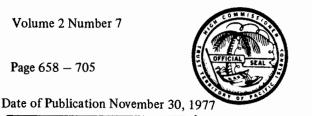
TRUST TERRITORY OF THE PACIFIC ISLANDS HEADQUARTERS, SAIPAN, MARIANA ISLANDS

Volume 2 Number 7

Page 658 - 705



INDEX

ADOPTED ADDITION TO REGULATIONS ADOPTED REGULATIONS ADOPTED AMENDMENTS PROPOSED REGULATIONS EMERGENCY REGULATION

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CONTENTS 就过它跟到

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TERRITORIAL REGISTER INDEX	() 254/₽≺
VOL. 1 NO. 1 THRU VOL. 2 NO. 6	
	119

ADOPTED ADDITION

TO REGULATIONS - Anna Maria Landar Katana TITLE 67, PUBLIC LANDS AND RESOURCES

CHAPTER 13, LEASE OF PUBLIC LANDS TO CITIZENS 677

ADOPTED REGULATIONS

REGULATIONS DEALING WITH PUBLIC UTILITIES AND SERVICES FOR PUBLIC678 CONSUMPTION IN PONAPE DISTRICT.

ADOPTED AMENDMENTS

1960

PROPOSED REGULATIONS

TITLE 63, CHAPTER 13, SUBCHAPTER II

EMERGENCY REGULATION 1235

TITLE 61, PUBLIC EMPLOYMENT, PUBLIC NOTICE ON WOITAFTEIVIERIA \$ CHAPTER 1, PUBLIC SERVICE SYSTEM, ROT MARY SPHERO EXCLUSION &

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TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

222

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TERRITORIAL REGISTER INDEX VOL. 1 NO.1 THRU VOL. 2 NO.6

TITLE 1 GENERAL PROVISIONS

			•	
<u>CHAPTER 9</u>	RULES AND PROCEDURES FOR THE HALF-MAST DISPLAY OF THE FLAG OF MICRONESIA UPON THE DEATH OF A GOVERNMENT OFFICIAL, A TRADITIONAL LEADER OR A DISTINGUISHED CITIZEN OF THE TRUST TERRITORY			
PART 1 2	GENERAL PROVISIONS DISPLAY OF THE FLAG OF MICRONESIA AT HALF-MAST	1 1	1 1	1
TITLE 2 TERR	ITORIAL GOVERNMENT			
CHAPTER 3	DISTRIBUTION AND COLLECTION OF OUTER ISLAND MAIL			
PART 1 2	GENERAL PROVISIONS COLLECTION AND DISTRIBUTION OF OUTER-ISLAND MAIL	1 1	12 12	387 387
TITLE 19 ADMI	RALTY AND MARITIME			
CHAPTER 1	BOARD OF MARINE INSPECTORS			
3	SAFETY DEVICES FOR VESSELS HULL AND MACHINERY INSPECTION INSPECTORS AND CERTIFICATES CERTIFICATES OF COMPETENCY OPERATION OF MOTORBOATS	1 1 1 1	8 8 8 8 8	281 285 291 291 292
CHAPTER 7	SEAMAN'S PROTECTION			
PART 1 2 3 4 5 6 7	GENERAL PROVISIONS ADMINISTRATION AND DELEGATION OF AUTHORITY RECRUITMENT AND APPOINIMENT TERMINATIONS OTHER THAN FOR CAUSE GRIEVANCE PROCEDURE COMPENSATION LEAVES OF ABSENCE APPENDIX A APPENDIX B	2 2 2 2 2 2 2 2 2 2 2 2 2	2 2 2 2 2 2 2 2 2 2 2 2	528 529 530 532 534 539 547 549 551
TITLE 21 AERO	NAUTICS		19	•
CHAPTER 1	LANDING FEES AND PARKING CHARGES AT TRUST TERRITORY AIRPORTS	•		
3 4 5	GENERAL PROVISIONS LANDING FEES PARKING CHARGES EXEMPTIONS PAYMENTS REPORTS ENFORCEMENT OF PAYMENT OVERTIME PAYMENT FOR GOVERNMENT OFFICERS	1 1 1 1 1 1 1	11 11 11 11 11 11 11 11	380 380 381 381 381 382 382 382
		· · ·		

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

TITLE 25 ANIMALS AND PLANTS QUARANTINE CONTROLS

حدر براکردها			TERRI	TORIAL	REGISTER
CHAPTE		PLANT AND ANIMAL QUARANTINES ADMINISTRATION AND	VOL.	NO.	PAGE
		ENFORCEMENT OF EMERGENCY MEASURES			
PART	1		2	1	426
PART		GENERAL PROVISIONS QUARANTINE NO. 1 - BACTERIAL CULTURES, VACCINES,	4	Ŧ	420
		ETC.	2	1	426
		QUARANTINE NO. 2 - DOMESTIC ANIMALS	2	1	426
		QUARANTINE NO. 3 - OTHER ANIMALS	2	1	429
		QUARANTINE NO. 4 - FRUITS AND VEGETABLES	2	1	429
		QUARANTINE NO. 5 - PROPAGATIVE MATERIAL	2	1	430
		QUARANTINE NO. 6 - FLOWERS	2	1	430
		QUARANTINE NO. 7 - CONSTRUCTION MATERIALS	2	1	430
		QUARANTINE NO. 8 - STORED DRIED PRODUCTS	2	1	430
		QUARANTINE NO. 9 - SOIL, SAND AND GRAVEL	2	1	430
		QUARANTINE NO. 10 - PACKING MATERIAL	2	i	430
		QUARANTINE NO. 11 - FRESH ANIMAL FEEDS AND BEDDING	2	1	431
		QUARANTINE NO. 12 - GARBAGE	2	1	431
	10		2	+	401
CHAPTE	RTT	QUARANTINE PROCEDURES AND CONTROLS			
PART	1	GENERAL PROVISIONS	2	1	432
T 7.777T		AGRICULIURAL QUARANTINE INSPECTORS	2	1	432
		PERMITS	2	ī	432
		INSPECTIONS	2	ī	432
		MANIFESTS AND MOVEMENTS INFORMATION	2	1	432
		PENALTIES	2	1	433
	•				
CHAPTE	R XII	I REGULATIONS GOVERNING THE INSPECTION OF MEAT			
		PREPARED FOR EXPORT FROM THE TRUST TERRITORY OF			
		THE PACIFIC ISLANDS			
PART		GENERAL PROVISIONS	1	3	99
		APPLICATION OF INSPECTION AND OTHER REQUIREMENTS	1	4	103
		EXEMPTIONS	1	4	103
	104				
		INSPECTION	1	4	104
	105	OFFICIAL NUMBERS; INAUGURATION OF INSPECTION;			
		WITHDRAWAL OF INSPECTION; REPORTS OF VIOLATION	· 1		105
		ASSIGNMENT AND AUTHORITIES OF PROGRAM EMPLOYEES		4	105
		FACILITIES FOR INSPECTION	1	4	106
		SANITATION	1	4	107
	109	ANTE-MORTEM INSPECTION	1	4	111
		POST-MORTEM INSPECTION	1	4	115
		DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED	1	4	115
	111	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS	1	4 4	115 118
	111 112	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES	1 1 1	4	115 118 124
	111 112	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES HANDLING AND DISPOSAL OF CONDEMNED OR OTHER	· .1	4 4 4	115 118 124
	111 112	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES	· ·1 · 1	4 4 4 4	115 118 124 126 and
	111 112 113	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES HANDLING AND DISPOSAL OF CONDEMNED OR OTHER INEDIBLE PRODUCTS AT OFFICIAL ESTABLISHMENTS	· .1	4 4 4	115 118 124
	111 112 113	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES HANDLING AND DISPOSAL OF CONDEMNED OR OTHER INEDIBLE PRODUCTS AT OFFICIAL ESTABLISHMENTS RENDERING OR OTHER DISPOSAL OF CARCASSES AND	1	4 4 4 5	115 118 124 126 and 127
	111 112 113 114	DISPOSAL OF DISEASED OR OTHERWISE ADULTERATED CARCASSES AND PARTS OFFICIAL MARKS, DEVICES AND CERTIFICATES HANDLING AND DISPOSAL OF CONDEMNED OR OTHER INEDIBLE PRODUCTS AT OFFICIAL ESTABLISHMENTS	· ·1 · 1	4 4 4 4	115 118 124 126 and

TITLE 25 (CONT.)

		LABELING, MARKING DEVICES AND CONTAINERS ENTRY INTO OFFICIAL ESTABLISHMENTS: REINSPECTION	1	5	132
	118	AND PREPARATION OF PRODUCTS DEFINITIONS AND STANDARDS OF IDENTITY OR	1	5	142
		COMPOSITION	1	5	146 and
			ĩ	6	164
	119	RECORDS, REGISTRATION, AND REPORTS	ī	6	164
		PENALTIES AND EFFECTIVE DATE	ī	6	165
	121		1	6	165
		INCHI IIONO, AND VILICUS DEMITRITON REQUINEMENTS	·	0	105
TITLE 33	BUSI	NESS REGULATIONS - MISCELLANEOUS			
CHAPTER		FOREIGN INVESIMENT REGULATIONS			
PART	1	GENERAL PROVISIONS	1	7	I
		PART 1 - GENERAL PROVISIONS (AMENDMENT)	ī	ii	383
		PART 2 - CHANGING "DISTRICT ECONOMIC DEVELOPMENT	-		303
		BOARDS" TO "DISTRICT FOREIGN INVESTMENT BOARDS"	1	11	383
	2	APPLICATION FOR BUSINESS PERMIT	ī	7	III
		PROCEDURE IN GRANTING BUSINESS PERMIT	ī	7	III
		DISTRICT ECONOMIC DEVELOPMENT BOARDS - DUTIES	T	/	***
	4	AND POWERS	1	7	***
	F	NON-CITIZENS DOING BUSINESS IN THE TRUST TERRITORY-	1	7	III
	5		•	-	***
	r	SERVICE OF PROCESS-BOOKS & RECORDS	1	7	III
		COMMENCEMENT OF BUSINESS	1	7	IV
		AMENDMENT OF BUSINESS PERMIT	1		IV
		RENEWAL OF BUSINESS PERMIT	1		IV
		REPRESENTATIVES OF FOREIGN BUSINESS	1	7	IV
	10	LEASE OF REAL PROPERTY BY FOREIGN INVESTORS	1	7	IV
TITLE 35	COMMU	NICATIONS			
DIVISIO	N I	GENERAL PROVISIONS			
PART	1	AUTHORITY	1	6	194
TTTT		BASIS AND PURPOSE	i	6	195
		DEFINITIONS	i	6	195
		AUTHORIZATION REQUIRED	1	6	195
			1	-	
		ELIGIBILITY FOR LICENSE	1	6	196
		PROHIBITED PRACTICES; ADMINISTRATIVE SANCTION	Ţ	6	197
		GOVERNMENT OPERATIONS	1	6	198
	8	EMERGENCY CONDITIONS	1	6	198
	9 1	THRU 13 - RESERVED FOR FUTURE USE			
DIVISIO	<u>II</u>	NON-GOVERNMENT SHIP RADIO SERVICE			
PART	14	BASIS AND PURPOSE	ĺ	6	198
		DEFINITIONS	ī	ő	198
		ELIGIBILITY FOR LICENSE	ī	6	200
		APPLICATION AND LICENSING	ī	6	200
	· •• /		-	v	200

TITLE 35 (CONT.)

