



EDWARD M. BIRN
Director (Direktot)

EDITH C. PANGELINAN
Deputy Director (Sigundo Direktot)

**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION

DIRECTOR'S OFFICE
(Ufisinan Direktot)

Telephone (Telifon): (671) 475-1101/1250 • Fax (Faks): (671) 477-6788



LOURDES A. LEON GUERRERO
Governor (Maga'håga)

JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'låhl)

August 06, 2019

DEPARTMENT OF ADMINISTRATION ORGANIZATIONAL CIRCULAR NO.: 2019-026

TO: All Department and Agency Heads
FROM: Director, Department of Administration
SUBJECT: **Compliance with Federal Law (94-519)**

Buenas yan Hafa Adai! The Guam State Agency for Surplus Property ("Agency"), pursuant to Federal Law 94-519 and Federal Property Management Regulations, paragraph 101.44, is required to operate a control system that reviews the determination of eligibility status to receive federal donated property on a regular basis.

In this regard, we are requesting that each agency review and complete the attached application and provide a list of delegation of authorized representatives to be responsible for receipt, inventory and record keeping of donated property. The completed form should be returned to the Agency.

Should you need information or assistance, please do not hesitate to contact Mr. Ray Bamba with the Guam State Agency Office at 300-9198 or via email at raymond.bamba@gsa.guam.gov.

Your assistance and cooperation in complying with this circular is greatly appreciated.

Sensemante,


EDWARD M. BIRN



Attachments:

