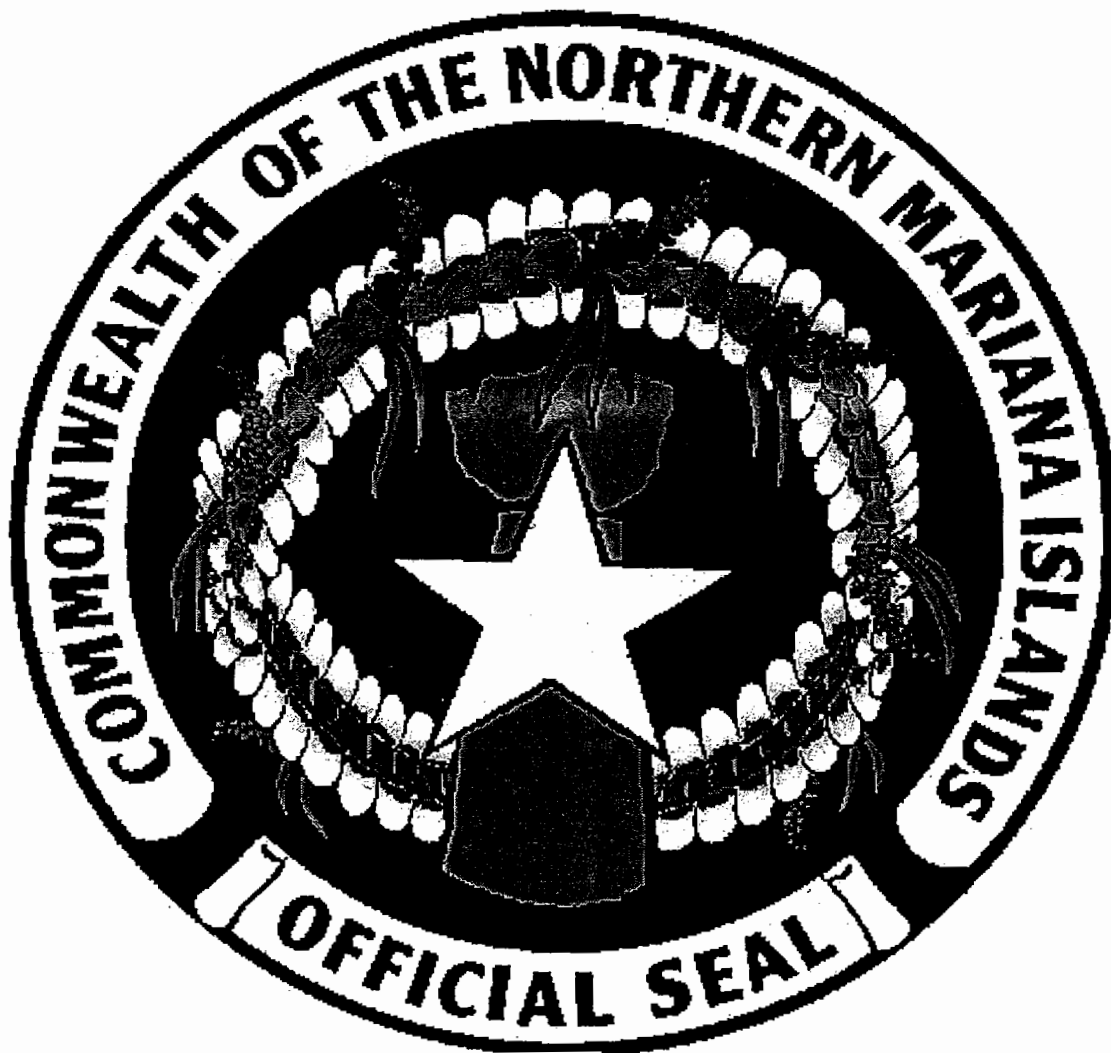


**COMMONWEALTH OF THE NORTHERN MARIANA  
ISLANDS  
SAIPAN, TINIAN, ROTA and NORTHERN ISLANDS**



---

**COMMONWEALTH REGISTER  
VOLUME 33  
NUMBER 08  
AUGUST 23, 2011**

# COMMONWEALTH REGISTER

VOLUME 33  
NUMBER 08

AUGUST 23, 2011

## TABLE OF CONTENTS

### ADOPTION OF REGULATIONS

Public Notice of Certification and Adoption of Regulations On Interim Assignment of the Commonwealth State Board of Education .....	031837
Public Notice of Certification and Adoption of Regulations On Performance Evaluation for Classroom Teachers of the Commonwealth State Board of Education .....	031839
Public Notice of Certification and Adoption of Regulations on Performance Evaluation for School Administrators of the Commonwealth State Board of Education .....	031841
Public Notice of Certification and Adoption of Regulations On Head Lice Policy of the Commonwealth State Board of Education .....	031843
Public Notice of Certification and Adoption of Regulations on Anti-bullying of the Commonwealth State Board of Education .....	031845
Public Notice of Certification and Adoption of Regulations on Reporting of Child Abuse and Neglect of the Commonwealth State Board of Education .....	031847

### PROPOSED REGULATIONS

Public Notice of Proposed Amendments to Regulations Contained in the Personnel Manual of the Northern Marianas Housing Corporation .....	031849
Public Notice of Proposed Amendments to the Fees and Fines As Per Rules and Regulations Governing the Administrative Procedure of the Commonwealth Fire Safety Code Department of Public Safety, Fire Division .....	031860

**DIRECTIVES**

Directive No. 221  
Establishment of Committee on Business Auditing Improvement  
**Office of the Governor ..... 031882**

Directive No. 222  
Guidelines for Proclamation Writing and Signing Ceremonies  
**Office of the Governor ..... 031883**

Directive No. 223  
Expansion of Expenditure Controls  
**Office of the Governor ..... 031884**

Directive No. 224  
Appointment of Consent Decree Coordinator  
**Office of the Governor ..... 031886**

Directive No. 225  
Implementation of Energy Conservation Guidelines  
**Office of the Governor ..... 031887**

Directive No. 226  
Recycling in CNMI Government Offices  
**Office of the Governor ..... 031889**

Directive No. 227  
Suspension of Requirement for all Nurses Working at the DPH and  
Resident Departments of Public Health to Pass the NCLEX  
**Office of the Governor ..... 031892**

Directive No. 228  
Rate of wages for employees performing work, labor  
And services on Capital Improvement Projects (“CIP”) in the CNMI  
**Office of the Governor ..... 031894**

Directive No. 229  
Reinforcement of Expenditure Controls  
**Office of the Governor ..... 031896**

Directive No. 230  
Suspension of Requirement for all Nurses Working at the DPH and  
Resident Departments of public Health to pass the NCLEX  
**Office of the Governor ..... 031897**

Directive No. 231  
FY04 Continuation of Expenditure Controls  
**Office of the Governor ..... 031899**

Directive No. 232 Establishment of Governor's Education Initiative Fund and Related Programs <b>Office of the Governor .....</b>	<b>031900</b>
Directive No. 233 Rationalization of utility services through direct payment of costs <b>Office of the Governor .....</b>	<b>031906</b>
Directive No. 234 Rationalization of utility services through direct payment of costs <b>Office of the Governor .....</b>	<b>031907</b>
Directive No. 235 Establishment of an Interagency Structure to Coordinate On Coral Reef Issues <b>Office of the Governor .....</b>	<b>031908</b>



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS



STATE BOARD OF EDUCATION
PUBLIC SCHOOL SYSTEM
P.O. BOX 501370
SAIPAN, MP 96950

MaryLou S. Ada
Chairperson

D. Tanya King
Vice-Chairperson

Galvin S. Deleon Guerrero
Secretary/Treasurer

Members
Herman T. Guerrero
Lucia L. Blanco-Marattia

Non Public School Rep.

Student Representative
Mary M. Hocog

Teacher Representative

Commissioner of Education
Rita A. Sablan, Ed.D.
coe.ras@cnmipss.org

PUBLIC NOTICE OF CERTIFICATION AND ADOPTION
OF REGULATIONS OF
The Commonwealth State Board of Education

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER
AS PROPOSED REGULATIONS
Volume 33, Number 06, pp 031686-031692, of June 27, 2011

Regulations of the State Board of Education

ACTION TO ADOPT PROPOSED REGULATIONS: The Commonwealth of the Northern Mariana Islands, State Board of Education ("the Board"), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Interim Assignment as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

PRIOR PUBLICATION: The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:
"None"

AUTHORITY: The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.


**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.

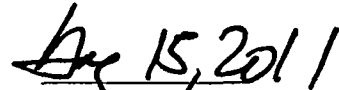
**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL for non-modified regulations or regulations with NON-material modification:** The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).


**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

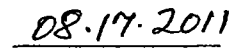
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOUS. ADA, J.D., Chairperson  
Twelfth CNMI State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date



# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS



STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950

MaryLou S. Ada  
Chairperson

D. Tanya King  
Vice-Chairperson

Gabvin S. Deleon Guerrero  
Secretary/Treasurer

**Members**  
Herman T. Guerrero  
Lucia L. Blanco-Marattia

Non Public School Rep.

Student Representative  
Mary M. Hocog

Teacher Representative

Commissioner of Education  
Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF The Commonwealth State Board of Education

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER  
AS PROPOSED REGULATIONS  
Volume 33, Number 06, pp 031693-031701, of June 27, 2011

### Regulations of the State Board of Education

**ACTION TO ADOPT PROPOSED REGULATIONS:** The Commonwealth of the Northern Mariana Islands, State Board of Education (“the Board”), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Performance Evaluation for Classroom Teachers within the CNMI Public School System as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

**PRIOR PUBLICATION:** The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

**MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:**  
“None”

**AUTHORITY:** The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.


**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.


**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL** for non-modified regulations or regulations with NON-material modification: The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).


**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

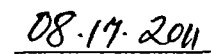
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOU S. ADA, J.D., Chairperson  
Twelfth CNMI State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date





# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950



MaryLou S. Ada  
Chairperson

D. Tanya King  
Vice-Chairperson

Galvin S. Deleon Guerrero  
Secretary/Treasurer

**Members**  
Herman T. Guerrero  
Lucia L. Blanco-Maratta

Non Public School Rep.

Student Representative  
Mary M. Hocog

Teacher Representative

Commissioner of Education  
Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF The Commonwealth State Board of Education

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER  
AS PROPOSED REGULATIONS  
Volume 33, Number 06, pp 031702-031710, of June 27, 2011

### Regulations of the State Board of Education

**ACTION TO ADOPT PROPOSED REGULATIONS:** The Commonwealth of the Northern Mariana Islands, State Board of Education (“the Board”), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Performance Evaluation for School Administrators within the Public School System as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

**PRIOR PUBLICATION:** The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

**MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:**  
“None”

**AUTHORITY:** The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.


**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.

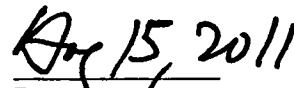
**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL for non-modified regulations or regulations with NON-material modification:** The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).

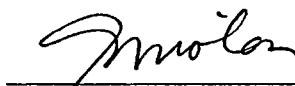
**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

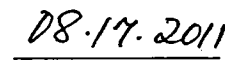
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOU S. ADA, J.D., Chairperson  
Twelfth CNM State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date



# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS



STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950

MaryLou S. Ada  
Chairperson

D. Tanya King  
Vice-Chairperson

Galvin S. Deleon Guerrero  
Secretary/Treasurer

Members  
Herman T. Guerrero  
Lucia L. Blanco-Maratita

Non Public School Rep.

Student Representative  
Mary M. Hocog

Teacher Representative

Commissioner of Education  
Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF The Commonwealth State Board of Education

### PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER AS PROPOSED REGULATIONS

Volume 33, Number 06, pp 031711-031719, of June 27, 2011

#### Regulations of the State Board of Education

**ACTION TO ADOPT PROPOSED REGULATIONS:** The Commonwealth of the Northern Mariana Islands, State Board of Education (“the Board”), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Head Lice Policy within the CNMI Public School System for Grades K through 12 as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

**PRIOR PUBLICATION:** The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

**MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:**  
“None”

**AUTHORITY:** The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.

**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.

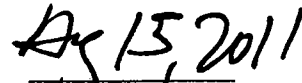
**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL for non-modified regulations or regulations with NON-material modification:** The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).

**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

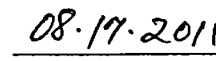
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOU S. ADA, J.D., Chairperson  
Twelfth CNMI State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date



# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950



MaryLou S. Ada  
Chairperson

D. Tanya King  
Vice-Chairperson

Galvin S. Deleon Guerrero  
Secretary/Treasurer

Members  
Herman T. Guerrero  
Lucla L. Blanco-Marattita

Non Public School Rep.

Student Representative  
Mary M. Hocog

Teacher Representative

Commissioner of Education  
Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF The Commonwealth State Board of Education

### PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER AS PROPOSED REGULATIONS

Volume 33, Number 06, pp 031720-031727, of June 27, 2011

#### Regulations of the State Board of Education

**ACTION TO ADOPT PROPOSED REGULATIONS:** The Commonwealth of the Northern Mariana Islands, State Board of Education (“the Board”), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Anti-bullying within the CNMI Public School System as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

**PRIOR PUBLICATION:** The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

**MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:**  
“None”

**AUTHORITY:** The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.


**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.

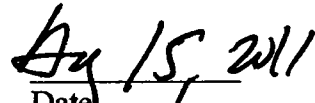
**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL for non-modified regulations or regulations with NON-material modification:** The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).

**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

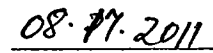
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOU S. ADA, J.D., Chairperson  
Twelfth CNMI State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date



# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950



MaryLou S. Ada  
Chairperson

D. Tanya King  
Vice-Chairperson

Galvin S. Deleon Guerrero  
Secretary/Treasurer

**Members**  
Herman T. Guerrero  
Lucia L. Blanco-Maratita

Non Public School Rep.

Student Representative  
Mary M. Hocog

Teacher Representative

Commissioner of Education  
Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF The Commonwealth State Board of Education

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER  
AS PROPOSED REGULATIONS  
Volume 33, Number 06, pp 031728-031737, of June 27, 2011

### Regulations of the State Board of Education: §60-20-910 Mandatory Reporting of Child Abuse & Neglect

**ACTION TO ADOPT PROPOSED REGULATIONS:** The Commonwealth of the Northern Mariana Islands, State Board of Education (“the Board”), HEREBY ADOPTS AS PERMANENT regulations the Proposed Regulations which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Board announced that it intended to adopt them as permanent, and now does so.

The Revision to the Reporting of Child Abuse and Neglect within the CNMI Public School System as published, such adopted regulations are a true, complete and correct copy of the referenced Proposed Regulations, and that they are being adopted without modification or amendment.

**PRIOR PUBLICATION:** The prior publication was as stated above. The Board adopted the regulations as final at its Special Board meeting of August 03, 2011.

**MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY:**  
“None”

**AUTHORITY:** The Board is required by the Legislature to adopt rules and regulations regarding those matters over which the State Board of Education has jurisdiction.

**EFFECTIVE DATE:** Pursuant to the APA, 1 CMC sec. 9105(b), these adopted regulations are effective 10 days after compliance with the APA, 1 CMC §§ 9102 and 9104(a) or (b), which, in this instance, is 10 days after this publication in the Commonwealth Register.

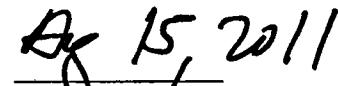
**COMMENTS AND AGENCY CONCISE STATEMENT:** Pursuant to the APA, 1 CMC sec. 9104(a)(2), the agency has considered fully all written and oral submissions respecting the proposed regulations. Upon this adoption of the regulations, the agency, if requested to do so by an interested person, either prior to adoption or within 30 days thereafter, will issue a concise statement of the principal reasons for and against its adoption, incorporating therein its reasons for overruling the considerations urged against its adoption. Please see the following pages for this agency's concise statement, if there are any, in response to filed comments.

**ATTORNEY GENERAL APPROVAL** for non-modified regulations or regulations with NON-material modification: The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register, pursuant to 1 CMC sec. 2153(e) (To review and approve, as to form and legal sufficiency, all rules and regulations to be promulgated by any department, agency or instrumentality of the Commonwealth government, including public corporations, except as otherwise provided by law).

**I DECLARE** under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the \_\_\_\_ day of August 2011, at Saipan, Commonwealth of the Northern Mariana Islands.

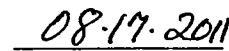
Certified and ordered by:

  
\_\_\_\_\_  
MARYLOU S. ADA, J.D., Chairperson  
Twelfth CNM State Board of Education

  
\_\_\_\_\_  
Date

Filed and  
Recorded by:

  
\_\_\_\_\_  
ESTHER M. SAN NICOLAS  
Commonwealth Register

  
\_\_\_\_\_  
Date





# NORTHERN MARIANAS HOUSING CORPORATION

P.O. BOX 500514, Saipan, MP 96950-0514

Tels. (670) 234-6866  
234-9447  
234-7689  
234-7670  
Fax: (670) 234-9021  
233-6870

## PUBLIC NOTICE OF PROPOSED AMENDMENT TO REGULATIONS CONTAINED IN THE PERSONNEL MANUAL OF THE NORTHERN MARIANAS HOUSING CORPORATION

**INTENDED ACTION TO ADOPT PROPOSED AMENDMENT TO THE PERSONNEL MANUAL:** The Board of Directors ("Board") of the Northern Marianas Housing Corporation ("NMHC"), intends to adopt as permanent regulations the attached Proposed Amendment to the Personnel Manual pursuant to the procedures of the Administrative Procedures Act ("APA"), 1 CMC § 9104(a) as decided at the Board's regular meeting of \_\_\_ April 12, 2011. The Regulations would become effective 10 days after compliance with 1 CMC §§ 9102 and 9104 (a). (1 CMC § 9105(b))

**AUTHORITY:** The Board has authority pursuant to Executive order 94-3, Section 407 of Reorganization Plan No. 2 of 1994, Directive No. 138, and NMHC's Articles of Incorporation and Bylaws on file with the Registrar of Corporations on February 6, 1995, to adopt a personnel manual setting forth regulations for its personnel administration and to amend such personnel manual from time to time.