	19 20	GENERAL REQUIREMENTS TECHNICAL REQUIREMENTS OPERATIONAL REQUIREMENTS & PROCEDURES CUEDADT IN EMERCIENCY	1 1 1	6 6 6	202 203 204
	22	SUBPART H. EMERGENCY, DISTRESS, ALARM, URGENCY AND SAFETY FOREIGN SHIP STATIONS IN TRUST TERRITORY WATERS PROHIBITED PRACTICES AND ADMINISTRATIVE SANCTIONS	1 1 1	6 7 7	211 217 217
CHAPTER	III	NON-GOVERNMENT LAND STATIONS			
PART	31	BASIS AND PURPOSE	1	7	218
	32	DEFINITIONS	i	7	218
		ELIGIBILITY FOR LICENSE	1	7	220
		APPLICATION AND LICENSING	1	7	220
		GENERAL REQUIREMENTS	1	7	221
		TECHNICAL REQUIREMENTS	1	7	222
		OPERATIONAL REQUIREMENTS AND PROCEDURES	1	7	222
		PROHIBITED PRACTICES AND ADMINISTRATIVE SANCTIONS		7	227
	39	THRU 45 - RESERVED FOR FUTURE USE			
CHAPTER	VI	COMMERCIAL RADIO OPERATORS			
PART	46	GENERAL REQUIREMENTS, COMMERCIAL RADIO OPERATORS	1	7	227
		APPLICATIONS AND EXAMINATIONS	ī	7	228
		SCOPE OF AUTHORIZATIONS	ī	7	229
CHAPTER		THRU 44 - RESERVED FOR FUTURE USE <u>AMATEUR RADIO SERVICE</u>			
			-	7	220
PART		GENERAL PROVISIONS, AMATEUR RADIO SERVICE	1	7 7	230
		CLASSES OF LICENSES AND PRIVILEGES	1	7	231 231
		OPERATOR LICENSE ELIGIBILITY	1 1	7	231
		SUBMISSION OF APPLICATIONS	1	7	232
	60 61	OPERATOR LICENSE EXAMINATIONS	1	7	232 234
				7	234 235
		LOCATION OF AMATEUR STATION	1	7	235
		ANTENNA STRUCTURES	1	-	
		CALL SIGNS	1	7	236
		TECHNICAL STANDARDS	1	7	236
		OPERATING REQUIREMENTS AND PROCEDURES	1	7	238
		STATION OPERATION AWAY FROM AUTHORIZED LOCATION	1	7	240
		LOGS	1	7	241
		EMERGENCIES	1	7	242
		PROHIBITED PRACTICES	1	7	242
		ADMINISTRATIVE SANCTIONS	1	7	243
		THIRD-PARTY MESSAGE TRAFFIC	1	7	245
	13	FORBIDDEN COMMUNICATIONS BETWEEN DIFFERENT COUNTRIES	1	7	245

74 THRU 80 - RESERVED FOR FUTURE USE

81	EXTRACTS FROM RA	DIO REGULATIONS	ANNEXED TO	THE			
	INTERNATIONAL TE	LECOMMUNICATION	CONVENTION	ſ	_	_	~
	(GENEVA 1959).				1	7	245

TITLE 35 (CONT.)

CHAPTE	<u>R VI</u>	CITIZENS RADIO SERVICE			
PART	83 84	STATION OPERATING REQUIREMENTS	1 1 1 1	7 7 8 8 8	245 247 250 252 258
		THRU 93 - RESERVED FOR FUTURE USE			
CHAPTE	R VI	REGULATIONS GOVERNING BROADCAST SERVICE			
PART	95 96 97 98 99 100	BASIS AND PURPOSE, BROADCAST SERVICE REGULATIONS GENERAL REQUIREMENTS EQUIPMENT STATION OPERATION LICENSES LOGS, REQUIREMENTS FOR OTHER OPERATING REQUIREMENTS CONELRAD	1 1 1 1 1 1	8 8 8 8 8 8 8 8 8	259 259 260 261 261 262 262 262
	102	THRU 108 - RESERVED FOR FUTURE USE			
TITLE 37	CORE	PORATIONS, PARTNERSHIPS AND ASSOCIATIONS			
		CORPORATIONS GENERALLY			
			_	_	_
PART	2 3 4 5	GENERAL PROVISIONS ORGANIZATION; POWERS CAPITAL STOCK MEETINGS AND BYLAWS RIGHTS, DUTIES AND LIABILITIES DISSOLUTION SERVICE OF PROCESS	1 1 1 1 1 1	1 1 1 1 1 1	5 9 14 16 17 20
CHAPTE	<u>r 2</u>	CONSOLIDATION AND MERGER OF CORPORATIONS			
PART	2	CORPORATIONS FOR PROFIT MERGER OF SUBSIDIARY CORPORATIONS NONPROFIT CORPORATIONS	1 1 1	1 1 1	21 25 26
CHAPTE	R 3	FOREIGN CORPORATIONS			
PART	1	FOREIGN CORPORATIONS, GENERALLY	1	1	27

	4 CORPORATIONS SOLE FOR ECCLESIASTICAL PURPOSES			
PART	1 (NOT TITLED - CORPORATIONS SOLE IN GENERAL)	1	1	29
CHAPTER	5 PARINERSHIPS			
PART		1 1	1	31 32
TITLE 37	(CONT.)			
CHAPT	ER 5 CREDIT UNIONS			
PART	 101 GENERAL PROVISIONS 102 FORMATION OF CREDIT UNIONS 103 SUBSTANTIVE PROVISIONS 104 DISSOLUTION 105 AMENDMENTS 106 MISCELLANEOUS 	1 1 1 1 1	2 2 2 2 2 2 2	40 41 43 45 46 47
CHAPT	ER 7 COOPERATIVES			
PART	 GENERAL PROVISIONS FORMATION OF COOPERATIVE ASSOCIATIONS AMENDMENTS SUBSTANTIVE PROVISIONS MEMBERSHIP MISCELLANEOUS 		2 2 2 2 2 2 2	48 49 50 50 51 52
TITLE 41 CHAPT				
SECTI	ONS 17, 18 AND 20 - CHARTERING OF NONPUBLIC SCHOOLS			
PART	1 GENERAL PROVISIONS 2 BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER 3 ROUTING OF REQUEST FOR CHARTER 4 MISCELLANEOUS	2 2 2 2	6 6 6	638 639 639 640
PART	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER 	2 2	6	639 639
PART	 CENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS 	2 2	6	639 639
PART SECTI	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION 	2 2 2 2	6 6 6	639 639 640 641
PART <u>SECTIO</u> PART	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION FISH, SHELLFISH AND GAME 	2 2 2 2	6 6 6	639 639 640 641
PART SECTIO PART TITLE 45	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION FISH, SHELLFISH AND GAME 	2 2 2 2	6 6 6	639 639 640 641
PART SECTIO PART TITLE 45 CHAPT	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION FISH, SHELLFISH AND GAME ER 5 ENDANGERED SPECIES (NOT TITLED - LIST OF ENDANGERED SPECIES) 	2 2 2 2 2	6 6 6 6 6	639 639 640 641 641
PART SECTIO PART TITLE 45 CHAPT PART	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION FISH, SHELLFISH AND GAME ER 5 ENDANGERED SPECIES (NOT TITLED - LIST OF ENDANGERED SPECIES) LABOR 	2 2 2 2 2	6 6 6 6 6	639 639 640 641 641
PART SECTION PART TITLE 45 CHAPT PART TITLE 49	 GENERAL PROVISIONS BASIC REQUIREMENTS OF ELIGIBILITY FOR CHARTER ROUTING OF REQUEST FOR CHARTER MISCELLANEOUS ONS 21 AND 24 - TEACHER CERTIFICATION GENERAL PROVISIONS TEACHER CERTIFICATION FISH, SHELLFISH AND GAME ER 5 ENDANGERED SPECIES (NOT TITLED - LIST OF ENDANGERED SPECIES) LABOR 	2 2 2 2 2	6 6 6 6 6	639 639 640 641 641

.

1 <u>TITIE 53</u>	 3 IMPORTATION OF NONRESIDENT WORKERS 4 FILING PROCEDURE 5 PHYSICAL EXAMINATION REQUIREMENTS 6 TRANSFER OF WORKERS 7 TERMINATION OF NONRESIDENT WORKERS 8 RECORDS 9 TRANSPORTATION AND HOUSING FOR WORKERS 0 WORKING CONDITIONS AND SAFETY NATIONALITY, EMIGRATION AND IMMIGRATION 3 1 AND 2 - RESERVED FOR FUTURE USE 	1 1 1 1 1	6 6 6 6 6 6 6	167 168 168 168 169 169 169
CHAPTER	3 IMMIGRATION CONTROL			
PART]	0 GENERAL PROVISIONS 1 ENTRY PERMITS 2 FOREIGN VESSEL AND FOREIGN AIRCRAFT ENTRY 3 GENERAL RULES	2 2 2 2	6 6 6	645 645 649 651
TITLE 61	PUBLIC EMPLOYMENT			
CHAPTER	1 PUBLIC SERVICE SYSTEM REGULATIONS			
נ נ נ נ נ נ נ נ נ נ נ נ נ נ נ נ נ נ נ	 PURPOSE AND SCOPE ORGANIZATION AND ADMINISTRATION EXAMINATIONS ELIGIBLE LISTS CERTIFICATION AND APPOINTMENT OUTSIDE EMPLOYMENT AND OTHER ACTIVITIES HOUSING TRAINING AND EMPLOYEE DEVELOPMENT TERMINATIONS OTHER THAN FOR CAUSE PERFORMANCE EVALUATION INCENTIVE AWARDS ADVERSE ACTION APPEALS TO THE PERSONNEL BOARD GRIEVANCES POLITICAL ACTIVITIES POSITION CLASSIFICATION COMPENSATION COMPENSATION ADJUSTMENT FOLLOWING PERSONNEL ACTIONS LEAVES OF ABSENCE 	1 1 1 1 1 1 1 1	9999999999999999999999	296 297 299 301 302 303 306 307 308 309 311 314 314 315 316 318 328
	UBLIC HEALTH, SAFETY AND WELFARE			
PART	1 GENERAL PROVISIONS 2 DEFINITION OF TERMS 3 LOCAL REPORTING AREAS 4 REPORTING AND REGISTERING BIRTHS 5 REPORTING AND REGISTERING DEATHS 6 REPORTING AND REGISTERING FETAL DEATHS 7 MONTHLY LISTS OF VITAL EVENTS	1 1 1 1 1	3 3 3 3 3 3 3 3	73 73 74 74 75 75

