/1,500	110/1,700	110/1,700

ORIGINAL

AS400 Account Code	Appropriation Classification	GENERAL FUND					SPECIAL FUND					FEDERAL MATCH					GRAND TOTALS (ALL FUNDS)				
		FY 2010 Expenditures & Encumbrances	FY 2011 Authorized Level	FY 2012 Governor's Request	FY 2013 Governor's Request	FY 2010 Expenditures & Encumbrances	FY 2011 Authorized Level	FY 2012 Governor's Request	FY 2013 Governor's Request	FY 2010 Expenditures & Encumbrances	FY 2011 Authorized Level	FY 2012 Governor's Request	FY 2013 Governor's Request	FY 2010 Expenditures & Encumbrances	FY 2011 Authorized Level	FY 2012 Governor's Request	FY 2013 Governor's Request				
111	PERSONNEL SERVICES	1,313,747	1,095,073	1,307,901	1,333,869	0	0	0	0	0	0	0	0	0	0	0	0	1,313,747	1,095,073	1,307,901	1,333,869
112	Regular Salaries/Incentives/Special Pay	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
113	Overlays	353,156	363,451	398,011	429,612	0	0	0	0	0	0	0	0	0	0	0	0	353,156	363,451	398,011	429,612
114	Benefits	42,549	33,138	56,652	56,652	0	0	0	0	0	0	0	0	0	0	0	0	42,549	33,138	56,652	56,652
	Insurance Benefits (Medical/Dental/Life)																				
	TOTAL PERSONNEL SERVICES	\$1,719,452	\$1,491,662	\$1,762,564	\$1,820,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,719,452	\$1,491,662	\$1,762,564	\$1,820,133
220	OPERATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TRAVEL - Other/Local/Mileage Reimburse																				
230	CONTRACTUAL SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
233	OFFICE SPACE RENTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
250	EQUIPMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
270	WORKERS COMPENSATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
280	SUB-RECIPIENTS/SUBGRANT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL OPERATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
361	UTILITIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Tower																				
362	Water Sewer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
363	Telephone Toll	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
450	CAPITAL OUTLAY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL APPROPRIATIONS	\$1,719,452	\$1,491,662	\$1,762,564	\$1,820,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,719,452	\$1,491,662	\$1,762,564	\$1,820,133
	UNCLASSIFIED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL LINES	28	28	28	28	0	0	0	0	0	0	0	0	0	0	0	0	28	28	28	28
	TOTAL LINES	28,000	28,000	28,000	28,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	28,000	28,000	28,000	28,000

ORIGINAL



Schedule B- Contractual

Item	FY 2012			FY 2013		
	Quantity	Unit Price	Total Price	Quantity	Unit Price	Total Price
See Director's Office			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
<b>Total Contractual</b>			\$ -			\$ -

Schedule C - Supplies & Materials

Item	FY 2012			FY 2013		
	Quantity	Unit Price	Total Price	Quantity	Unit Price	Total Price
See Director's Office			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
<b>Total Supplies &amp; Materials</b>			\$ -			\$ -

Schedule D - Equipment

Item	FY 2012			FY 2013		
	Quantity	Unit Price	Total Price	Quantity	Unit Price	Total Price
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
<b>Total Equipment</b>			\$ -			\$ -

Schedule E - Miscellaneous

Item	FY 2012			FY 2013		
	Quantity	Unit Price	Total Price	Quantity	Unit Price	Total Price
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
<b>Total Miscellaneous</b>			\$ -			\$ -

Schedule F - Capital Outlay

Item	FY 2012			FY 2013		
	Quantity	Unit Price	Total Price	Quantity	Unit Price	Total Price
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
			\$ -			\$ -
<b>Total Capital Outlay</b>			\$ -			\$ -

ORIGINAL

Government of Guam  
Fiscal Year 2012  
Agency Staffing Pattern  
(PROPOSED)

FUNCTIONAL AREA: FISCAL AND ADMINISTRATIVE  
DEPARTMENT/AGENCY: DEPARTMENT OF ADMINISTRATION  
PROGRAM: HUMAN RESOURCES DIVISION  
FUND: GENERAL FUND  
As of: 4 April 2011

Branch Legend:

AO	Administrators Office
ASR	Adm Svcs & Records
CP	Classification & Pay
EMR	Employee Mgt Relations
EB	Employee Benefits
TD	Training & Dev
RC	Regulatory Compliance
TDR	Test Dev & Research
R	Recruitment
EEO	Equal Employment Opportunity

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)							
No.	Position Number/Grade	Position Title	Name of Incumbent	Grade/Step	Salary	Overtime	Specialty	Incumbent Date	Incumbent Rate	(E+P+G+H) Subtotal	Retirement (I * 28.3%/2)	Retire (DD) (\$19,422.62P)	Social Security (6.2% * J)	Medicare (1.45% * J)	Benefits (Life (U))	Medical (P) (Reimbursement)	Dental (P) (Reimbursement)	Total Benefits (K thru Q)	(J+R) TOTAL						
1	61001-AO	Personnel Mgt Administrator	Dom Marie P. Reusto	L-09	64,839	\$0		3/6/2012	\$1,324	\$6,163	\$18,724	\$95	\$0	\$57	\$174	\$0	\$0	\$11,917	\$20,552	\$6,518					
2	61004-AO	World Processing Secretary II	Yacant (5/7/07)	H-01	0	0			0	0	0	0	0	0	0	0	0	0	0	0					
3	61022-AO	Asst Pcs Svcs Administrator	Rose A. N. Cruz	P-14	63,428	0		8/28/2012	370	63,798	18,655	0	0	925	174	0	0	19,154	82,952	19,154					
4	61033-AO	Duty-free Workplace Coord	Judith D. P. Gagan	J-14	39,491	0		9/29/2013	0	39,491	11,176	0	0	573	174	0	0	14,628	54,119	69,161					
5	61005-ASR	Personnel Specialist IV	Kenneth E. Bopp	N-13	51,662	0		12/11/2011	1,507	53,169	15,647	0	0	771	174	0	0	15,992	69,161	85,153					
6	61006-ASR	Personnel Assistant II	Keith W. Harig	L-10	32,083	0		5/28/2012	488	32,571	9,212	0	0	472	174	0	0	13,048	45,599	58,647					
7	61009-ASR	Personnel Assistant II	AnnaMarie C. Pablo	L-07	28,975	0		10/11/2011	1,069	29,944	8,474	0	0	495	174	0	0	9,577	39,521	49,098					
8	61023-ASR	Personnel Specialist III	Leanne L. Guzman	G-07	25,276	0		2/22/2013	0	25,276	7,153	0	0	367	174	0	0	10,685	35,961	46,642					
9	61017-CP	Personnel Specialist IV - Supv	Shane G. L. Neta	N-08	43,490	0		3/1/2013	0	43,490	12,308	0	0	631	174	0	0	15,463	59,353	74,816					
10	61018-CP	Personnel Specialist III	Bonnie L. P. Lizama	M-01	44,524	0		6/18/2012	519	45,043	12,747	0	0	653	174	0	0	14,069	59,112	73,181					
11	61012-CP	Personnel Specialist III	Lynn J. R. Mojica	M-10	43,018	0		10/29/2012	0	43,018	12,174	0	0	624	174	0	0	12,972	55,990	68,962					
12	61024-CP	Personnel Specialist III	Michael W. Schupp	M-07	38,716	0		11/12/2012	0	38,716	10,957	0	0	561	174	0	0	14,882	53,598	68,486					
13	61026-CP	Personnel Assistant III	Brett W. Deems	L-10	32,083	0		3/1/2013	0	32,083	9,079	0	0	465	174	0	0	12,919	45,002	57,921					
14	61029-CP	Employee Mgt Analyst III	Kathryn M. C. Diaz	N-01	53,470	0		9/19/2013	0	53,470	15,132	0	0	775	174	0	0	16,081	69,551	85,632					
15	61035-EMR	Personnel Specialist II	Eileen M. Ryan	L-09	38,454	0		7/16/2012	332	38,786	10,976	0	0	562	174	0	0	13,609	52,755	66,364					
16	61036-EMR	Personnel Specialist I	Vacant (8/8/05)	K-01	0	0			0	0	0	0	0	0	0	0	0	0	0	0					
17	61039-EMR	Personnel Mgt Analyst III	Vacant (12/3/07)	N-01	0	0			0	0	0	0	0	0	0	0	0	0	0	0					
18	61019-EB	Group Ins Spec III (ILO PMA IM)	Leonora P. Candazo	L-01	48,227	0		3/29/2013	0	48,227	13,648	0	0	699	174	0	0	17,273	65,500	82,773					
19	61033-EB	Group Insurance Specialist I	Toretha S. Dabre Reyes	L-16	48,900	0		1/4/2013	0	48,900	13,832	0	0	709	174	0	0	15,217	64,117	82,334					
20	62004-TD	Personnel Spec III (ILO EDS IM)	Robert D. Tizano	M-15	55,341	0		7/1/2012	484	55,825	15,798	0	0	809	174	0	0	19,972	75,797	95,779					
21	62009-TDR	Personnel Specialist III	Raymond P. C. Artero	M-16	52,880	0		1/01/2012	0	52,880	14,565	0	0	495	174	0	0	17,096	71,976	89,072					
22	62003-TDR	Personnel Specialist III	Calthea L. P. Boya	M-17	54,231	0		7/14/2011	1,208	55,439	15,489	0	0	794	174	0	0	18,712	74,443	93,155					
23	61011-R	Personnel Specialist III - Supv	Hercules L. Dabre Reyes	N-27	83,624	0		11/27/2012	941	84,565	23,666	0	0	1,213	174	0	0	27,883	111,447	139,330					
24	61014-R	Personnel Specialist III	Anthony B. Cepeda	M-12	46,082	0		3/29/2012	502	46,584	13,308	0	0	631	174	0	0	16,272	62,856	79,132					
25	61015-R	Personnel Assistant III	Vacant (9/7/10)	G-01	0	0			0	0	0	0	0	0	0	0	0	0	0	0					
26	61014-R	Personnel Assistant III	Cecilia M. Reyes	M-10	43,018	0		11/8/2012	0	43,018	12,174	0	0	624	174	0	0	15,228	58,246	73,474					
27	61021-R	Group Insur Spec I (ILO P.A. ID)	Adrian P. Rencoro	L-02	22,726	0		8/19/2012	223	22,949	6,995	0	0	333	174	0	0	9,264	32,701	41,965					
28	61022-R	Personnel Assistant II	Debra V. R. Harig	L-07	28,975	0		2/28/2013	0	28,975	8,474	0	0	495	174	0	0	10,143	39,119	49,262					
29	61037-EEO	EEO Specialist I (ILO PMA IM)	Vacant (8/30/10)	O-01	33,811	0		n/a	0	33,811	9,659	0	0	495	174	0	0	10,328	44,147	54,475					
30	61007-EEO	Personnel Assistant II	Vacant	L-01	0	0			0	0	0	0	0	0	0	0	0	0	0	0					
Total:					\$1,297,090	\$0			\$10,811	\$1,307,901	\$370,136	\$8,910	\$0	\$18,965	\$5,046	\$48,274	\$3,332	\$454,663	\$1,762,564						