**TERMS AND SUBSTANCE:** Regulation history: Proposed/Revised Personnel Manual Adopted 19 Com. Reg. 15668 (September 15, 1997).

**THE SUBJECT AND ISSUES INVOLVED:** The Proposed Amendment is to amend Subsection 3.07 on travel to change from CNMI Government to Federal Government travel and per diem compensation rates and guidelines.

**DIRECTIONS FOR FILING AND PUBLICATION:** The Board is soliciting comments regarding this Proposed Amendment. Written comments must be received by the Board within thirty (30) days of first publication of this notice in the Commonwealth Register. Comments may be sent via mail or email to the NMHC Corporate Director. Interested persons may request copies of the Proposed Amendment by contacting NMHC by phone or email at [nmhc@nmhc.gov.mp](mailto:nmhc@nmhc.gov.mp).

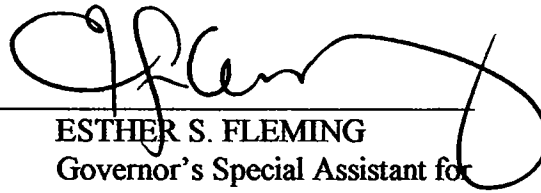
Submitted by:

  
MERCÉD (MARCIE) M. TOMOKANE  
Chairperson, Board of Directors, NMHC

07/28/11  
Date

"NMHC is a fair housing agency and an equal opportunity, lender and employer"

Received by:



ESTHER S. FLEMING  
Governor's Special Assistant for  
Administration

08/22/11  
Date

Filed and  
Recorded by:

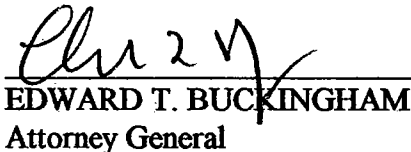


ESTHER M. SAN NICOLAS  
Commonwealth Registrar

08.22.11

Date

Pursuant to 1 CMC § 2153(e) (AG approval of regulations to be promulgated as to form) and 1 CMC § 9104(a)(3) (obtain AG approval) the proposed regulations attached hereto have been reviewed and approved as to form and legal sufficiency by the CNMI Attorney General and shall be published, 1 CMC § 2513(f) (publication of rules and regulations).

  
EDWARD T. BUCKINGHAM  
Attorney General

8-15-11  
Date

**PROPOSED AMENDMENT TO THE PERSONNEL MANUAL  
OF THE NORTHERN MARIANAS HOUSING CORPORATION**

**3.07 Travel**

- A. Travel Authorization forms shall be approved by the Corporate Director. It is expected that the Travel Authorization form relating to any given trip will be approved prior to the incurring of expenses.
- B. As employee traveling on official NMHC business shall receive travel and per diem compensation at the rate and guidelines established by the CNMI Federal Government.
- C. An employee may receive reimbursement for extraordinary expenses actually incurred in the performance of his/her duties upon the submission of receipts or other proof of extraordinary expenses to the Corporate Director and the specific approval of the Corporate Director to reimburse the employee for his/her extraordinary expenses.
- D. Travel expenses shall never be billed directly to NMHC but should be paid by the employee and reimbursement sought. Necessary receipts must be attached before reimbursement will be made. An approved Travel Authorization forms is required for every trip away from the island where the employee's office is located, if the trips lasts longer than two quarters of a day.
- E. Travel advances may be made for extended trips in accordance with guidelines established by the CNMI Federal Government. A travel advance is secured by completing a Travel Authorization form and forwarding it to the Corporate Director. Travel advances must be accounted for by a Travel Reimbursement Claim after the trip or the advance will be deducted from the employee's wages. No more than one hundred (100%) percent of the per diem estimated to be due on the Travel Authorization may be advanced.
- F. Items on Travel Reimbursement Claims, Missing Receipt Affidavits, and Travel Authorization forms which violate the regulations stated above or the instructions which appear on the forms themselves will be suspended and a Notice of Explanation will be forwarded to the employee concerned. In order to be allowed, such items must be included in a subsequent Travel Expense Statement in accordance with established CNMI Federal Government Guidelines. Reclaimed items must be fully itemized and must be supported by the original Notice of Explanation or a copy thereof.
- G. The Travel Reimbursement Claim should be completed by a traveler who has qualified for reimbursement of travel expenses. All necessary receipts must be attached before reimbursement will be made. In the event no receipt is available for an expenditure for which reimbursement is sought, reimbursement is conditioned upon substantiation of the expenses in a manner satisfactory to the Corporate Director. As approved Travel Authorization form must be attached for every trip reported.
- H. Erasures and alterations in totals on any Travel Reimbursement Claim or Travel Authorization form must be initialed by the traveling employee. Erasures or alterations in totals on vendor's receipts must be initialed by the vendor or his/her representative.

**COMMONWEALTH GI SANGKATTAN NA ISLAN MARIANAS SIHA**

P.O. BOX 500514, Saipan, MP 96950-0514

**NUTISIAN PUBLIKU GI MANMAPROPONI NA AMENDASION PARA I REGULASION SIHA  
NI KINENSISISTI GI HALUM I PERSONNEL MANUAL GI KORPORASION HOUSING  
NORTHERN MARIANAS**

**I AKSION NI MA'INTENSIONA NA PARA U MA'ADÂPTA ESTI I MANMAPROPONI NA AMENDASION GI PERSONNEL MANUAL:** I Kuetpun Direktot siha ("Kuetpu") gi Korporasion Housing Northern Marianas ("NMHC"), ha intensiona na para u adâpta kumu petmanenti na regulasion siha ni mañechettun gi Manmaproponi na Amendasion gi Personnel Manual, sigun gi manera siha gi Âktun i Administrative Procedure ("APA"), 1 CMC § 9104(a) kumu madisidi gi regulât na huntan Kuetpu gi \_\_\_\_ Abrit 12, 2011. I Regulasion siha para u ifektibu gi halum i dies (10) dihas na tiempu dispues di makumpli i (1 CMC § § 9102 yan i 9104 (a). (1 CMC 9105(b)).

**ÂTURIDÂT:** I Kuetpu gai âturidât sigun gi Otdin Eksekatibu 94-3, Seksiona 407 gi Plânun Mata'lun Otganisa No. 2 gi 1994, Directive No. 138, yan NMHC's Articles of Incorporation yan i Bylaws gi file yan i Registrar of Corporations gi Fibreru 6, 1995, para u adâpta i personel manual setting mo'na gi regulasion siha para i iyon-na personel administration yan para u amenda asi kumu i personel manual-ginin tiempu asta tiempu.

**I SUSTÂNSIAN I PALÂBRA SIHA:** I historian regulasion: I Manmaproponi /Manmaribisa na Personnel Manual Manma'adâpta 19 Com. Reg. 15668 (Septembri 15, 1997).

**SUHETU NI MASUMÂRIA YAN ASUNTU NI TINEKKA:** I Manmaproponi na Amendasion na para u amenda i Subsection 3.07 gi travel na para u tulaika ginin i Gubietnamentun CNMI para i travel Gubietnamentun Federât yan i per diem compensation rates yan giniha siha.

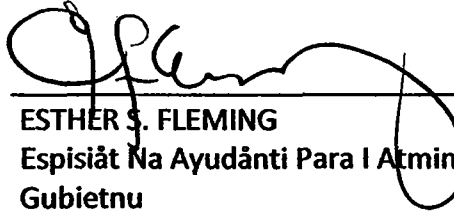
**PARA U MAPRIBENIYI OPIÑON SIHA:** I Kuetpu manrikuekuesta opiñon siha sigun gi esti i Manmaproponi na Amendasion. Tinigi' opiñon siha debi na u marisibi ni Kuetpu gi halum trenta (30) dihas gi primet publikasion esti na nutisia gi halum i Rehistran Commonwealth. Todu opiñon siha siña mana'hânão kontra i mail pat i email para i NMHC Corporate Director. Hâyi intirisão na petsona siha siña manggâgão kopia siha ni i Manmaproponi na Amendasion siña u âgang i NMHC gi tilifon pat i email gi [nmhc@nmhc.gov.mp](mailto:nmhc@nmhc.gov.mp).

Nina'hâlum as:

  
MERCED (MARCIE) M. TOMOKANE  
Kabesiyu, Kuetpun Direktot, NMHC

  
Fetcha

Rinisibi as:

  
ESTHER S. FLEMING  
Espisiât Na Ayudânti Para l Administrasion  
Gubietnu

08/22/11  
Fetcha

Pine'lu yan  
Ninota as:

  
ESTHER M. SAN NICOLAS  
Rehistran Commonwealth

08.22.11  
Fetcha

Sigun i 1 CMC § 2153(e) ( l Abugâdu Henerât ha aprueba i regulasion siha na para u macho'gui kumu fotma) yan 1 CMC § 9104(a)(3) (hentan inaprueban Abugâdu Henerât) i manmaproponi n: regulasion siha ni mañechettun guini ni manmaribisa yan manma'aprueba kumu fotma yan sufisienti ligât ginin i CNMI Abugâdu Henerât yan debi na u mapupblika, 1 CMC § 2153(f) (publikasion areklamentu yan regulasion siha).

  
EDWARD BUCKINGHAM  
Abugâdu Henerât

8-15-11  
Fetcha

**MANMAPROPONI NA AMENDASION PARA I PERSONNEL MANUAL GI KORPORASION HOUSING  
NORTHERN MARIANAS**

**3.07 Karera**

- A. I fotman Travel Authorization siha debi na u ma'apueba ginin i Corporate Director. Ma'ekspekta na i fotman Travel Authorization ni pumarehu yan maseha hâfa na hinanão na u ma'apueba antis di u guaha gâstu siha.
- B. Kumu empli'ão humâhanão gi bisnis ufisiât i NMHC debi na u marisibi i hinanão yan i per diem compensation gi apas yan i giniha siha ni ma'istapblesi ginin i ~~CNM~~ Gubietnamentun Federât.
- C. I empli'ão siña ha risibi i reimbursement para i ti utdinâriu na gâstu siha ni marisibi gi halum i iyon-ña performance ya obligasion-ña para u na'hâlum todû risibu siha pat ottru apruebasion gâstu siha guatu gi Corporate Director yan propiu na apruebasion i Corporate Director para i reimbursement i empli'ão para i ti utdinâriu na gâstu siha.
- D. Gâstun travel siha ti debi na u ma-billed guatu dairektamenti gi NMHC lâo debi na u ma'apâsi ni empli'ão yan i reimbursement u masâta. I nisisâriu na risibu siha debi na u mana'chettun ântis di u macho'gui i reimbursement. I inapruuban fotman Travel Authorization siha ni madimânda para kada hinanão ginin i isla amânu i empli'ão ufisinâ-ña na gaigi, yanggin i hinanão siha la'anâkku' ki ni i two quarters gi diha.
- E. I travel advances siña mafa'tinas para u ma'ekstendi i hinanão siha sigun gi giniha siha ni ma'istapblesi ginin i ~~CNM~~ Gubietnamentun Federât. I travel advance mana'sigurão ginin i makumplin i fotman i Travel Authorization yan mana'hânão guatu para u Corporate Director. I travel advances debi na u accounted para i Travel Reimbursement Claim dispues di i hinanão pat i advance debi na u mana'suha ginin i suetdun i empli'ão siha. Ti u mâs ki i sientu (100%) put sientu gi per diem ni makatkula ni debi na u due gi Travel Authorization ni siña ma'atbânsa.
- F. I attikulu gi Travel Reimbursement Claim siha, Mamfâttan Risibun Affidavit siha, yan i fotman Travel Authorization siha ni ha kontradisi i regulasion siha ni mapega gi sanhilu' pat i instruksion siha ni a'annuk gi fotma mismu debi na u masuspendi yan i Nutisian Eksplikasion debi na u mapega mo'na para i hinassun empli'ão. Taimanu nai siña na un masedi, kumu i attikulu siha debi na u mana'sâonão gi halum i manatattiyi na Travel Expense Statement sigun i ma'istapblesi ni ~~CNM~~-Ginihan Gubietnamentun Federât siha. Reclaimed na attikulu siha debi na u magof lista kada unu yan debi na u sinipotta ginin i originât na Nutisian Eksplikasion pat kopia guihi.
- G. I Travel Reimbursement Claim debi di u mana'kumplidu ni i biaheru ni kualifikâo para i reimbursement i travel na gâstu siha. Todû nisisâriu na risibu siha debi mana'danña' ântis di i reimbursement ni para u macho'gui. Yanggin siakâsu na tâya' risibu available para i gâstun i para reimbursement ni mana'kundision gi anai guaha apruebasion i gâstu siha gi manera anai ha na'satisfetchu i Corporate Director. Kumu ma'apueba i fotman Travel Authorization na debi na u mana'danña' para i kada rinipot kinarera.

- H. **Fininas yan tinilaika gi tutât siha gi maseha hãfa na fotman Travel Reimbursement Claim debi na u ma'-initialed ni i empli'ão ni humanão. Fininas pat tinilaika gi tutât siha gi risibun i vendors debi na u ma'-initialed ni vendor pat i representanten-ña.**

# NORTHERN MARIANS HOUSING CORPORATION

P.O. BOX 500514, Saipan, MP 96950-0514

## ARONGORONGOL TOULAP REEL POMWOL SSIWEL REEL ALLÉGH KKA LLÓL PERSONNEL MANUEL MELLÓL NORTHERN MARIANAS HOUSING CORPORATION

**MÁNGEMÁNGIL MWÓGHUT IGHA EBWE ADAPTÁLI POMWOL SSIWEL REEL PERSONNEL MANUAL:** Mwiischil Board-ul Directors (“Board”) mellól Norhtern Marianas Housing Corporation (“NMHC”), e tipáli ebwe ipighil adaptáli Allégh kka aa appasch bwe Pomwol Ssiwel ngáli Personnel Manual sáangi mwóghutul Administrative Act (“APA”), 1 CMC § 9104(a) igha aa llégh ló llól aar Board sów schuu wóól \_\_\_\_\_ Sééta (April) 12, 2011. Allégh kkaal ebwe kkamalló llól seigh (10) ráll mwiirillól igha e attabweey 1 CMC §§ 9102 me 9104(a). (1 CMC § 9105(b))

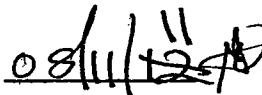
**BWÁÁNG:** Mwiischil Board eyoor bwáángil sáangi Executive Order 94-3, Tálil 407 reel Reorganization Plan No. 2 we sangaras tiwabwughúw tiweigh me faawu (1994), Directive No. 138, me NMHC’s Articles reel Incorporation me Allégh kkewe e ammwello mellól Registrar reel Corporations kkewe wóól Mááischigh (February) 6, sangaras tiwabwughúw tiweigh me limwoow (1995), bwe ebwe adaptáli personnel manual ngáli allégh kkaal bwelle ebwele personnel administrative me personnel manual ebwe ssiwel fáal akkááw ótol.

**KKAPASAL ME AWEWEL:** Uruwowul Allégh: Pomwol/Lliwelil Personnel Manual Adopted 19 Com. Reg. 15668 (Maan (September) 15, 1997).

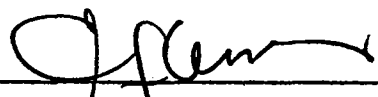
**KKAPASAL ME AWEWE KKA EYOOR:** Pomwol Ssiwel yeel nge ebwe ssiwel Subsection 3.07 reel travel bwe ebwe lliwel mereel CNMI Government ngáli Federal Government travel me per diem compensation rates me allégh kkaal.

**AFAL REEL AMMWELIL ME AKKATÉÉL:** Mwiischil Board ekke tingór mwáliilil reel Pomwol Allégh yeel. Iischil mwáliili nge ebwe atotoolong reer Board llól eliigh (30) rááilil mmwal akkatéél arongorong yeel mellól Commonwealth Register. Mwáliili kkaal emmwel ebwe akkafang via mail ngáre email ngáli NMHC Corporate Director. Schóókka re tipáli rebwe tingór kopiya Pomwol Ssiwel kkaal nge aubwe failó NMHC ngáre email-li nmhc@nmhc.gov.mp.

Iisáliyallong:   
MERCED (MARCIE) M. TOMOKANE  
Chairperson, Board of Directors, NMHC

  
Ráll



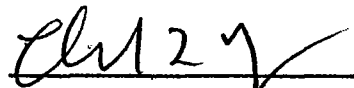
Mwiir sáangi:   
ESTHER S. FLEMING  
Sóualillisil Sóulemelem

08/22/11  
Ráil

Ammwel sáangi:   
ESTHER M. SAN NICOLAS  
Commonwealth Registrar

08.22.11  
Ráil

Sáangi 1 CMC § 2153(e) ( aa alléghéló mereel AG reel allégh kkaal bwe ebwe akkatéé reel féérúl) me 1 CMC § 9104(a)(3) ( aa bweibwogh alléghúl mereel AG) bwe pomwol allégh kka e appasch aa takkal amwerifischiiy me alléghéló reel féérúl me legal sufficiency mereel CNMI Attorney General me ebwe akkatééwow, 1 CMC § 2513(f) (akkatéél allégh kkaal).