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

FETNAL DEATH 1 3 76 10 CORRECTION OF CRETTFICATES 1 3 76 11 EVENTS OCCURRING IN INTERNATIONAL AREAS 1 3 76 12 RESPONDENT - SEE RELEASE NO. 7-71) 1 3 76 13 FERNALTY 1 3 76 14 EFFECTIVE DATE 1 3 76 TITLE 63 (CONT.) GMAPTER II CONTAGIOUS DISEASE PART 51 GENERAL PROVISIONS 1 3 77 53 QUARANTING OF TERMS 1 3 77 53 QUARANTING OF TERMS 1 3 77 54 PENALTY 1 3 77 55 EFFECTIVE DATE 1 3 77 54 PENALTY 1 3 77 53 QUARANTINE, CONFINGENERS 1 3 77 54 PENALTY 1 3 77 55				DELAYED REGISTRATION DUTIES OF THE CLERKS OF COURTS WITH RESPECT TO REGISTRATION OF CERTIFICATES OF BIRTH, DEATH AND	1	3	75
(ADDED BY AMERIMENT - SEE RELEASE NO. 7-71) 1 3 76 12 RESPONSIBILITY OF DIRECTOR OF PUBLIC HEALTH 1 3 76 13 PENALTY 1 3 76 14 EFFECTIVE DATE 1 3 76 CHAPTER II CONTAGIOUS DISEASE PART 51 GENERAL PROVISIONS 1 3 77 53 QUARANTINE, CONTINUMENT AND TREATMENT OF INFECTIOUS 1 3 77 53 QUARANTINE, CONTINUMENT AND TREATMENT OF INFECTIOUS 1 3 77 54 PENALTY 1 3 77 55 EFFECTIVE DATE 1 3 77 21 DEFINITION OF TERMS 1 3 76 22 EXAMINATION 1 3 76 23 INFECTION 1 3 76				FETAL DEATH CORRECTION OF CERTIFICATES			75 76
TITLE 63 (CONT.) TITLE 63 (CONT.) CHAPTER II CONTAGIOUS DISEASE PART 51 GENERAL PROVISIONS 1 3 77 53 QUARANTINE, CONFINEMENT AND TREATMENT OF INFECTIOUS AND CONTRACIOUS DISEASES 1 3 77 54 PERALTY 1 3 77 55 EFFECTIVE DATE 1 3 77 CHAPTER III RESTAURANT AND FOOD SELLING PLACES PART 20 GENERAL PROVISIONS 1 3 77 21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 77 22 EXAMINATION OF TERMS 1 3 77 22 EXAMINATION 1 3 78 23 INFECTION 1 3 76 24 INSPECTION 1 3 76 25 GENERAL PROVISIONS 1 3 77 28 EFFECTIVE DATE 1 3 79 27 PENALTY 1 3 76 26 GENERAL PROVISIONS 1 3 80 36 DEFINITION OF TERMS 1 3			12	(ADDED BY AMENDMENT - SEE RELEASE NO. 7-71) RESPONSIBILITY OF DIRECTOR OF PUBLIC HEALTH	l	3	76 76 76
CHAPTER LI CONTAGIOUS DISEASE PART 51 GENERAL PROVISIONS 1 3 76 52 DEFINITION OF TERMS 1 3 77 53 QUARANTINE, CONFINEMENT AND TREATMENT OF INFECTIOUS AND CONTRACTOUS DISEASES 1 3 77 54 PERALTY 1 3 77 55 EFFECTIVE DATE 1 3 77 55 EFFECTIVE DATE 1 3 77 CHAPTER ILL RESTAURANT AND FOOD SELLING PLACES 1 3 77 21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 76 23 INFECTION 1 3 76 24 INSPECTION 1 3 76 25 GENERAL RECULATIONS 1 3 79 26 GRADING 1 3 79 27 PENALTY 1 3 79 28 EFFECTIVE DATE 1 3 86 34 INSPECTION 1 3 86 35 GENERAL PROVISIONS 1 3 86 36 DEFINITION OF TERMS 1 3 86			14	EFFECTIVE DATE	1	3	76
PART 51 GENERAL PROVISIONS 1 3 76 52 DEFINITION OF TERMS 1 3 77 53 QUARANTINE, CONFIGNEMENT AND TREATMENT OF INFECTIOUS AND CONTRACTOUS DISEASES 1 3 77 54 PERALITY 1 3 77 55 EFFECTIVE DATE 1 3 77 CHAPTER III RESTAURANT AND FOOD SELLING PLACES 1 3 77 CHAPTER III RESTAURANT AND FOOD SELLING PLACES 1 3 77 20 GENERAL PROVISIONS 1 3 77 21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 76 23 INFECTION 1 3 76 24 INSPECTION 1 3 76 25 GENERAL PROVISIONS 1 3 76 26 GRADING 1 3 77 28 EFFECTIVE DATE 1 3 80 36 DEFINITION OF TERMS 1 3 80 <td>TI</td> <td>TLE 63</td> <td>(CON</td> <td><u>r.)</u></td> <td></td> <td></td> <td></td>	TI	TLE 63	(CON	<u>r.)</u>			
52 DEFINITION OF TERMS 1 3 77 53 QUARANTINE, CONFINEMENT AND TREATMENT OF INFECTIOUS AND CONTRACTORS DISEASES 1 3 77 54 PENALITY 1 3 77 5 1 3 77 55 EFFECTIVE DATE 1 3 77 1 3 77 55 EFFECTIVE DATE 1 3 77 1 3 77 CHAPTER ILL RESTAURANT AND FOOD SELLING PLACES 1 3 77 2 2 2 2 2 2 2 3 77 2 2 2 2 3 77 2 2 2 2 3 77 2 2 2 3 3 77 2 2 2 3 3 77 2 2 2 3 3 77 2 2 2 2 3 3 77 2 2 2 2 3 3 77 3 7 3 77 3 7 3 7 3 7 3 3 3 3		CHAPTE	R II	CONTAGIOUS DISEASE			
AND CONTRACTOUS DISEASES 1 3 77 54 PENALITY 1 3 77 55 EFFECTIVE DATE 1 3 77 CHAPTER III RESTAURANT AND FOOD SELLING PLACES PART 20 GENERAL PROVISIONS 1 3 77 21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 76 22 EXAMINATION 1 3 76 24 INSPECTION 1 3 76 24 INSPECTION 1 3 76 25 GENERAL REGULATIONS 1 3 76 26 GENERAL PROVISIONS 1 3 79 27 PENALITY 1 3 79 27 PENALITY 1 3 80 36 ENERAL PROVISIONS 1 3 80 36 ENERAL PROVISIONS 1 3 80 36 ENERAL PROVISIONS 1 3 80 36 BEAUTY PARIORS 1 3 8		PART	52	DEFINITION OF TERMS		3 3	76 77
PART 20 GENERAL PROVISIONS 1 3 77 21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 78 23 INFECTION 1 3 78 24 INSPECTION 1 3 78 25 GENERAL REGULATIONS 1 3 79 26 GRADING 1 3 79 27 PENALTY 1 3 79 28 EFFECTIVE DATE 1 3 79 28 EFFECTIVE DATE 1 3 80 36 DEFINITION OF TERMS 1 3 80 37 INSPECTION 1 3 80 38 REGULATIONS 1 3 80 39 SANITARY PRACTICES 1 3 80 39 SANITARY PRACTICES 1 3 81 40 CONTAGIOUS AND INFECTIOUS DISEASES 1 3 81 41 PRACTICE OUTSIDE OF SHOP 1 3<			54	AND CONTAGIOUS DISEASES PENALTY	1	3	77 77 77
21 DEFINITION OF TERMS 1 3 77 22 EXAMINATION 1 3 76 23 INFECTION 1 3 76 24 INSPECTION 1 3 76 24 INSPECTION 1 3 76 25 GENERAL REGULATIONS 1 3 76 26 GRADING 1 3 79 27 PENALTY 1 3 79 28 EFFECTIVE DATE 1 3 79 28 EFFECTIVE DATE 1 3 79 29 CHAPTER IV BARBER SHOPS AND BEAUTY PARLORS 1 3 80 37 INSPECTION 1 3 80 36 80 36 DEFINITION OF TERMS 1 3 80 36 36 37 INSPECTION 1 3 80 36 36 36 39 SANITARY PRACTICES 1 3 80 36 36 36 40 CONTAGIO		CHAPTE	RII	I RESTAURANT AND FOOD SELLING PLACES			
27 PENALTY137928 EFFECTIVE DATE1379CHAPTER IV BARBER SHOPS AND BEAUTY PARLORSPART35 GENERAL PROVISIONS138036 DEFINITION OF TERMS138037 INSPECTION138038 REGULATIONS138039 SANITARY PRACTICES138040 CONTACIOUS AND INFECTIOUS DISEASES138141 PRACTICE OUTSIDE OF SHOP138142 APPROVED SANITIZING AGENTS138143 PENALTY138144 EFFECTIVE DATE138144 EFFECTIVE DATE1382PART81 GENERAL PROVISIONS138282 DEFINITION OF TERMS138283 SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS138284 SANITARY REQUIREMENTS FOR FOOD SALES138285 PENALTY1382		PART	21 22 23 24	DEFINITION OF TERMS EXAMINATION INFECTION INSPECTION	1 1 1 1	3 3 3 3	77 77 78 78 78 78 78
PART35 GENERAL PROVISIONS138036 DEFINITION OF TERMS138037 INSPECTION138038 REGULATIONS138039 SANITARY PRACTICES138040 CONTAGLOUS AND INFECTIOUS DISEASES138141 PRACTICE OUTSIDE OF SHOP138142 APPROVED SANITIZING AGENTS138143 PENALITY138144 EFFECTIVE DATE1381CHAPTER V CARNIVALS, FAIRS AND FOOD SALESPART81 GENERAL PROVISIONS138282 DEFINITION OF TERMS138283 SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS138284 SANITARY REQUIREMENTS FOR FOOD SALES138285 PENALITY1382			26 27	GRADING PENALTY	1	3 3	79 79 79
36 DEFINITION OF TERMS138037 INSPECTION138038 REGULATIONS138039 SANITARY PRACTICES138040 CONTAGIOUS AND INFECTIOUS DISEASES138141 PRACTICE OUTSIDE OF SHOP138142 APPROVED SANITIZING AGENTS138143 PENALTY138144 EFFECTIVE DATE1381CHAPTER V CARNIVALS, FAIRS AND FOOD SALES1382PART81 GENERAL PROVISIONS138282 DEFINITION OF TERMS138283 SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS138284 SANITARY REQUIREMENTS FOR FOOD SALES138285 PENALTY138285 PENALTY1382		CHAPTE	R IV	BARBER SHOPS AND BEAUTY PARLORS			
PART81 GENERAL PROVISIONS138282 DEFINITION OF TERMS138283 SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS138284 SANITARY REQUIREMENTS FOR FOOD SALES138285 PENALTY1382		PART	36 37 38 39 40 41 42 43	DEFINITION OF TERMS INSPECTION REGULATIONS SANITARY PRACTICES CONTAGIOUS AND INFECTIOUS DISEASES PRACTICE OUTSIDE OF SHOP APPROVED SANITIZING AGENTS PENALTY	1 1 1 1 1 1	3 3 3 3 3 3 3 3 3 3	80 80 80 80 81 81 81 81 81 81
82 DEFINITION OF TERMS138283 SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS138284 SANITARY REQUIREMENTS FOR FOOD SALES138285 PENALTY1382		CHAPTE	RV	CARNIVALS, FAIRS AND FOOD SALES			
		PART	82 83 84 85	DEFINITION OF TERMS SANITATION REQUIREMENTS FOR CARNIVALS AND FAIRS SANITARY REQUIREMENTS FOR FOOD SALES PENALTY	1 1 1 1	3 3 3 3	82 82 82 82 82 82