1/ - FY 2011 (current) Gov/Guam contribution for Life Insurance is \$174 per annum; Subject to change in FY 2012  
2/ - FY 2012 (proposed) Gov/Guam contribution for Life Insurance is \$174 per annum; Subject to change in FY 2012  
Nights Differential, Hazardous/Workers' Compensation, etc.



Government of Guam  
 Fiscal Year 2012  
 Agency Staffing Pattern  
 (PROPOSED)

[BBMR SP-1]

Input by Department											
(A)	(B)	(C)	(D)	(E) Special Pay Categories						(K)	
No.	Position Number	Position Title	Name of Appointment	Holiday Pay	1/ Night Pay 10%	2/ Hazard Pay 11%	3/ Hazard Pay 9%	4/ Three-Sunday Pay 15%	5/ Night Pay 15%	6/ EMT Pay 15%	(Exp-C+H+I) Subtotal
1	61001 - AO	Personnel Mgr Administrator	Vacant (10-29-10)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	61003 - AO	Administrative Officer	Dora Marie P. Fausto	0	0	0	0	0	0	0	0
3	61004 - AO	Word Processing Secretary II	Vacant (5/7/07)	0	0	0	0	0	0	0	0
4	61023 - AO	Asst Post Svcs Administrator	Rose A. N. Cruz	0	0	0	0	0	0	0	0
5	61033 - AO	Dirng-Fire Workplace Coord	Justin D. P. Caspan	0	0	0	0	0	0	0	0
6	61005 - ASR	Personnel Specialist IV	Kenneth F. Bojgs	0	0	0	0	0	0	0	0
7	61009 - ASR	Personnel Assistant II	Annamarie C. Pablo	0	0	0	0	0	0	0	0
8	61023 - ASR	Personnel Assistant I	Leanne L. Guzman	0	0	0	0	0	0	0	0
9	61002 - ASR	Personnel Specialist III	Vacant (9/29/03)	0	0	0	0	0	0	0	0
10	61017 - CP	Personnel Specialist IV - Supv	Shane G. L. Nanta	0	0	0	0	0	0	0	0
11	61008 - CP	Personnel Specialist III	Bernadette L. P. Lizama	0	0	0	0	0	0	0	0
12	61010 - CP	Personnel Specialist III	Vacant (3/17/0)	0	0	0	0	0	0	0	0
13	61024 - CP	Personnel Specialist III	Lora J. R. Mojica	0	0	0	0	0	0	0	0
14	62006 - CP	Personnel Assistant II	Michael W. Schuep	0	0	0	0	0	0	0	0
15	61028 - EMAR	Employee-Mgr Rel Ocr-I	Brett W. Duenas	0	0	0	0	0	0	0	0
16	61029 - EMAR	Employee-Mgr Rel Ocr-II	Vacant (1/7/08)	0	0	0	0	0	0	0	0
17	61030 - EMAR	Employee-Mgr Rel Ocr-I	Kathryn M. C. Diaz	0	0	0	0	0	0	0	0
18	61031 - EMAR	Employee-Mgr Rel Ocr-I	Ellen M. Ryan	0	0	0	0	0	0	0	0
19	61032 - EMAR	Employee-Mgr Rel Ocr-I	Vacant (8/8/05)	0	0	0	0	0	0	0	0
20	61033 - EMAR	Employee-Mgr Rel Ocr-I	Vacant (8/8/05)	0	0	0	0	0	0	0	0
21	61034 - TD	Personnel Specialist IV - Supv	Leonora P. Candazo	0	0	0	0	0	0	0	0
22	61034 - TD	Personnel Specialist IV	Vacant (12/30/07)	0	0	0	0	0	0	0	0
23	62004 - TD	Personnel Spec III (ILO WPS ID)	Robert D. Tatham	0	0	0	0	0	0	0	0
24	62007 - TD	Personnel Spec III (ILO WPS ID)	Raymond P. C. Antero	0	0	0	0	0	0	0	0
25	60008 - TD	Administrative Aide (ILO PVA)	Vacant	0	0	0	0	0	0	0	0
26	61029 - RC	Personnel Mgr Analyst III	Vacant (9/25/09)	0	0	0	0	0	0	0	0
27	61029 - RC	Personnel Mgr Analyst III	Vacant	0	0	0	0	0	0	0	0
28	62003 - TD/R	Personnel Specialist III	Francis N. Bibeo	0	0	0	0	0	0	0	0
29	61011 - R	Personnel Specialist III	Catherine L. P. Bojga	0	0	0	0	0	0	0	0
30	61011 - R	Personnel Specialist IV - Supv	Herta L. Diaz Cruz	0	0	0	0	0	0	0	0
31	61018 - R	Personnel Specialist III	Ramon T. Lizama	0	0	0	0	0	0	0	0
32	61018 - R	Personnel Specialist III	Jacqueline M. Coad	0	0	0	0	0	0	0	0
33	61015 - R	Personnel Assistant I	Anthony B. Cepeda	0	0	0	0	0	0	0	0
34	61024 - R	Personnel Specialist III	Vacant (9/7/10)	0	0	0	0	0	0	0	0
35	61024 - R	Personnel Specialist III	Cecilia M. Reyes	0	0	0	0	0	0	0	0
36	61024 - R	Personnel Specialist III	Adrian L. Feregnino	0	0	0	0	0	0	0	0
37	61020 - R	Personnel Assistant II	Delia V. K. Harrig	0	0	0	0	0	0	0	0
38	61027 - EEO	EEO Specialist (ILO PVA III)	Vacant (8/30/10)	0	0	0	0	0	0	0	0
39	61007 - EEO	Personnel Assistant II	Vacant	0	0	0	0	0	0	0	0
Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- 1/ 10% of reg. rate, applicable from 6am - 6am, employee must work 4 hours consecutive after 6am for endorsement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 1/2 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

ORIGINAL

Government of Guam  
Fiscal Year 2013  
Agency Staffing Pattern  
(PROPOSED)

Branch Legend:

AO	Administrator's Office
ASR	Admin Svcs & Records
CP	Classification & Pay
EMR	Employee Mgt Relations
EB	Employee Benefits
TD	Training & Dev
RC	Regulatory Compliance
TDR	Test Dev & Research
R	Recruitment
EEO	Equal Employment Opportunity