  
EDWARD T. BUCKINGHAM  
Sóuabwungúl Allégh Lapalap

8-15-11  
Ráil

**POMWOL SSIWEL REEL PERSONNEL MANUAL MELLÓL  
NORTHERN MARIANAS HOUSING CORPORATION**

**3.07 Travel**

- A. Travel Authorization forms kkaal nge ebwe angúungú sáangi Corporate Director. Rebwe sóuli bwe Travel Authorization form e weewe me innamwo trip met e mweteló iya nge ebwe ghommwal alléghéló mwo mmwal igha esáál yoor expenses.
- B. Ngáre schóól angaang ekke travel llól official NMHC business nge ebwe bweibwogh travel me per diem compensation reel rate me allégh kka elo llól CNM! Federal Government.
- C. Schóól angaang emmwel ebwe yááyá reimbursement reel extraordinary expenses kka e schéeschél yááli llól aal performance-il angaang nge ebwe atoolongow receipts me ngáre akkááw alúghúlúgh reel extraordinary expenses ngáli Corporate Director me ebwe welewel alléghúl mereel Corporate Director bwe ebwe reimburse-li schóól angaang we reel aal extraordinary expenses.
- D. Travel expenses ese mmwel ebwe billed ngáli NMHC bwe ebwe óbwós mereel employee we me ebwe ghutt reimbursement. Eghi fil bwe receipts kkaal ebwe ghommwal schuufengál ngáre reimbursement ebwe fféér. Alléghúl Travel Authorization forms kkaal e required ngáli alongal trip sáangi falúw we bwulasiyol schóól angaang we elo iye, ngáre trips kkaal eghal ghuula ló two quarters eráll.
- E. Travel advances emmwel ebwe fféér reel ebwe sóbweiló trips kkaal nge ebwe attabweey allégh kka aa féér ló sáangi CNM! Federal Government. Travel advance e llégh ngáre e takk fisch Travel authorization form nge aa amweteló reel Corporate Director. Travel advances kkaal nge ebwe accounted ngáli Travel Reimbursement Claim mwiirilól trip ngáre advance we ebwe deducted sáangi óbwóssúl schóól angaang we. Essóbw lapló mwal ebwughúw (100%) percent mereel per-diem lapal igha ebwe due reel Travel Authorization ngáre ebwe advanced.

- F. Items kka wóól Travel Reimbursement Claims, Missing Receipts Affidavits, me Travel Authorization forms kka e violate-li allégh kka aa ititiw weiláng ngáre afal kka e bwáá wóól forms kkaal nge ebwe suspended me Arongorongol Ammataf ebwe akkafang ngáli schóól angaang yeel. Ebwe faisúl nge ebwe lighitingáli, items kkaal nge ebwe schuulong llól eew subsequent Travel Expense Statement nge ebwe atabweey allégh kka aa lo llól CNMI Federal Government. Reclaimed items nge ebwe ghi tátáletiw me eew me ebwe support-li ngáli original-ul Arongorongol Ammataf ngáre kkopiyal ye eyoor.
- G. Travel Reimbursement Claim ebwe completed mereel traveler ye e qualified reel reimbursement-il travel expenses. Alongal receipts nge ebwe schuufengál nge eppál fféer reimbursement. Ngáre ighile esóór receipts e available reel óbwós (expenditure) kka e titingór reimbursement, igha reimbursement aa conditioned bwe ngáre igha aa yoor alúghúlúghúl expenses kkaal mereel Corporate Director ngáre e mááfi bwe e ghatch mereel. Alléghúl Travel Authorization form nge ebwe kke schuufengál me alongal trip report.
- H. Mílikka aa mwóló me lliwéí mereel totals kka wóól innamwo ifa mereel Travel Reimbursement Claim ngáre Travel Authorization form ebwe initialed mereel schóól angaang ye ekke travel. Mílikka aa mwóló ngáre lliwel mereel totals kka elo llól vendor's receipts nge ebwe initial mereel vendor me ngáre layúl representative.



# DEPARTMENT OF PUBLIC SAFETY

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Jose M. Sablan Building

Caller Box 10007 Susupe, Saipan, MP 96950

Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019

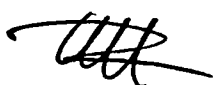


## PUBLIC NOTICE

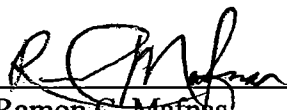
### PROPOSED AMENDMENT TO THE FEES AND FINES AS PER RULES AND REGULATIONS GOVERNING THE ADMINISTRATIVE PROCEDURE OF THE COMMONWEALTH FIRE SAFETY CODE

The Department of Public Safety, Fire Division, Fire Prevention and Arson Investigation Unit, hereby proposes to amend the fees and fines schedule as per the rules and regulations that govern the administration, implementation, and enforcement of the Commonwealth of the Northern Mariana Islands Fire Safety Code, Public Law 11-56, that include all sections of the Uniform Fire Code and Standards published by the International Conference of Building Officials. The fees and fines to be promulgated are authorized pursuant to Section 7304 of Public Law 11-56, "Commonwealth Fire Safety Code Act of 1998."


All written comments and/or recommendations regarding the fees and fines schedule as per the rules and regulations are to be submitted within thirty (30) days after the date of this publication in the Commonwealth Register to the Department of Public Safety, Fire Division, Fire Prevention and Arson Investigation Unit, P.O. Box 500791, Saipan, MP 96950.

Reviewed By:   
Thomas M. Manglona  
Fire Chief, DPS-Fire Division

8/5/11  
Date

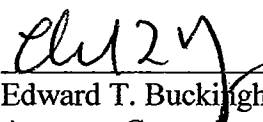
Approved By:   
Ramon C. Mafnas  
Commissioner, Department of Public Safety

5 Aug 2, '11  
Date

Filed By:   
Esther M. San Nicolas  
Commonwealth Registrar

8-17-2011  
Date

Pursuant to 1 CMC§2153 as amended by PL 10-50, the fees and fines schedule attached hereto have been reviewed and approved by the CNMI Attorney General's Office.

  
Edward T. Buckingham  
Attorney General

8-15-11  
Date



# DEPARTMENT OF PUBLIC SAFETY

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Jose M. Sablan Building

Caller Box 10007 Susupe, Saipan, MP 96950

Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019



## PUBLIC NOTICE

### PROPOSED AMENDMENT TO THE FEES AND FINES AS PER RULES AND REGULATIONS GOVERNING THE ADMINISTRATIVE PROCEDURE OF THE COMMONWEALTH FIRE SAFETY CODE

<b>Citation of Statutory Authority:</b>	To amend the rules and regulations pursuant to the Commonwealth Fire Safety Code, Public Law 11-56.
<b>Short Statement of Goals and Objectives:</b>	To amend the fees and fines schedule as per the rules and regulations as mandated by the Commonwealth Fire Safety Code, Public Law 11-56.
<b>Brief Summary of the Proposed Regulations:</b>	To provide a uniform rate structure in governing the administration, implementation, and enforcement of the Commonwealth Fire Safety Code, Public Law, 11-56.
<b>Citation of Related and/or Affected Statutes, Rules, and Regulations:</b>	Commonwealth Fire Safety Code Act of 1998, Public Law 11-56, Uniform Fire Code, and Standards published by the International Conference of Building Officials.
<b>For Further Information Contact:</b>	Fire Chief Thomas Manglona through his designated representatives: Captain Julian Tagabuel at 664-9032 (Saipan), Lieutenant Kevin Aldan at 664-9135 (Saipan), Lieutenant Augustine Dosalua at 433-0476 (Tinian), or Lieutenant Ron Ogo at 532-9081 (Rota).

Dated this 5 day of August 2011.

Submitted By:

  
Ramon C. Manias

Commissioner, Department of Public Safety



**DEPARTMENT OF PUBLIC SAFETY**  
**COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS**  
 Jose M. Sablan Building  
 Caller Box 10007 Susupe, Saipan, MP 96950  
 Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019




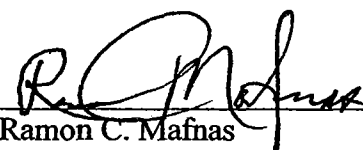
**NUTISIAN PUPBLIKU**


**MANMAPROPONI I AMENDASION PARA ÁPAS YAN MUTTA SIHA SIGUN GI AREKLAMENTU YAN REGULASION SIHA NI GINIBEBIETNA I ADMINISTRATIVE PROCEDURE GI KODIGUN SINAFU' KIMASON GUÁFI GI COMMONWEALTH**

I Dipattamentun Sinafu' Pupbliku, Dibision Kimason Guáfi, i Unit Imbistigasion Inadahin Kimason yan Arson, guini ha ufresi para u amenda i schedule ápas yan mutta siha kumu kada areklamentu yan regulasion siha ni ha gubietna i atministrasion, implementasion, yan enforcement gi Commonwealth gi Sangkattan na Islas Marianas Kodigun Sinafu' Kimason Guáfi, Lai Pupbliku 11-56, ni sásáonáo todú seksiona siha gi Uniform Fire Code yan Standards ni mapupblika ginin i International Conference of Building Officials. I apas yan mutta siha para u macho'gui i ma'áturisa sigun gi Seksiona 7304 gi Lai Pupbliku 11-56, "Commonwealth Kodigun Áktun Sinafu' Kimason Guáfi gi 1998."

Todu tinigi' upiñon yan/pat rekumendasion siha sigun i schedule ápas yan mutta siha sigun gi kada areklamentu yan regulasion na para u mana'fanhálum trenta(30) dihas dispues di fechan esti na pupblikasion gi halum i Rehistran Commonwealth para i Dipattamentun Sinafu' Pupbliku, Dibision Kimason Guáfi, Inadahin Kimason yan Arson Investigation Section, P.O. Box 500791, Saipan, MP 96950.

Rinibisa As:  8/5/11  
 Thomas M. Manglona  
 Fire Chief, DPS - Dibision Fire  
 Fecha

Inaprueba As:  5 aug. '11  
 Ramon C. Mafnas  
 Kumisina, Dipattamentun Sinafu' Pupbliku  
 Fecha

Pine'lu As:  8-17-2011  
 Esther M. San Nicolas  
 Rehistran Commonwealth  
 Fecha

Sigun i 1 CMC § 2153 kumu ma'amenda ginin i Lai Pupbliku 10-50, i schedule ápas yan mutta siha mañechettun guini ya manmaribisa yan ma'aprueba ginin i Ufisinan Abugádu Henerát CNMI.

 8-15-11  
 Edward T. Buckingham  
 Abugádu Henerát  
 Fecha



**DEPARTMENT OF PUBLIC SAFETY**  
**COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS**  
 Jose M. Sablan Building  
 Caller Box 10007 Susupe, Saipan, MP 96950  
 Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019



**COMMONWEALTH GI SANGKATTAN NA ISLAS MARIANAS SIHA**  
*Dipattamentun Sinâfu' Pupbliku*

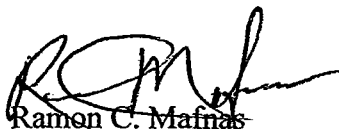
**NUTISIAN PUPBLIKU**

**MANMAPROPONI I AMENDASION PARA ÂPAS YAN MUTTA SIHA SIGUN GI AREKLAMENTU YAN REGULASION SIHA NI GINIBEBIETNA I ADMINISTRATIVE PROCEDURE GI KODIGUN SINAFU' KIMASON GUÂFI GI COMMONWEALTH**

<b>Sitasion Âturidât Estatua:</b>	<b>Para u ma'amenda i areklamentu yan i regulasion siha sigun gi Lai Pupbliku 11-56 gi Commonwealth Kodigun Sinâfu' Kimason Guâfi.</b>
<b>Kadada' na diklarasion i Goals yan Objectives:</b>	<b>Para u ma'amenda i schedule âpas yan mutta siha sigun gi kada areklamentu yan regulasion siha kumu mamânda ginin i Lai Pupbliku 11-56 gi Commonwealth Kodigun Sinâfu' Kimason Guâfi.</b>
<b>Kadada' na Sumâria gi Manmaproponi na Regulasion siha:</b>	<b>Para u prinibeniyi uniform rate structure gi anai ginibebietna i atministrasion, implementasion, yan enforcement i Lai Pupbliku 11-56 gi Commonwealth Kodigun Sinâfu' Kimason Guâfi.</b>
<b>Sitasion gi Mana'achuli' yan/pat Inafekta na Estatua, Areklamentu, yan Regulasion Siha</b>	<b>I Âktun i 1998 gi Lai Pupbliku 11-56, i Kodigun Sinâfu' Kimason Guâfi gi Commonwealth, Unifotmi na Kodigun Kimason Guâfi, yan Standards ni mapupblika ginin i International Conference of Building Officials.</b>
<b>Para Mâs Imfetmasion Âgang:</b>	<b>Fire Chief Thomas Manglona ha dititmina deligâdu siha: si Capt. Julian Tagabuel gi 664-9032 (Saipan), Lt. Kevin Aldan gi 664-9135 (Saipan), Lt. Augustine Dosalua gi 433-0476 (Tinian), pat si Lt. Ron Ogo gi 532-9081 (Luta).</b>

Mafecha esti gi diha 5 gi Agosto 2011.

Nina'hâlum As:

  
 Ramon C. Mafnas  
 Kumisina, Dipattamentun Sinâfu' Pupbliku



# DEPARTMENT OF PUBLIC SAFETY

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Jose M. Sablan Building

Caller Box 10007 Susupe, Saipan, MP 96950

Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019



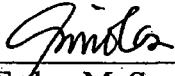


## ARONGORONGOL TOULAP

### POMWOL SIIWELIL ÓBWÓSS MEREEL ALLÉGH KKA MWÓGHUTÚL LEMELEMIL ADMINISTRATIVE MELLÓL COMMONWEALTH FIRE SAFETY CODE

Department-il Public Safety, Fire Division, Fire Prevention me Arson Investigation Unit, ekke pomwoli ebwe siiweli schedule-ul óbwóss mereel allégh kka lemelemil administration, implementation, me bwángil Commonwealth Téel Falúw Kka Efáng Marianas Fire Safety Code, Alléghúl Toulap 11-56, iye e aschuulong alongal tánil Uniform Fire Code me Standards e akkaté sáangi International Conference reel Building Officials. Óbwóss kka ebwe akkaté e toowow bwángil sáangi Tánil 7304 mereel Alléghúl Toulap 11-56, "Commonwealth Fire Safety Code Act we sangaras tiwabwughúw tiweigh me waluw (1998)."

Alongal iischil mwáliilil me/ngáre aghiyágh reel schedule-ul óbwóss mereel allégh kkaal ebwe issisilong llól eliigh (30) ráalil mwiiril ráalil akkatéelongol llól Commonwealth Register ngáli Department-il Public Safety, Fire Division, Fire Prevention me Arson Investigation Section, P.O. Box 500791, Saipan, MP 96950.

Mwiir sáangi:	 _____ Thomas M. Mangiona	<u>8/5/11</u> _____ Ráll
Allégh sáangi:	 _____ Ramon C. Mafnas Commissioner, Department of Public Safety	<u>5 Aug '11</u> _____ Ráll
Ammwel sáangi:	 _____ Esther M. San Nicolas Commonwealth Registrar	<u>08-17-2011</u> _____ Ráll

Sáangi CMC § 2153 igha aa siiwel mereel PL 10-50, schedule-ul óbwóss kkaal ye appasch raa takkal amweri fischiy me alúghúlúghló mereel bwulasiyol CNMI Súabwungúl Allégh Lapalap.

 _____ Edward T. Buckingham Súabwungúl Allégh Lapalap	<u>8-15-11</u> _____ Ráll
---	---------------------------------





**DEPARTMENT OF PUBLIC SAFETY**  
**COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS**  
 Jose M. Sablan Building  
 Caller Box 10007 Susupe, Saipan, MP 96950  
 Telephone: (670) 664-9000 (24 Hours) Facsimile: (670) 664-9019



**COMMONWEALTH TÉÉL FALÚW KKA FALÚWASCH EFÁNG MARIARAS**  
 Department of Public Safety

**ARONGORONGUL TOULAP**

**POMWOL SIWELIL ÓBWÓSS MEREEL ALLÉGH KKA MWÓGHUTUL LEMELEMIL  
 ADMINISTRATIVE MELLÓL COMMONWEALTH FIRE SAFETY CODE**

<b>Atiwligh(citation) reel Bwángil Allégh:</b>	Ebwe siiwel allégh kkaal ngali Commonwealth Fire Safety Code, Alléghúl Toulap ye 11-56.
<b>Eghus alléghúl kkapas reel <u>Goals me Objectives:</u></b>	Ebwe siiwel <u>schedule</u> -ul óbwóss kkaal mereel allégh kka alléghewow mellól Commonwealth Fire Safety Code, Alléghúl Toulap ye 11-56.
<b>Weimwosch reel Pomwol Allégh kkaal:</b>	Ebwe ayoora fféerúl <u>uniform rate</u> mellól lemelemil <u>administration, implementation</u> , me bwángil Commonwealth Fire Safety Code, Alléghúl Toulap, 11-56.
<b>Atiwlighil Aweewe me/ngáre Mwóghutúl Bwángil Allégh kkaal:</b>	<u>Commonwealth Fire Safety Code Act</u> we 1998, Alléghúl Toulap ye 11-56, <u>Uniform Fire Code</u> , me <u>Standards</u> kka e akkatéwow sáangi <u>International Conference</u> mereel <u>Building Officials</u> .
<b>Ngáre milikka aubwe ghi ghuleey, faingi:</b>	<u>Fire Chief</u> Thomas Manglona sáangi layúl schóól akkúle: <u>Capt.</u> Julian Tagabuel reel 664-9032(Seipél), Lt. Kevin Aldan reel 664-9135 (Seipél), Lt. Augustine Dosalua reel 433-0476 (Tchúlúyól), me ngáre Lt. Ron Ogo reel 532-9081 (Luuta).

Rááilil ye 5 Eluwel 2011.

