

**COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS**

**CIVIC CENTER, SAIPAN, MARIANA ISLANDS**

**Volume 1 Number 3**

**Page 57 to Page 86**

**Date of Publication: December 16, 1978**



# **Commonwealth**

# **Register**

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Saipan, Mariana Islands 96950**

PUBLIC NOTICE

Proposed Regulation of Business Use and Leasing of Property  
of the Mariana Islands Housing Authority

The Board of Directors of the Mariana Islands Housing Authority in accordance with Public Law 5-67 is proposing to promulgate new Regulations to be identified as Regulation of Business Use and Leasing of Property of the Mariana Islands Housing Authority.

The proposed Regulation included the following subjects:

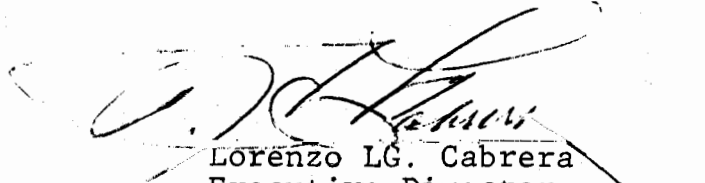
1. Regulation on the use of property and dwellings as granted or financed and mortgaged to the Mariana Islands Housing Authority for business purposes.
2. Regulation on the leasing or renting of any property in which the Mariana Islands Housing Authority has a security, financed or mortgaged interest.

Copies of the Regulations may be obtained from the Executive Director of the Mariana Islands Housing Authority.

The office of the Mariana Islands Housing Authority is soliciting views, opinions, facts and, data for or against the proposed Regulations from the general public.

Anyone interested in commenting in the proposed Regulations may do so by submitting in writing to the Mariana Islands Housing Authority, Saipan, Mariana Islands 96950, within 30 days from the date this notice is published in the Commonwealth Register.

*Dec 17, 1978*  
Date

  
Lorenzo LG. Cabrera  
Executive Director  
Mariana Islands Housing Authority



MARIANA ISLANDS HOUSING AUTHORITY

P.O. BOX 514, SAIPAN, MARIANA ISLANDS 96950

Tel: 9447

REGULATION NO. 1-78

REGULATION OF BUSINESS USE AND LEASING OF PROPERTY

PURPOSE: The purpose of this regulation is to control the conducting of business on the residential properties and units granted, financed, and/or mortgaged to the Mariana Islands Housing Authority (MIHA) by individual borrowers, particularly those properties involved in the Puntan Muchot and Garapan Subdivision, Saipan. The conducting of business on a single family residential property and unit as granted or financed by MIHA or in which MIHA has a security interest is contrary to the intent of Bill No. 5-370 or Public Law 5-67, in which the purpose of said Bill is to encourage and develop better single family residential dwellings and accommodations. The Board has determined that the conducting of business on or the leasing of properties on which MIHA has a security interest is contrary to the intent of law and therefore must be controlled or prohibited.

THEREFORE, this regulation shall have full force and effect concerning any and all residential properties granted by MIHA and those in which MIHA has a security interest, whether or not prior to the date of this regulation or hereafter:

1. It shall be prohibited for any person to substantially use or conduct any business or commercial use or purpose on or about the residential unit in which MIHA has financed or has a security or mortgage interest. Any advertising, promotions, signs or other advertisements concerning or relating to the conducting of a business or commercial use on or about the residential unit shall be prohibited. MIHA shall have the sole right to determine what is or what is not the substantial conducting of business or commercial use on or about the premises and what constitutes a commercial or business use.

2. All mortgage or security documents shall contain a clause prohibiting such commercial or business use of residential property being financed and shall clearly state that the mortgaged premises shall be used solely for single family residential purposes.

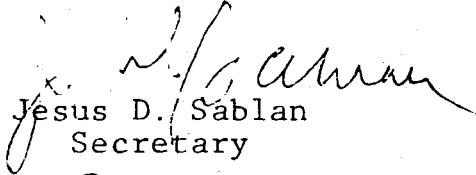
3. The leasing, subleasing or renting of any property in which MIHA has a security, finance or mortgage interest shall be prohibited unless the prior written consent of MIHA is obtained


and such lease, rental agreement or sublease is approved as to the form and contents by MIHA. MIHA may, but shall not be obligated to do so, give such consent provided the borrower or mortgagor sufficiently proves and establishes the following to the satisfaction of MIHA:

- a. The borrower/mortgagor is permanently handicapped or deceased, and such pension and income from all sources, which he or his family receives is inadequate to meet the immediate needs of the family. In addition thereto, the borrower/mortgagor or his family has another house elsewhere that is habitable in which he or his family may reside.
- b. The borrower/mortgagor is temporarily absent from the Northern Mariana Islands for the purposes of education, assignment of temporary duty, or due to some compelling economic reason in which MIHA deems satisfactory to justify such leasing, subleasing or renting.

MIHA shall have the sole discretion to determine whether or not the above reasons are satisfactory to justify the leasing, renting or subleasing of the same.

Adopted this *14th* day of *November*, 1978,  
by the Board of Directors, Mariana Islands Housing Authority.

  
Jesus D. Sablan  
Secretary

  
Pedro Q. dela Cruz  
Chairman

PUBLIC NOTICE

Proposed Policy and Procedures Concerning  
Direct Family Home Loans of the  
Mariana Islands Housing Authority

The Board of Directors of the Mariana Islands Housing Authority in accordance with Public Law 5-67 is proposing to promulgate new Regulations to be identified as Direct Family Home Loans Policy and Procedures of the Mariana Islands Housing Authority.

The proposed Regulations included the following subjects:

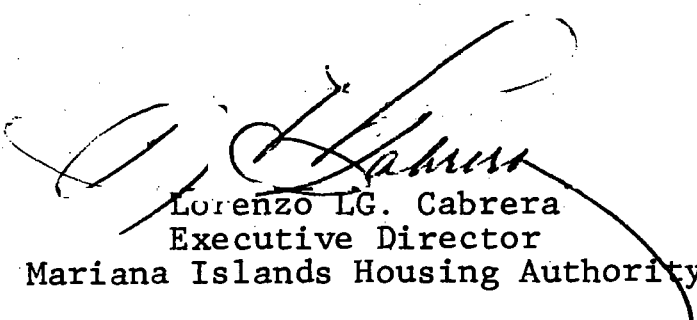
1. Eligibility and Qualification of Applicants
2. Terms and Conditions of Loans
3. Applicant Qualifications and Conditions
4. Priority Criteria
5. Processing of Loans
6. Settlement of Loans
7. Administration of Programs

Copies of the Regulations may be obtained from the Executive Director of the Mariana Islands Housing Authority.

The office of the Mariana Islands Housing Authority is soliciting views, opinions, facts and, data for or against the proposed Regulations from the general public.

Anyone interested in commenting in the proposed Regulations may do so by submitting in writing to the Mariana Islands Housing Authority, Saipan, Mariana Islands 96950, within 30 days from the date this notice is published in the Commonwealth Register.

*Dec 12 1978*  
Date

  
Lorenzo LG. Cabrera  
Executive Director  
Mariana Islands Housing Authority



## MARIANA ISLANDS HOUSING AUTHORITY

P.O. BOX 514, SAIPAN, MARIANA ISLANDS 96950

Tel: 9447

### DIRECT FAMILY HOME LOANS POLICY AND PROCEDURES

- I. **PURPOSE AND AUTHORITY:** The purpose of the direct family home loan financing program is to encourage and create better living standards, a healthier environment for family life, attractive community, and to provide for modest, safe and sanitary dwellings. It will enhance the economic activity of the Mariana Islands through building constructions, which will increase demands for jobs, building materials, home furnishings, and related products. It is the policy of the Mariana Islands Housing Authority (MIHA) to assist qualified applicants to acquire and occupy a home or to improve their existing homes. Pursuant to Public Law 5-67, as amended, the MIHA will undertake to provide the financial or management operation or otherwise provide housing for persons with low and moderate income.
- II. **SCOPE:** This policy shall apply to all direct loans to families and shall supersede all policies issued prior hereto, which are inconsistent with this policy.
- III. **USE OF FUNDS:** All available funds either as borrowed funds, grant funds, or covenant funds, may be used for the purchase or construction of a detached, single family residential



dwelling or for home improvement or rehabilitation. The use of such funds shall be subject to the following:

- A. The house to be constructed, improved or purchased shall be or become owned by the applicant in fee simple.
- B. The home to be constructed or improved must be occupied and used by the applicant as his principal place of residence.
- C. The home to be purchased must be occupied and used by the applicant as his principal place of residence immediately after the date the loan is closed, which shall be the same date as the day of purchase.