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

CHAPT	ER VI RODENT CONTROL			
PART	91 GENERAL PROVISIONS	1	3	83
	92 REGULATIONS	1	3	83
	93 PENALITY	1	3	83
	94 EFFECTIVE DATE	1	3	83
CHAPT	ER VII SWIMMING POOLS			
PART	101 GENERAL PROVISIONS	1	3	84
	102 DEFINITION OF TERMS	1	3	84
	103 SANITARY REQUIREMENTS FOR SWIMMING POOLS	1	3	84
PART	104 DISINFECTION	1	3	84
	105 OPERATING CONTROL	1	3	84
	106 PENALTY 107 EFFECTIVE DATE	1	3	84
	107 EFFECTIVE DATE	1	3	84
CHAPTI	ER VIII SHIP SANITATION			
PART	110 GENERAL PROVISIONS	1	3	85
	111 DEFINITION OF TERMS	ĩ	3	85
	112 REGULATIONS	1	3	85
	113 PENALTY 114 EFFECTIVE DATE	1	3	86
	114 EFFECTIVE DATE	1	3	86
CHAPTI	R IX MOSQUITO AND FLY CONTROL			
PART	121 GENERAL PROVISIONS	1	3	86
	122 REGULATIONS	ĩ	3	86
	123 PENALITY	1	3	87
	124 EFFECTIVE DATE	1	3	87
	125 THRU 130 - RESERVED FOR FUTURE USE			
CHAPTE	R X CONTROL OF INSECTICIDES			
PART	165 GENERAL PROVISIONS	1	3	87
	166 DEFINITIONS	i	3	87
	167 REGULATIONS	ī	3	87
	168 PENALITY	1	3	88
	169 EFFECTIVE DATE	1	3	88
CHAPIT	R XIII CONTROL OF DRUGS UNDER PUBLIC LAW 4-26			
PART	160 GENERAL PROVISIONS	1	2	55
	161 LIST OF DRUGS	1	2	55
	162 PROHIBITED ACTS	ī	2	55
	163 PENALTIES	1	2	55
	164 EFFECTIVE DATE	1	2	55

. . .

TERRITORIAL REGISTER, VOL. 2 NO. 7 -- NOVEMBER 30, 1977

CHAPTER 14 TRANSPORTATION, MOVEMENT AND DISPOSITION OF HUMAN REMAINS

PART	171 GENERAL PROVISIONS AND DEFINITIONS 172 MOVEMENT OF HUMAN REMAINS BETWEEN THE ADMINISTRATIVE DISCUED OF THE TELEVISION OF THE DASTERS	1	2	71
	DISTRICTS OF THE TRUST TERRITORY OF THE PACIFIC ISLANDS	1	2	71
	173 ENTRANCE OF HUMAN REMAINS INTO THE TRUST TERRITORY	ī	2	71
	174 REMOVAL OF HUMAN REMAINS FROM THE TRUST TERRITORY	1	2	71
	175 AUTHORITY OF DISTRICT DIRECTOR OF HEALTH SERVICES			
	TO REFUSE ENTRY	1	2	71
	176 REQUIREMENT FOR TRANSPORTATION	1	2	71
	177 CUSTODY OF HUMAN REMAINS	1	2	72
	178 RESPONSIBILITY OF CARRIER	1	2	72 [.]
	179 HUMAN REMAINS RESULTING FROM WORLD WAR II	1	2	72
	180 EFFECTIVE DATE	1	2	72

TITLE 63 (CONT.)

CHAPTER 17 SANITARY REQUIREMENTS FOR PUBLIC BUILDINGS AND PLACES OF PUBLIC ASSEMBLY			
PART 201 GENERAL PROVISIONS 202 DEFINITIONS 203 SANITARY REQUIREMENTS FOR PLACES OF PUBLIC ASSEMI 204 SANITARY REQUIREMENTS FOR PUBLIC BUILDINGS 205 INSPECTIONS 206 VIOLATIONS AND PENALTIES 207 EFFECTIVE DATE	1 1 3LY 1 1 1 1	3 3 3 3 3 3 3 3	88 89 89 90 90 90
CHAPTER 17 MILK AND MILK PRODUCTS			
PART 1 GENERAL PROVISIONS			
CHAPTER 18 TRUST TERRITORY HEALTH SERVICES BOARD OF LICENSU	RE		
PART 221 GENERAL PROVISIONS 222 BOARD OF LICENSURE 223 ISSUANCE OF LICENSES 224 EFFECTIVE DATE	1 1 1 1	9 9 9 9	340 340 341 341
CHAPTER 3 FEES FOR HEALTH SERVICES			
PART AUTHORITY PURPOSE T.T. MEDICAL SERVICES FEES SCHEDULE TYPES OF SURGICAL PROCEDURES EXHIBIT - I CATEGORY A EXHIBIT - II CATEGORY B EXHIBIT - III CATEGORY C	2 2 2 2 2 2 2 2 2	4 4 4 4 4 4	596 596 597 599 605 607 620

CHAPTER 7 MEDICINES AND DRUGS

SUBCH	APTER III NARCOTIC INVENTORY CONTROL			
PART	I GENERAL PROVISIONS	2	5	625
	II QUARTERLY EXTERNAL AUDIT	2	5	625
	III INTERNAL AUDIT ON CONTROLLED DRUGS	2	5	626
CHAPT	ER 1 TRUST TERRITORY ENVIRONMENTAL PROTECTION BOARD			
PART	1 GENERAL PROVISIONS	1	8	268
	2 GENERAL POWERS AND DUTIES OF THE BOARD	1	8	269
	3 BOARD MEMBERSHIP	1	8	271
	4 NPDES FORMS, APPLICATIONS AND PERMITS	1	8	271
	5 FEDERAL STANDARDS	1	8	272
	6 MONITORING, RECORDING AND REPORTING	1	8	273
	7 PROGRAM SUBMISSION AND AUTHORITY	1	8	274
	DOMESTIC WATER SUPPLY SYSTEMS - TTPI			
PART	1 GENERAL PROVISIONS 2 PURPOSE	ļ	8	274 274
	2 PORTOSE 3 DEFINITIONS	1	8	274
	4 PERMITS	ī	8	274
	5 OPERATION AND CONSTRUCTION	1	8	274
	6 STANDARDS 7 INSPECTIONS		8 8 8	276 277
	8 COMPLIANCE AND VIOLATIONS			277
	9 PENALTIES	1	8	277
TITLE 63	(CONT.)			
	STANDARDS OF WATER QUALITY FOR THE WATERS OF THE			
	TRUST TERRITORY OF THE PACIFIC ISLANDS			
PART	1 GENERAL PROVISIONS	1	8	278
	2 POLICY	ī	8	278
	3 DEFINITIONS	ī	8	278
	4 CLASSIFICATION	1	8	278
	5 STANDARDS FOR WATER QUALITY	1	8	279
	6 PUBLIC OR DOMESTIC WATER SUPPLY	1	8	279
	7 RECREATION	1	8	279
	8 PROPAGATION OF FISH AND OTHER AQUATIC LIFE	1	8	279
	9 NAVIGATION	1	8	279
	10 ADDITIONAL REQUIREMENTS 11 WATER USES - IDENTIFICATION OF WATER FOR BENEFICIAL	1	- 8	280
	USES - IDENTIFICATION OF WATER FOR BENEFICIAL	1	8	280
	12 A PLAN FOR IMPLEMENTATION AND ENFORCEMENT OF WATER	Ŧ	0	200
	QUALITY STANDARDS	1	8	280
	13 WATER MONITORING AND SURVEILLANCE PROGRAM	ī	8	281
CHAPTE	R 13 AIR, LAND AND WATER POLLUTION			
SUBCHA	PTER III THE CONTROL OF EARTHMOVING AND SEDIMENTATION IN THE TRUST TERRITORY OF THE PACIFIC ISLANDS			
PART	1 GENERAL PROVISIONS	1	12	388
	2 DEFINITIONS	1	12	388
	3 GENERAL REQUIREMENTS	1	12	389
	4 EROSION AND SEDIMENTATION CONTROL PLAN	1	12	389
	5 EROSION AND SEDIMENTATION CONTROL MEASURES AND ACTIVITIES	۹.	10	200
		1	12	389
668	TERRITORIAL REGISTER VOL. 2 NO. 7 - NOVEMBER 30. 10	077		

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

	6 7 8	RESTORATION PERMITS RESPONSIBILITIES OF LOCAL GOVERNING BODIES	1 1 1	<u>12</u> 12 12	391 391 391
CHAPTE	<u>r 13</u>	AIR LAND AND WATER POILDTION			
SUBCHAI	PTER	IV TRUST TERRITORY PESTICIDES REGULATIONS			
PART	1	GENERAL PROVISIONS	2	2	557
, .	2	PROHIBITED ACTS	2	2	560
,	3	REGISTRATION	2	2	562
	4	LICENSING, RECORDS, LABELING	2	2	564
	5	SEIZURES, STOP-SALE, REMOVAL FROM SALE ORDERS,			
		BANNING	2	2	566
	6	STANDARDS AND GUIDELINES	2	2	566
	7	IMPORTATION OF PESTICIDES	2	2	566
	8	EXEMPTIONS	2	2	567
'n	9	ADMINISTRATOR OF THE TRUST TERRITORY PESTICIDES			
		REGULATIONS	2	2	568
	10	VIOLATIONS AND PENALITY	2	2	568

TITLE 63 (CONT.)

CHAPTER 13 AIR, LAND AND WATER POLLUTION

SUBCHAPTER V TOILET FACILITIES AND SEWAGE DISPOSAL REGULATIONS

3 4 5 6 7 8 9 10 11 12	TOILET AND SEWAGE FACILITIES REQUIREMENTS TYPE OF TOILET AND SEWAGE FACILITIES PERMIT REQUIRED STANDARDS INSPECTION BEFORE COVERING REQUIRED ADDITIONAL REQUIREMENTS	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		569 570 571 571 572 572 572 572 572 572 572 572 572 573
	WEAPONS CONTROL			
	GENERAL PROVISIONS UNSERVICEABLE FIREARMS AND DANGEROUS DEVICES WEAPONS KEPT AS ORNAMENTS, CURIOS, OR FOR THEIR HISTORICAL OR ARCHAEOLOGICAL INTEREST	1 1 1	2 2 2	56 56 57
4 5	IAW ENFORCEMENT OFFICERS REGISTRATION OF FIREARMS, DANGEROUS DEVICES AND ISSUANCE OF IDENTIFICATION CARDS	1	2	57
6 7	LICENSING OF MANUFACTURERS AND WHOLESALERS OF	1	2	58
	WEAPONS	1	2	5 9

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

	SUSPENSION OR REVOCATION OF REGISTRATION AND IDENTIFICATION CARDS AND LICENSES SURRENDER OF PROHIBITED WEAPONS	1 1	2 2	60 60
10 '	IHRU 18 - RESERVED FOR FUTURE USE			
	APPEALS FORMS	1 1	2 2	61 61
TITLE 67 PUB	LIC LANDS AND RESOURCES			
OFFICE OF	LAND MANAGEMENT REGULATION NO. 1			
3 4 5 6 7	DETERMINATION OF LAND OWNERSHIP RELEASE OF LAND TO OWNERS FILING OF CLAIMS HEARINGS, WITNESSES, CONTEMPTS HEARINGS, NOTICE HEARINGS, EVIDENCE, PARTIES MINORS AND INCOMPETENTS, REPRESENTATION		6 6 6 6 6 6 6 6 6	170 170 170 170 170 170 170 170
11 12 13	DETERMINATION OF OWNERSHIP AND RELEASE FORM DESCRIPTION OF LAND IMPROVEMENTS DETERMINATION OF OWNERSHIP, EFFECT LAND MANAGEMENT REGULATION NO. 2	1 1 1 1	6 6 6	171 171 171 171
SECTION 1 2	•	1 1	6 6	172 172
CHAPTER 5	LAND COMMISSIONS			
	GENERAL PROVISIONS FORMS	1	6	173
CHAPTER 5	LAND REGISTRIES AND LAND REGISTRATION			
	GENERAL PROVISIONS FORMS	1 1	6 6	183 185
CHAPTER 13	LEASE OF PUBLIC LANDS TO CITIZENS			
2 3 4 5 6 7		1 1 1 1 1 1	6 6 6 6 6 6 6 6 6 6 6	190 190 191 191 191 191 191 191

	10 11 12 13 14 15 16	ADVERTISEMENT OF LANDS AVAILABLE FOR LEASING REQUIRED ALLOCATION OF LAND FOR LEASING APPLICATION INSPECTION FORFEITURE EMINENT DOMAIN COMPENSATION FOR IMPROVEMENTS ACKNOWLEDGMENT, RECORDING, AND DISTRIBUTION OF LEASE AGREEMENTS PAST AGREEMENTS	1 1 1 1 1 1 1	6 6 6 6 6 6 6	191 192 192 192 192 193 193 193
TITLE 69	PUBL	JC OFFICERS AND AGENCIES			
CHAPTE	<u>R 1</u>	MICRONESIA POLICE			
PART	2 3 4 5 6 7	GENERAL PROVISIONS ORGANIZATION DUTIES RECORDS CLOTHING AND EQUIPMENT TRAINING REGULATIONS CONCERNING JAILS MISCELLANEOUS PROVISIONS	1 1 1 1 1 1 1	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	61 62 63 64 64 64 66
TITLE 71	SECU	JRITIES AND INVESTMENTS			
CHAPTE	R II	SECURITY REGULATIONS			
PART		GENERAL PROVISIONS REGISTRATION	1 1	2 2	37 37
TITLE 77	TAX	KATION AND FINANCE			
CHAPTE	RS 1	THROUGH 2 - RESERVED FOR FUTURE USE			·
CHAPTE	<u>R 3</u>	EXPORT AND IMPORT TAXES			
PART		GENERAL PROVISIONS IMPORTS ENTRY OF IMPORTS	1 1	2 2	67 67
CHAPTE	RS 4	THROUGH 10 - RESERVED FOR FUTURE USE			
CHAPTE	<u>r 11</u>	REGULATIONS ON THE TAXING OF SALARIES, WAGES, AND GROSS REVENUES OF BUSINESSES			
PART	11 12 13	GENERAL PROVISIONS WITHHOLDING TAX ON WAGES AND SALARIES WAGES AND SALARIES OF EMPLOYEES SUBJECT TO TAXATION BUSINESS OPERATIONS SUBJECT TO TAXATION RATE OF TAX AND DEDUCTIONS FOR CALENDAR YEAR 1971	1 1 2 1 1	2 2 1 2 2	68 68 and 434 68 69
		TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977			671

15	DEFINITIONS RELATING TO GROSS REVENUES OF BUSINESS	1	2	69
16	PAYMENT OF TAX AND FILING OF RETURNS	1	2	70
17	EXCLUSIONS	1	2	70
18	REFUNDS	1	2	70
19	EXAMINATION OF BOOKS	1	2	70
20	RECORDS	2	. 1	434
21	SURTAX ON WAGES AND SALARIES	2	1	435
22	SURTAX ON GROSS REVENUES OF BUSINESSES	2	1	435

RULES; DISTRICT RULES AND REGULATIONS; EMERGENCY ORDERS (TT AND DISTRICT); NOTICES; ORDERS AND PROCLAMATIONS

RULES OF PROCEDURE FOR TRUST TERRITORY CONSTRUCTION CONTRACTS

1	PURPOSE	1	10	344
2	AUTHORITY AND APPLICABILITY	1	10	344
3	TIME	1	10	
4	REPRESENTATION	1	10	344
5	TAKING AN APPEAL	1	10	344
6	CONTENTS OF NOTICE OF APPEAL	1	10	344
7	FORWARDING OF NOTICE OF APPEALS	1	10	344
8	PREPARATION, CONTENTS, ORGANIZATION, FORWARDING		· .	
	AND STATUS OF APPEAL FILE	1	10	344
9	PLEADINGS	1	10	345
10	MOTIONS	1	10	. 345
11	SERVICE AND FILING OF PLEADINGS AND OTHER PAPERS	1	10	345
12	PREHEARING CONFERENCE	1	10	345
13	ELECTION AS TO HEARING	1	10	346
14	PREHEARING BRIEFS	1	10	346
15	DISCOVERY	1	10	346
16	DEPOSITIONS	1	10	346
17	INTERROGATORIES TO THE PARTIES	1	10	347
18	PRODUCTION OF DOCUMENTS AND THINGS AND ENTRY			
	UPON LAND FOR INSPECTION AND OTHER PURPOSES	1	10	347
19	REQUESTS FOR ADMISSION	1	10	347
20	HEARINGS, NOTICE, WHERE AND WHEN HELD	1	10	348
21	UNEXCUSED ABSENCE OF A PARTY	1	10	348
22	NATURE OF HEARINGS	· 1	10	348
23	EXAMINATION OF WITNESSES	1	10	348
24	COPIES OF PAPERS	1	10	348
25	POST-HEARING BRIEFS	1	10	348
26	TRANSCRIPT OF PROCEEDINGS	1	10	
27	SETTLING THE RECORD	1	10	. 348
28	SETTLEMENT OF DISPUTE	1	10 ·	349
29	DECISIONS AND RECORDS	1	10	349
30	MOTIONS FOR RECONSIDERATION	1	10	349
31	DISMISSAL FOR FAILURE TO PROSECUTE	1	10	349
32	DISMISSAL WITHOUT PREJUDICE	1	10	349
33	EX PARTE COMMUNICATIONS	1	10	349
34	REMANDS FROM COURTS	1	10	349
35	MEDIATION	1	10	349

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

	ER, OFFICE OF THE HIGH COMMISSIONER, TTPI,			
	RIKE OF ALPA AGAINST AIR MICRONESIA	2	1	416
MARIANA	S			
MARIANA ISLAN	DS AIRPORT AUTHORITY RULES AND REGULATIONS			
PART 1	GENERAL PROVISIONS	1	10	350
2	OPERATION OF VEHICLES	1	10 10	352 354
3	GENERAL OPERATION ON PUBLIC AIRCRAFT AREA TAXIING RULES	1	10	355
5	TRAFFIC PATIERN, LAND, AND TAKEOFF	ī	10	355
J.		-		
		-		
	LES FOR GROUND OPERATIONS NDITIONS OF USE OF AIRPORT	1 1	10 10	356 356
	NDUCT OF THE PUBLIC	i	10	350
	E OF PARTICULAR AND DESIGNATED AREAS	ī	10	358
	FETY PROVISIONS	1	10	358
	SCELLANEOUS PROVISIONS HEDULE OF FEES AND CHARGES	1 1	10 10	360 360
12 50	NEDOLE OF FEES AND CHARGES	Ŧ	10	200
PROCLAMATION	FOR A LATER ELECTION FOR THE 3RD REPRESENTATIVE			
DISTRICT, MA	RIANA ISLANDS DISTRICT (NOVEMBER 1974)	1	5	i
REGULATION N	0. 1 OF THE SAIPAN UTILITIES AGENCY			
TITLE 1	GENERAL	1	9	330
	APPLICATION FOR SERVICES	1	9	330
	CONTRACTS DEDOCTING CLADANIMENT	1	9	330
	DEPOSITS, GUARANTEE ESTABLISHMENT AND RE-ESTABLISHMENT OF CREDIT	1 1	9 9	331 331
	RENDERING AND PAYMENT OF BILLS	ī	9	331
	DISCONTINUANCE AND RESTORATION OF SERVICE	1	9	332
	INGRESS AND EGRESS FROM CUSTOMER'S PREMISES	1	9	333
	TEMPORARY SERVICE METER TESTS AND ADJUSTMENT OF BILL FOR METER ERROR	1	9 9	333 334
	RATE SCHEDULES FOR ELECTRIC ENERGY, WATER, AND	-	5	334
	TELEPHONE SERVICE	1	9	335
AMENDMENTS TO	REGULATION NO. 1 OF THE SAIPAN UTILITIES AGENCY			
TITLE 11	ELECTRIC ENERGY RATES	2	1	448
TITLE 11	TELEPHONE RATES	2	1	448
STANDARDS AN	ID REQUIREMENTS FOR USE OF HOMESTEAD LOTS WITHIN			
SUGAR KING E ISLAND, MARI	STATES SUBDIVISION, GARAPAN VILLAGE, SAIPAN ANA ISLANDS DISTRICT	1	9	342
STANDARDS AN	ID REQUIREMENTS FOR USE OF HOMESTEAD LOTS WITHIN			
TENEIO SUBDI	VISION, SONGSONG VILLAGE PURUSANT TO P.L. 5-30	1	6	v
		_		

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

MARSHALLS

RULES AND REGULATIONS OF D.U.D. MUNICIPALITY ALCOHOLIC BEVERAGE CONTROL BOARD

ARTICLE I GENERAL II REQUIREMENTS III OPERATING REGULATIONS IV SUSPENSION OR REVOCATION OF LICENSES AND HEARINGS V ALCOHOLIC BEVERAGE CONTROL BOARD VI EFFECTIVE DATE AND AMENDMENT OF RULES AND REGULATIONS		10 10 10 10 10	362 363 364 364 365 365
CONSUMPTION PERMIT REGULATION NO. 1 - CONTENT OF PERMIT. (MARSHALL ISLANDS DISTRICT ALCOHOLIC BEVERAGE CONSUMPTION PERMITA	(TT)	10	366
MARSHALL ISLANDS DISTRICT FISHING AUTHORITY LOAN FUND REGULATIONS AND POLICIES	,		
I INTRODUCTION II ADMINISTRATION III CRITERIA FOR LOAN ELIGIBILITY IV TERMS AND CONDITIONS	1 1 1 1	10 10 10 10	366 366 366 367
V CONTROLS AND REMEDIAL ACTIONS GUIDELINES FOR THE NITIJELE/EDUCATION ASSISTANCE GRANT	1	10 10	367
MARSHALL ISLANDS EMERGENCY DISTRICT ORDER REGARDING EMPLOYEES ELECTED TO DISTRICT LEGISLATIVE OFFICE (1 TTC 101, 108)	Ţ	10	368
SECTION 1 PURPOSE 2 RESIGNATION 3 CAMPAIGNING 4 EFFECTIVE DATE AND APPLICABILITY	1 1 1 1	10 10 10 10	368 369 369 369
RULES AND REGULATIONS OF MAJURO (LAURA) MUNICIPALITY - ALCOHOLIC BEVERAGE CONTROL BOARD (APPROVED 2/13/73)			
ARTICLE I GENERAL II REQUIREMENTS III OPERATING REGULATIONS IV SUSPENSION OR RECOVATION OF LICENSES AND HEARINGS V ALCOHOLIC BEVERAGE CONTROL BOARD VI EFFECTIVE DATE OF AMENDMENT OF RULES AND REGULATIONS	1 1 1 1 1 1	9 9 9 9 9	335 336 337 338 338 338
EMERGENCY ORDER CONCERNING STRIKE OF ALPA AGAINST AIR MICRONESIA	2	1	418

PALAU

PALAU FISHING AUTHORITY LOAN FUND REGULATIONS AND POLICIES

I INTRODUCTION II ADMINISTRATION III CRITERIA FOR LOAN ELIGIBILITY IV TERMS AND CONDITIONS V CONTROLS AND REMEDIAL ACTIONS	1 1 1 1	10 10 10 10	369 369 370 370 371
PALAU ALCOHOLIC BEVERAGE CONTROL BOARD (MEMORANDUM - SUBJECT: REGULATION REGARDING THE EMPLOYMENT OF SECURITY GUARDS AND INSPECTION OF IDENTIFICATION CARDS	1	10	371
PONAPE			
ALCOHOLIC BEVERAGE CONTROL REGULATIONS			
PART 1 GENERAL PROVISIONS 2 DEFINITIONS 3 OPERATION OF ESTABLISHMENTS AND CLUBS 4 CONSUMPTION PERMIT 5 ENFORCEMENT 6 PENALTIES 7 EFFECTIVE DATE	1 1 1 1 1	10 10 10 10 10 10	371 372 372 373 373 374 375 375
AMENDMENT NO. 1 TO ALCOHOLIC BEVERAGE CONTROL REGULATIONS (JULY 1972)			
PART 4 CONSUMPTION PERMIT	1	10	374
AMENDMENT NO. 2 TO ALCOHOLIC BEVERAGE CONTROL REGULATIONS (NOVEMBER 1972)			
PART 4 CONSUMPTION PERMIT 5 ENFORCEMENT	1 1	10 10	375 376
KOLONIA STRUCTURAL POLICY (JANUARY 21, 1976)	1	11	382
EMERGENCY ORDER NO. 4-76 CONCERNING STRIKE OF ALPA AGAINST AIR MICRONESIA	2	1	420
TRUK			
PUBLIC PARKS AND HISTORICAL SITES REGULATIONS			
CHAPTER 1 TRUK LAGOON DISTRICT MONUMENT			
PART 1 GENERAL PROVISIONS 2 PERMITS TO EXAMINE 3 SAFETY REQUIREMENTS 4 PENALTIES 5 PUBLICATION 6 EXAMPLE DAME	1 1 1 1	10 10 10 10	376 376 377 377 377 377

6 EFFECTIVE DATE

675

377

1

EMERGENCY ORDER NO. 1-76 CONCERNING STRIKE OF ALPA AGAINST AIR MICRONESIA	2	1	422
YAP			
PROCLAMATION FOR A LATER ELECTION FOR THE 20TH REPRESENTATIVE	-	· _	
DISTRICT, YAP DISTRICT	T	5	1
YAP FISHING AUTHORITY LOAN FUND REGULATIONS AND POLICIES			
I INTRODUCTION	1	10	377
II ADMINISTRATION	1	10	377

10

10

10

10

ŀ

3

1

1

1

1

2

1

377

378

378

379

424

i

III CRITERIA FOR LOAN ELIGIBILITY

V CONTROLS AND REMEDIAL ACTIONS

EMERGENCY ORDER NO. 76-1 CONCERNING ALPA STRIKE AGAINST

ENVIRONMENTAL PROTECTION BOARD - EPB PERMIT NO. 101-74 FOR CHANNEL CLEARANCE PROJECTS IN FAIS, SOROL, FARULAP, EURIPIK, AND SATAWAL IN THE OUTER ISLANDS OF YAP DISTRICT

TERMS AND CONDITIONS

VI EFFECTIVE DATE

IV

AIR MICRONESIA

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

ADOPTED ADDITION TO REGULATIONS

TITLE 67 -- PUBLIC LANDS AND RESOURCES

CHAPTER 13 - LEASE OF PUBLIC LANDS TO CITIZENS

PART 15 COMPENSATION FOR IMPROVEMENTS.

15.13 This part of these regulations shall apply only to leases granted for the purpose of residential dwellings primarily for the use of the lessee.

ADOPTED REGULATIONS CONCERNING PUBLIC UTILITIES AND SERVICES FOR PUBLIC CONSUMPTION IN PONAPE DISTRICT

POLICY STATEMENT 1-76 PONAPE UTILITIES SECTION

TITLE 1 - GENERAL

Section 1.1 Definitions

For the purpose of these regulations, the following terms shall have the following meanings;

- a) "Regulation" or "Regulations" shall include any or all the regulations of the Ponape Utilities Authority.
- b) "Authority" shall mean the Ponape UtilitiesSection of Ponape District Administration.
- c) "Government Agency" or "Government Agencies" shall include any or all public bodies of the Trust Territory Government of the Pacific Islands, other than the Ponape Utilities Authority, with operations within the island of Ponape.

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

Section 2.1 Application

- a) Each prospective customer is required to sign a standard application form for the utility service desired, assuming responsibility for the payments of future charges for utility services at designated locations, before the service is installed or connected.
- b) The customer signing the application form shall be held liable for the payments of all charges for the utility services at the designated locations.

Section 2.2 Charges - Effective Dates

Charges will begin when the utility services are established and will continue until due notification from the customers or until discontinued by the Authority for failure of the customer to comply with this Regulation.

Section 2.3 Denials Based on Outstanding Bill

When any application for utility service is made by a customer who was responsible for and failed to pay any utility bills previously rendered by the Authority, regardless of location or

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

. 679

time incured, the Authority may refuse to install or connect the desired service for such applicant until the outstanding bills are paid and credit established in accordance with TITLE 4 and 5 of this Regulation.

TITLE 3 - CONTRACTS

Section 3.1

Application for service, when signed and in effect, will be considered as contract between the customer and the Authority.

TITLE 4 - GUARANTEE DEPOSIT

Section 4.1 General

a) New applicants for service or existing customers may be required to make a guarantee deposit to cover charges for utilities services whenever, at the discretion of the Authority, this is deemed prudent or necessary to safeguard it's interest.

Section 4.2 Amounts

a) The amount of the guarantee deposit which may be required of any customer shall be an amount established by the Authority,

approximately equal to a month's charges for the service or services involved.

Section 4.3 Return of Deposits

- a) Where said guarantee deposit is required, upon discontinuance of services the Authority will refund the customer's deposit of the balance in excess of the unpaid bills for the services.
- b) Where a customer has not been delinquant in the payment of any bills for service as prescribed in this Regualtion for a period of at least twelve (12) consecutive months the Authority, at its discretion, may refund said deposit.

TITLE 5 - ESTABLISHMENT AND RE-ESTABLISHMENT OF CREDIT

Section 5.1 Establishment of Credit

Each applicant will be required to satisfactorily establish credit which will be deemed established:

a) If the applicant demonstrates, to the satisfaction of the Authority, that he is the owner, with a substantial equity of value, in the premises to be served, or although not the owner of the premises to be served, owns a substantial equity therein; or

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

- b) If applicant makes a sufficient cash deposit to secure payment of bills for the service requested; or
- c) If applicant furnishes a guarantor, satisfactory to the Authority, to secure payment of bills for the service requested; or
- d) If applicant can otherwise establish his credit to the satisfaction of the Authority.

Section 5.2 Re-establishment of Credit - All Classes of Service

- a) An applicant who previously has been a customer of the Authority and during the last twelve (12) months of that prior service has suffered discontinuance of utility service because of nonpayment of bills, may be required to re-establish credit by depositing the amount prescribed for that purpose pursuant to TITLE 4 of this Regulation in addition to the payment of any unpaid utility bills for electric, water or telephone services or any other lawful charges by the Authority.
- b) A customer who is delinquent in the payment of bills when due, and who further fails to pay such bills within ten (10) days after presentation of "Discontinuace of Service of Notice", may in the discretion of the Authority, have his service discontinued.

In addition to payment of all past due bills, he may be required to re-establish his credit by depositing the amount prescribed by the Authority according to this Regulation, prior to the resumption of service.

This provision will apply whether or not service has been discontinued for such nonpayment.

c) A customer may at any time in the future be required to re-establish his credit in the event the conditions of service, or basis on which credit was originally established, have materially changed.

TITLE 6 - RENDERING AND PAYMENT OF BILLS

Section 6.1 Rendering of Bills

- a) Billing Period Bills will be rendered each month according to meter geading schedules, unless otherwise provided for by the Authority. Meters will be read on the same day of each cycle period, whenever it is practicable.
- b) Metered Service Bills for metered service will be based on meter registration. Meters will be read as required for the preparation of regular bills and closing bills.

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

 c) Unmetered Service - Bills for services rendered without meters will be based upon the average estimated consumption.

Section 6.2 Reading of Separate Meters not Combined

For the purpose of making charges, each meter upon the customer's premises will be considered separately for tabulation purposes where the authority's operating convenience or necessity may require.

Section 6.3 Presentation and Payment of Bills

- a) All bills become due and payable upon presentation to the customer. In addition to other means of presentation, the deposit in the United States Mail of a bill duly addressed to said customer at this business establishment, usual place of abode, or last known address of said customer in accordance with the records of the Authority, shall be deemed sufficient presentation of said customer for the purposes of this Regulation.
- b) Failure of the customer to receive a bill does not prevent account from becoming payable when due.
- c) Payment shall be made at the Utilities Office.