Isáliyallong:

  
 Ramon C. Mafias  
 Commissioner, Department of Public Safety

## Section 1012. Permits; Fees for Application of

**General:** Any person, firm, or corporation who plans to engage in any of the following activities listed listed below, shall first obtain a permit from the Department of Public Safety, Fire Division. Prior to issuance of any permit, an application for permit must first be obtained from the Fire Division, Fire Prevention Unit and then submitted to the Department of Finance, Treasury Section for payment of required fee or fees. A fire safety inspection will be scheduled, if deemed necessary. All fees of each activity shall be payable to the CNMI Treasury.

Type of Permit	Fee	Duration	Code Section
<b>Aerosol Products</b> To store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 lbs. net wt.	\$ 500.00	Annually	UFC Article 88
<b>Aircraft Refueling Vehicles</b> To operate aircraft refueling vehicles.	\$ 1,000.00	Annually	UFC Article 24
<b>Aircraft Repair Hanger</b> To use any structure as an aircraft hanger for servicing or repair aircraft.	\$ 1,000.00	Annually	UFC Article 24
<b>Asbestos Removal</b> To conduct asbestos-removal operations.	\$ 1,000.00	Each Occurance	UFC Article 87
<b>Automobile Wrecking Yard</b> To operate an automobile wrecking yard.	\$ 500.00	Annually	UFC Article 34
<b>Bowling Pin or Alley Refinishing</b> To conduct a bowling pin refinishing or bowling alley resurfacing operations involving use and application of flammable liquids or materials.	\$ 100.00	Each Occurance	UFC Article 26
<b>Candles and Open Flame Device in Assembly areas</b> To use open flame or candles in connection with assembly areas, dining areas of restuarants or drinking establishments.	\$ 100.00	Annually	UFC Article 25
<b>Carnivals and Fairs</b> To conduct carnivals or fairs. (Plans of Ground Required) To conduct a concession booth.	\$ 100.00 \$ 100.00	Each Occurance Each Occurance	UFC Article 25
<b>Cellulose Nitrate Film</b> To store, handle, use or display.	\$ 500.00	Annually	UFC Article 33
<b>Cellulose Nitrate Storage or Handling</b> To store or handle more than 25 lbs.	\$ 500.00	Annually	UFC Article 27
<b>Christmas Tree</b> To use natural or resin-bearing cut trees in public areas.	\$ 100.00	Each Occurance	UFC Appendix IV-B
<b>Combustible Fiber</b> To store or handle more than 100 cu. ft. <b>Exceptions:</b> 1 exterior storage of hay, straw, and similar agricultural materials.	\$ 500.00	Annually	UFC Article 28
<b>Combustible Materials</b> To store more than 2500 cu. ft. gross volume of combustible empty packing cases, boxes, barrels, or similar containers, rubber or cork, or other similar combustible material.	\$ 500.00	Annually	UFC Article 11
<b>Commercial Rubbish-Handling Operations</b> To operate a commercial handling operation.	\$ 500.00	Annually	UFC Article 11

Type of Permit	Fee	Duration	Code Section
<p><b>Compressed Gass</b></p> <p>If compressed gases is in excess of amounts listed in UFC Table 105-A, additional requirements and exceptions are listed in UFC Articles 74, 80, 82.</p> <p>To store, tansport on site, dispense, use or handle, install, repair, abandon, remove, place temporarily out of service, close or substantially modify a compress gas system:</p> <p>Corrosive - Any amount  Flammable - More than 200 cu. ft.  (except cryogenic fluids and liquified petroleum gas)  Toxic - Any amount  Inert - More than 6,000 cu. ft.  Oxidizer (including oxygen) - More than 500 cu. ft.  Pyrophoric - Any amount  Radioactive - Any amount  Highly Toxic - Any amount  Unstable (reactive) - Any amount</p>	<p>\$ 500.00  \$ 1,000.00  \$ 1,000.00  \$ 500.00  \$ 500.00  \$ 500.00  \$ 5,000.00  \$ 5,000.00</p>	<p>Annually  Annually  Annually  Annually  Annually  Annually  Annually  Annually</p>	<p>UFC Article 74, 80, and 82</p>
<p><b>Cryogenes</b></p> <p>To produce, store, or handle cryogenes in excess of the amounts listed in Table 105-B.</p> <p><b>Exceptions:</b></p> <p>1 where federal or local regulations apply, and for fuel systems for vehicle.</p> <p><b>Corrosive</b></p> <p>Over 1 gallon inside building  Over 1 gallon outside building</p> <p><b>Flammable</b></p> <p>Over 1 gallon inside building  Over 60 gallons outisde building</p> <p><b>Highly Toxic</b></p> <p>Over 1 gallon inside building  Over 1 gallon outisde building</p> <p><b>Non-Flammable</b></p> <p>Over 60 gallons inside building  Over 5000 gallons outside building</p> <p><b>Oxidizer (including oxygen)</b></p> <p>Over 50 gallons inside building  Over 50 gallons outside building</p>	<p>\$ 500.00  \$ 1,000.00  \$ 500.00  \$ 1,000.00  \$ 5,000.00  \$ 10,000.00  \$ 250.00  \$ 500.00  \$ 250.00  \$ 500.00</p>	<p>Annually  Annually  Annually  Annually  Annually  Annually  Annually  Annually</p>	<p>UFC Article 75</p>
<p><b>Dry Cleaning Plants</b></p> <p>To engage in business or to change to a more hazardous cleaning substance.</p>	<p>\$ 500.00</p>	<p>Annually or Each Occurance</p>	<p>UFC Article 26</p>

Type of Permit	Fee	Duration	Code Section
<b>Dust Producing Operations</b> To operate a grain elevator, flour starch mill, mill, or plant pulverizing aluminum, coal, cocoa, magnesium, spices, sugar, or other material producing combustible dust as defined in UFC Article 2.	\$ 1,000.00	Annually	UFC Article 30 and 76
<b>Explosives or Blasting Agents</b> <b>Note:</b> Additional requirements and exceptions are listed in UFC Article 80.  Permit shall be obtained: To manufacture, possess, store, sell, display or otherwise dispose of explosive materials at any location.  To transport explosive materials.  To use or handle explosive materials.  To operate a terminal for handling explosive materials.	\$100,000.00 or more    \$ 1,000.00 \$ 1,000.00 \$ 1,000.00 \$ 5,000.00	Surety Bond    Each Occurance Each Occurance Each Occurance Annually	UFC Article 77 and 80
<b>Fire Hydrant and Water-Control Valves</b> To use a fire hydrant or operate a water control valve intended for fire-suppression purposes. (need joint approval with Authority Having Jurisdiction)	\$ 500.00	Each Occurance	Public Law 11-56 UFC Section 7311 UFC Article 9
<b>Fireworks</b> To conduct Fireworks display (Fireworks 1.3G) <b>Note:</b> for Fireworks 1.3G Class B, an approval must be obtained from the Governor prior to issuance of permit.  To use, store, handle fireworks 1.4G. Permit shall be required by wholesalers and/or distributors of Fireworks 1.4G, commonly known as Class C Fireworks.	\$ 5,000.00    \$ 2,500.00	Each Occurance    Annually	Public Law 11-98 UFC Section 7312 UFC Article 78
<b>Flammable and Combustible Liquids</b> <b>Exceptions:</b> <ol style="list-style-type: none"> <li>1 As otherwise provided in other laws or regulations.</li> <li>2 Alcoholic beverages in retail sales or storage uses. Provided the liquids are packaged in individual containers not exceeding 4 liters.</li> <li>3 Medicines, foodstuffs, and cosmetics containing not more than 50 percent by volume of water-miscible liquids and with the remainder of the solution not being flammable in retail sales or storage uses when packaged in individual containers not exceeding 4 liters.</li> <li>4 Storage and use of fuel-oil tanks and containers connected to oil-burning equipment. Such storage and use shall be in accordance with UFC Article 61 and the mechanical code. For abandoned tanks, UFC Article 79 shall apply.</li> </ol>			UFC Article 79

Type of Permit	Fee	Duration	Code Section
<p><b>5</b> Refrigerant liquids and refrigerant oils within an approved closed-cycle refrigeration system complying with the mechanical code. See UFC Article 63.</p> <p><b>6</b> Storage and display of aerosol products. See UFC Article 88.</p> <p><b>7</b> Materials which are solid at 100 degrees Farenheit or above.</p> <p><b>8</b> Storage of liquids that have no fire point, when tested in accordance with nationally recognized standards. See Section 9003, Standard a.4.5.</p> <p><b>9</b> Liquids without flash points that can be flammable under some conditions such as cetain halogenated hydrocarbons.</p>			
<p>Permits shall be obtained:</p>			
<p>To use or operate, install, repair or modify a pipeline for the transportaion of flammable or combustible liquids.</p>	<p>\$ 1,000.00</p>	<p>Annually</p>	
<p>To store, handle, or use Class I liquids:</p>			
<p>More than 5 gallons in a building</p>	<p>\$ 250.00</p>	<p>Annually</p>	
<p>More than 10 gallons outside of building</p>	<p>\$ 500.00</p>	<p>Annually</p>	
<p>Exceptions:</p>			
<p>1 storage or use of Class 1 liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant unless such storage, in opinion of the Fire Chief, would cause an unsafe condition.</p>			
<p>2 the storage or use of paints, oils, varnishes, or similar flammable mixtures when such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days.</p>			
<p>To store, handle, or use Class II or Class III-A liquids more than 25 gallons in a building.</p>	<p>\$ 500.00</p>	<p>Annually</p>	
<p>Exceptions:</p>			
<p>1 fuel oil used in connection with oil-burning equipment.</p>			
<p>More than 60 gallons outside a building.</p>	<p>\$ 1,000.00</p>	<p>Each Occurance</p>	
<p>Exceptions:</p>			
<p>1 fuel oil used in connection with oil-burning equipment.</p>			
<p>To remove Class I or Class II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved stationary on-site pumps normally used for dispensing purpose.</p>	<p>\$ 500.00</p>	<p>Each Occurance</p>	

Type of Permit	Fee	Duration	Code Section
<p>To install, construct, alter, or operate tank vehicles equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed, or used.</p> <p>To install, alter, remove, abandon, place temporarily out-of-service or otherwise dispose of a flammable or combustible liquid tank.</p> <p>0-5,000 gallons 5,001-10,000 gallons over 10, 000 gallons</p> <p>To change the type of contents stored in a flammable or combustible liquid tank to a material other than that for which the tank was designed and constructed.</p> <p>0-5,000 gallons 5,001-10,000 gallons over 10, 000 gallons</p>	<p>\$ 5,000.00</p> <p>\$ 250.00 \$ 500.00 \$ 1,000.00</p> <p>\$ 500.00 \$ 1,000.00 \$ 5,000.00</p>	<p>Annually</p> <p>Each Occurance Each Occurance Each Occurance</p> <p>Each Occurance Each Occurance Each Occurance</p>	
<p><b>Fruit Ripening Process</b></p> <p>Note: in heated rooms and ripening processes where ethylene gas is introduced into the room to assist the ripening process.</p> <p>To operate a fruit ripening process.</p>	<p>\$ 1,000.00</p>	<p>Annually</p>	<p>UFC Article 46</p>
<p><b>Fumigation or Thermal Insecticidal Fogging</b></p> <p>Note: see UFC Article 80 for additional requirements and exceptions.</p> <p>To operate a business of fumigation or thermal insecticidal fogging or to maintain a fumigation room, vault, or chamber in which a toxic or flammable fumigant is used.</p>	<p>\$ 1,000.00</p>	<p>Annually</p>	<p>UFC Article 47</p>
<p><b>Hazardous Materials</b></p> <p>To store, transport on site, dispense, use or handle hazardous materials, or to install, repair, abandon, remove, place temporarily out-of-service, close or substantially modify a storage facility or other areas regulated by UFC Article 80 when the hazardous materials in use or stored exceed amounts listed in UFC Table 105-C.</p> <p>Note: The hazardous materials that exceeds the permit amount shall be used in determining the hazard classification. If more than one hazardous materials is involved, the material that fit within the hazard classification described herein shall be used. The measurement method used in the UFC for the respective hazardous materials shall be applicable.</p>	<p>\$ 5,000.00</p>	<p>Each Occurance</p>	<p>UFC Article 80</p>

Type of Permit	Fee	Duration	Code Section
<i>Minor Hazard</i>			
Solids: not to exceed 500# of permit amount	\$ 250.00	Annually	
Liquids: not to exceed 55 gals. of permit amount	\$ 250.00	Annually	
Gases: not to exceed 200 cu. ft. of permit amount	\$ 250.00	Annually	
<i>Moderate Hazard</i>			
Solids: 501-5000 lbs. (excess of permit amount)	\$ 500.00	Annually	
Liquid: 56-550 gals. (excess of permit amount)	\$ 500.00	Annually	
Gases: 201-2000 cu. ft. (excess of permit amount)	\$ 500.00	Annually	
<i>Major Hazard</i>			
Solid: 5001-25000 lbs. and over (excess of permit amount)	\$ 1,000.00	Annually	
Liquid: 551-2750 gals. (excess of permit amount)	\$ 1,000.00	Annually	
Gases: 2001-10000 cu. ft. (excess of permit amount)	\$ 1,000.00	Annually	
<i>Extreme Hazard</i>			
Solid: 25001 lbs. and over (excess of permit amount)	\$ 5,000.00	Annually	
Liquid: 2751 gals. and over (excess of permit amount)	\$ 5,000.00	Annually	
Gases: 10001 cu. ft. and over (excess of permit amount)	\$ 5,000.00	Annually	
<i>Special Hazard</i>			
Based on type of occupancy, size, location, quantity and degree on hazard.	\$ 10,000.00	Annually	
<b>Hazardous Production Materials</b>			UFC Article 51
To store, handle or use in Group H, Div. 6 occupancy.	\$ 5,000.00	Annually	
<b>High-Piled Combustible Storage</b>			UFC Article 81
To use any building or portion thereof exceeding 2,500 sq. ft. for high-piled combustible storage (Floor Plan Required)	\$ 1,000.00	Annually	
<b>Hot-work Operation</b>			UFC Article 49
Permits are required for hot-work including, but not limited to:			
Public exhibitions and demonstrations where hot-work is conducted.	\$ 250.00	Annually	
Use of portable hot-work equipment inside a structure.	\$ 500.00	Annually	
<b>Exceptions:</b>			
1 work that is conducted under a construction permit issued by the building official.			
Fixed-site hot-work equipment such as welding booths.	\$ 250.00	Annually	
Hot-work conducted within a hazardous fire area.	\$ 500.00	Annually	

Type of Permit	Fee	Duration	Code Section
<p><b>Liquefied Petroleum Gas</b>            To store, use, handle, or dispense LP-gas:            Portable containers equal to or more than 125 gallons where a single container is over 2,000 gallons water capacity or the aggregate capacity of containers is over 4,000 gallons water capacity.</p> <p>To install or maintain LP-gas:            Portable containers equal to or more than 125 gallons aggregate water capacity but not more than 4,000 gallons. Aggregate water capacity or a container more than 2,000 gallons water capacity.</p> <p>Containers over 4,000 gallons. Aggregate water capacity or a container more than 2,000 gallons water capacity. (Plans Required)</p> <p><b>Note: Distributors shall not fill an LP-gas container for which a permit is required unless a permit for installation has been issued for that location by the Fire Chief or his authorized representative.</b></p> <p><b>Note: Installers shall maintain a record of installation for which a permit is not required by UFC Section 105 and have such record available for inspection by the Fire Inspector.</b></p> <p><b>Exceptions:</b>            1 installation of a gas-burning appliance and replacement of portable cylinders.</p>	<p>\$ 1,000.00</p> <p>\$ 1,000.00</p> <p>\$ 1,000.00</p>	<p>Annually</p> <p>Annually</p> <p>Annually</p>	<p>UFC Article 82</p>
<p><b>Liquid-or Gas-Fueled Vehicles or Equipment in Assembly Buildings</b>            To display, complete, or demonstrate liquid or gas-fueled vehicles or equipment in assembly buildings.</p>	<p>\$ 500.00</p>	<p>Each Occurrence</p>	<p>UFC Article 25</p>
<p><b>Lumber Yards</b>            To store lumber in excess of 100,000 board feet.</p>	<p>\$ 500.00</p>	<p>Annually</p>	<p>UFC Article 30</p>
<p><b>Magnesium Working</b>            To melt, cast, heat treat, or grind more than 10 lbs. of magnesium per working day.</p>	<p>\$ 500.00</p>	<p>Annually</p>	<p>UFC Article 48</p>
<p><b>Mall, Covered</b>            Permits shall be obtained to use a covered mall in the following manner:</p> <p>To place or construct temporary kiosks, display booths, equipment or the like in a mall.</p> <p>To use a mall as a place or assembly.</p> <p>To use open-flame or flame-producing devices.</p> <p>To display any liquid or gas-fueled powered equipment.</p>	<p>\$ 100.00</p> <p>\$ 500.00</p> <p>\$ 250.00</p> <p>\$ 250.00</p>	<p>Each Occurance</p> <p>Each Occurance</p> <p>Each Occurance</p> <p>Each Occurance</p>	<p>UFC Article 35</p>



<b>Type of Permit</b>	<b>Fee</b>	<b>Duration</b>	<b>Code Section</b>
<b>Marinas</b> To use open-flame devices for maintenance or repair of vessels, floats, piers or wharves.  To use portable barbecues, braziers or cooking devices on vessels, floats, piers or wharves.	\$ 500.00	Annually	UFC Article Appendix II-C
<b>Motor Vehicle Fuel-Dispensing Stations</b> To dispense flammable or combustible liquids, liquefied petroleum gases or compressed natural gas at motor vehicle fuel-dispensing stations. (Plans and Specifications Required) <b>Note:</b> such operations shall include both public and private accessible operations, automotive, marine fuel-dispensing stations.	\$ 5,000.00	Annually	UFC Article 52
<b>Open Burning</b> (not including barbecue)  To conduct open burning. <b>Note:</b> Open burning is the burning of a bonfire, rubbish fire or other fire in an outdoor location where fuel being burned is not contained in an incinerator, outdoor fireplace, barbecue grill or or barbecue pit.	\$ 50.00	Annually or Each Occurance	UFC Article 11
<b>Organic Coating</b> To manufacture more than one gallon of organic coating in a working day. <b>Exceptions:</b> 1 process manufacturing non-flammable or water-thinned coating and operations applying coating materials.	\$ 500.00	Annually	UFC Article 50
<b>Ovens, Industrial Baking or Drying</b> To operate an industrial baking or drying oven. <b>Note:</b> industrial baking and drying which are heated with oil or gas fuel or which during operations contain flammable vapors from the products being baked or dried. (Plans of Details and Calculations Required)	\$ 2,000.00	Annually	UFC Article 62
<b>Parade Floats</b> To use a parade float for public performance, presentation, spectacle, entertainment, or parade.	\$ 150.00	Each Float	UFC Article 11
<b>Repair Garages</b> To use a structure as a place of business for servicing or repairing motor vehicles.	\$ 1,000.00	Annually	UFC Article 29
<b>Rifle Ranges</b> To establish, maintain, or operate a rifle range. <b>Note:</b> Application must be referred to Police Division for approval.	\$ 1,000.00	Annually	UFC Appendix 11-D

Type of Permit	Fee	Duration	Code Section
<b>Spraying or Dipping</b> To conduct a spraying or dipping operation utilizing flammable or combustible liquids or combustible powders.	\$ 500.00	Annually	UFC Article 45
<b>Tire Storage (outdoor)</b> To use an open area or portion thereof to store tires in excess of 1,000 cu. ft. (Plans Required)	\$ 1,000.00	Annually	UFC Article 11
<b>Refrigeration Equipment</b> <b>Note:</b> a permit is required for refrigeration unit or system installations having a refrigerant circuit containing more than 220 lbs. of Group A1 or 30 lbs. of any other group refrigerant. (Plans and Specifications Required)  To install or operate a mechanical refrigeration unit or system.	\$ 500.00	Annually	UFC Article 63
<b>Tent, Canopies, and Temporary Membrane Structures</b> To erect or operate a tent or air-supported temporary membrane structure or a canopy. <b>Exceptions:</b> 1 when camping.  Tent or air-supported membrane more than 200 sq. ft. or a canopy in excess of 400 sq.ft. <b>Note:</b> Permit not to exceed 180 days within a 12 month period.	\$ 250.00	Each Occurrence	UFC Article 32
	\$ 500.00	Each Occurrence	
<b>Fire Safety Inspections</b> To conduct fire safety inspections to ensure compliance of all fire safety requirements. 1 non-permitting businesses Certificate of Compliance Required 2 fire safety inspections Occupancy Group A Occupancy Group B Occupancy Group E Occupancy Group F Occupancy Group H Occupancy Group I Occupancy Group M Occupancy Group R Occupancy Group S Occupancy Group U <b>Note:</b> fees range depending on division type listed in UFC occupancy categories. 3 1st reinspection 4 2nd reinspection 5 3rd reinspection	\$ 500.00	Annually	PL 11-56 UFC
	\$ 500.00	\$ 1,000.00	Annually
	\$ 500.00	\$ 1,000.00	Annually
	\$ 500.00	\$ 1,000.00	Annually
	\$ 500.00	\$ 1,500.00	Annually
	\$ 500.00	\$ 2,500.00	Annually
	\$ 500.00	\$ 2,500.00	Annually
	\$ 500.00	\$ 2,500.00	Annually
	\$ 500.00	\$ 5,000.00	Annually
	\$ 500.00	\$ 1,500.00	Annually
	\$ 500.00	\$ 1,000.00	Annually
	\$ 500.00	Each Occurrence	Each Occurrence
	\$ 1,000.00	Each Occurrence	Each Occurrence
	\$ 2,000.00	Each Occurrence	Each Occurrence

**Section 1013. Fines; for Violation of the Code**

<b>UFC SECTION</b>	<b>OFFENSE</b>	<b>Fine</b>
103.4.3.1	Noncompliance with Orders or Notices	\$ 500.00
103.4.3.2	Noncompliance with Tags	\$ 500.00
103.4.3.3	Removal and Destruction of Tags and Signs	\$ 500.00

Where work for which a permit is required and is started or proceeded prior to obtaining a permit, the following fines shall apply. Note: these fines may be in addition to other fines imposed by local, state, or federal regulatory agencies for failure to obtain other required permits.

<b>Facility or Property Value</b>	<b>Fine</b>
\$1-\$500	\$50.00
\$501-\$2,000	\$75.00
\$2,001-\$25,000	\$100.00
\$25,001-\$50,000	\$500.00
\$50,001-\$100,000	\$1,000.00
\$100,000-\$500,000	\$2,500.00
\$500,000-1,000,000	\$5,000.00
\$1,000,001-UP	\$10,000.00

All violations range from \$250.00 or more and any other applicable fees or costs may apply. Fines may be forfeitable on first offense and mandatory appearance is required on second offense and thereafter.

<b>UFC SECTION</b>	<b>OFFENSE</b>	<b>Fine</b>
Section 101	Failure to comply with nationally recognized standards.	\$ 500.00
Section 101.2	Violation of provisions for the administration of any and all laws relating to fire safety.	\$ 1,000.00
Section 103.2.1.1	Violation of provisions for the prevention of fires.	\$ 500.00
Section 103.2.1.1	Violation of provisions for the suppression or extinguishments of dangerous hazardous fire.	\$ 1,000.00
Section 103.2.1.1	Violation of provision for the storage, use and handling of hazardous materials.	\$ 1,000.00
Section 103.2.1.1	Violation of the provisions for the installation and maintenance and regulation of fire escapes.	\$ 500.00
Section 103.2.1.1	Violations of the provisions for the maintenance of fire protection and the elimination of fire hazards on land and in buildings, structures and other property, including those under construction.	\$ 1,000.00
Section 103.2.1.1	Violation of the provisions for the maintenance of exits.	\$ 250.00
Section 103.2.1.1	Violation of the provisions for the investigation of the cause, origin, and circumstances of fire and unauthorized release of hazardous materials.	\$ 1,000.00
Section 105	Violation of provisions of permits.	\$ 500.00
Section 105.8	Failure to have a required permit.	\$ 250.00
Section 901.1	Violation of provisions for fire department access and water supply.	\$ 1,000.00

Section 1001.1	Violation of provisions for fire protection systems and equipment.	\$ 1,000.00
Section 1101	Violation of provisions for general safety precaution.	\$ 500.00
Section 1201.1	Violation of provisions for the maintenance of exits and emergency escapes.	\$ 500.00
Section 1301.1	Violation of provisions for reporting of emergencies, emergency plans, and emergency procedures.	\$ 1,000.00
Section 2401.1	Violation of provisions for airports, heliports, helistops, and aircraft hangers. (Authority Having Jurisdiction)	\$ 5,000.00
Section 2501.1	Violation of provisions for places of assembly.	\$ 1,000.00
Section 2601	Violation of provisions for the storage, uses and handling of flammable and combustible liquids and woodworking operations within bowling alleys and pin-refinishing rooms.	\$ 5,000.00
Section 2701	Violations of provisions for cellulose nitrate plastics (pyroxylin) storage and handling.	\$ 1,000.00
Section 2801	Violation of provisions for the storage and handling of combustible fibers.	\$ 1,000.00
Section 2901	Violation of provisions for garages used for service or repair of motor vehicles.	\$ 1,000.00
Section 3001	Violation of provisions for woodworking plants and exterior lumber storage.	\$ 1,000.00
Section 3201	Violation of provisions for the temporary membrane structures having an area in excess of 200 sq. ft. and canopies in excess of 400 sq. ft.	\$ 1,000.00
Section 3301	Violation of provisions for the storage and handling of cellulose nitrate motion picture film (nitrate film).	\$ 1,000.00
Section 3401	Violation of provisions for automobile wrecking yards.	\$ 1,000.00
Section 3501	Violation of provisions for the temporary use of the common pedestrian area within a covered mall building for promotional, educational, assembly, sales or similar activities.	\$ 1,000.00
Section 3601.1	Violation of provisions for dry-cleaning plants and systems.	\$ 1,000.00
Section 4501.1	Violation of provisions for: <ul style="list-style-type: none"> <li>1 The application of flammable or combustible paint, varnish, lacquer, stain or other flammable or combustible liquid applied as spray by compressed air, airless, or hydraulic atomization, steam electrostatic or other methods or means in continuous or or intermittent process;</li> <li>2 Dip tank operations in which articles or materials are passed through contents of tanks, vats or containers of flammable or combustible liquids, including coating, finishing, treatment and similar processes; and</li> <li>3 The application of combustible powders by powder spary guns, electrostatic powder spray guns, fluidized beds or electrostatic fluidized beds.</li> </ul>	\$ 1,000.00
Section 4601	Violation of provisions for fruit-ripening processes in heated rooms and ripening processes where ethylene gas is introduced into a room to assist the ripening process.	\$ 1,000.00
Section 4701	Violation of provisions for fumigation and thermal insecticidal fogging operations.	\$ 1,000.00

Section 4801	Violation of provisions for the storage, handling and processing of magnesium including the pure metal and alloys of which the major part is magnesium.	\$ 1,000.00
Section 4901	Violation of provisions for welding and cutting operations.	\$ 1,000.00
Section 5001	Violation of provisions for processing of manufacturing protective and decorative finishes or coating for industrial, automotive, marine, transportation, institutional, household or other purposes, including the handling of flammable or combustible liquids, combustible solids and dust. <b>Exception:</b> Process of manufacturing non-flammable or water-thinned coating and operations applying coating materials.	\$ 1,000.00
Section 5101	Violation of provisions for semiconductor fabrication facilities and comparable research and development areas classified as Group H, Division 6 occupancies.	\$ 1,000.00
Section 5201	Violation of provisions for automotive, marine, and aircraft motor vehicle fuel-dispensing, including both public accessible and private operations. (UFC Standard 52-1)	\$ 5,000.00
Section 6101	Violation of provisions for oil-burning equipment other than internal combustion engines, oil lamps and portable devices such as blow torches, melting pots, and weed burners.	\$ 1,000.00
Section 6201	Violation of provisions for the location , construction, and operation of industrial baking and drying ovens which are heated with oil or gas fuel or which during operations contain flammable vapors from the products being baked or dried. (UFC Standard 62-1)	\$ 1,000.00
Section 6301	Violation of provisions for refrigeration unit and system installation having a refrigerant circuit containing more than 220 pounds of Group A1 or 30 pounds or any other group refrigerant. <b>Exception:</b> The Fire Chief is authorized to exempt temporary or portable installation.	\$ 1,000.00
Section 6401	Violation of provisions for stationary lead-acid battery systems having a liquid capacity of more than 100 gallons used for facility standby power, emergency power or uninterrupted power supplies.	\$ 1,000.00
Section 7401.1	Violation of provision for storage, use and handling of compressed gases containers, cylinder, tanks and system. Including those gases regulated in the UFC. Partially full compressed gas containers, cylinders, and tanks containing residual gases shall be considered as full for the purposes of the controls quired.	\$ 5,000.00
Section 7501	Violation of provisions storage, use and handling of cryogenic fluids. Partially full containers, having residual cryogenic fluids shall be considered as full for the purposes of the controls required. <b>Exception:</b> Fluids within a closed-cycle refrigeration system complying with the mechanical code are not regulated by UFC Article 75.	\$ 1,000.00
Section 7601.1	Violation of provisions for prevention of dust explosions.	\$ 5,000.00

Section 7701.1	<p>Violation of provisions for manufacture, possession, storage, sale, transportation and use of explosives materials.</p> <p><b>Exception:</b></p> <ol style="list-style-type: none"> <li>1 The U.S. Armed Forces, Coast Guard, or National Guard;</li> <li>2 Explosive in forms prescribed by the official United States Pharmacopoeia;</li> <li>3 The sale, possession or use of fireworks 1.4G (Class C common fireworks);</li> <li>4 The possession, transportation, storage, and use of small arms ammunition when packaged in accordance with U.S. DOT packaging requirements;</li> <li>5 The possession, storage, transportation, and use of not more than 5 pounds of commercially manufactured sporting black powder, 20 pounds of smokeless powder and 10,000 small arms primers for hand loading or small arms ammunition for personal consumption;</li> <li>6 The transportation and use of explosive materials by the United States Bureau of Mines and federal, state and local law enforcement and fire agencies acting in their official capabilities;</li> <li>7 Special industrial explosive devices which in the aggregate contain less than 50 pounds of explosive materials;</li> <li>8 The possession, transportation, storage and use of blank industrial power load cartridges when packaged in accordance with U.S. DOT packaging requirements;</li> <li>9 When preempted by federal regulations;</li> <li>10 The use and handling of fireworks 1.3G (Class B Fireworks) as set forth in UFC Article 78.</li> </ol>	\$ 10,000.00
Section 7801	Violation of provisions for fireworks and temporary storage, use and handling of pyrotechnic special effects materials used in motion pictures, television, and theatrical and group entertainment productions.	\$ 5,000.00
Section 7901.1	<p>Violation of provisions for storage, use, dispensing, mixing and handling of flammable and combustible liquids.</p> <p><b>Exemption:</b></p> <ol style="list-style-type: none"> <li>1 As otherwise provided in other laws or regulation;</li> <li>2 Alcoholic Beverages in retail sales or storage uses, provided the liquids are packaged in individual containers not exceeding 4 liters;</li> <li>3 Medicines, foodstuffs, and cosmetics containing not more than 50 percent by volume of water-miscible liquids and with the remainder of the solution not being flammable, in retail sales or storage uses when packaged in individual containers not exceeding 4 liters;</li> <li>4 Storage and use of fuel tanks and containers connected to oil-burning equipment. Such storage and use shall be in accordance with UFC Article 61 and the mechanical code. For abandonment of tanks, UFC Article 79 shall apply;</li> <li>5 Refrigerant liquids and refrigerant oils within an approved closed-</li> </ol>	\$ 5,000.00

continued.. Section 7901.1	<p>cycle refrigeration system complying with the mechanical code. See UFC Article 63;</p> <p><b>6</b> Storage and display of aerosol products, see UFC Article 88;</p> <p><b>7</b> Materials which are solid at 100 degrees fahrenheit or above;</p> <p><b>8</b> Storage of liquids that have no fire point when tested in accordance with nationally recognized standards. See section 9003, standard a. 4.5;</p> <p><b>9</b> Liquids without flash points that can be flammable under some conditions, such as certain halogenated hydrocarbons and mixtures containing halogenated hydrocarbons.</p>	
Section 8001	<p>Violation of provisions for the prevention, control of mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials and information needed by emergency response personnel.</p> <p><b>Exception:</b></p> <p><b>1</b> The quantities of alcoholic beverages, medicines, food stuffs, and cosmetics, containing not more than 50 percent by volume of water-miscible liquids and with the remainder of the solution not being flammable, in retail sales occupancies are unlimited when packaged in individual containers not exceeding 4 liters;</p> <p><b>2</b> Application and release of pesticide products and materials intended for use in weed abatement, erosion control, soil or similar applications when applied in accordance with the the manufacture's instructions and label directions.</p>	\$ 10,000.00
Section 8101	<p>Violation of provisions for building containing high-piled combustible storage. In addition to the requirements of UFC Article 81, aerosol shall be in accordance with UFC Article 88, flammable and combustible liquids shall be in accordance with UFC Article 79, and hazardous materials shall be in accordance with UFC Article 80.</p>	\$ 5,000.00
Section 8201	<p>Violation of provisions for storage, handling transportation of LP-gas and the installation of equipment pertinent to system for such uses.</p>	\$ 5,000.00
Section 8401	<p>Violation of provisions for the use of ribbon-type cellulose acetate and other safety film in conjunction with electric arc, xenon or other light source projection equipment which develops hazardous gases, dust or radiation and the projection of ribbon-type cellulose nitrate film, regardless of the light source used in projection.</p>	\$ 1,000.00
Section 8501	<p>Violation of provisions for permanent and temporary use of electrical appliances, fixtures, motors, and wiring.</p> <p><b>Exception:</b> Low-voltage wiring, such as communications and signal wiring.</p>	\$ 1,000.00
Section 8701	<p>Violation of provisions for building undergoing construction, alteration or demolition.</p>	\$ 1,000.00
Section 8801.1	<p>Violation of provisions for storage, and retail display of aerosol products.</p> <p><b>Exception:</b> Level 1 aerosols in cartons which are clearly marked to identify their classification level are not regulated by UFC Article 88.</p>	\$ 1,000.00
Section 9001.1	<p>Violation of provisions for the UFC standards referred to in various parts of this code, which are also listed in Section 9002 and published in Volume 2 of this code, are hereby declared to be part of this code and are referred to this code as UFC standards.</p>	\$ 1,000.00