IV. ELIGIBILITY AND QUALIFICATION: Any applicant may be considered eligible for a loan under this program who is determined by MIHA to be capable of repaying the loan under the terms and conditions as established by this policy. However, no loan may be made to any applicant who is also eligible for a loan under the MIHA Guaranteed Loan Program. No loan may be made to any applicant who is deemed by MIHA to be capable of obtaining a similar loan from a private lending institution.

V. TERMS AND CONDITIONS OF LOANS: The following terms and conditions shall apply to all loans made directly under this program.

- A. The maximum loan shall not exceed Thirty Thousand Dollars (\$30,000) for construction or the purchase of a house.
- B. The amount of the loan shall not exceed ninety percent (90%) of the appraised value of the property by MIHA or the purchase price, whichever is lower. In construction loans, the purchase price of the property means the value of the land plus the estimated cost of construction.
- C. The repayment period of any loan shall not exceed Thirty (30) years.
- D. The monthly repayment (installment) amount for any loan made under this program shall not be less than One Hundred Dollars (\$100).
- E. No Home improvement or rehabilitation loan may be less than One Thousand Dollars (\$1,000) or more than Fifteen Thousand Dollars (\$15,000).
- F. No loan may be issued to any applicant whose monthly installment will exceed twenty-five percent (25%) of his total monthly income. No loan may be issued to any applicant whose total monthly obligations, including installment for this loan would be equal to or be more than thirty-three percent (33%) of his total monthly

income. Total monthly income means all income received by the applicant and his immediate family before tax deductions.

- G. All constructions and improvements of homes shall meet the minimum property standards and building requirements of MIHA, including applicable regulations and (zoning) laws as may be established from time to time.
- H. Homes to be constructed or purchased shall be modest but adequate in size in relation to the size of the applicant's family (see Section 8 Manual, Part III), and shall be reasonable in costs in relation to the needs and capability of the particular applicant as determined by MIHA.
- I. All loans shall be secured by a first mortgage on the property to be improved, purchased or constructed. Additionally, the loan may be secured by other properties or by a guarantor if deemed necessary by MIHA.
- J. Any real property to be used as collateral shall be owned in fee simple by the mortgagor and shall be free from defects or encumbrances.
- K. The applicant shall pay for all necessary attorney's fees, finance charges and other expenses and fees related to the closing of a loan.

VI. APPLICANT QUALIFICATIONS AND CONDITIONS: To qualify for a loan under this program, the applicant must meet the following.

- A. The applicant shall prove sufficient credit to make all necessary payments. Credit requirements for qualifications of applicant is subject to reasonable and necessary change from time to time by MIHA.
- B. The applicant shall supply complete building plans, specifications, cost estimates and other information to the satisfaction of MIHA.

VII. PRIORITY CRITERIA: Consideration of applications shall be on a first-come-first-served basis, subject to the following conditions and guidelines:

- A. Applicant's family is without housing (Homeless).
- B. Applicant's family is about to become homeless and has been served with a notice of ejection as a result of MIHA's action. This category of applicants include those whose homes have been partially damaged or totally destroyed by natural disaster.
- C. Applicant's family is residing in an unsafe, unsanitary or overcrowded dwelling.

D. The word, "Applicant", as used herein means a family or a single person who has no family or dependents.

VIII. ADVERTISING: Whenever additional funds are made available under this program, it shall be made known to the public through the media such as the radio and newspaper and shall state the following:

A. Amount Available

B. Origin of the Fund

C. Intent as to the Use of the Fund

IX. PROCESSING OF LOANS: Loans shall be processed and granted according to priorities and shall be subject to the following:

A. Any information pertaining to credit, income, employment and related matters necessary for the determination of the loan application shall be filed together with the application. If MIHA is to obtain such information itself, then authorization shall be obtained from the applicant prior to collection of information.