No.	Position Number/ Branch	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Special	Incumbent		Subtotal	Retirement (E*F*G+H) (I * 30.09%/20)	Redn (DD) (\$19,402/2697)	Social Security (6.2% * J)	Medicare (1.45% * J)	Benefits		Life (I)	Medical (I) (P*Incumbent)	Dental (I) (Q*Incumbent)	Total Benefits (K thru Q)	(J+R) TOTAL		
								Date	Am.						Subtotal	Subtotal						Subtotal	Subtotal
1	61001-AO	Personnel Mgt Administrator	Vacant (10/29/10)	Q-12	\$ 64,839	\$0	\$0	3/6/2012	\$1,334	\$ 66,173	\$ 19,908	\$0	\$0	\$95	\$95	\$174	\$0	\$0	\$0	\$0	\$1,334	\$17,903	\$19,237
2	61003-AO	Administrative Officer	Dora Mard P. Fuenso	L-10	39,780	0	0	6/15/2014	0	39,780	11,970	0	0	0	577	174	0	0	0	0	21,537	41,717	
3	61004-AO	Word Processing Secretary II	Rose A. N. Cruz	H-01	65,648	0	0	8/28/2014	0	65,648	19,753	0	0	0	952	174	0	0	0	0	20,979	86,527	
4	61022-AO	Asst. Pns Svcs Administrator	Joseph D. P. Gagan	P-15	39,491	0	0	9/29/2013	115	39,606	11,917	0	0	0	574	174	0	0	0	0	15,471	54,977	
5	61033-ASR	Director, Workplace Control	Joseph D. P. Gagan	N-14	53,479	0	0	12/11/2013	0	53,479	16,089	0	0	0	775	174	0	0	0	0	17,638	70,508	
6	61006-ASR	Personnel Specialist IV	Kenneth R. Brown	F-11	33,206	0	0	5/28/2014	535	33,206	9,992	0	0	0	481	174	0	0	0	0	13,837	47,043	
7	61009-ASR	Personnel Assistant II	Annamarie C. Pablo	G-07	29,944	0	0	4/11/2013	535	30,479	9,171	0	0	0	442	174	0	0	0	0	10,282	40,761	
8	61023-ASR	Personnel Assistant I	Leanne L. Guzman	M-01	25,276	0	0	2/22/2013	624	25,900	7,793	0	0	0	376	174	0	0	0	0	11,334	37,234	
9	61017-CP	Personnel Specialist III - Supv	Vacant (9/29/03)	N-08	43,490	0	0	3/1/2013	906	44,396	13,359	0	0	0	644	174	0	0	0	0	16,927	61,323	
10	61008-CP	Personnel Specialist III	Bernadette L. R. Lizarra	M-12	46,082	0	0	6/18/2014	0	46,082	13,865	0	0	0	668	174	0	0	0	0	15,203	61,285	
11	61010-CP	Personnel Specialist III	Vacant (3/1/10)	M-01	0	0	0	10/29/2012	1,506	44,524	13,397	0	0	0	0	0	0	0	0	0	14,217	58,741	
12	61024-CP	Personnel Specialist III	Lois J. R. Mojica	M-07	43,018	0	0	11/12/2012	1,315	40,031	12,045	0	0	0	580	174	0	0	0	0	15,590	56,021	
13	62006-CP	Personnel Assistant III	Michael W. Schuep	F-10	32,083	0	0	3/1/2013	655	32,738	9,851	0	0	0	475	174	0	0	0	0	13,700	46,438	
14	61029-CP	Employee Mgt Analyst III	Vacant (1/7/08)	N-01	0	0	0	9/19/2013	156	53,625	16,135	0	0	0	778	174	0	0	0	0	17,088	70,714	
15	61028-EMR	Employee Mgt Rel Ofcr II	Katherine M. C. Diaz	L-10	39,780	0	0	7/16/2014	0	39,780	11,970	0	0	0	577	174	0	0	0	0	14,977	54,757	
16	61035-EMR	Personnel Specialist II	Edith M. Ryan	M-01	0	0	0	6/16/2014	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
17	61019-EMR	Employee Mgt Rel Ofcr I	Vacant (8/8/05)	M-01	0	0	0	3/29/2013	985	49,212	14,808	0	0	0	714	174	0	0	0	0	18,446	67,658	
18	61027-EB	Group Ins Spec (ILO PMA I)	Leonora P. Canhoo	F-01	48,227	0	0	1/4/2013	1,283	50,183	15,100	0	0	0	728	174	0	0	0	0	16,497	66,680	
19	62002-TD	Personnel Specialist IV	Robert D. Tatchno	M-16	52,880	0	0	7/1/2014	0	52,880	17,235	0	0	0	831	174	0	0	0	0	21,429	78,707	
20	62004-TD	Personnel Spec III (ILO EDS I)	Raymond P. C. Arren	M-01	0	0	0	10/1/2012	1,881	54,731	16,469	0	0	0	794	174	0	0	0	0	20,626	75,357	
21	62007-TD	Personnel Spec III (ILO VPS I)	Vacant	M-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
22	60008-TD	Administrative Mgt (ILO PMA I)	Vacant	F-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
23	61013-RC	Personnel Mgt Analyst III	Vacant (9/25/09)	G-01	0	0	0	3/22/2014	0	55,341	16,652	0	0	0	802	174	0	0	0	0	20,188	75,529	
24	62003-TDR	Personnel Specialist IV	Francis N. Erisso	N-15	55,341	0	0	7/14/2013	479	55,210	16,613	0	0	0	801	174	0	0	0	0	19,943	75,053	
25	61019-RC	Personnel Asst (ILO PMA I)	Vacant	G-01	0	0	0	12/15/2013	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26	61011-RC	Personnel Specialist III	Herra L. Dea Cruz	M-12	44,632	0	0	6/14/2014	2,477	46,082	13,866	0	0	0	668	174	0	0	0	0	16,644	63,086	
27	61014-RC	Personnel Specialist III - Supv	Ramon T. Lizarra	N-07	83,634	0	0	11/27/2012	86,101	25,908	7,908	0	0	0	1,248	174	0	0	0	0	30,081	116,162	
28	61015-RC	Personnel Specialist III	Josephine M. Coad	M-13	44,524	0	0	3/29/2014	0	44,524	13,397	0	0	0	646	174	0	0	0	0	17,473	65,471	
29	61026-RC	Personnel Assistant I	Vacant (9/7/10)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
30	61021-RC	Group Inst Spec I (ILO PMA I)	Cecilia M. Reyes	M-10	43,018	0	0	11/8/2012	1,381	44,399	13,360	0	0	0	644	174	0	0	0	0	16,433	60,832	
31	61027-EEO	Personnel Assistant II	Adrian L. F. Encarnano	F-03	24,062	0	0	8/19/2013	223	24,285	7,307	0	0	0	495	174	0	0	0	0	10,884	34,869	
32	61007-EEO	EEO Specialist (ILO PMA I)	Debi V. R. Hatig	F-07	28,975	0	0	2/28/2013	713	29,688	8,303	0	0	0	495	174	0	0	0	0	14,245	43,833	
33	61007-EEO	Personnel Assistant II	Vacant (9/30/10)	F-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
				Total:		\$1,317,241	\$0	\$0		\$16,528	\$1,333,869	\$401,261	\$8,910	\$19,241	\$5,046	\$48,274	\$3,332	\$486,264	\$1,820,133				

1/ - FY 2011 (current) Gov/Guam contribution for Life Insurance is \$174 per annum. Subject to change in FY 2013.  
2/ - FY 2013 (proposed) Gov/Guam contribution rate of 30.09% for the Government of Guam Retirement is subject to change.

[BBMR SP-1] ORIGINAL

No.	Position Number	Position Title	Name of Vacant/holder	Input by Department											(K)
				Special Pay Categories											
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)		
				Holiday Pay	Shift Differential Pay 10%	Hazard Pay 10%	Hazard Pay 8%	Shift/Ons. Sundry Pay 13%	Night Pay 15%	EMT Pay 15%	(B+F+G+H+I+J+K)	Subtotal			
1	61001 - AO	Personnel Mgt Administrator	Vacant (U-29/10)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2	61003 - AO	Administrative Officer	Dora Marie P. Fausto	0	0	0	0	0	0	0	0	0	0		
3	61004 - AO	Word Processing Secretary II	Vacant (5/7/07)	0	0	0	0	0	0	0	0	0	0		
4	61005 - AO	Asst Pns Svcs Administrator	Rose A.N. Cruz	0	0	0	0	0	0	0	0	0	0		
5	61006 - ASR	Drug-Free Workplace Coord	Judith D. P. Gagan	0	0	0	0	0	0	0	0	0	0		
6	61007 - ASR	Personnel Specialist IV	Kenneth F. Bough	0	0	0	0	0	0	0	0	0	0		
7	61009 - ASR	Personnel Assistant II	Keth W. Hatig	0	0	0	0	0	0	0	0	0	0		
8	61023 - ASR	Personnel Assistant II	AnnMarie C. Pablo	0	0	0	0	0	0	0	0	0	0		
9	61025 - ASR	Personnel Assistant III	Lennet L. Guzman	0	0	0	0	0	0	0	0	0	0		
10	61017 - CP	Personnel Specialist IV - Supv	Vacant (9/29/03)	0	0	0	0	0	0	0	0	0	0		
11	61018 - CP	Personnel Specialist III	Shane G. L. Niveta	0	0	0	0	0	0	0	0	0	0		
12	61010 - CP	Personnel Specialist III	Bernadette L. F. Lizama	0	0	0	0	0	0	0	0	0	0		
13	61012 - CP	Personnel Specialist III	Vacant (3/1/10)	0	0	0	0	0	0	0	0	0	0		
14	62006 - CP	Personnel Assistant II	Lora J. R. Mojica	0	0	0	0	0	0	0	0	0	0		
15	61029 - EBR	Employee-Mgt Rel Officer	Michael W. Schuep	0	0	0	0	0	0	0	0	0	0		
16	61035 - EBR	Employee-Mgt Rel Officer	Brett W. Dumas	0	0	0	0	0	0	0	0	0	0		
17	61016 - EBR	Employee-Mgt Rel Officer	Kathryn M. C. Diaz	0	0	0	0	0	0	0	0	0	0		
18	61019 - EBR	Employee-Mgt Rel Officer	Eileen M. Ryan	0	0	0	0	0	0	0	0	0	0		
19	61031 - EB	Group Insurance Specialist I	Vacant (8/8/05)	0	0	0	0	0	0	0	0	0	0		
20	61033 - EB	Group Insurance Specialist I	Vacant	0	0	0	0	0	0	0	0	0	0		
21	61034 - TD	Personnel Specialist IV	Vacant (12/23/07)	0	0	0	0	0	0	0	0	0	0		
22	62002 - TD	Personnel Specialist III	Leonora R. Candoso	0	0	0	0	0	0	0	0	0	0		
23	62004 - TD	Personnel Spec III (ILO EDS II)	Vacant (12/03/07)	0	0	0	0	0	0	0	0	0	0		
24	62007 - TD	Personnel Spec III (ILO WPS II)	Vacant	0	0	0	0	0	0	0	0	0	0		
25	61013 - RC	Administrative Aide (ILO PA D)	Robert D. Taitano	0	0	0	0	0	0	0	0	0	0		
26	61015 - RC	Administrative Aide (ILO PA D)	Raymond C. Arzono	0	0	0	0	0	0	0	0	0	0		
27	61029 - RC	Personnel Asst I (ILO PMA II)	Vacant	0	0	0	0	0	0	0	0	0	0		
28	61011 - R	Personnel Specialist IV - Supv	Franz N. Filsca	0	0	0	0	0	0	0	0	0	0		
29	61014 - R	Personnel Specialist III	Catherine L. P. Borge	0	0	0	0	0	0	0	0	0	0		
30	61018 - R	Personnel Specialist III	Herna L. Dora Cruz	0	0	0	0	0	0	0	0	0	0		
31	61017 - EEO	EEO Specialist (ILO PMA III)	Vacant (8/30/10)	0	0	0	0	0	0	0	0	0	0		
32	61007 - EEO	Personnel Assistant II	Vacant	0	0	0	0	0	0	0	0	0	0		
Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

1/ 10% of reg. rate, applicable from 9pm - 6am, employee must work 4 hours consecutive after 9pm for entitlement of the pay  
 2/ Applies to law enforcement personnel  
 3/ Applies to solid waste employees  
 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday  
 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours  
 6/ Applicable only to CRD ambulatory service personnel, 15% of reg. rate of pay

ORIGINAL

Government of Guam  
Fiscal Year 2011  
Agency Staffing Pattern  
CURRENT

[BBMR SF-1]

FUNCTIONAL AREA: FISCAL AND ADMINISTRATIVE  
DEPARTMENT/AGENCY: DEPARTMENT OF ADMINISTRATION  
PROGRAM: HUMAN RESOURCES DIVISION  
FUND: GENERAL FUND  
As of: 4 April 2011

Branch Legend:

AO	Administrator's Office
ASR	Admin Svcs & Records
CP	Classification & Pay
EMR	Employee Mgt Relations
EB	Employee Benefits
TD	Training & Dev
RC	Regulatory Compliance
TDR	Test Dev & Research
R	Recruitment
EEO	Equal Employment Opportunity

No.	Position Number/ Branch	Position Title	Name of Incumbent	Grade/ Step	Salary	Overtime	Specialty	Incumbent Date	Incumbent Ann.	EOP+G+1 Subtotal	Retirement (\$18,400*60%)	Reste (DDI) (\$18,400*60%)	Social Security (6.2% * J)	Medicare (1.45% * J)	Benefits		Life	Medical (P-rep/imp)	Dental (P-rep/imp)	Total Benefits (K thn Q)	(J+R) TOTAL	
															940	940						
1	61001-AO	Personnel Mgt Administrator	Vacant (1/22/10)	Q-12	\$ 64,839	\$0	\$0	3/6/2012	\$0	\$64,839	\$17,805	\$479	\$0	\$0	940	\$174	\$0	\$0	\$0	\$19,398	\$84,237	
2	61003-AO	Administrative Officer	Doree Marie P. Franso	L-09	38,454	0	0	4/15/2012	0	38,454	10,559	0	0	0	558	174	0	0	0	11,291	49,745	
3	61004-AO	Word Processing Secretary II	Vacant (5/7/07)	H-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	61022-AO	Asst Pns Svcs Administrator	Ruth A. N. Cruz	P-14	63,428	0	0	8/28/2012	0	63,428	17,417	0	0	0	920	174	0	0	0	20,575	84,003	
5	61003-AO	Dng-Free Workplace Coord	Judith D. P. Gagan	J-13	38,155	0	0	9/29/2011	111	38,266	10,508	0	0	0	555	174	0	0	0	13,942	52,308	
6	61005-ASR	Personnel Specialist IV	Kenneth P. Borja	N-13	51,662	0	0	12/11/2011	0	51,662	14,186	0	0	0	749	174	0	0	0	15,109	66,771	
7	61006-ASR	Personnel Assistant II	Kath V. Harde	L-10	32,083	0	0	5/28/2012	0	32,083	8,810	0	0	0	465	174	0	0	0	12,623	44,706	
8	61009-ASR	Personnel Assistant II	Annabelle C. Pabio	L-07	28,875	0	0	8/22/2011	156	24,496	6,727	0	0	0	355	174	0	0	0	9,001	36,388	
9	61017-CP	Personnel Specialist III	Shana G. L. Ngara	N-07	41,936	0	0	9/12/2011	130	42,066	11,551	0	0	0	610	174	0	0	0	15,070	57,136	
10	61018-CP	Personnel Specialist III	Bernadette L. P. Llanza	M-11	44,524	0	0	6/18/2012	0	44,524	12,226	0	0	0	646	174	0	0	0	13,525	58,049	
11	61012-CP	Personnel Specialist III	Vacant (3/1/10)	M-01	0	0	0	10/29/2010	1,434	43,018	11,813	0	0	0	624	174	0	0	0	13,611	55,629	
12	61024-CP	Personnel Specialist III	Lora J. R. Mofina	M-09	41,584	0	0	5/12/2011	598	37,880	10,402	0	0	0	549	174	0	0	0	14,299	52,179	
13	62006-CP	Personnel Assistant III	Michael W. Schamp	L-09	31,014	0	0	3/12/2011	624	31,638	8,688	0	0	0	459	174	0	0	0	12,505	44,143	
14	61629-CP	Personnel Mgt Analyst III	Kathryn M. C. Diaz	N-13	51,662	0	0	9/19/2011	151	51,813	14,228	0	0	0	751	174	0	0	0	15,153	66,966	
15	61023-ASR	Personnel Specialist II	Ellen M. Ryan	L-09	38,454	0	0	7/16/2012	0	38,454	10,559	0	0	0	558	174	0	0	0	13,547	52,001	
16	61025-ASR	Personnel Specialist I	Vacant (8/8/05)	M-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17	61019-EB	Employee Mgt Analyst III	Vacant (12/23/07)	N-01	0	0	0	3/29/2011	951	47,547	13,056	0	0	0	689	174	0	0	0	16,655	64,202	
18	61019-EB	Personnel Specialist IV - Supv	Leonora P. Candoso	L-01	46,596	0	0	1/1/2012	0	46,596	0	0	0	0	0	0	0	0	0	0	0	0
19	61027-EB	Group Insurance Specialist I	Terecia S. Diosa Reyes	L-15	47,246	0	0	1/4/2011	1,241	48,487	13,315	0	0	0	703	174	0	0	0	14,671	63,158	
20	62004-TD	Personnel Specialist III	Robert D. Yafano	N-15	55,341	0	0	7/12/2012	0	55,341	15,197	0	0	0	802	174	0	0	0	19,347	74,688	
21	62004-TD	Personnel Specialist III	Raymond P. Artero	M-16	52,880	0	0	10/17/2012	0	52,880	14,521	0	0	0	767	174	0	0	0	18,636	71,516	
22	62007-TD	Personnel Spec III (ILO VFS ID)	Vacant	M-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23	61013-NC	Administrative Aide (ILO P.A.D)	Vacant	F-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
24	61011-R	Personnel Specialist III	Vacant (9/25/09)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	61029-KC	Personnel Mgt Analyst III	Vacant	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26	62001-TDR	Personnel Specialist IV	Francis N. Flesco	N-14	53,470	0	0	3/22/2012	0	53,470	14,683	0	0	0	775	174	0	0	0	18,175	71,645	
27	62003-TDR	Personnel Specialist III	Hector L. P. Borja	M-16	52,880	0	0	12/15/2011	463	52,880	14,684	0	0	0	773	174	0	0	0	17,851	71,194	
28	61014-R	Personnel Specialist IV - Supv	Hatira L. Dada Cruz	M-11	44,524	0	0	11/27/2010	2,283	44,524	12,226	0	0	0	646	174	0	0	0	15,302	59,826	
29	61018-R	Personnel Specialist III	Ramon T. Llanza	N-26	80,736	0	0	11/27/2010	0	80,736	22,813	0	0	0	479	174	0	0	0	26,937	110,006	
30	61014-R	Personnel Specialist III	Josephine M. Cord	M-12	46,092	0	0	6/14/2012	0	46,092	11,634	0	0	0	628	174	0	0	0	14,867	57,955	
31	61015-R	Personnel Assistant I	Vacant (9/7/10)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32	61021-R	Personnel Specialist III	Cecilia M. Reyes	M-01	43,018	0	0	11/8/2012	0	43,018	11,813	0	0	0	624	174	0	0	0	14,857	57,885	
33	61026-R	Group Insur Spec (ILO P.A.D)	Adrian L. Pongrino	L-01	21,389	0	0	8/19/2011	223	21,612	5,935	0	0	0	313	174	0	0	0	9,157	30,769	
34	61037-EEO	Personnel Assistant II	Dela V. R. Herzig	L-06	27,805	0	0	8/29/2011	178	27,983	7,684	0	0	0	406	174	0	0	0	12,987	40,970	
35	61007-EEO	Personnel Assistant II	Vacant (8/20/10)	O-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Total:		\$1,243,337	\$0			\$8,543	\$1,251,880	\$343,766	\$8,143	\$0	\$18,152	\$4,972	\$47,964	\$3,123	\$326,021	\$1,677,901		

