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**DEPARTMENT OF ADMINISTRATION ORGANIZATIONAL CIRCULAR NO.: 2026-006**

To: All Line Agency and Department Heads

From: Director of Administration

Subject: **Reminder to Comply with Department of Administration HR Related Rules, Regulations and Policies**

***Buenas yan Hafa Adai!***

This Department of Administration (DOA) Organizational Circular is issued as a reminder to all agency and department heads to comply with DOA Human Resources related rules, regulations and policies. For your reference, these documents are located at [www.hr.doa.guam.gov](http://www.hr.doa.guam.gov), under the "HR Resources" tab.

Please contact our Personnel Services Administrator, Mr. Tony Aguon, via email at: [tony.aguon@doa.guam.gov](mailto:tony.aguon@doa.guam.gov) if you have any questions. ***Dångkolo na Agradesimiento!***

***Si Yu'os Ma'ase.***

EDWARD M. BIRN  
Director