B. Any information gathered shall be considered confidential and shall not be released to any person except upon written approval of the applicant.

- X. **LOAN SETTLEMENT:** The closing of a loan made hereunder shall be subject to the following:
- A. For construction loans, the first monthly installment shall be due on the first day of the month following the completion and occupancy of the house or six months after the closing of the loan, whichever occurs first. Monthly installments thereafter shall be due on the first day of each and every month. Installments are due and payable within, but not to exceed, thirty (30) days. No interest may be charged the borrower during the construction period.
  - B. For improvement loans, the first monthly installment shall be due on the first day of the month following the month when the improvement of the dwelling is to have been completed or on the first day of the third month following the month the loan is closed, whichever occurs first. All monthly installments thereafter shall be due on the first day of each and every month. Installment are due and payable within, but not to exceed, thirty (30) days. No interest may be charged to the borrower during the improvement period.
  - C. For purchase loans, the first monthly installment shall be due on the first day of the second month following the month the date of purchase. Monthly installments thereafter shall

be due on the first day of each and every month.  
Installments are payable within, but not to exceed,  
thirty (30) days. Interest may not be charged to the  
borrower for the remaining days of the month during  
which the loan was closed.

- XI. FUND MANAGEMENT: The management of funds made available under this program shall be governed as follows:
- A. All funds obtained hereunder shall be deposited on a separate account and from all other funds of MIHA and shall be effectively managed so that they may not be diminished and shall continue to revolve.
  - B. The account to which funds are deposited shall be known as the "Direct Family Home Loans Revolving Fund".
  - C. Loans shall be amortized and interest on loans shall be charged on the declining balance.
  - D. The interest chargeable under this program is six percent (6%) per annum on the declining balance of the loan.  
Interest chargeable on other funds made available under this program will be based on rates as maybe established by law.
  - E. Interest chargeable on any borrowed funds under this program shall not exceed  $1\frac{1}{2}\%$  per annum above the interest rate assessed MIHA by a lending institution.

F. Revenues or interests earned may be deposited in MIHA's general fund account and may be expended for any approved purpose.

G. Late installment charge shall be fixed at 1% of the monthly installment on every late installment per month until fully paid.

XII. ADMINISTRATION OF PROGRAM: The administration of this program shall be governed by the provisions of this policy. As the administrator/manager of the Mariana Islands Housing Authority:

A. The Executive Director is delegated the authority and responsibility to administer this program. In his capacity as the Executive Director, he shall have the authority to approve or disapprove loans, promulgate rules and regulations consistent with the provisions of this policy, and shall have other powers necessary and appropriate to carry out the intent and purposes of this program.

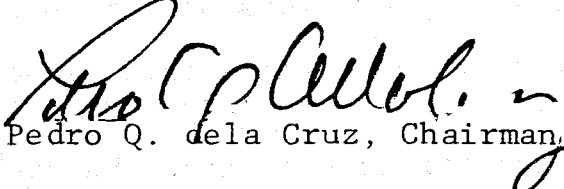
B. The Executive Director shall make periodic reports to the Board of Directors at least once every three months in regards to his administration and management of this program.



XIII. AUTHORITY RESERVED: The Board of Directors reserves the authority and power to revise, amend or repeal any provision of this policy.

In addition, the Board of Directors reserves the authority to appropriate revenues from the interests earned under this program.

