



Eddie Baza Calvo
Governor
Ray Tenorio
Lieutenant Governor

Department of Administration
(DIPATTAMENTON ATEMENSTRASION)
DIRECTOR'S OFFICE
(UFISINAN DIREKTOT)
Post Office Box 884 Hagatña, Guam 96932
Tel: (671) 475-1101/1250 - Fax: (671) 477-6788



Christine W. Baleto
Director
Vacant
Deputy Director

January 30, 2017

DEPARTMENT OF ADMINISTRATION ORGANIZATION CIRCULAR: 2017- 015.

TO: All Line Departments/Agencies and Autonomous Agencies
FROM: Director of Administration
SUBJECT: REMINDER – Audit Date Changes

Hafa Adai! This will serve as a reminder of the Governor's Directive #2016-02 dated October 14, 2016 which states that ALL Annual Audits must be completed by April 30th every year, beginning with the Fiscal Year 2016 Audit.

This will assist with the preparation of external reporting requirements.

Your assistance in complying with this Circular is greatly appreciated.

Si Yu'os Ma'asel!

CHRISTINE W. BALETO

Attachment:



EDDIE BAZA CALVO
Governor

RAY TENORIO
Lieutenant Governor

Office of the Governor of Guam

October 14, 2016

GOVERNOR'S DIRECTIVE NO: 2016-02

To: Executive Branch Department and Agency Heads

From: Governor of Guam *EC*

Subject: Change in Audit Dates

Effective 2017, all annual audits for your agency or department must be completed by April 30. This move is to accommodate external reporting requirements.

Thank you for your cooperation.

Ricardo J. Bordallo Governor's Complex • Adelup, Guam 96910
Tel: (671) 472-8931 • Fax: (671) 477-4826 • governor.guam.gov • calendar.guam.gov