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

ORIGINAL

Input by Department												
Special Pay Categories												
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)		
No.	Position Number	Position Title	Name of incumbent	Holiday Pay	Night Differential Pay 10%	Hazard Pay 10%	Hazard Pay 8%	Nurse Sunday Pay 1.5	Vacat Pay 1.5	EMR Pay 15%	(E+F+G+H+I+J)	Subtotal
1	61001 - AO	Personnel Mgr Administrator	Vacant (10-29-10)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	61003 - AO	Administrative Officer	Dora Maria P. Fajuto	0	0	0	0	0	0	0	0	0
3	61004 - AO	Word Processing Secretary II	Vacant (5/7/07)	0	0	0	0	0	0	0	0	0
4	61032 - AO	Asst PERS Svcs Administrator	Rose A. N. Cruz	0	0	0	0	0	0	0	0	0
5	61033 - AO	Drug-Free Workplace Coord	Judith D. P. Gagan	0	0	0	0	0	0	0	0	0
6	61005 - ASR	Personnel Specialist IV	Kenneth F. Borja	0	0	0	0	0	0	0	0	0
7	61006 - ASR	Personnel Specialist IV	Kath W. Hatfield	0	0	0	0	0	0	0	0	0
8	61009 - ASR	Personnel Assistant II	AmmMarie C. Rablo	0	0	0	0	0	0	0	0	0
9	61023 - ASR	Personnel Assistant I	Leah L. Guzman	0	0	0	0	0	0	0	0	0
10	61017 - ASR	Personnel Specialist III	Vacant (9/29/03)	0	0	0	0	0	0	0	0	0
11	61008 - CP	Personnel Specialist III	Shane G. L. Ngata	0	0	0	0	0	0	0	0	0
12	61010 - CP	Personnel Specialist III	Bernadette L. P. Lizama	0	0	0	0	0	0	0	0	0
13	61024 - CP	Personnel Specialist III	Vacant (3/1/10)	0	0	0	0	0	0	0	0	0
14	62003 - CP	Personnel Specialist III	Lois J. R. Malica	0	0	0	0	0	0	0	0	0
15	61028 - CP	Personnel Specialist III	Michael W. Schamp	0	0	0	0	0	0	0	0	0
16	61035 - EMR	Personnel Specialist II	Bret W. Duenas	0	0	0	0	0	0	0	0	0
17	61019 - EMR	Employee-Mgr Rec Ofc-1	Vacant (1/7/08)	0	0	0	0	0	0	0	0	0
18	61033 - EB	Employee-Mgr Analyst III	Vacant (12/23/07)	0	0	0	0	0	0	0	0	0
19	61034 - EB	Employee-Mgr Analyst III	Leonora P. Canlaso	0	0	0	0	0	0	0	0	0
20	61027 - EB	Group Insuranc Specialist I	Vacant (12/03/07)	0	0	0	0	0	0	0	0	0
21	61033 - EB	Group Insurance Specialist I	Terecia S. Dolos Reyes	0	0	0	0	0	0	0	0	0
22	61033 - EB	Group Insurance Specialist I	Vacant (2/26/10)	0	0	0	0	0	0	0	0	0
23	62002 - TD	Personnel Specialist IV	Robert D. Tahano	0	0	0	0	0	0	0	0	0
24	61034 - TD	Personnel Specialist III	Raymond P. C. Atrevo	0	0	0	0	0	0	0	0	0
25	62004 - TD	Personnel Spec III (ILO EDS JD)	Vacant	0	0	0	0	0	0	0	0	0
26	62007 - TD	Personnel Spec III (ILO VPS JD)	Vacant	0	0	0	0	0	0	0	0	0
27	60008 - TD	Administrative Adu (ILO P.A.D)	Vacant	0	0	0	0	0	0	0	0	0
28	61013 - RC	Personnel Mgr Analyst III	Vacant (9/25/09)	0	0	0	0	0	0	0	0	0
29	61025 - RCR	Personnel Asst I (ILO PMA IIS)	Vacant	0	0	0	0	0	0	0	0	0
30	62001 - TDR	Personnel Specialist IV	Francis N. Ribico	0	0	0	0	0	0	0	0	0
31	62003 - TDR	Personnel Specialist III	Catherine K. P. Borja	0	0	0	0	0	0	0	0	0
32	61025 - TDR	Personnel Specialist III	Herna L. Dola Cruz	0	0	0	0	0	0	0	0	0
33	61011 - R	Personnel Specialist III - Supv	Ramon T. Lizama	0	0	0	0	0	0	0	0	0
34	61018 - R	Personnel Specialist III	Josephine M. Coad	0	0	0	0	0	0	0	0	0
35	61014 - R	Personnel Specialist III	Anthony B. Cuyeta	0	0	0	0	0	0	0	0	0
36	61015 - R	Personnel Assistant I	Vacant (9/7/10)	0	0	0	0	0	0	0	0	0
37	61021 - R	Personnel Specialist III	Cecilia M. Reyes	0	0	0	0	0	0	0	0	0
38	61026 - R	Group Insur-Spec I (ILO P.A.D)	Adrian L. Peregrino	0	0	0	0	0	0	0	0	0
39	61020 - R	Personnel Assistant II	Delia V. R. Harig	0	0	0	0	0	0	0	0	0
40	61037 - EBO	EEO Specialist (ILO PMA IIS)	Vacant (8/30/10)	0	0	0	0	0	0	0	0	0
41	61007 - EBO	Personnel Assistant I	Vacant	0	0	0	0	0	0	0	0	0
Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

1/ 10% of reg. rate, applicable from gym- gam, employee must work 4 hours consecutive after gym for entitlement of the pay  
 2/ Applies to law enforcement persons  
 3/ Applies to solid waste employees  
 4/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours  
 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours  
 6/ Applicable only to CFTD administrative service personnel, 15% of reg. rate of pay

ORIGINAL

Government of Guam  
Biennial Budget  
Federal Program Inventory  
FY 2011 (Current) / FY 2012 & FY 2013 Funding (Estimated)

FUNCTION: FISCAL AND ADMINISTRATIVE  
DEPARTMENT/AGENCY: DEPARTMENT OF ADMINISTRATION  
PROGRAM: HUMAN RESOURCES DIVISION

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
NONE									

ORIGINAL



**Government of Guam  
 Biennial Budget  
 Fiscal Years 2012 & 2013  
 Equipment / Capital and Space Requirement**

[BBMR EL-1]Rev

Function : FISCAL AND ADMINISTRATIVE  
 Department/Agency: DEPARTMENT OF ADMINISTRATION  
 Program: HUMAN RESOURCES DIVISION

EQUIPMENT/CAPITAL LISTING:			
Description	Quantity	Percentage of Use	Comments
<b>FY 2012</b>			
SEE ATTACHED			
<b>FY 2013</b>			
SEE ATTACHED			

SPACE REQUIREMENT (for Personnel and Equipment/Capital)	Total Program Space (Sq. Ft.):	Total Program Space Occupied (Sq. Ft.):	
Description	Square Feet	Percent of Total Program Space	Comments
<b>FY 2012</b>			
<b>FY 2013</b>			

ORIGINAL

Fixed Assets System  
 Fixed Assets by Department

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4040000158	DESK, DOUBLE PEDESTAL	1/27/1990	395.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000159	DESK, DOUBLE PEDESTAL	1/27/1990	395.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000160	DESK, DOUBLE PEDESTAL	1/27/1990	395.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000161	DESK, SINGLE PEDESTAL	1/27/1990	345.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000162	DESK, SINGLE PEDESTAL	1/27/1990	345.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000163	DESK, SINGLE PEDESTAL	1/27/1990	345.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000164	DESK, SINGLE PEDESTAL	1/27/1990	345.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000165	DESK, SINGLE PEDESTAL	1/27/1990	345.00	P906A02201
0610	PERSONNEL MANAGEMENT	139018120	4040000243	DESK	2/16/1990	369.00	P906A02616
0610	PERSONNEL MANAGEMENT	139018120	4040000244	DESK	2/16/1990	369.00	P906A02616
0610	PERSONNEL MANAGEMENT	139018120	4040000245	DESK	2/16/1990	289.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000522	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000523	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000524	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000525	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000526	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000527	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000528	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000529	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000530	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4060000531	WORKSTATION	3/01/1994	1,986.17	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000684	CHAIR, EXECUTIVE (FABRIC)	9/27/1993	290.03	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000717	EXECUTIVE CHAIR	3/01/1994	489.90	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000718	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000719	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000720	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000721	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000722	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000723	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4110000724	CHAIR W/ARMS	3/01/1994	441.60	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120000073	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000074	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000075	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000077	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000079	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000080	CHAIR	2/13/1990	295.00	P906A02617
0610	PERSONNEL MANAGEMENT	139018120	4120000081	CHAIR	3/01/1994	293.25	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120001010	STENO CHAIR NO ARMS	3/01/1994	379.50	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120001011	GUESS CHAIR	3/01/1994	293.25	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120001012	GUESS CHAIR	3/01/1994	293.25	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120001013	GUESS CHAIR	3/01/1994	293.25	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4120001014	STENO CHAIR NO ARMS	3/01/1994	379.50	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4140000230	PS/2 COLOR DISPLAY	5/03/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000232	PS/2 COLOR DISPLAY	5/03/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000233	PS/2 COLOR DISPLAY	5/03/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000234	PS/2 COLOR DISPLAY	5/03/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000284	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000285	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000286	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000287	COLOR DISPLAY	9/30/1990	411.00	P906A02859

ORIGINAL

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4140000333	PS/2 COLOR DISPLAY	9/03/1990	411.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000334	PS/2 COLOR DISPLAY	9/03/1990	411.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000335	PS/2 COLOR DISPLAY	9/03/1990	411.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000338	PS/2 COLOR DISPLAY	9/03/1990	411.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000348	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000349	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000351	COMPUTER DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000352	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000353	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000354	COLOR DISPLAY	9/30/1990	411.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4140000355	PS/2 COLOR DISPLAY	9/28/1990	411.00	P906A03842
0610	PERSONNEL MANAGEMENT	139018120	4140000771	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000772	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000773	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000774	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000775	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000776	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000777	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000778	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000779	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000780	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000781	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000782	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000783	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000784	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000785	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000786	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4140000787	COLOR MONITOR 14"	3/31/1992	438.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150000188	IBM PS/2 SYSTEM	9/22/1988	4,110.00	P886A07026
0610	PERSONNEL MANAGEMENT	139018120	4150000818	PS/2 55/061	6/07/1990	3,580.31	P906A03105
0610	PERSONNEL MANAGEMENT	139018120	4150000835	PS/2 COMPUTER	5/03/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150000836	PS/2 COMPUTER	5/03/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150000837	PS/2 COMPUTER	5/03/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150000838	PS/2 COMPUTER	5/03/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150000839	PS/2 COMPUTER	5/03/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150001268	PS/2 MODEL 30	9/30/1990	2,981.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150001269	COMPUTER	9/30/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150001271	PS/2 MODEL 30	9/30/1990	1,613.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4150001272	PS/2 MODEL 30	9/03/1990	5,213.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4150002030	COMPUTER	9/03/1990	2,981.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4150002031	COMPUTER	9/03/1990	2,981.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4150002032	COMPUTER	9/03/1990	4,557.00	P746A02859
0610	PERSONNEL MANAGEMENT	139018120	4150002062	PS/2 MODEL 061	9/28/1990	5,416.00	P906A03842
0610	PERSONNEL MANAGEMENT	139018120	4150002063	PS/2 COMPUTER P70	11/08/1990	5,401.00	P906A08177
0610	PERSONNEL MANAGEMENT	139018120	4150002064	PS/2 COMPUTER P70	11/08/1990	5,401.00	P906A08177
0610	PERSONNEL MANAGEMENT	139018120	4150002984	HARD DRIVE	3/31/1992	13,828.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002985	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002987	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002988	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002989	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634