Section 9001.2	Violation of provisions of Standard of Duty established for the recognized standards listed in Section 9003 is that the design, construction, and quality of materials of building, structures, equipment, processes, and methodologies be reasonably safe for life, limb, health, property, and public welfare.	\$ 1,000.00
Section 9001.3	Violation of provisions of the recognized standards listed in Section 9003 are recognized standards. Compliance with these recognized standards shall be prima facie evidence of compliance with the standard of duty set forth in Section 9001.2.	\$ 1,000.00
U.F.C Appendix I-A	Violation of provisions for life-safety requirements for existing buildings, other than high-rise, which do not conform with the minimum requirements of the Uniform Building Code. <b>Exception:</b> Group U occupancies and occupancies regulated by Appendix I-B, and Group R Division 3 occupancies, except that Group R Division 3 occupancies shall comply with section 6.	\$ 1,000.00
U.F.C Appendix I-B	Violation of provisions for life-safety requirements for existing high-rise buildings constructed prior to the adoption of appendix I-B and which house Group B office or Group R, Division I occupancies, each having floors used for human occupancy located more than 75 feet above the lowest level of fire department vehicle access.	\$ 5,000.00
U.F.C Appendix I-C	Violation of provisions for signs to provide information to the occupants and fire department personnel to minimize confusion during emergencies. Standardized signs shall be provided in new and existing buildings that are four or more stories in height. Such signs shall be installed in stairways to identify each stair landing and indicate the upper and lower termination of the stairway.	\$ 1,000.00
U.F.C Appendix II-A	Violation of provisions for safeguards to prevent the occurrence of fire and to provide adequate fire-protection facilities to control the spread of fire which might be caused by recreations, residential, commercial, industrial, or other activities conducted in hazardous fire areas.	\$ 5,000.00
U.F.C Appendix II-B	Violation of provisions for protection of flammable and combustible liquid tanks in location subject to flooding.	\$ 5,000.00
U.F.C Appendix II-D	Violations of provisions for rifle ranges.	\$ 1,000.00
U.F.C Appendix II-E	Violation of provisions for Hazardous Materials Inventory Statement (HMIS) and Hazardous Materials Management Plans (HMMP) which are required by the Fire Chief pursuant to UFC Article 80 shall be provided for hazardous materials. <b>Exception:</b> 1 Materials which have been satisfactorily demonstrated not to present a potential danger to public health, safety or welfare, based upon the quantity or condition of storage, when approved. 2 Chromium, copper, lead, nickel, and silver need not be considered hazardous materials for the purposes of Appendix II-E unless they are stored in friable, powder or finely divided state.	\$ 10,000.00
U.F.C Appendix II-F	Violation of provisions for the storage and dispensing of motor fuels into the fuel tanks of motor vehicles from protected above ground tanks located outside buildings.	\$ 1,000.00



U.F.C Appendix II-G	Violation of provisions for secondary containment for underground tank system containing flammable or combustible liquids. Also see CFR, Title 40, part 280, and UFC Section 8001.4.5.1 for additional requirements related to secondary containment tanks containing hazardous materials other than flammable and combustible liquids.	\$ 5,000.00
U.F.C Appendix II-H	Violation of provisions for site assessment for determining the potential fire or explosion risk from a leak, spill, or discharge from an underground flammable or combustible liquid storage tank. Also, see UFC Section 7901.7.4.	\$ 5,000.00
U.F.C Appendix II-I	Violation of provisions for equipment having maximum ozone-generating capacity of 1/2 pound or more over a 24 hour period. <b>Exception:</b> Ozone-generating equipment used in Group R, Division 3 occupancies.	\$ 1,000.00
U.F.C Appendix II-J	Violations of provisions for storage of flammable or combustible liquids in tanks located within below-grade vaults.	\$ 5,000.00
U.F.C Appendix III-A	Violation of provisions for the procedure determining fire-flow requirements for building or portions of building hereafter constructed.	\$ 1,000.00
U.F.C Appendix III-B	Violation of provisions for fire hydrant location and distribution.	\$ 1,000.00
U.F.C Appendix III-C	Violation of provisions for inspection, testing, and maintenance of waterbased fire-protection systems.	\$ 1,000.00
U.F.C Appendix III-D	Violation of provisions for basement pipe inlets. Also see UFC Section 1005.	\$ 1,000.00
U.F.C Appendix IV-A	Violation of provisions for exposed floor surfaces of buildings, including coverings which are applied over a previously finished floor. <b>Exception:</b> Interior floor finish materials of a traditional type, such as wood, vinyl, linoleum, terrazzo, and other resilient floor covering materials.	\$ 1,000.00
U.F.C Appendix IV-B	Violation of provisions for the use of natural or resin-bearing cut trees in public buildings.	\$ 1,000.00
U.F.C Appendix V-A	Violation of provisions of nationally recognized standards of good practice.	\$ 1,000.00
U.F.C Appendix VI-A	Violation of provisions for hazardous materials classification. To provide information, explanation and examples to illustrate and clarify the hazard categories contained in UFC Article 80. The hazard categories are based upon CFR, Title 29, where the numerical classifications are included.	\$ 5,000.00

**DIRECTIVE**

OCT 15 2002

No. 221

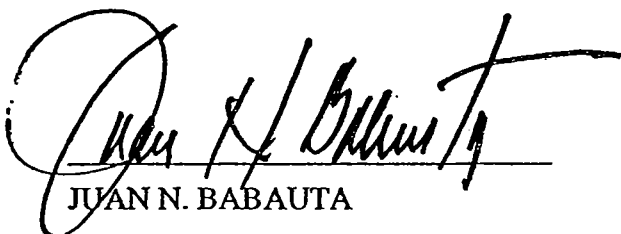
**TO:** All Department and Activity Heads  
**FROM:** Governor  
**SUBJECT:** Establishment of Committee on Business Auditing Improvement

It is widely observed that businesses in the Commonwealth are in the practice of conducting cash transactions without recording these transactions by cash register or other form of documented receipt. This lack of recording makes auditing of businesses by the Division of Revenue and Taxation difficult and may be resulting in a loss of business gross receipt taxes payable to the Commonwealth.

In order to address this issue I am creating a Committee on Business Auditing Improvement. The Committee shall report to me within 14 days on the validity of concerns regarding underreporting of revenues. The Committee, also, shall recommend whatever measures are appropriate to ensure that business gross receipts taxes are paid by all businesses in the Commonwealth and applied to all businesses equally and fairly.

The Committee is further tasked to evaluate revenue-generating measures throughout the various business sectors in connection with imported commodities which may be untaxed, and to consider other measures to create new revenues for the CNMI.

The Committee shall be composed of an appointee of the Attorney General and four appointees of the Governor of whom at least one will be from the private sector. In addition, the President of the Senate and the Speaker of the House may each appoint one member. These appointments shall be made by October 17, 2002.



JUAN N. BABAUTA

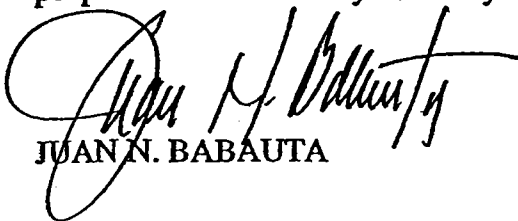
**DIRECTIVE**DATE: **24 DEC 2002**  
No. 222

**TO:** All Department and Activity Heads  
**FROM:** Governor  
**SUBJ.:** Guidelines for Proclamation Writing and Signing Ceremonies

The Governor signs close to 300 proclamations every year. While each cause is important, I would like to see some similarity in how the proclamations are written and how the signing ceremony is conducted. With that in mind, each Government agency which drafts proclamations is asked to follow these guidelines:

1. The proclamation itself should be fairly brief and to the point. Four to five paragraphs prior to the Governor's standard signatory block should be sufficient to convey your message.
2. The proclamation should convey a message that is uplifting. We should proclaim that we have solutions to problems, or that we are working on solutions.
3. Try to localize the proclamation. If using a boilerplate document off the internet or from another publication, add some meaningful words on how the proclamation applies to the people of the CNMI.
4. Almost all of these proclamations occur annually. Draft proclamations should arrive at the Governor's PIO office no later than two (2) weeks prior to the date of the Proclamation signing. The Press Secretary or his / her designee shall have final editing and preparation rights of actual proclamation document for the Governor to sign.
5. The Press Secretary shall have final decision whether a "ceremony" shall be conducted.
6. The office sponsoring the proclamation should include written description of the ceremony to be held at the proclamation signing (if one is approved) to include where it is, what time, who will be in attendance (at a minimum, the Department Director or Secretary and his / her senior staff), invited guests, length of ceremony, is there going to be a printed program, and any remarks you feel are appropriate for the Governor to make.
7. The office sponsoring the proclamation shall be responsible to contact the Governor's PIO office to coordinate any schedule or preparation of any proclamation.

Together we can make your proclamation a meaningful event for the sponsoring organization and the people of our community. Thank you for your cooperation.



JUAN N. BABAUTA

**DIRECTIVE****No. 223****JAN 02 2008**

**TO:** All Executive Branch Employees, Department and Activity Heads

**FROM:** Governor

**SUBJECT:** Expansion of Expenditure Controls

The Commonwealth government continues to experience cash flow problems and reduced revenue collections. Pursuant to my authority and responsibilities under Article III, §1 of the N.M.I. Constitution and the Commonwealth Planning and Budgeting Act, as amended, it is my fiduciary duty to control expenditures of public funds. It is also my duty under the N.M.I. Constitution to continue to deliver essential public services.

In order to perform both of these necessary duties, unfunded liabilities must be carefully considered. Unfunded liabilities are those public services that the Legislature zero funded or drastically under-funded in appropriation legislation. Such unfunded liabilities include the payment of lump sum annual leave benefits to government employees leaving government service under applicable rules and regulations, payment of within-grade and merit increases under 1 CMC §8215, and payment of early retirement bonuses under 1 CMC §8401 *et seq.* The Administration finds that these benefits greatly strain the current financial resources of the Commonwealth government, threatening the timely delivery of essential public services.

Therefore, until fiscal conditions improve, the expenditure controls set forth in Governor's Directive No. 215 shall continue in effect. Further, based on the determination that the Administration's first priority for funding is delivery of essential public services, expenditure controls are expanded to apply to the payment of lump sum annual leave pursuant to applicable rules and regulations or employment contracts, 1 CMC §8215 within-grade and merit increases and 1 CMC §8401 early retirement bonuses.

Until such time as funds are available, the Department of Finance shall make no lump sum annual leave payment to any employee regardless of whether the employee is a civil service system employee or employed by contract in a non-civil service system position ("excepted service employees.") Provided, however, this Directive shall not apply to a lump sum annual leave payment pursuant to the "Conditions of Employment" attached to an employment contract executed prior to the effective date herein. Provided, further, that any position vacated by an employee receiving a lump sum annual leave payment pursuant to this Directive shall remain vacant until the lump sum annual leave payment has been offset by the lapsed salary allocated to the vacated position. For

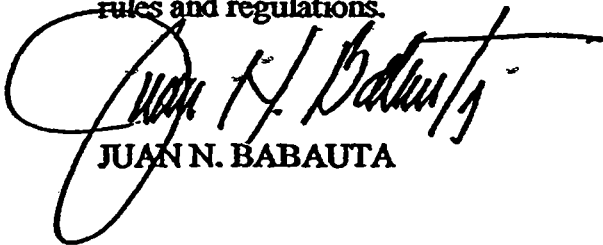
example, if an employee receives a lump sum annual leave payment for 80 hours of accumulated annual leave then the position cannot be filled for one pay period.

Further, until such time as funds are available, the Department of Finance shall make no early retirement bonus payment to any employee retiring from public service pursuant to 1 CMC §8401 *et seq.* Provided, however, that this Directive shall not be construed to prohibit payment of an early retirement bonus should funds be available from the Retirement Trust Fund.

Finally, until such time as funds are available, the Department of Finance shall make no within-grade or merit increase payment pursuant to 1 CMC §8215 for any government employee.

The prohibition on payment on lump sum annual leave, within-grade and merit increase, and early retirement bonuses applies to all executive department employees regardless of the employing department, agency or activity and regardless of whether such employee receives compensation from local or federal funds.

This Directive shall become effective as of the date of my signature hereon and shall remain in effect until rescinded in writing or superseded by the adoption of pertinent rules and regulations.



JUAN N. BABAUTA

# DIRECTIVE

DATE: March 20, 2003  
No. 224

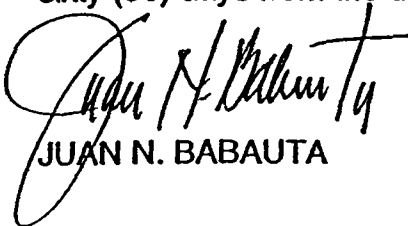
**TO:** All Department and Activity Heads  
**FROM:** Governor  
**SUBJ.:** Appointment of Consent Decree Coordinator

Assistant Attorney General Edward Buckingham is hereby designated as the Consent Decree Coordinator. The Consent Decree Coordinator shall have the following duties and responsibilities:

- To ensure timely and complete reporting pursuant to provisions of the Consent Decree.
- To serve as the CNMI point of contact for coordination between CNMI, the United States Department of Justice and affected agencies.
- To convene meetings and maintain effective communication between all involved persons and agencies.
- To resolve disputes between departments and agencies relating to the performance of obligations as established by the Consent Decree.
- To refer to the Office of the Governor such matters as may require review and decision.
- To allocate responsibilities for specific aspects of compliance with the Consent Decree as necessary.
- To share information and serve as a clearinghouse for all matters related to the Consent Decree.
- To report to the Attorney General and Legal Counsel to the Governor as to issues that have been resolved, pending issues, options for solution and such other matters as may be appropriate.

## Administration

The final decision maker for activities related to the Consent Decree Coordinator shall be the Governor or, in his absence, the Acting Governor. This Directive shall automatically expire in sixty (60) days from the date of this directive.



JUAN N. BABAUTA

# DIRECTIVE

DATE: MAY 07 2003  
No. 225

**TO:** All Department and Activity Heads

**FROM:** Governor

**SUBJ.:** Implementation of Energy Conservation Guidelines

The following guidelines, which shall remain in effect until modified or terminated, shall be implemented by all Agency heads in an effort to reduce electric costs:

## A. Plan of Action for Energy Conservation Efforts

### 1. Lighting:

- Turn *off* lights not being used
- Use task lighting versus area lighting when possible
- Keep lamps and fixtures clean; (this increases illumination, reduces heat insulation from dust, and extends lamp life)
- Maximize use of natural light when possible
- Install fluorescent or compact fluorescent bulbs versus incandescent bulbs

### 2. Windows:

- Install awnings on south and west facing windows
- Consider light shading or tint to reduce direct sunlight wherever possible
- Close curtains, blinds on south and *west facing* windows
- Install tight-fitting insulation window shades to avoid cooling costs
- Properly insulate or caulk cracks on window seals and door frames to prevent cool air from escaping
- Consider using white colored window shades, curtains or drapes to reflect sunlight

### 3. Air Conditioning:

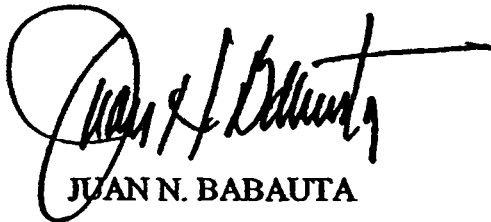
- Set thermostat on air conditioning units to an average of 78° Fahrenheit
- Turn off air conditioning systems after working hours
- Keep unoccupied rooms closed to reduce cool air escape
- Close windows and doors when air conditioning systems are in use
- Keep filters and grills clean every week and do not block airflow to grills

- Shade exterior condenser units from direct sunlight with shrubs or trees without restricting air flow
- Consider using an interior fan to help distribute cool air more effectively
- Purchase air conditioning units that are energy efficient
- Remove sources of heat equipment away from air conditioning units

**B. Ten Percent (10%) usage reduction required. All CNMI government agencies and instrumentalities shall immediately take the above and all other necessary measures, including but not limited to installing timers, to reduce their electric costs by ten percent (10%).**

**C. Monitoring agency progress. Each head of each agency or instrumentality of the CNMI government shall submit a written report to the Governor detailing compliance with the specific plans set forth in this Directive.**

**This Directive reinforces and further implements Executive Directive No. 215 issued on January 31, 2002.**



JUAN N. BABAUTA



# DIRECTIVE

DATE: MAY 08 2003  
No. 226

**TO:** All Executive Branch Departments, Activities, Programs and Autonomous Agencies  
**FROM:** Governor  
**SUBJ.:** Recycling in CNMI Government Offices

The new Lower Base Refuse Transfer Station (LBRTS) is now operational. LBRTS houses a Materials Recovery Facility, more commonly known as a "Recycling Center."

Participation in the program of recycling reusable materials is a cooperative effort that must have the participation of the entire community in order to succeed. Recycling reusable materials will improve and preserve our natural environment and will extend the life of the new Marpi Landfill.

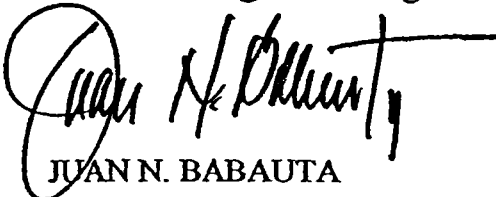
I am therefore directing that all Executive Branch offices, as well as autonomous agencies, undertake the recycling of selected reusable materials effective May 1, 2003. All department heads, program managers, and activity heads within the Executive Branch, as well as heads of autonomous agencies, are directed to develop a program of collection of recyclable materials within their offices.

A list, developed by the Division of Solid Waste Management, Department of Public Works, setting forth detailed guidelines as to what materials are suitable for recycling, is attached to this Directive.

Each office is responsible for collecting the recyclable materials. We will make every effort to provide pickup to the Transfer Station. The logistics and scheduling of pickup will be coordinated by the Office of the Special Assistant for Administration (664-2212).

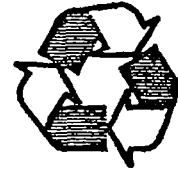
It is my sincere hope that by undertaking this simple but essential program within the Executive Branch, we will provide a model that the rest of the community, including the Legislative and Judicial Branches, and the private sector can follow.

Let us work together for a greener and healthier Commonwealth.



JUAN N. BABAUTA

**Commonwealth of the Northern Mariana Islands**  
**Office of the Secretary of Public Works**  
**Division of Solid Waste Management**  
Saipan, Mariana Islands 96950



The new Lower Base Refuse Transfer Station (LBRTS) is now opened. The LBRTS houses a Materials Recovery Facility, more commonly known as a 'Recycling Center'.

In order to extend the life of the new Marpi Landfill, we are requesting that all offices, agencies and organizations make a concerted effort to sort and recycle aluminum, glass, corrugated cardboard, newspapers and , most importantly for offices, white paper.

Please follow the guidelines listed below and soon we will see a cleaner, greener CNMI.

White Office Paper

☺Acceptable:

- ☺White typing (bond) paper
- ☺White copy machine paper
- ☺White letterhead paper
- ☺White forms
- ☺White memos
- ☺White calendar pads
- ☺White paper with color printing
- ☺White tablet paper
- ☺White computer paper
- ☺Shredded white paper - talk to your boss if you need a shredder in your office - it is great for confidential materials

Staples need not be removed

- ☺Newspapers
- ☺Most phone books

- ☺Aluminum Cans  
You don't have to rinse out the can or crush it.

☺Aluminum foil

The facility pays 20¢ per pound for aluminum.

☹Not Acceptable

- ☹Colored or Carbon Paper
- ☹Tablet Bindings
- ☹Glossy paper
- ☹Pressure sensitive labels
- ☹Rubber bands
- ☹Black metal binder clips
- ☹Food wrappings
- ☹Cups
- ☹Facial tissues, paper towels
- ☹Wax paper, paper bags

- ☹Containers made of tin, steel or other metals

☹Clean please

**☺Acceptable**

- **☺Glass Containers**  
Remove lids and tops
- **☺Corrugated Cardboard**  
Corrugated boxes,  
preferably flattened

**☺Used Toner Cartridges**

**☺Residential Household Hazardous Waste**  
for example: used oil, household  
cleaning, supplies, paint, car  
batteries, tires

**☹Unacceptable**

- ☹Please wash jars with items  
such as peanut butter or  
spaghetti sauce
- ☹Light bulbs, fluorescent tubes, Pyrex,  
window glass
- ☹Cardboard in all other forms,  
such as cereal boxes, tablet backs

**☹Commercial Hazardous Waste**  
for example: batteries, used oil  
chemicals, bio-hazardous waste

**There is no charge for disposal of these items at the LBRTS.**

**Let us all work together to make this new landfill last as long as possible. The benefit will be a cleaner, greener, healthier environment for both the people and the economy of the CNMI.**

**Tel: (670) 322-2745/60  
Fax: (670) 322-2762**

**DIRECTIVE**

DATE: MAY 20 2003

No. 227

**TO:** Secretary of Public Health, Board of Nurse Examiners, Resident Directors of Public Health

**FROM:** Governor

**SUBJ.:** Suspension of Requirement for All Nurses Working at the Department of Public Health and Resident Departments of Public Health to Pass the NCLEX

**This Directive hereby lifts any requirement for all nurses at the Department of Public Health to pass the NCLEX exam as a condition of employment at the Department. Further, I hereby suspend any and all requirements of the NCLEX as a condition precedent for the issuance of an initial license to practice nursing, and employment of professional nurses, within the Department of Public Health and Resident Departments of Public Health.**

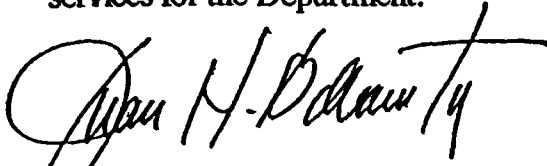
**This action is taken in light of the continuing nursing manpower shortage, both in general and critical care nursing areas nationally and within the region, the difficulty in recruiting nurses who have passed the NCLEX, and the exodus of foreign graduate nurses to other areas such as Guam and the United States once they pass the NCLEX. It is also taken to address my paramount concern of insuring that our health care facilities continue to operate and meet the patient care needs of our people.**

**Therefore, in the interest of maintaining quality nursing services and preserving the high standard of health care practiced at the Commonwealth Health Center, the Division of Public Health, the Community Guidance Center, Rota and Tinian Health Centers, I hereby mandate that all foreign graduate nurses who are to be directly or indirectly hired from the date of this directive and thereafter, should pass the Commission on Graduates of Foreign Nursing Schools (CGFNS) exam. This directive applies to all divisions within the Department of Public Health and the Rota and Tinian Health Centers which require the services of a licensed professional nurse.**

**I direct the Board of Nurse Examiners to carefully scrutinize the credentials of those individuals to be initially licensed through the foreign endorsement process, as mandated in their regulations and to diligently supervise the Commission on Graduates of Foreign Nursing Schools (CGFNS) exam. I further direct that any professional nursing practice license granted to such foreign graduate nurses pursuant to this Directive shall be renewed for no more than three years. In order for the Board to renew a foreign graduate nurse for a fourth year, the Board shall require that the foreign endorsed nurse to pass the NCLEX prior to renewal.**

**Finally, in order to increase local hiring of professional nurses, I request the Board of Regents of the Northern Marianas College to seriously review and consider requiring passage of the NCLEX as a condition for graduation from the nursing program.**

**This directive supersedes all other memorandum/directive on this same subject. This directive encompasses foreign graduate nurses regardless of whether they are directly or indirectly employed by the Department of Public Health (i.e. "direct hires" or "manpower nurses") provided they are performing services for the Department.**



**JUAN N. BABAUTA**

**Cc: Mayor of Saipan  
Mayor of Rota  
Mayor of Tinian  
Mayor of the Northern Islands  
Chairperson, Board of Nurse Examiners  
Resident Directors, Rota Health Center and Tinian Health Center  
Northern Marianas College, Board of Regents**

# DIRECTIVE

DATE: MAY 20 2003  
No. 228

**TO:** All Executive Branch Departments, Activities, Programs and Autonomous Agencies

**FROM:** Governor

**SUBJ.:** Rate of wages for employees performing work, labor and services on Capital Improvement Projects ("CIP") in the CNMI

It is a responsibility of the Commonwealth government to ensure that economic development translates to benefits for CNMI residents in terms of enhanced living standards. This is made possible through increased job opportunities and higher wages. The current CNMI minimum wage of \$3.05 per hour is not sufficient to attract CNMI residents into entry-level positions in the private sector.

Over the last decade, a very significant portion of total capital infusion into the local economy has been attributable to government spending on Capital Improvement Projects ("CIP"). In FY 2001, the Government spent approximately \$15 million on CIP, in 2002 \$36 million, in 2003 \$40 million, and in 2004, the government plans to spend approximately \$40 million more. This represents over \$130 million in just four years.

Yet despite this capital infusion by the Government, the rate of employment among resident U.S. citizens remains unacceptably high: 12.6% for Chamorros and 21.5% for Carolinians. High local unemployment is not caused by lack of jobs. The presence of over 30,000 non-resident workers attests to the availability of jobs. The underlying cause of local unemployment is low wages.

It is the purpose of this Directive to raise the minimum hourly wage to the prevailing U.S. minimum wage for all employees who are employed, directly or indirectly, on capital improvement projects which involve federal and/or local funds and to which the CNMI government or any of its agencies or instrumentalities is a party.

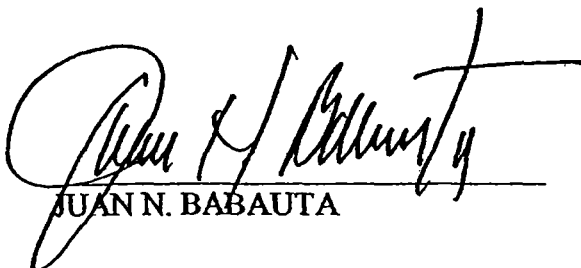
Therefore, in order to encourage local employment in the construction trades and to further stimulate the economy for the Commonwealth, all contracting officers and procurement officers are instructed to ensure:

1. That the advertised specifications for every contract over \$2,000 (two-thousand dollars) for the architecture and engineering ("A & E"), construction, alteration or repair, including painting and decorating, of public buildings, public works and public facilities, (but not including contracts for materials, supplies and equipment), to which the Commonwealth of the Northern Mariana Islands, its agencies and instrumentalities, including all autonomous and semi-autonomous entities, is a party, shall contain a clause requiring that all employees employed under the contract, by the contractor and all subcontractors, shall be paid

an hourly wage that shall not be less than the prevailing U.S. minimum wage.

2. That the minimum hourly wage shall be posted by the contractor, or subcontractor, as the case may be, in a prominent and easily accessible place at the site of the work in the following languages: English, Chamorro, Carolinian, Chinese (Mandarin), Tagalog, Bengali and Korean.
3. Every contract within the scope of this Directive shall contain the further provision that in the event that any employee, who performs work, labor or services in connection with the project, and is employed by the contractor or subcontractor, has been or is being paid a rate of wages less than the rate of wages required by the contract, the contracting Government party may, by written notice to the contractor, terminate his right to proceed with the work or such part of the work as to which there has been a failure to pay said required wages and to prosecute the work to completion by contract or otherwise, and the contractor and his sureties shall be liable to the Government party for any excess costs incurred by the Government party thereby.
4. The Director of Procurement and Supply, or, in the case of autonomous agencies, his functional equivalent, shall invoke his authority to debar or suspend any person or entity whom he has found to have violated this Directive with respect to payment of an hourly wage that is at least equivalent to the U.S. minimum wage to employees and subcontractors. Any debarment or suspension proceeding prosecuted by the Executive Branch shall be in accordance with Section 8-212 of the CNMI Procurement Regulations. Autonomous agencies shall invoke their authority and conduct equivalent debarment or suspension proceedings.

This Directive shall apply to all contracts that have not yet been advertised for Request for Proposals ("RFP") or Invitation for Bid ("IFB"), and to all contracts not subject to advertisement, such as sole source contracts, which have not yet been entered into as of the effective date of this Directive. Furthermore, this Directive shall apply to all government procurement for CIP, under all applicable procurement rules and regulations.



JUAN N. BABAUTA

**DIRECTIVE**

AUG 04 2003

No.: 229

**TO:** All Executive Branch Employees, Department and Activity Heads**FROM:** Governor**SUBJECT:** Reinforcement of Expenditure Controls

Public Law 13-24 sets the legal limit for general fund expenditures at \$217,964,866 — inclusive of the Board of Public Lands — for the current fiscal year, FY03.

All Executive Branch employees and Department and Activity heads deserve congratulations and thanks for helping to keep spending down during the first ten months of the fiscal year.

However, in order to ensure compliance with the legal limit it is necessary to exercise even more strict controls on spending within the final two months of the fiscal year.

Therefore, all Executive Branch employees, and Department and Activity heads are asked to consider carefully any spending requests or decisions in which they are involved. Please defer all expenditures that are not absolutely necessary until Fiscal Year 2004.

Also, please review the provisions of Executive Directive No. 215, which sets out a variety of expenditure control measures. These continue in effect and must be adhered to.

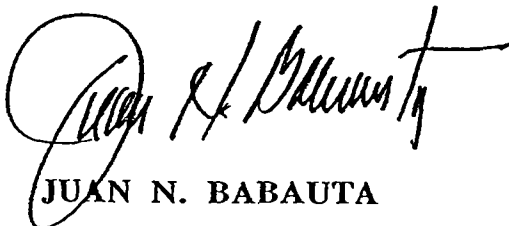
To further assist in assuring compliance with the expenditure limit the following additional restrictions will apply until the beginning of Fiscal Year 2004:

1. **Contracts.** No contracts may be entered into or approved unless authorized in advance by the office of Governor.
2. **Purchases.** No purchase of any items is permitted unless authorized in advance by the office of Governor.

Any requests for authorization by the office of Governor, as required by this Directive or by Executive Directive No. 215, shall be submitted to Special Assistant for Administration. The Special Assistant for Administration, together with the Secretary of Finance and the Special Assistant for Management and Budget, shall be responsible for making any such authorization. Requests for authorization must be batched by Department or Activity and transmitted to the Special Assistant for Administration no more frequently than once a week.

These measures apply to the entire Executive branch, including semi-autonomous agencies and entities. Other branches of government, and autonomous agencies and entities, are encouraged to exercise similar fiscal discipline.

These measures are effective immediately.



JUAN N. BABAUTA



**DIRECTIVE**

DATE: SEP 24 2003

No. 230

**TO:** Secretary of Public Health, Board of Nurse Examiners, Resident Directors of Public Health

**FROM:** Governor

**SUBJ.:** Suspension of Requirement for All Nurses Working at the Department of Public Health and Resident Departments of Public Health to Pass the NCLEX

**This Directive is to repeal and re-enact Directive No. 227 to read as follows:**

**This Directive hereby lifts any requirement for all foreign graduate nurses at the Department of Public Health to pass the NCLEX exam as a condition of employment at the Department of Public Health and the Resident Departments of Public Health. Further, I hereby suspend any and all requirements of the NCLEX as a condition precedent for the issuance of a foreign endorsement license to practice nursing, and to be employed as a professional nurse, within the Department of Public Health and Resident Departments of Public Health.**

**This action is taken in light of the continuing nursing manpower shortage, both in general and critical care nursing areas nationally and within the region, the difficulty in recruiting nurses who have passed the NCLEX, and the exodus of foreign graduate nurses to other areas such as Guam and the United States once they pass the NCLEX. It is also taken to address my paramount concern of insuring that our health care facilities continue to operate and meet the patient care needs of our people.**

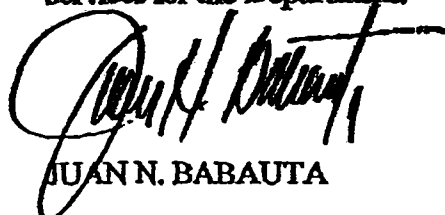
**Therefore, in the interest of maintaining quality nursing services and preserving the high standard of health care practiced at the Commonwealth Health Center, the Division of Public Health, the Community Guidance Center, Rota and Tinian Health Centers, I hereby mandate that all foreign graduate nurses who are to be directly or indirectly hired from the date of this directive, and thereafter, must pass the Commission on Graduates of Foreign Nursing Schools (CGFNS) exam within three (3) years of employment as an additional credential requirement, unless such nurses have passed the NCLEX or passed the CGFNS exam at the time of employment. This directive applies to all divisions within the Department of Public Health and the Rota and Tinian Health Centers which require the services of a licensed professional nurse.**

**I direct the Board of Nurse Examiners to carefully scrutinize the credentials of those individuals to be initially licensed through the foreign endorsement process, as mandated in its regulations. I further direct that any professional nursing practice license granted to such foreign graduate nurses pursuant to this Directive shall be renewed for not more than three years or four years depending on the applicable licensing cycle. In order for the Board to renew a foreign graduate nurse for a fourth or fifth year as the case may be, the Board shall require that the foreign endorsed nurse to pass the NCLEX prior to renewal.**

**Finally, in order to increase local hiring of professional nurses, I request the Board of Regents of the Northern Marianas College to seriously review and consider requiring its graduates from its nursing**

program to submit an application to take the NCLEX-RN or NCLEX-PN examination to the Commonwealth Board of Nurse Examiners (CBNE) as a condition prior to graduation from the nursing program. I further direct the Office of Personnel Management, Department of Finance and Department of Public Health to promulgate a revised salary schedule for professional nurses in order to provide proper compensation for such services and to enhance the desirability of these professional positions.

This directive supersedes all other memorandum/directive on this same subject. This directive encompasses foreign graduate nurses regardless of whether they are directly or indirectly employed by the Department of Public Health (i.e. "direct hires" or "manpower nurses") provided they are performing services for the Department.



**JUAN N. BABAUTA**

**Cc: Mayor of Saipan  
Mayor of Rota  
Mayor of Tinian  
Mayor of the Northern Islands  
Chairperson, Board of Nurse Examiners  
Resident Directors, Rota Health Center and Tinian Health Center  
Northern Marianas College, Board of Regents**

# DIRECTIVE

OCT 06 2003

No. 231

**TO:** All Executive Branch Employees, Department and Activity Heads

**FROM:** Acting Governor

**SUBJECT:** FY04 Continuation of Expenditure Controls

Until such time as an FY04 budget is enacted, the Commonwealth Government will operate at the funding levels set by the FY03 budget act, PL 13-24.

It is still hoped that an FY04 budget similar to that which the Governor and I have submitted to the Legislature will be enacted. Such an enactment would increase funding for the departments of Public Health and Public Safety, and for education and other critical public services.

It is possible, however, that an FY04 budget could be enacted that reduces funding for the government as a whole or for some particular departments or activities of the government.

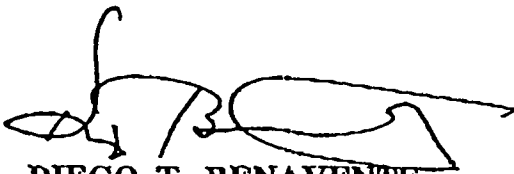
Therefore, in the interest of fiscal prudence all of the provisions of Executive Directives No. 215 and No. 229 will continue in effect until further notice.

In particular, please note that no contracts may be entered into or approved, nor may any goods or services be purchased, unless authorized in advance by the office of the Governor. This authorization process has proven to be an effective cost control mechanism.

Any requests for authorization by the office of Governor, as required by this Directive or by Executive Directives No. 215 or No. 229, shall be submitted to the Special Assistant for Administration. The Special Assistant for Administration, together with the Secretary of Finance and the Special Assistant for Management and Budget, shall be responsible for making any such authorization. Requests for authorization must be batched by department or activity and transmitted to the Special Assistant for Administration no more frequently than once a week.

These measures apply to the entire Executive branch, including semi-autonomous agencies and entities. Other branches of government, and autonomous agencies and entities, are encouraged to exercise similar fiscal discipline.

These measures are effective immediately.