Section 6.4 Individual Liability for Joint Service

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

Two or more persons who join in one application or contract for service shall be jointly and severally liable thereunder and shall be billed by means of a single periodic bill.

TITLE 7 - DISCONTINUANCE AND RESTORATION OF SERVICE

Section 7.1 Past Due Bills

- a) Bills will be considered past due if not paid within one month (approximately thirty days) after date of presentation.
- b) Any unpaid charges of the previous month will be shown as an arrearage on the bill for the subsequent month.
- c) When any utility bill shows an unpaid balance of the previous month, or an arrearage, then the entire bill shall be considered past due.

Section 7.2 Nonpayment of Bills

a) Where a customer has made a guarantee deposit pursuant to this
 Regulation, the Authority shall apply said guarantee deposit
 in payment of any past due bill until the total amount of
 such deposit has been fully utilized.

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

- b) This provision will apply whether or not service has been discontinued under the provisions of this Regulation.
- c) A customer's new service may be discontinued for nonpayment of any utility bill for service previously rendered him at another location served by the Authority, provided such bill is not paid within ten (10) days after presentation of "Discontinuance of Service Notice" for nonpayment of such bill within less than thirty (30) days after establishment of service at the new location.
- d) If a customer is receiving service at more than one location, service at any or all locations may be discontinued if bills for any service at any one or more locations are not paid within the times specified in Section 7.1 and 7.2 of this Regulation.

Section 7.3 Unsafe Apparatus

The Authority shall have the right to refuse or discontinue service to a customer if the wiring or equipment, or any part thereof, essential to the desired service, or the use of said wiring or equipment shall be found to be unsafe or in violation of laws or regulations until it shall have been put in a safe condition or the violation remedied.

TERRITORIAL REGISTER, VOL, 2 NO. 7 – NOVEMBER 30, 1977

Section 7.4 Section Detrimental to Other Customers

The Authority will not establish service to utilizing equipment, the operation of which will be detrimental to the service of its other customers, and will discontinue service to any customer who shall continue to operate such equipment after having been directed by the Authority to cease such operation.

Section 7.5 Fraud

The Authority shall have the right to refuse service or discontinue service where, in the opinion of the Authority, the acts of the customer or the conditions upon his premises are such as to indicate the intention to defraud the Authority.

Section 7.6 Failure to Pay Installation Charges or to Establish or Re-establish Credit

At the request of an applicant, and for the applicant's convenience, should the Authority establish service before installation charges are paid or before credit has been satisfactorily established, or should the Authority continue service to a customer before credit has been established in accordance with this Regulation, and thereafter said customer fails to make such payments as are required by the Authority pursuant to written notice of not less than ten (10) days or to establish or re-establish his credit to

TERRITORIAL REGISTER, VOL, 2 NO. 7 – NOVEMBER 30, 1977

the satisfaction of the Authority, then the Authority at its discretion, may discontinue service.

Section 7.7 Noncompliance

Unless otherwise specifically provided, where a customer fails to comply with any of the provisions of this Regulation, he shall be given written notice requesting said compliance. If within ten (10) days following the presentation of said "Notice of Noncompliance," the customer fails to remedy this situation, the Authority shall then have the right to discontinue service. This notice may be waived in the event of the discovery of a dangerous condition, rendering the immediate discontinuance of services to the premises imperative.

Section 7.8 Customer's Request for Service Discontinuance

a) When a customer desires to terminate his responsibility for service, he shall give the Authority not less than two (2) days notice of his intention and state the date on which he wished the termination to become effective. A customer may be held responsible for all service furnished at the premises until two days after receipts of such notice by the Authority, or until the date of termination specified in the notice, whichever date is later.

TERRITORIAL REGISTER, VOL, 2 NO. 7 – NOVEMBER 30, 1977

b) Prior to the demolition of any building receiving service from the Authority, the Authority must be given ample notice by the customer, or his duly authorized agent, to discontinue said service and remove the property and equipment belonging to the Authority. In the event the Authority is not so notified or sufficient time is not allowed to the Authority to discontinue service and remove the property and equipment belonging to the Authority, then the customer shall be responsible for any and all damages sustained by the Authority as a direct result of the demolition.

Section 7.9 Wasteful Use or Abuse of Service

Where it is determined that the customer is negligent or wasteful in the use of water or other utility service supplied by the Authority, or where the use of the services are otherwise abused to the detriment of the Authority or of its customers, notice shall be served upon the offender, and the Authority may discontinue service if said conditions are not corrected within ten (10) days after presentation of said notice.

Section 7.10 Restoration of Service

Service may not be restored after disconnection until the following conditions have been complied with:

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

- a) Payment of all electric, telephone and water accounts in full;
- b) New guarantee deposit has been made, if in the discretion of the Authority it is so required;
- c) Payment of reconnection charge of \$5.00 (five dollars)
 each for each utility service disconnected (electric,
 telephone and water);
- d) Signing of a new contract or application, if in the discretion of the Authority it is so required;
- e) Correction of any faults defects and/or abuses as may be required by the Authority.

TITLE 8 - INGRESS AND EGRESS FROM CUSTOMER'S PREMISES

Section 8.1

Any officer or employee of the Authority shall have the right of ingress to, and egress from, the customer's premises at all reasonable hours for any purpose reasonably connected with the furnishing of utility service to said premises and the exercise of any and all rights secured to it by law or this Regulation.

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

If any such officer or employee is refused admittance to any premises, or being admitted shall be hindered or prevented from working, the Authority may cause the service to be turned off from said premises after giving twenty-four (24) hours notice to the owner or occupant of said premises of its intention to do so. This notice may be waived in the event of a discovery of a dangerous condition, thus rendering the immediate discontinuance of service to the premises imperative.

TITLE 9 - TEMPORARY SERVICE

Section 9.1 Establishment of Temporary Service

If no undue hardship to its existing customers will result therefrom, the Authority may in its discretion, furnish temporary service under the following conditions:

 a) The applicant will be required to pay to the Authority in advance, estimated net cost of installing and removing the facilities necessary for furnishing the desired service ("up and down costs").

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

- b) Where the duration of service is to be less than one month, the applicant may also be required to deposit a sum of money equal to the estimated bill for the service. If this deposit exceeds the actual bill when known, the excess will be returned to the applicant; if it is less than the actual bill, a bill for the deficit will be presented for collection.
- c) Where the duration of service is to exceed one month, the applicant will be required to establish his credit in the manner prescribed for permanent service.

Section 9.2 Change to Permanent Status

If a customer used the service originally installed for him, or its equivalent, for a period of twelve (12) consecutive months from the date service is first commenced under this rule, and the customer has demonstrated to the entire satisfaction of the Authority that the business has become permanent in nature, the payment made by the customer pursuant to Section 9.1 hereof, shall be adjusted on the basis of the Authority's provisions covering extensions for regular services. A customer may be permitted to enter into a regular service contract prior to the termination of the initial twelve (12) month period as of the date that, in the opinion and best judgement of the Authority, the status of the business has become permanent.

TERRITORIAL REGISTER, VOL. 2 NO. 7 -- NOVEMBER 30, 1977

Nothing in this Regulation shall be construed as limiting or in any way affecting the right of the Authority to collect from the subscriber any other or additional sums of money which may become due and payable to the Authority from the subscriber by reason of the service furnished or to be furnished hereunder.

TITLE 10 - METER TESTS AND ADJUSTMENT OF BILL FOR METER ERROR

Section 10.1 Tests

a) Prior to Installation:

Every meter will be tested at or prior to the time of installation, and if inaccuracies are revealed said meter will not be placed in service.

- b) On customer request:
 - A customer may request the Authority to test the meter used to measure his service requirements. No charge will be made for such a test.
 - 2) A customer shall have the right to require the Authority to conduct the test in his presence or in the presence of

TERRITORIAL REGISTER, VOL. 2 NO. 7 - NOVEMBER 30, 1977

an expert or other representative designated by him, but only during regular business hours.

3) A report showing the results on the test performed on request will be furnished to the customer within a reasonable time after completion of the test.

Section 10.2 Adjustment of Bills for Meter Error

a) Fast Meters:

When, upon testing, any meter is found to be registering fast, the Authority will refund to the customer the amount of overcharge based on corrected meter readings for the preceeding three (3) months, except under conditions provided in Section 10.3.

b) Slow Meters:

When, upon testing, a meter is found to be registering slow, the Authority may bill the customer for the amount of the under-charge based on corrected meter readings for the preceeding three (3) months, except under conditions provided in Section 10.3.

- When, upon testing, any meter is found to be nonregistering, the Authority may bill the customer for units consumed but not registered for a period of three (3) months, except under conditions provided in Section 10.3.
- 2) Bills for this purpose will be based on the customer's prior use, if reliable, or upon subsequent usage taken in connection with subsequent use correctly metered, the Authority's experience with other customers of the same class and the general characteristics of the customer's operations.
- d) Concealed Meters:
 - 1) Consumers will receive estimated bills when the meters cannot be read by the meter reader for reasons beyond his control.
 - 2) Estimated bills will be based upon the average consumption of previous months.
 - 3) Bills rendered on an estimated basis will be adjusted or corrected by means of subsequently rendered bills as soon as the facts are known.

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

When it is found that the error in a meter is due to causes, the date of which can be reliably established, the overcharge or the undercharge will be computed back to, but not beyond that date provided however, that in no case will a bill for undercharge, due to adjustments of bills for meter error under Section 10.2 above, be rendered for a period exceeding three (3) months.

TITLE 11 - RATE SCHEDULES FOR ELECTRIC ENERGY, WATER, AND TELEPHONE SERVICE

Section 11.1 Electric Energy Rate

The following electric energy rate is applicable to all electric energy provided by the Ponape Utilities Authority to Governmental, Commercial and Residential Consumers:

- 1) Rate per Kilewatt Hour Consumed \$0.03
- 2) Minimum Charge per Month 1.50

Section 11.2 Water Rate

The following water rate is applicable to all water provided by the Ponape Utilities Authority to Governmental, Commercial and Residential Consumers:

1) Rate per 1,000 U.S. Gallons Consumed . . . \$0.25

2) Minimum Charge per Month 1.50

Section 11.3 Telephone Subscription Rates

The following telephone subscription rates are applicable to all telephone services provided by the Ponape Utilities Authority to Governmental, Commercial and Residential subscribers:

1) R	te per Month for each Private Commercial Telephone
2) R	te per Month for each Party-Line Commercial Telephone 7.00
3) R	te per Month for each Commercial Extention Phone with dial 2.50
4) R	te per Month for each Private Residential Telephone 5.00
5) R	te per Month for each Party-Line Residential Telephone 3.00
6) R	te per Month for each Extention Residential Telephone 0.80

Section 11.4 Charges for Telephone Installation

 a) In the event the installation costs of the aforementioned utilities are estimated to exceed the annual revenues for four (4) years, computed in accordance with the above rate schedules, utility service shall not be installed unless the applicant agrees to pay all additional costs.

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

b) All such installations shall be and remain the property of the Ponape Utilities Authority.