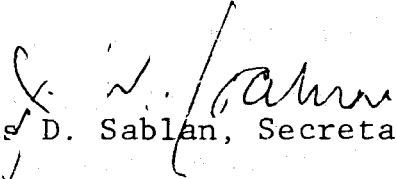
Approved by: MIHA Board of Directors

  
Pedro Q. dela Cruz, Chairman

11/14/78  
Date

Ignacio M. Sablan, Vice-Chairman

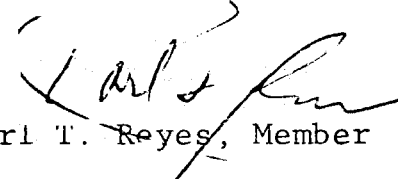
Date

  
Jesus D. Sablan, Secretary

11/14/78  
Date

  
Manuel P. Villagomez, Member

11/14/78  
Date

  
Karl T. Reyes, Member

11/14/78  
Date



# Commonwealth of the Northern Mariana Islands

## Office of the Governor

Saipan, Mariana Islands 96950

Cable Address:  
Gov. NMJ Saipan

### PUBLIC NOTICE

#### Statistical/Research Center Proposed Rules and Regulations

The Acting Deputy Director, Department of Commerce and Labor, in accordance with Public Law 1-8 is proposing to promulgate new regulations to be identified as Rules and Regulations of the Office of Statistical/Research Center, Economic Development Division, Department of Commerce and Labor.

The proposed Rules and Regulations included the following subjects:

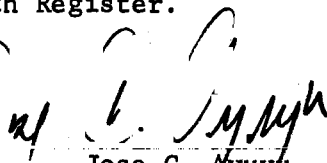
1. Authority
2. Purpose and function
3. Census
4. Authority to collect information
5. Confidentiality of information
6. Penalties

Copies of the Rules and Regulations may be obtained from the Acting Deputy Director of Commerce and Labor.

The Department of Commerce and Labor is soliciting views and opinions, facts, and data for or against the proposed Rules and Regulations from the general public.

Anyone interested in commenting on the proposed Rules and Regulations may do so by submitting in writing to the Department of Commerce and Labor, Saipan, Mariana Islands, 96950, within 30 days from the date this notice is published in the Commonwealth Register.

11/25/78  
Date

  
Jose C. Ayuya  
Acting Deputy Director  
Department of Commerce and Labor

Section 1. AUTHORITY:

Pursuant to Chapter 9, Section 6 of Public Law 1-8, subject proposed Rules and Regulations are hereby approved and promulgated.

Section 2. PURPOSE:

To establish a Statistical/Research Center Rules and Regulations for purpose of collecting, tabulating, publicizing and analyzing statistical data for the benefit of the Commonwealth Government. The Statistical/Research Center shall collect social and economic statistical data needed for development programs and evaluation of plan implementation. The statistical data so collected shall be made available to the public upon approval by the Director, Department of Commerce and Labor. The Center shall also carry out, on an hoc, or continuing basis (monthly, quarterly, semi-annually, or annually), the collection of the following types of statistical data:

SCHEDULE

1. Population Surveys
2. Vital occurrences and mobility
3. Immigration, emigration, and demographic changes
4. Education
5. Social conditions, including housing and health
6. Manpower resources
7. Employment and Unemployment
8. Community, recreation, and personal services
9. Salaries, wages, bonuses, fees allowances, and any other payments and honoraria for services rendered
10. Personal expenditures and consumption

11. Income, earnings, profits, rents, and interest
12. Injuries, accidents, and compensation
13. Associations of employers, employees, and other persons generally
14. Tourism
15. Agriculture
16. Mariculture
17. Fishing
18. Forestry and logging
19. Land Tenure, the occupation and use of land, and the production thereof
20. Transfers of land, leases of land, charges, encumbrances and other interests in land
21. Mining and quarrying, including the prospecting and production of metallic, nonmetallic, hydrocarbon, and natural gas products
22. Fuel and power
23. Building, construction, and allied industries
24. Water and sanitary services
25. Commercial and professional undertaking and business services
26. Wholesale and retail prices of commodities and cost of living
27. Wholesale and retail trade, restaurants and hotels
28. External and internal trade
29. Storage and warehousing
30. Stocks of manufactured and unmanufactured goods

31. Transportation and communication in all forms by land, water or air
32. Banking and finance
33. Savings

**Section 3. CENSUS:**

The Governor shall order the Statistical/Research Center to conduct a census of population, housing, agriculture, and industry, or other censuses, no less than once every ten years or more often as determined by him.