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Fixed Assets System  
 Fixed Assets by Department

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4150002990	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002991	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002992	PS/2 COMPUTER	6/01/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002993	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002994	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002995	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002996	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002997	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002998	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150002999	PS/2 COMPUTER	3/31/1992	1,948.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003000	COMPUTER	2/17/1992	1,153.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003001	COMPUTER	2/17/1992	1,153.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003002	COMPUTER	2/17/1992	1,153.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003003	COMPUTER	2/17/1992	1,153.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003004	COMPUTER	2/17/1992	1,153.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003012	D BASE III PLUS 3.5"	1/30/1992	527.96	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003013	D BASE IV VER 1.13.25"	1/30/1992	586.78	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4150003766	MICRO PRSR U020 N	2/07/1994	920.00	P936A07696
0610	PERSONNEL MANAGEMENT	139018120	4150003813	400 MB SCSI HARD DRIVE	2/07/1994	1,616.50	P936A07696
0610	PERSONNEL MANAGEMENT	139018120	4150003814	400 MB SCSI HARD DRIVE	2/07/1994	1,616.50	P936A07696
0610	PERSONNEL MANAGEMENT	139018120	4150005212	COMPUTER SYSTEM -PENTIUM 166MH	2/20/1998	2,292.00	P976A06634
0610	PERSONNEL MANAGEMENT	139018120	4150005237	COMPUTER -BUS MM P166MMX W/70K	11/14/1997	1,456.00	P976A06634
0610	PERSONNEL MANAGEMENT	139018120	4150005238	COMPUTER -BUS MM P166MMX W/70K	11/14/1997	1,456.00	P976A06634
0610	PERSONNEL MANAGEMENT	139018120	4150005239	COMPUTER -BUS MM P200MMX W/MON	11/14/1997	2,460.00	P976A06634
0610	PERSONNEL MANAGEMENT	139018120	4150005827	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005828	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005829	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005830	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005831	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005832	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005833	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005834	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005835	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005836	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005837	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005838	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005839	COMPUTER	4/28/2004	1,678.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005858	COMPUTER	4/28/2004	2,230.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4150005859	COMPUTER	4/28/2004	2,230.00	P046A03480
0610	PERSONNEL MANAGEMENT	139018120	4160000173	PS/2 5.25 EXTERNAL DISK DRIVE	9/28/1990	435.00	P066A01634
0610	PERSONNEL MANAGEMENT	139018120	4160000420	400MB SCSI DISK DRIVE	2/17/1992	3,500.00	P966A04033
0610	PERSONNEL MANAGEMENT	139018120	4160000579	JUMBO 1400 TAPE DRIVE	5/03/1996	255.00	P906A03911
0610	PERSONNEL MANAGEMENT	139018120	4170000213	SOFTWARE: TRACKING/TEST SCORIN	3/15/1990	2,430.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170000998	NETWARE 366	3/31/1992	5,847.55	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170000999	D BASE	3/31/1992	755.69	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001000	D BASE	3/31/1992	755.69	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001001	D BASE	3/31/1992	755.69	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001002	D BASE	3/31/1992	755.69	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001003	D BASE	3/31/1992	755.69	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001004	WORK PERFECT	3/31/1992	361.12	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001005	WP OFFICE 3.0120 USER	3/31/1992	1,054.09	P926A01634

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Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4170001006	WP OFFICE 3.0120 USER	3/31/1992	1,054.09	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001007	HARWARD GRAPHICS SERV.	3/31/1992	490.86	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001008	PAGEMAKER	3/31/1992	625.95	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001009	UI PROGRAM V. 2	3/31/1992	421.88	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001010	CLIPPER V. 5	3/31/1992	625.28	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001011	LOTUS 123 V3.1	3/31/1992	417.89	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001012	LOTUS 123 V3.1	3/31/1992	417.89	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001013	WORDPERFECT	3/31/1992	4,373.63	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001014	NARTON UTILITIES	3/31/1992	1,059.30	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001015	MULTISESSION ACCESS	3/31/1992	605.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001016	MULTISESSION ACCESS	3/31/1992	605.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001017	MULTISESSION ACCESS	3/31/1992	605.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001018	MULTISESSION ACCESS	3/31/1992	605.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001019	MULTISESSION ACCESS	3/31/1992	605.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001020	TOKEN RING ADAPT	3/31/1992	765.48	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001021	SCSI. ADAPTER	3/31/1992	739.47	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001022	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001023	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001024	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001025	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001026	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001027	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001028	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001029	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001030	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001031	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001032	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001033	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001034	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001035	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001036	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001037	2MB MEMORY MOD.	3/31/1992	256.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001038	2MB MEMORY MOD.	3/31/1992	321.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001039	2MB MEMORY MOD.	3/31/1992	321.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001040	2MB MEMORY MOD.	3/31/1992	321.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001041	2MB MEMORY MOD.	3/31/1992	321.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001042	2MB MEMORY MOD.	3/31/1992	321.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001043	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001044	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001045	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001046	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001047	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001048	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001049	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001050	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001051	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001052	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001053	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001054	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001055	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001056	TOKEN RING NETWORK	3/31/1992	622.00	P926A01634

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Fixed Assets System  
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Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4170001057	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001058	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001059	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001060	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001061	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001062	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001063	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001064	TOKEN RING NETWORK	3/31/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001065	TOKEN RING NETWORK	3/27/1992	320.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001066	2MB MEMORY MOD.	3/27/1992	320.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001067	TOKEN RING NETWORK	3/06/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001068	TOKEN RING NETWORK	3/05/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001069	TOKEN RING NETWORK	3/06/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001070	TOKEN RING NETWORK	3/06/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001071	TOKEN RING NETWORK	3/05/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001072	TOKEN RING NETWORK	3/05/1992	622.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001073	LOTUS 123 V3.1 NODE	2/12/1992	417.89	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001074	WORDPERRECT	1/30/1992	310.41	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001075	LOTUS 123	1/30/1992	417.89	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001076	LOTUS 123	1/30/1992	417.89	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001077	LOTUS 123	1/30/1992	417.89	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001804	PAGEMAKER	3/11/1992	625.95	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4170001805	PAGEMAKER	5/30/1996	575.00	P936A03928
0610	PERSONNEL MANAGEMENT	139018120	4170002351	TOKEN RING	1/30/1992	300.00	P936A01634
0610	PERSONNEL MANAGEMENT	139018120	4180000553	1200 VA UPS	5/03/1996	695.00	P936A04033
0610	PERSONNEL MANAGEMENT	139018120	4180001267	SMART UPS 1400VA	5/03/1996	399.00	P936A04033
0610	PERSONNEL MANAGEMENT	139018120	4180001268	SMART UPS 700VA	5/03/1996	300.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000760	STORAGE SHELVES	3/01/1994	360.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000761	BOOKSHELF	3/01/1994	360.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000762	BOOKSHELF	3/01/1993	360.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000763	BOOKSHELF	3/01/1994	432.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000764	BOOKSHELF	3/01/1994	432.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000765	BOOKSHELF	3/01/1994	432.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000766	BOOKSHELF	3/01/1994	518.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000767	BOOKSHELF	3/01/1994	278.76	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000768	BOOKSHELF	3/01/1994	278.76	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000769	BOOKSHELF	3/01/1994	273.24	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4190000770	SHELF	3/01/1994	405.03	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4220000177	LATER FILE 2 DRAWER	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4220000178	PEDESTAL CABINET 2 DRAWER	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000177	PEDESTAL CABINET 2 DRAWER	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000178	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000179	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000180	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000181	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000182	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000183	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000184	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000185	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000186	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629

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Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4230000187	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000188	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000189	LATERAL FILE 3 DRAWER	3/01/1994	477.48	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000190	LATERAL FILE 3 DRAWER	3/01/1994	477.48	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000191	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000192	3 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000193	3 DRAWER FILE CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000194	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000195	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000196	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000197	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000198	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000199	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000200	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000201	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4230000202	3 DRAWER CABINET	3/01/1994	271.86	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000399	4 DRAWER FILE CABINET	3/01/1994	542.34	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000400	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000401	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000402	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000403	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000404	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000405	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000406	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4240000407	4 DRAWER FILE CABINET	3/01/1994	704.49	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000057	CABINET, FILING 5 DRAWERS	2/20/1990	250.00	P906A02118
0610	PERSONNEL MANAGEMENT	139018120	4250000367	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000368	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000369	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000370	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000371	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000372	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000373	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000374	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000375	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000376	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000377	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000378	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000379	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000380	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000381	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4250000382	5 DRAWER FILE CABINET	3/01/1994	839.04	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4260000026	FILE CABINET 6 DRAWERS	3/19/1993	1,020.00	P936A02141
0610	PERSONNEL MANAGEMENT	139018120	4260000030	FILE CABINET 6 DRAWERS	6/19/1996	1,125.00	P966A03476
0610	PERSONNEL MANAGEMENT	139018120	4270000076	CABINET, STORAGE 20 DRAWERS	1/12/1990	299.00	P906A01931
0610	PERSONNEL MANAGEMENT	139018120	4270000077	CABINET, STORAGE 20 DRAWERS	1/12/1990	299.00	P906A01931
0610	PERSONNEL MANAGEMENT	139018120	4270000086	FILE STORAGE CABINET	3/01/1994	1,535.94	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000087	FILE STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000088	FILE STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000089	FILE STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000086	FILE STORAGE CABINET	3/01/1994	1,098.00	P936A07629

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Fixed Assets System  
 Fixed Assets by Department