Section 11.5 Effective Date of Regulation No. 1

This Regulation shall become effective <u>ten (10) days</u> after final publication in the Territorial Register, after which date all prior regulations and directive in regard to the subject matter of Regulation No. 1 shall become inapplicable.

APPROVED: 52 District Administrator, Ponape

371

ADOPTED AMENDMENT TO THE TRUST TERRITORY INTER-DISTRICT AND INTRA-DISTRICT SHIP TARIFF 100-C

TT TARIFF 100-C3RD REV. PAGE 2
CANCELS
2ND REV. PAGE 2

C-2 APPLICATION OF RATES

Rates provided herein are on a United States currency basis. All freight charges and passenger fares must be prepaid except for U.S. Government or Trust Territory Government passengers and cargo, which can be shipped collect. Rates and fares apply to all freight and passengers whether government or private. The master has the right to refuse for carriage any such persons or cargo deemed dangerous to the safety of the ship, life and property.

C-3 SPECIFIC COMMODITY RATES

Specific commodity rates apply to intra-district cargo only. Any specific commodity shipment will be charged on an F.I.O. basis.

Copra shall be charged \$20.00 per measurement ton.

Trades Goods where applicable goods shipped for sale from the ships hold to outer island inhabitants by a trading company shall be charged \$20.00 per revenue ton on a space available basis when first loaded. If the trade goods are not sold on a field trip they may be left on the ship at no extra charge for sale on following trips. Trading company's shall be granted permission to trade from the ship by the District Administration who will be guided by the size of the ships hold and other district requirements.

Boats or Canoes twenty feet in length or under shall be charged a a flat rate of \$20.00 each, on a space available basis. Boats or canoes over 20 feet in length will each be charged at the general commodity rate.

<u>Empty Drums</u> \$1.00 per drum, subject to the minimum bill of lading.

<u>Pigs or Goats</u> \$5.00 each regardless of size, on a space available basis.

<u>Cows</u> \$15.	00 each re	egardless	of	size, or	a space	available basis.	
 REVISED:	· · ·	MAY	5,	1977		EFFECTIVE:	
	· ·	,	Ρ.	FLANAGA			
	DIRECTOR	, TRANSPO	RTA	TION AND	COMMUNIC	ATIONS	

Correction Number 8

PUBLIC NOTICE PROPOSED TRUST TERRITORY **REGULATIONS CONCERNING PUBLIC** WATER SUPPLY SYSTEMS TITLE 63, CHAPTER 13, SUBCHAPTER II

The Trust Territory Environmental Protection Board is proposing to repeal Subchapter II (Release No. 16-73), Regulations Concerning Domestic Water Supply Systems and the promulgation in its place of a new set of Regulations to be identified as Title 63, Chapter 13, Subchapter II, entitled Trust Territory Regulations Concerning Public Water Supply Systems.

The purposes of the proposed new Regulations are to:

(1) Establish a more effective set of guidelines and standards concerning the supervision and control of water systems supplying the public with drinking water:

(2) To improve the quality of drinking water in the Trust Territory; and,

(3) To qualify the Trust Territory Environmental Protection Board, under the U.S. Public Law 93-523 (Safe Drinking Water Act) and regulations of the U.S. Environmental Protection Agency, to supervise public water systems in the Trust Territory.

Copies of the proposed Regulations may be obtained from the Trust Territory Environmental Protection Board, or the Office of the District Administrator.

The Trust Territory Environmental Protection Board is soliciting views, opinions, facts, and data for or against the proposed Regulations from the general public.

Anyone interested in commenting on the proposed Regulations may do so by submitting comments in writing to the Trust Territory Environmental Protection Board, Headquarters, Saipan, Mariana Islands, within thirty (30) days from the date this notice is published in the Territorial Register.

DATE Masao Kumangai, M.O., Chairman, Trust Territory Environment, 2

Territory Environmental Protection Board

EMERGENCY REGULATION PUBLIC NOTICE

THE FOLLOWING EMERGENCY PERSONNEL REGULATION - CODE OF PUBLIC REGULATIONS, TITLE 61, PUBLIC EMPLOYMENT, CHAPTER 1, PUBLIC SERVICE SYSTEM REGULATIONS - 9.3. <u>REDUCTION-IN-FORCE</u>, IS ADOPTED IN ACCORDANCE WITH 17 TTC 4(2), AND EFFECTIVE FOR A PERIOD OF NOT LONGER THAN ONE HUNDRED TWENTY DAYS. THE ADOPTION OF AN EMERGENCY REGULATION IS IN THE PUBLIC INTEREST, TO CONFORM WITH PUBLIC LAW 7-70 AND TO PREVENT UNDUE DELAY IN FINALIZING REDUCTION-IN-FORCE ACTIONS IN PROCESS AT THE TIME PUBLIC LAW 7-70 BECAME EFFECTIVE. FURTHER DELAY REQUIRES NEEDLESS EXPENDITURE OF PUBLIC MONIES FOR EMPLOYMENT FOR PERSONNEL SERVICES NO LONGER REQUIRED.

<u>11-15-77</u> Date

Podis Pedrus, Director Department of Personnel

Adrian P. Winkel High Commissioner

9.3 <u>Reduction-in-Force</u>. Through reduction-in-force procedures, the services of an employee may be terminated because of lack of work or funds, but not for disciplinary reasons. Managers should exhaust all administrative alternatives to place employees through transfer to vacant positions without loss of class or pay before reduction-in-force procedures are instituted. When it becomes evident that reduction-in-force procedures must be applied, the Department Director or District Administrator concerned, at least 60 days in advance, shall provide to the Servicing Personnel Officer notice of RIF action requirement. The Servicing Personnel Officer shall then institute administrative procedures to assure that all legitimate possibilities for reassignment have been exhausted and that formal reduction-in-force is the only remaining alternative.

- a. <u>Competitive Areas</u>. For all positions and all pay levels, each district and Headquarters is by itself a competitive area for reduction-in-force purpose.
- b. <u>Retention Registers</u>. Each Servicing Personnel Office shall establish and maintain a retention register upon which is entered the name and requisite information of each Public Service System permanent employee within its administrative area.

Individual merit, including qualifications for the position, education, training, experience, and performance rating shall be the primary basis for establishing retention registers and order of layoffs. Performance evaluations which include consideration of an employee's qualifications, education, training, experience, and performance shall be the major determinant for layoff. Seniority based on total creditable service shall also be considered when employees of equal qualification are affected. Creditable service for retention register purposes shall be as defined and published by the Director of Personnel.

When reduction-in-force procedures must be applied, the Servicing Personnel Office shall prepare a specific retention register for each competitive level.

c. <u>Competitive Levels</u>. A competitive level is normally comprised of all the positions in the position class of the position which is being abolished or otherwise vacated by reduction-in-force. The Director of Personnel may define a competitive level as including more than one position class if sufficiently closely related, provided all positions included have the same or closely related duties, have essentially the same qualifications, and are in the same class and pay level; and provided further, such combination of classes shall be published as part of the RIF Procedures by the Director of Personnel.

TERRITORIAL REGISTER, VOL. 2 NO. 7 – NOVEMBER 30, 1977

Where selective placement factor undlegal requirement shas 8.0 been applieds in fillinges positions the competitives as lo asolytes and level shalk bebrestricted stouthose opositions in the brot for and simul is ROSition class within the competitive slevel which smeet the visco shounds auralegal requirement corstbe as lectives placement sfactors (such is each they are instituted. When it becomes evident that reduction-in-force procedures register must list at the top soft the fegister on the state of the terms of the second the Tandesgending duration lorder off service as metheored by 2 to service 190120 service computation date, allothose employees currently 动物的 建苯酚酸 holding an "Exceptional" performance evaluation; - 二方道 医 following, in descending order of service computation and the second date, all those employees with a "Satisfactory" performance evaluation; and, at the bottom of the list, in descending order of service computation date, those employees with a "Less than Satisfactory" performance evaluation.

e. <u>Competition Within a Competitive Level</u>. When a position is the subject of a reduction-in-force procedure, the incumbent shall displace the employee with the lowest retention standing in the competitive level.

f. <u>Bumping Rights</u>. If an employee who is to be laid offin does not have sufficient retention standing in the note competitive level to displace another employee, he may request the Servicing Personnel Officer to review the status of employees serving in the same competitive area in the lower classes of the same related field of if an other-than-permanent employee is found serving in such a lower class, the position shall be offered to the permanent employee; if the offer is accepted, the other-than-permanent employee shall be terminated accord as a lower class.

g. Order of Terminations. The order of terminations shall be as follows as a description of the order of the

(1) Persons occupying positions under demored gaterral
 (1) Persons occupying positions under demergency appoint ment, limited-term appointment, and probationary dappointments in a competitive level shall be itermi?
 To senated in that progressive lorder, before RIF compositions instituted, and all daidy appoint of the damages?
 The employee with the lowest vertice itermidate has on believe and the most vector service itermidate has on believe and the most vector service itermidate has on believe and the most vector service itermidate has on believe and the most vector service itermidate has on the clowest retention standing and shall be iter first has released of the progress and visit near a vector of the clowest retention standing and shall be itermidate has on the released of the progress and visit near a vector of the clowest retention is a service of the service of the first has released of the progress and visit near a vector of the clowest retention standing and shall be itermided and the service of the service of

h. <u>Reduction-in-Force Notice</u>. When the determination to a abolish a position is made and all efforts to place the affected employee in another position within his competitive area have failed, the Servicing Personnel Officer shall inform the employee, in writing, that he is subject to reduction and that his services shall be terminated on the date specified. The Servicing Personnel Officer's letter shall be dispatched at least 30 days prior to the effective date of termination and shall inform the employee his name is being placed on the reemployment list. The employee shall sign and date a copy of the letter to acknowledge receipt and return it to the Servicing Personnel Office.

i. <u>Reemployment List</u>. Permanent employees terminated because of reduction-in-force shall be placed on the reemployment list for the competitive level for a period of three years.

APPROVALS FOR EMERGENCY REGULATIONS TITLE 61

The emergency regulation concerning Sub-Part 9.3 <u>Reduction-in-Force</u>. of the Trust Territory Public Service System is approved as provided by 17 TTC 4(2) (75 Supp.).

4

Podis Pedrus, Director Department of Personnel

The emergency regulation 61 TTC 9.3 <u>Reduction-in-Force</u> has been reviewed by me and found to be in proper legal form.

Daniel J. H Attorney General

The emergency regulation concerning 61 TTC 9.3 <u>Reduction-in-Force</u> has been reviewed and approved by the Trust Territory Personnel Board and is submitted to the High Commissioner in accordance with 17 TTC 4(2) (75 Supp.).

kenzie Boyd Mac

7. Boyd Mackenzie, Chairman Trust Territory Personnel Board

The emergency regulation concerning <u>Reduction-in-Force</u> in the Trust Territory Public Service System is hereby adopted and effective immediately (for a period not to exceed 120 days) as provided in 17 TTC 4(2) (75 Supp.).

 $\frac{11-21-77}{\text{Date}}$

Adrian P. Winkel High Commissioner