**Section 4. AUTHORITY TO COLLECT INFORMATION:**

a) Upon the publication of a determination with reasons therefor certified by the Director, Department of Commerce and Labor, with the approval of the Director, that the information called for is needed to aid or permit the efficient performance of essential government functions or services, or has significant application to the needs of the public, business, or industry and is not publicly available from nongovernmental or governmental sources, the Director may order that statistical information be collected of one or more of the subjects set out in the Schedule in Section 2. Publication shall be made in a newspaper published on Saipan for two successive weeks.

b) The Director, Department of Commerce and Labor, may request a person from whom particulars may be needed under this Rules and Regulations to supply him with such information as may be necessary or desirable in order to collect the statistical information set out in the Section (2) Schedule.

c) Any person requested to provide such information shall, to the best of his knowledge and belief, comply with any reasonable request, not violative of his constitutional rights, to complete such forms, make such returns, answer such questions, and provide the requested information.

d) A Government Official having custody and control over ~~Government~~ records or documents, belonging to the Commonwealth Government or any Municipal Government or Local Authority, which are sought to provide statistical information prescribed in the Section (2) Schedule, shall grant access thereto to the Director or his authorized designee.

e) The Director may request a person to supply him with particulars either by interviewing such person personally, by requesting that such person complete a form or by any other reasonable method determined by the Director.

Section 5. CONFIDENTIALITY OF INFORMATION:

No individual return, or part thereof, or answer given to any question put for the purposes of this Rules and Regulations and no report, abstract, or other document containing particulars comprised in any such return or answer shall be published, admitted to evidence, or shown to any person not employed in the execution of a duty under this Section, unless the previous consent in writing thereto has been obtained from the person making such return or giving such answer, or, in the case of an undertaking or business, from the person having the control, management, or superintendence of the undertaking or business; PROVIDED, that nothing in this Section shall prevent or restrict the publication of any such report, abstract or other document containing statistical information, even though publication would unavoidably make identification of any undertaking or person possible merely by reason of the fact that the particular relate to an undertaking which is the only undertaking within its particular sphere of activities.

Section 6. PRIVILEGED INFORMATION:

Nothing in this Section shall affect any law relating to the disclosure of any official, secret, or confidential information, evidence or document, and a

person reavested by the Director or supply shall be entitled in respect to such information, evidence, or document to plead the same privilege before the Director as before a court of law.

Section 7, PENALTIES:

(a) A person who, being over eighteen years of age, refuses or willfully neglects, when requested by any authorized employee of the Department of Commerce and Labor, to answer, to the best of his knowledge, any questions asked pursuant to Section IV above, applying to himself or to his family to which he belongs, or to the form or forms of which he or his family are the occupants, shall be find not more than \$100.00 or imprisoned not more than 30 days, or both. Whoever when answering questions asked in false, shall be fined not more than \$250.00 or imprisoned not more than three months, or both.

(b) Whoever, being the owner, official, agent, person in charge, or assistant to the person in charge, of any company, business, institution, establishment, religious body, or organization of any nature whatsoever, neglects or refuses, when requested by the Secretary of other authorized officer or employee of the Department of Commerce and Labor or bureau or agency thereof, to answer completely and correctly to the best of his knowledge all questions relating to his company, business, institution, establishment, religious body, or other organization, or to records or statistics in his official custody, contained on any census or other schedule prepared and submitted to him under the authority of this Rules and Regulations shall be fined not more than \$500 or imprisoned not more than sixty days, or both; and if he willfully gives a false answer to any such question, he shall be fined not more than \$1,000 or imprisoned not more than 5 months or both.

(c) A person being employed in the execution of any duty under this Rules and Regulations who;

(i) by virtue of such employment or duty is possessed of any information which might influence or affect the market value of any share, interest or other security, produce or article, and who, before such information is made public, directly or indirectly uses such information for his own personal gain; or


(ii) without lawful authority publishes or communicates of any person other than in the ordinary course of his employment any information acquired him in the course of such employment; or

(iii) knowingly compiles for issue or publication any false statistics or information shall be guilty of a misdemeanor and upon conviction thereof shall be fined not more than \$1,000 or imprisoned for not more than one year, or both.

Section 8. EFFECTIVE DATE:

This Rules and Regulations shall be effective 30 days after its publication in the Northern Marianas Commonwealth Register.

11/25/78  
Date.