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4270000865	FILE/STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000866	FILE/STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000867	FILE/STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000868	FILE/STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000869	FILE/STORAGE CABINET	3/01/1994	1,098.00	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000870	FILE/STORAGE CABINET	3/01/1994	1,044.80	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000871	FILE/STORAGE CABINET	3/01/1994	1,044.80	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4270000872	FILE/STORAGE CABINET	3/01/1994	1,044.80	P936A07629
0610	PERSONNEL MANAGEMENT	139018120	4280000280	IBM WHEELWRITER TYPEWRITER	1/17/1990	680.00	P906A01933
0610	PERSONNEL MANAGEMENT	139018120	4280000281	IBM WHEELWRITER TYPEWRITER	1/17/1990	680.00	P906A01933
0610	PERSONNEL MANAGEMENT	139018120	4280000282	IBM WHEELWRITER TYPEWRITER	1/17/1990	680.00	P906A01933
0610	PERSONNEL MANAGEMENT	139018120	4280000283	IBM WHEELWRITER TYPEWRITER	1/17/1990	680.00	P906A01933
0610	PERSONNEL MANAGEMENT	139018120	4280000288	IBM PERSONAL WHEELWRITER TYPEWRITER	4/16/1990	552.40	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4280000289	IBM PERSONAL WHEELWRITER TYPEWRITER	4/16/1990	552.40	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4280000290	IBM PERSONAL WHEELWRITER TYPEWRITER	4/16/1990	552.40	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4280000300	TYPEWRITER	11/03/1989	706.00	P906A00291
0610	PERSONNEL MANAGEMENT	139018120	4280000301	TYPEWRITER	11/03/1989	706.00	P906A00291
0610	PERSONNEL MANAGEMENT	139018120	4280000302	TYPEWRITER	11/03/1989	706.00	P906A00291
0610	PERSONNEL MANAGEMENT	139018120	4280000351	TYPEWRITER	5/04/1990	533.00	P906A04592
0610	PERSONNEL MANAGEMENT	139018120	4280000352	TYPEWRITER	5/04/1990	533.00	P906A04592
0610	PERSONNEL MANAGEMENT	139018120	4280000353	TYPEWRITER	5/04/1990	533.00	P906A04592
0610	PERSONNEL MANAGEMENT	139018120	4280000396	TYPEWRITER	1/16/1990	520.00	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4280000397	TYPEWRITER	1/16/1990	520.00	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4280000398	TYPEWRITER	1/26/1990	390.40	P906A01932
0610	PERSONNEL MANAGEMENT	139018120	4340000043	FAX MACHINE	11/03/1989	3,826.00	P926A00292
0610	PERSONNEL MANAGEMENT	139018120	4350000028	TRANSCRIBER MACHINE	3/31/1992	429.00	P936A03455
0610	PERSONNEL MANAGEMENT	139018120	4370000285	COPIER MACHINE	8/22/2003	1,285.00	P036A05170
0610	PERSONNEL MANAGEMENT	139018120	4400000009	LETTERING SYSTEM	4/06/1990	2,650.70	P906A03890
0610	PERSONNEL MANAGEMENT	139018120	4440000005	MS PERSONAL SHREDDER 1200 MW	2/20/1990	999.00	P906A02118
0610	PERSONNEL MANAGEMENT	139018120	4440000059	PAPER SHREDDER	8/25/2003	1,499.00	P036A05264
0610	PERSONNEL MANAGEMENT	139018120	4450000019	BINDING MACHINE IMAGE MARKER 2	2/20/1990	695.00	P906A02118
0610	PERSONNEL MANAGEMENT	139018120	4580000220	PRINTER	3/27/1990	1,420.00	P906A03525
0610	PERSONNEL MANAGEMENT	139018120	4580000228	PRINTER	4/16/1990	1,420.00	P906A03525
0610	PERSONNEL MANAGEMENT	139018120	4580000258	PRINTER	5/03/1990	1,831.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4580000259	PRINTER	5/03/1990	1,831.00	P906A02859
0610	PERSONNEL MANAGEMENT	139018120	4580000260	PRINTER	3/31/1992	1,831.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000927	PRINTER	3/31/1992	1,302.10	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000928	PRINTER	3/31/1992	1,302.10	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000931	LASER JET III D	1/30/1992	2,701.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000932	2MB LASER JET III	1/30/1992	322.06	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000933	24 PIN PRINTER	1/30/1992	1,071.60	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000934	PPS 11 24 PIN PRINTER	1/30/1992	599.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580000935	PPS 11 24 PIN PRINTER	1/30/1992	599.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4580001714	PRINTER, SSI W/DUPEX UNIT	5/30/1996	3,906.00	P966A03928
0610	PERSONNEL MANAGEMENT	139018120	4580001808	PRINTER DESKJET 1600C	8/12/1997	1,733.00	P976A04640
0610	PERSONNEL MANAGEMENT	139018120	4580002058	PRINTER	9/30/2002	997.70	P026A06117
0610	PERSONNEL MANAGEMENT	139018120	4580002059	PRINTER	9/30/2002	997.70	P026A06117
0610	PERSONNEL MANAGEMENT	139018120	4580002060	PRINTER	9/30/2002	997.70	P026A06117
0610	PERSONNEL MANAGEMENT	139018120	4580002119	SCANJET PRINTER	8/25/2003	1,109.95	P036A05262
0610	PERSONNEL MANAGEMENT	139018120	4650000011	WATER DESPENSER	5/02/1990	575.00	P906A04490
0610	PERSONNEL MANAGEMENT	139018120	49900000143	TRIPLITE UPS SYSTEM	3/29/1990	435.00	P906A03566

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Fixed Assets System  
 Fixed Assets by Department

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	4990000144	TRIPPLITE UPS SYSTEM	3/29/1990	435.00	P906A03566
0610	PERSONNEL MANAGEMENT	139018120	4990000145	TRIPPLITE UPS SYSTEM	3/29/1990	435.00	P906A03566
0610	PERSONNEL MANAGEMENT	139018120	4990000146	TRIPPLITE UPS SYSTEM	3/29/1990	435.00	P906A03566
0610	PERSONNEL MANAGEMENT	139018120	4990000148	TRIPPLITE UPS SYSTEM	3/29/1990	435.00	P906A03566
0610	PERSONNEL MANAGEMENT	139018120	4990000220	MODEM	11/08/1990	342.00	P906A08177
0610	PERSONNEL MANAGEMENT	139018120	4990000221	MODEM	11/08/1990	342.00	P906A08177
0610	PERSONNEL MANAGEMENT	139018120	4990000568	MAIN STREAM 250Q PORTABLE	3/31/1992	1,538.13	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000589	NETWORK	1/30/1992	762.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000590	NETWORK	1/30/1992	762.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000591	NETWORK	1/30/1992	762.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000592	NETWORK	1/30/1992	762.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000593	NETWORK	1/30/1992	762.00	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000594	2 MB MEM. MOD	3/26/1992	2,413.35	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990000595	8 MB MEM EXP OPTION	3/26/1992	2,732.35	P926A01634
0610	PERSONNEL MANAGEMENT	139018120	4990001199	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001200	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001201	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001202	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001203	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001204	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001205	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001206	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001207	450 UPS W/SURGE PROTECTION	9/09/1993	228.00	P936A06003
0610	PERSONNEL MANAGEMENT	139018120	4990001208	OPTICAL SCANNER	3/02/1994	7,075.00	P936A05290
0610	PERSONNEL MANAGEMENT	139018120	4990001902	SCANJET NETWORK 5 TOKEN RING	10/22/1997	3,199.00	P976A04500
0610	PERSONNEL MANAGEMENT	139018120	4990002034	HUB 30CM SUPERSTACK 3SWITCH	8/25/2003	1,478.75	P036A05260
0610	PERSONNEL MANAGEMENT	139018120	5040000092	AMPLIFIER/RECEIVER	7/15/1993	369.00	P936A05291
0610	PERSONNEL MANAGEMENT	139018120	5050000089	MINI STEREO COMPONENT SYSTEM	11/17/1989	339.00	P906A00532
0610	PERSONNEL MANAGEMENT	139018120	5070000436	DOUBLE CASSETTE PLAYER	7/15/1993	339.00	P936A05291
0610	PERSONNEL MANAGEMENT	139018120	5130000047	CAMERA	9/21/1990	1,854.15	P906A06359
0610	PERSONNEL MANAGEMENT	139018120	5130000253	CAMERA DIGITAL	8/21/2002	649.00	P026A05060
0610	PERSONNEL MANAGEMENT	139018120	5170000201	PROJECTOR -ACTIVE MATRIX 10.4"	10/16/1997	3,000.00	P976A04481
0610	PERSONNEL MANAGEMENT	139018120	5180000097	PROJECTOR, OVERHEAD	2/20/1990	688.49	P906A02118
0610	PERSONNEL MANAGEMENT	139018120	6150000775	GLASS DOOR 3X7	10/22/1993	1,196.00	P936A06937
0610	PERSONNEL MANAGEMENT	139018120	6150000755	GLASS DOOR FOR HANDICAPP	10/22/1993	2,300.00	P936A06937
0610	PERSONNEL MANAGEMENT	139018120	6150000776	CARPET	2/19/1994	700.05	P936A07578
0610	PERSONNEL MANAGEMENT	139018120	6150000777	CARPET 113"X56"	2/19/1994	255.00	P936A07670
0610	PERSONNEL MANAGEMENT	139018120	6150000778	CARPET 113"X56"	2/19/1994	255.00	P936A07670
0610	PERSONNEL MANAGEMENT	139018120	6150000779	CARPET 113"X56"	2/19/1994	255.00	P936A07670
0610	PERSONNEL MANAGEMENT	139018120	6150000780	CARPET 174"X56"	2/19/1994	362.00	P936A07670
0610	PERSONNEL MANAGEMENT	139018120	6150000781	CARPET 182"X56"	2/19/1994	1,019.00	P936A07670
0610	PERSONNEL MANAGEMENT	139018120	6160000382	AIR CONDITIONER	2/28/1990	2,472.00	P906A02906
0610	PERSONNEL MANAGEMENT	139018120	6170000385	AIR CONDITIONER	3/26/1990	4,990.00	P906A03589
0610	PERSONNEL MANAGEMENT	139018120	6170000456	AIR CONDITIONER SPLIT UNIT	12/20/1993	3,499.00	P936A07576
0610	PERSONNEL MANAGEMENT	139018120	6170000457	AIR CONDITIONER SPLIT UNIT	12/20/1993	3,499.00	P936A07576
0610	PERSONNEL MANAGEMENT	139018120	6170000458	AIR CONDITIONER SPLIT UNIT	12/20/1993	3,499.00	P936A07576
0610	PERSONNEL MANAGEMENT	139018120	6170000459	AIR CONDITIONER SPLIT UNIT	12/20/1993	3,499.00	P936A07576
0610	PERSONNEL MANAGEMENT	139018120	6170001860	A/C UNIT 9000BHTU	8/22/2003	1,045.00	P036A05171
0610	PERSONNEL MANAGEMENT	139018120	6230000080	SCALE,ELECTRONIC	8/22/2002	1,200.00	P026A05112
0610	PERSONNEL MANAGEMENT	139018120	7120000074	CHAINSAW	7/16/1990	285.00	P906A06092

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REPORT : FASB005  
RUN DATE: 4/07/11

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Dept: 0610 Asset type:

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0610	PERSONNEL MANAGEMENT	139018120	7120000075	CHAINSAM	7/16/1990	285.00	P90GA06092
0610	PERSONNEL MANAGEMENT	139018120	7150000307	BUSHCUTTER	7/16/1990	485.00	P90GA06092
0610	PERSONNEL MANAGEMENT	139018120	7150000308	BUSHCUTTER	7/16/1990	485.00	P90GA06092
0610	PERSONNEL MANAGEMENT	139018120	7180000126	TRACTION BATTERY	9/24/2002	2,461.26	P02GA05965
0610	PERSONNEL MANAGEMENT	139018120	7180000127	TRACTION BATTERY	9/24/2002	2,461.26	P02GA05965
G/L Acct	Count:	413	0610			430,011.64	
Division	Count:	413	0610			430,011.64	
Department	Count:	413	06			430,011.64	
FINAL TOTALS	Count:	413				430,011.64	

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Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0620	TRAINING & DEVELOPMENT	139018120	4010000144	DESK, EXECUTIVE DOUBLE PEDESTAL	7/06/1990	299.00	P906A05604
0620	TRAINING & DEVELOPMENT	139018120	4010000145	DESK, EXECUTIVE DOUBLE PEDESTAL	7/06/1990	299.00	P906A05604
0620	TRAINING & DEVELOPMENT	139018120	4040000835	DESK DOUBLE PEDESTAL	5/08/1992	1,271.70	P916A08319
0620	TRAINING & DEVELOPMENT	139018120	4110000338	EXECUTIVE CHAIR	5/08/1992	576.90	P916A08319
0620	TRAINING & DEVELOPMENT	139018120	4110000437	EXECUTIVE CHAIR	9/10/1992	299.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4110000438	EXECUTIVE CHAIR	9/10/1992	299.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4110000439	EXECUTIVE CHAIR	9/10/1992	299.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4110000440	EXECUTIVE CHAIR	9/10/1992	299.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4110000441	SECRETARIAL CHAIR	9/10/1992	279.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4110000442	SECRETARIAL CHAIR	9/10/1992	279.00	P926A06972
0620	TRAINING & DEVELOPMENT	139018120	4120000562	CONFERENCE CHAIR	5/08/1992	386.10	P916A08319
0620	TRAINING & DEVELOPMENT	139018120	4120000564	CONFERENCE CHAIR	5/08/1992	386.10	P916A08319
0620	TRAINING & DEVELOPMENT	139018120	4140000236	PS/2 COLOR DISPLAY	6/28/1990	433.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4140000237	PS/2 COLOR DISPLAY	6/28/1990	433.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4140000485	PS/2 COLOR DISPLAY	11/01/1991	473.00	P916A08090
0620	TRAINING & DEVELOPMENT	139018120	4140000610	14" COLOR MONITOR	5/18/1995	330.00	P966A03174
0620	TRAINING & DEVELOPMENT	139018120	4140001611	14" COLOR MONITOR	5/18/1995	330.00	P966A03174
0620	TRAINING & DEVELOPMENT	139018120	4150000847	PS/2 COMPUTER	6/28/1990	2,570.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4150000848	PS/2 COMPUTER	6/28/1990	2,570.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4150002458	PS2 SYSTEM UNIT	1/02/1992	5,170.00	P916A06551
0620	TRAINING & DEVELOPMENT	139018120	4150002459	PS2 SYSTEM UNIT	1/02/1992	5,170.00	P916A06551
0620	TRAINING & DEVELOPMENT	139018120	4150002459	PS2 SYSTEM UNIT	8/13/1996	2,250.00	P966A05846
0620	TRAINING & DEVELOPMENT	139018120	4150004749	ACERNOTE P100	8/13/1996	2,250.00	P966A05846
0620	TRAINING & DEVELOPMENT	139018120	4150004750	ACERNOTE P100	8/13/1996	2,250.00	P966A05846
0620	TRAINING & DEVELOPMENT	139018120	4150004779	COMPUTER -QUINN 54/P100	11/26/1996	2,360.00	P966A07579
0620	TRAINING & DEVELOPMENT	139018120	4150004780	COMPUTER -QUINN 54/P100	11/26/1996	2,360.00	P966A07579
0620	TRAINING & DEVELOPMENT	139018120	4150004781	COMPUTER -QUINN 54/P100	11/26/1996	2,360.00	P966A07579
0620	TRAINING & DEVELOPMENT	139018120	4150004782	COMPUTER -QUINN 54/P100	11/26/1996	2,360.00	P966A07579
0620	TRAINING & DEVELOPMENT	139018120	4170002075	POP TERM 3.10 DOS 25 USERS	3/21/1995	1,750.00	P956A02393
0620	TRAINING & DEVELOPMENT	139018120	4180000317	2MB MEMORY UPGRADE	10/02/1991	285.00	P916A08300
0620	TRAINING & DEVELOPMENT	139018120	4220000148	FILE CABINET 2 DRAWERS	8/17/1992	599.98	P920620039
0620	TRAINING & DEVELOPMENT	139018120	4280000203	XEROX 6040 MEMORYWRIER COMPLE	4/06/1989	1,951.00	P896A03294
0620	TRAINING & DEVELOPMENT	139018120	4580000266	PROPRINTER	6/28/1990	912.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4580000268	PROPRINTER	6/28/1990	912.00	P906A02465
0620	TRAINING & DEVELOPMENT	139018120	4580000963	LASER JET PRINTER III P W/ACCE	9/17/1992	1,781.50	P926A06474
0620	TRAINING & DEVELOPMENT	139018120	4580001558	LASERJET PRINTER 4 PLUS	5/16/1995	1,660.00	P956A03173
0620	TRAINING & DEVELOPMENT	139018120	4580001733	PRINTER	7/13/1996	555.00	P966A05085
0620	TRAINING & DEVELOPMENT	139018120	4990001856	TOKEN RING DC MAU	3/31/1997	517.44	P976A01902
0620	TRAINING & DEVELOPMENT	139018120	5060000210	VCR	8/21/1991	488.00	P916A06221
0620	TRAINING & DEVELOPMENT	139018120	5180000099	PROJECTOR, OVERHEAD	8/07/1990	734.40	P906A05993
0620	TRAINING & DEVELOPMENT	139018120	5180000591	PROJECTOR OVERHEAD	8/06/1996	422.94	P966A05888
0620	TRAINING & DEVELOPMENT	139018120	5180000592	PROJECTOR OVERHEAD	8/06/1996	422.94	P966A05888
0620	TRAINING & DEVELOPMENT	139018120	5190000030	PROJECTOR, FILMSTRIP W/SLOT TH	7/17/1989	1,300.00	P896A03351
0620	TRAINING & DEVELOPMENT	139018120	5480000066	RESUSCI ANNE (COMPLETE)	4/12/1993	895.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000067	RESUSCI ANNE (COMPLETE)	4/12/1993	895.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000068	RESUSCI ANNE (COMPLETE)	4/12/1993	895.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000069	RESUSCI ANNE (COMPLETE)	4/12/1993	895.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000070	RESUSCI ANNE (COMPLETE)	4/12/1993	895.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000071	CHILD GBR MANIKIN-TIMMY	4/12/1993	265.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000072	CHILD GBR MANIKIN-TIMMY	4/12/1993	265.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000073	CHILD GBR MANIKIN-TIMMY	4/12/1993	265.00	P926A07823

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REPORT : FASB005  
 RUN DATE : 4/07/11

Fixed Assets System  
 Fixed Assets by Department

PAGE NO : 2  
 RUN TIME : 15:11:20

Dept: 0620 Asset type:

Dept	Dept Desc	G/L Acct	Asset No	Description	Acq Date	Acq Cost	P/O No
0620	TRAINING & DEVELOPMENT	139018120	5480000074	BABY MANIKIN-CPR CATHY I	4/12/1993	265.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000075	BABY MANIKIN-CPR CATHY I	4/12/1993	265.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	5480000076	BABY MANIKIN-CPR CATHY I	4/12/1993	265.00	P926A07823
0620	TRAINING & DEVELOPMENT	139018120	6120000230	VACUUM CLEANER UPRIGHT	12/26/1995	279.99	P966A00943
0620	TRAINING & DEVELOPMENT	139018120	6150000131	PARTITIONS & FURNITURE	11/14/1991	13,614.00	P916A08038
0620	TRAINING & DEVELOPMENT	139018120	61600001292	AIR CONDITIONER	4/25/1997	1,491.00	P976A02886
G/L Acct	Count:	57	0620			77,303.99	
Division	Count:	57	0620			77,303.99	
Department	Count:	57	06			77,303.99	
FINAL TOTALS	Count:	57				77,303.99	

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