  
Jose C. Ayuyu  
Acting Deputy Director  
Department of Commerce and Labor





# Commonwealth of the Northern Mariana Islands

## Office of the Governor

Saipan, Mariana Islands 96950

Cable Address:  
Gov. NMJ Saipan

### PUBLIC NOTICE

#### DEPARTMENT OF NATURAL RESOURCES DIVISION OF AGRICULTURE PROPOSED RULES & REGULATIONS

The Acting Director, Department of Natural Resources, in accordance with Public Law 1-8 is proposing to promulgate new Rules & Regulations to be identified as Rules and Regulations Governing Plant & Animal Quarantine Inspection and Inspection Procedures, Personal Conduct and Dress, Agriculture Division, Department of Natural Resources.

The proposed Rules & Regulations include the following subject.

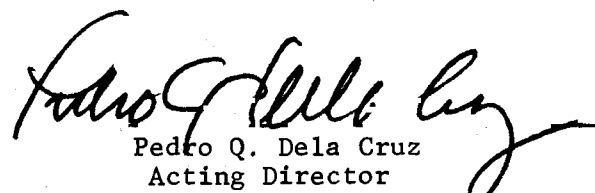
1. Authority
2. Purpose
3. Inspection of crew and passenger baggage and personal belongings
4. Inspection of Air Freight and Surface Cargo
5. Disposal of restricted, contraband or prohibited entry items intercepted and confiscated
6. Personal conduct and dress code
7. Penalty for violation of any provision of the Quarantine Rules and Regulations

Copies of the Rules & Regulations may be obtained from the Chief, Division of Agriculture, at the As Lito Agriculture Station.

The Department of Natural Resources solicits your views and opinions, facts and data or against the proposed Rules and Regulations from the General Public.

Anyone interested in commenting on the proposed Rules and Regulations may do so by submitting in writing to the Department of Natural Resources, Saipan, Mariana Islands, within 30 days from date of this publication in the Commonwealth Register.

Dated this 27th day of November, 1978.

  
Pedro Q. Dela Cruz  
Acting Director  
Department of Natural Resources



# Commonwealth of the Northern Mariana Islands

## Office of the Governor

Saipan, Mariana Islands 96950

Cable Address:  
Gov. FMJ Saipan

### PROPOSED REGULATION CODE OF COMMONWEALTH REGULATION

DIVISION OF AGRICULTURE  
DEPARTMENT OF NATURAL RESOURCES  
COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS  
SAIPAN, MARIANA ISLANDS 96950

16 NOVEMBER 1978

A. Authority:

Pursuant to Chapter 13, Section 5, of Public Law 1-8, subject Rules and Regulations are hereby approved and promulgated.

B. Purpose:

To established Rules and Regulations governing Plant & Animal Quarantine Inspection Procedures, Personal Conduct and Dress Code in the Commonwealth of the Northern Mariana Islands. This Rules and Regulations shall apply to all Agricultural Inspectors for Plant and Animal Quarantine, Division of Agriculture, at all ports of entry in the Commonwealth of the Northern Mariana Islands.

C. Inspection of crew and passenger baggage and personal belongings:

1. All crew and passenger baggage, luggage, suitcases, boxes, containers, hand-carries, and personal belongings shall first be inspected by a Customs Inspector, making certain that no contraband material or quarantinable items are present therein.  
If a contraband material or a quarantinable item is found by

the Customs inspector, the Quarantine inspector shall be notified immediately of such finding, and he shall then inspect and examine said material or item, and shall make the proper disposition thereof. The Quarantine inspector may, at his own option, examine any crew or passenger baggage or personal belongings if he so deems it to be necessary and in the best interest of the Commonwealth Government.

2. All Quarantine inspectors are encouraged to offer to the public an explanation as to why they have to undergo inspection of their baggage and personal belongings; i.e. to prevent the entry of plant and animal pests and diseases which we do not have now or are attempting to control or eradicate.
3. Each passenger or crew member shall be asked to open his or her own baggage and other personal belongings. A Quarantine inspector may, however, offer his or her assistance at any time if needed.
4. Any passenger or crew member who refuses to open for inspection his or her luggage and other personal belongings shall and must be directed to leave their baggage and personal belongings in the baggage claims area until they receive proper inspection by Customs and Quarantine. If any such person desires to ship his personal belongings back to their place of origin, he may

elect to do so at his own expense, under the supervision of a Quarantine Inspector, provided that they all be placed and returned on the same carrier that brought them in.

5. No favoritism of any kind whatsoever shall be practiced or allowed to Quarantine employees, members of their immediate families, relatives, guests, friends, or to crew members, and to all other passengers.
6. Diplomats with diplomatic passports and certain other dignitaries as approved by the Director of Natural Resources and the Chief of Agriculture Division, whose names shall appear on an official list, shall not be required to open their luggage and other personal belongings for Quarantine inspection. They shall be asked, however, if they have any fresh fruits, vegetables, meat, animal by-products, or other quarantinable items in their possession. All such restricted or prohibited entry items shall and must be surrendered and confiscated, and must be returned back to their place of origin.

D. Inspection of Air Freight and Surface Cargo:

No air freight and surface cargo shall be released until inspected by a Customs Inspector in the presence of a Quarantine Inspector.

Any contraband or quarantinable material found by the Customs Inspector

shall be referred immediately to the Quarantine Inspector for determination and proper disposition. The Quarantine Inspector may, at his own option, reinspect any piece of freight/cargo if he so deems it to be necessary and in the best interest of the Commonwealth Government. An official Quarantine stamp "INSPECTED & RELEASED" must be stamped on each piece of cargo released by the Quarantine Inspector with the initials of the Quarantine Inspector involved, and dated properly.

E. Disposal of restricted, contraband or prohibited entry items intercepted and confiscated:

1. All restricted, contraband or prohibited entry items that are intercepted and confiscated shall be placed in strong, waterproof plastic bags and properly labelled. These items must be returned to their place of origin by the carrier that transported them into the Northern Marianas since there is no USDA-approved disposal facility available at the present time. While awaiting for their return shipment, these items must be properly secured and accounted for.

F. Personal conduct and dress code:

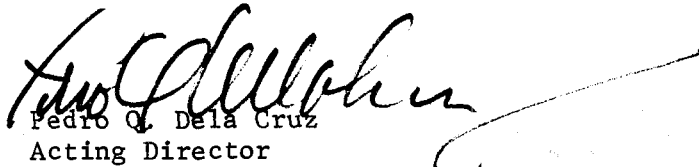
1. All Quarantine inspectors are to report for duty right on time. Airline and shipping schedules must be checked periodically for any change in arrival times of surface vessels and aircrafts as previously scheduled.
2. There shall be no smoking during inspection of crew and passenger baggage and personal belongings.

3. No gift(s) of any kind from any passenger or crew member shall be taken or accepted by a Quarantine inspector.
4. No Quarantine inspector shall take or accept anything from any passenger or crew member for delivery to any person, firm, corporation, etc.
5. Sampling or eating of any intercepted and confiscated food items are prohibited and strictly forbidden.
6. All quarantinable and restricted or prohibited entry items that are intercepted and confiscated are to be properly identified, secured and returned promptly and safely to their place of origin. No such item(s) shall leave the Quarantine Office at the port of entry.
7. No personal business of any kind shall be conducted by a Quarantine Inspector during working hours.
8. All Quarantine Inspectors shall wear clean, white shirts, and shall display an official quarantine badge at all times. They shall keep themselves neat and clean, and be quite presentable to the public.
9. Any and all possible or clear violation of Quarantine laws or the rules and regulations shall be promptly reported and investigated.
10. Any violation of the above rules and regulations must be

immediately reported to the Chief of Agriculture Division  
for investigation and clarification.

G. Penalty for violation of any provision of the Quarantine rules and regulations:

1. Any Quarantine Inspector found to be in violation of any of the provisions of the above rules and regulations will be subject to any of the following penalties, depending upon the nature and severity of the violation as will be determined by the Chief of Agriculture Division:
  - a. Letter of reprimand;
  - b. Immediate suspension from official duty and loss of pay;
  - c. Transfer to another job within the Division of Agriculture;
  - d. Demotion and a reduction in pay level;
  - e. Termination of employment.

  
Pedro Q. Dela Cruz  
Acting Director  
Department of Natural Resources