DIEGO T. BENAVENTE

**DIRECTIVE**

Oct 16 2003

No. 232

**TO:** All Department and Activity Heads

**FROM:** Governor  
Lt. Governor

**SUBJECT:** Establishment of Governor's Education Initiative Fund and Related Programs

**Findings.**

**Educational Excellence in the Northern Mariana Islands is the primary goal of this Administration. We believe that teachers and principals know best the needs in their classrooms and schools. Therefore, in pursuit of our goal of Educational Excellence, we intend to provide these professionals with decision-making power and the resources to put their decisions into action.**

**We find that books, computers, and other raw materials of learning are too often in short supply, poor condition, or absent entirely from our children's classrooms. Spontaneous responses to the creative milieu of the classroom and the unpredictable opportunities that arise for teachers to engage with their students' curiosities and interests are untaken, when the materials are not readily available to support these possibilities. Yet the process of obtaining supplies can be time-consuming and cumbersome. This reduces the incentive for teachers to seek out what they need through normal channels of procurement, or takes teachers' time away from more essential activities directly related to instruction. In response to these circumstances, many teachers resort to paying for classroom supplies out of their own pockets.**

**We find, too, that opportunities to obtain more specialized or expensive tools of learning, whether they be physical or experiential, are limited at the classroom level. This constraint chills the creativity of both teachers and students. Yet, these are times of limited financial resources in the Commonwealth. Therefore, mechanisms must be found to develop new resources and to apportion those we have to uses that education professionals can agree hold the most promise of return.**

**Fund Established.**

**In order to further the improvement of education in the Northern Marianas, the Secretary of Finance is directed to establish a Governor's Education Initiative Fund and to maintain this Fund separate from all other funds of the Commonwealth. Initially, from the grant to the CNMI for fiscal year 2004 under terms of USPL 108-27 the amount of**

\$840,000 shall be deposited into the Fund. The Governor shall include in each year's budget proposal the amount to be appropriated for the Fund and new or continuing programs to be funded. These programs shall support the goals of:

- putting resources in the hands of teachers and students,
- giving greater responsibility to individual schools and their principals and staff,
- rewarding creativity, effectiveness and dedication in pedagogy,
- increasing participation in higher education, and
- for such other purposes as a Governor may determine encourage the development of the Northern Mariana Islands as a center of educational excellence in the Pacific region.

For Fiscal Year 2004 the Governor's Education Initiative Fund shall be used in support of the following programs, which are hereby established:

**Teacher Resources and Respect Program.**

(a) **Purpose.** The Teacher Resources and Respect Program is intended to assure that books and other materials related to learning in the classroom are readily available and chosen by teachers, who are the persons most equipped to know what the day-to-day needs of a given classroom may be.

(b) **Requirements.** A certificated teacher, employed by the Northern Mariana Islands Public School System, may apply for reimbursement of cash expenditures made by that teacher during the school year for books or instructional materials used in the teacher's classroom or in conjunction with the teacher's classroom instruction.

(c) **Reimbursement.** Application for reimbursement is to be made at the conclusion of each calendar quarter by providing a summary of payments, a brief explanation of relevance to classroom instruction for each expense or group of expenses, and merchant receipts. No request for reimbursement will be honored unless submitted within 90 days of the conclusion of the quarter in which the expenditure occurred. The maximum reimbursement available to any one individual in any one fiscal year is \$250.00.

(d) **Administrative and Expenditure Authority.** The Secretary of Finance shall be the administrative and expenditure authority for this program.

**Performance Improvement Grant Program.**

(a) **Purpose.** To provide materials and equipment, student learning experiences, or opportunities to teachers for professional development, Performance Improvement Grants will be available to teachers and students in the Public School System.

(b) Peer Review and Award. The Governor shall establish and appoint a board of teachers and a board of students to solicit, review, and award Performance Improvement Grants for teachers and students, respectively. The members of the boards shall serve at the pleasure of the Governor. The board of teachers shall be composed of five certificated teachers, representing a diversity of background and professional experience. The board of students shall be composed of five high school students, recommended to the Governor by the board of teachers. Both boards shall organize themselves in the manner board members deem appropriate to accomplish their duties. The boards shall meet together to review and award grants at least every three months.

(c) Performance Improvement Grants. Grants shall be awarded for a maximum of \$2,500 for a teacher applicant and a maximum of \$1,000 for a student applicant. Consortia of applicants may jointly apply for projects that exceed the single grant limits. The boards shall encourage grants with results that measurably improve student performance, and shall provide for one automatic grant renewal, if a grant meets its performance target and the applicant's original application requested such automatic renewal. Renewals are subject to the availability of funds.

(d) Funding. For fiscal year 2004 a maximum of \$125,000 is available for Performance Improvement Grants for teachers and a maximum of \$10,000 for Performance Improvement Grants for students.

(e) Expenditure Authority. The Secretary of Finance shall be the expenditure authority for this program.

#### Development Director Pilot Program.

(a) Purpose. To increase the ability of individual public schools to develop sources of revenue over and above those allotted through the Public School System, one school will be selected to participate in a pilot program testing the efficacy of having a Development Director as part of the administrative staff of the school. The Development Director will be responsible for encouraging donations under the Commonwealth's Education Tax Credit program, applying for grant funds from public and private sources, developing fund-raising and profit-making activities, and otherwise supplementing the financial resources of the school.

(b) Selection of School. A school principal may submit to the Governor a proposal to participate in the Development Director Pilot Program. Based on these proposals, the Governor will select one school to participate, and award funding to that school's Principal.

(c) Hiring. The Development Director will be selected by and serve at the pleasure of the Principal of the school that is the participant in the pilot program. The term of the

contract for the Development Director shall be one year. The position shall be outside of the Civil Service System.

(d) Salary and Expenses. Salary and benefits for the Development Director shall not exceed \$50,000. The Director shall be provided up to \$12,000 for expenses related to the purposes of the position.

(e) Report. The Principal of the school shall report to the Governor in a timely fashion on the results of the pilot program. The report shall include an accounting of revenues received that are attributable to the work of the Development Director. The report shall, also, evaluate the efficacy of having a school Development Director and, if it is deemed advisable to expand the program over time or to other schools, shall recommend improvements or refinements in concept and practice to increase the return on investment.

(f) Administrative and Expenditure Authority. The Principal of the school selected to participate in the Development Director Pilot Program shall be the administrative and expenditure authority for this program.

#### Healthy Students Pilot Program.

(a) Purpose. Adolescents have unique health needs; and health-related issues have a significant impact upon the academic performance of this population. To address these needs and improve the ability of teenagers in our society to achieve excellence in education a Healthy Students Program will be established on a trial basis in one high school within the Public School System.

The Healthy Student Program will be a school-based approach to adolescent medicine and will address the specific physical and psychological health needs of this target population, such as suicide, depression, sexuality, substance abuse, Type II diabetes, and intentional and unintentional injury. Primary and preventive care will be provided by a team of health professionals with educational outreach to parents and other community support groups.

(b) Selection of School. A high school principal may submit to the Governor a proposal to participate in the Healthy Students Pilot Program. Based on these proposals and in consultation with the Director of Public Health, the Governor will select the pilot school.

(c) Report. The Principal of the school, together with the Director of Public Health, shall report to the Governor in a timely fashion on the results of the pilot program. The report shall include an evaluation of the program by the students and teachers of the participating high school. The report shall evaluate continuation or expansion of the Healthy Student Program and, if it is deemed advisable to do so, recommend improvements or refinements in concept and practice to increase effectiveness. The report shall, also, provide baseline data from the participating school's student body on health measures that will provide a basis for on-going assessment of the validity of the program.

(d) Authorization; Expenditure Authority. For fiscal year 2004 a maximum of \$125,000 shall be available for the Healthy Students Pilot Program from the Governor's Educational Initiative Fund. The Director of Public Health shall be the expenditure authority for this program.

Computers in Classrooms Pilot Program.

(a) Purpose and Program Description. It is the experience of other school systems, ranging from Chugach, Alaska to Henry County, Virginia that putting computer into the hands of individual students, supported by adequate in-school networking capacity and appropriate curriculum development, can have a significant beneficial effect on learning. It is the purpose of the Computers in Classrooms Pilot Program to test this concept in the Northern Mariana Islands by providing individual laptop computers to each student at a single grade level in one Northern Mariana Islands middle or high school that is part of the Public School System. The school will be responsible for providing networking infrastructure and curriculum, as well as maintenance services, to ensure that the computers can be used to utmost effect to enhance the students' education.

(b) Selection of School. Any middle or high school principal may submit to the Governor a proposal to participate in the Computers in Classrooms Pilot Program. Based on submitted proposals, the Governor will select at least one school to participate, and award funding to that school's principal. Selection will be based on the following criteria:

- (1) The degree to which the school proposes to reform, modify, or adapt its curriculum and pedagogic practices to fully and effectively take advantage of a computer-equipped student body;
- (2) The degree to which the school proposes to use the technology and the opportunity to improve student performance offered by the technology to encourage all students to aim for participation in post-secondary education;
- (3) The degree to which the school proposes to extend the benefits of the Computers in Classroom program to students who are not direct participants;
- (4) A viable plan for installation or improvement of the infrastructure within the school to support networking of all computers in the program;
- (5) A credible system for evaluation of the effectiveness and benefits of the program.

(c) Report. The Principal of the school shall report to the Governor in a timely fashion on the results of the Computers in Classrooms Pilot Program. The report shall include an evaluation of the program by the students and teachers of the participating class of the participating school. The report shall evaluate continuation or expansion of the program and, if it is deemed advisable to do so, recommend improvements or refinements

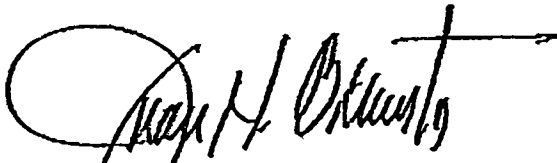


in concept and practice to increase effectiveness. The report shall, also, provide baseline data from the participating class on academic performance measures that will provide a basis for on-going assessment of the validity of the program.

(d) Authorization: Expenditure Authority. For fiscal year 2004 a maximum of \$440,000 shall be available for the Computers in Classrooms Pilot Program from the Governor's Education Initiative Fund. The principal of each participating school shall be the expenditure authority for the funds granted.

Teacher of the Year Award.

\$5,000 is hereby authorized to be awarded by the Governor to the certificated teacher in the Public School System, who is designated Teacher of the Year during fiscal year 2004, and \$2,000 and \$1,000, respectively to the first and second runners-up.



JUAN N. BABIATA  
Governor



DIEGO T. BENAVENTE  
Lt. Governor

**DIRECTIVE**

NOV 05 2003

No. 233

**TO:** Acting Secretary of Finance**FROM:** GOVERNOR**SUBJECT:** Rationalization of utility services through direct payment of costs

Until such time as an FY04 budget is enacted, the Commonwealth Government will operate at the funding levels set by the FY03 budget act, PL 13-24.

**It is still my hope that an FY04 budget similar to that which I have submitted to the Legislature will be enacted. The budget I proposed — both for FY04 and for FY03 — sets a realistic level of funding for utility services and makes each end-user within the government responsible for paying its own bill.**

If an FY04 budget is enacted, it could increase or decrease budget authority for the government as a whole or for any particular branch or independent program of the government.


Given that unknown, given the known shortfall in funding for utilities at the FY03 level, and given the certainty that end-users who are responsible for their own utility payments will be more conscious of the cost of utilities and more likely to conserve, I am directing that the Department of Finance establish emergency regulations that will distribute all utility billings received for FY04 to the respective utility consuming entity within the government for payment by that entity.

The FY03 budget provided \$5 million for utility payments, which funds are available for expenditure for this purpose until such time as an FY04 enactment changes this budget authority. The regulations you promulgate should specify that these funds will be used to provide financial aid to government consumers of utilities, who are otherwise unable to make payment.

Assistance in payment of utility bills should be provided according to the following prioritized criteria:

1. to points of use at which consumption is metered and which are billed on the basis of metered usage;
2. to points of use providing directly for the public health and safety; and
3. to points of use providing direct educational services.

Thank you for your cooperation.



JUAN N. BABAUTA

**D I R E C T I V E**

NOV 05 2003

No. 234

**TO:** All Commonwealth Government Offices and Entities

**FROM:** Governor

**SUBJECT:** Rationalization of utility services through direct payment of costs

Until such time as an FY04 budget is enacted, the Commonwealth Government will operate at the funding levels set by the FY03 budget act, PL 13-24.

**It is still my hope that an FY04 budget similar to that which I have submitted to the Legislature will be enacted. The budget I proposed — both for FY04 and for FY03 — sets a realistic level of funding for utility services and makes each end-user within the government responsible for paying its own bill.**

If an FY04 budget is enacted, it could increase or decrease budget authority for the government as a whole or for any particular branch or independent program of the government.

Given that unknown, given the known shortfall in funding for utilities at the FY03 level, and given the certainty that end-users who are responsible for their own utility payments will be more conscious of the cost of utilities and more likely to conserve, I am directing that the Department of Finance issue emergency regulations specifying that all utility billings received for FY04 will be disbursed and paid for by the respective utility consuming entity within the government.

The FY03 budget provided \$5 million for utility payments, which funds are available for expenditure for this purpose until such time as an FY04 enactment changes this budget authority. I am further directing the Department of Finance to use these funds to provide financial aid to government consumers of utilities, who are otherwise unable to make payment.

Assistance in payment of utility bills will be provided according to the following prioritized criteria:

1. to points of use at which consumption is metered and which are billed on the basis of metered usage;
2. to points of use providing directly for the public health and safety; and
3. to points of use providing direct educational services.

To further assist all government consumers of electricity I am, hereby, directing the Energy Office of the Department of Public Works to take active measures to provide technical advice to any government end-user requesting help in conserving energy and lowering utility bills.

While I recognize that this directive will force all of us to become much more aware of the cost of utility services and to change our behavior accordingly, in the long run the conservation and rationalization of utility services that will result are in the best interests of the government and of the Northern Mariana Islands as a whole. Thank you for your cooperation.



JUAN N. BABAUTA

# DIRECTIVE

No. 235

NOV 03 2003

TO: All Department and Activity Heads

FROM: Governor

SUBJECT: Establishment of an Interagency Structure to Coordinate on Coral Reef Issues

## Findings

Healthy coral reefs and their associated living resources provide critical economic, social and ecological functions and values to the people of the Northern Mariana Islands. These functions and values include: attracting tourism and associated economic development; protecting the shoreline from storm damage; providing fish and other resources for cultural and commercial harvest and use; providing recreation and enjoyment for island residents; and contributing to the health of the ocean ecosystem.

The people of the Northern Mariana Islands recognize that there are significant threats to our coral reefs. As a member of the US Coral Reef Task Force, the Commonwealth of the Northern Mariana Islands (CNMI) fully supports the goals and objectives of the US Coral Reef Initiative and the Task Force.

In order to accomplish these goals and objectives there must be good coordination among CNMI agencies and their federal partners in order to maximize results and ensure sustainable use, restoration and protection of CNMI's coral reef ecosystems.

## Coral Reef Point of Contact/Facilitator Established

The position of Coral Reef Point of Contact/Facilitator (POC/Facilitator) is hereby created in the Governor's Office. Funding to support this position shall be provided from the Coral Reef Initiative grant or other appropriate sources. This position shall be designated based on recommendations from the Coral Reef Policy Committee. The administrative division of the Governor's Office shall provide fiscal management of Coral Reef Initiative grants. The POC/Facilitator shall have the following duties:

1. Serve as the Governor's point of contact for the US Coral Reef Task Force and the US Coral Reef Initiative. Advise the Governor on coral reef issues and prepare the Governor for Task Force meetings and related concerns.
2. Serve as a general point of contact for coral reef efforts within the CNMI.
3. Convene and facilitate meetings of the Coral Reef Policy Committee. Develop meeting agendas and prepare and distribute minutes of meetings.

4. Convene and facilitate meetings of the Coral Reef Coordinating Committee and serve as a nonvoting member. Develop meeting agendas and prepare and distribute minutes of meetings.
5. Facilitate communication among the Policy Committee, Coordinating Committee, the Science Committee, the Coral Reef Assistant Attorney General and other standing and ad-hoc coral reef committees.
6. Convene coral reef events and functions as necessary to implement requirements of coral reef grants and work plans.
7. Issue press releases related to interagency coral reef efforts.
8. Facilitate resolution of conflicts within the Coordinating Committee and Policy Committee.
9. Package grant reports and general reports on interagency accomplishments for transmittal to funding agencies, media and the public.
10. Take recommendations of the Coordinating Committee to the Policy Committee related to annual CNMI budget proposals, multi-agency coral reef strategies, reports, plans and grant proposals and on other issues needing policy direction.
11. Advise the Policy Committee on issues that cannot be resolved by the Policy Committee.
12. Advise the Governor on issues that cannot be resolved by the Policy Committee.

#### Coral Reef Policy Committee Established

The Coral Reef Policy Committee (CRPC or Policy Committee) is hereby established consisting of the Director of the Coastal Resources Management Office, Director of the Division of Environmental Quality, Director of the Division of Fish and Wildlife, and the Coral Reef POC/Facilitator as a non-voting member. The Policy Committee shall have the following duties:

1. Work together using all possible resources and expertise toward the long-term sustainable use, restoration and protection of CNMI coral reefs and associated species and habitats.
2. Recommend candidates for the POC/Facilitator position to the Governor.
3. Review and approve CRI grant applications for submittal to the Governor.
4. Approve multi-agency coral reef strategies, reports and plans.
5. Make interagency coral reef recommendations to the Governor including annual budget proposals for coordinated coral reef efforts.
6. Make decisions by consensus (unanimous agreement of the voting members). If consensus cannot be reached, the issue shall be forwarded to the Governor.

7. Resolve issues forwarded by the Coral Reef Coordinating Committee or POC/Facilitator.
8. Invite advice from the Science Advisory committee, legal counsel, Coordinating Committee, or others as needed.
9. Create standing or temporary committees, as necessary.

### Coral Reef Coordinating Committee Established

The Coral Reef Coordinating Committee (CRCT or Coordinating Committee) is hereby established, consisting of a representative of the Division of Fish and Wildlife, a representative of the Division of Environmental Quality, a representative of the Coastal Resources Management Office and the POC/Facilitator as a nonvoting member. The Coordinating Committee shall have the following duties:

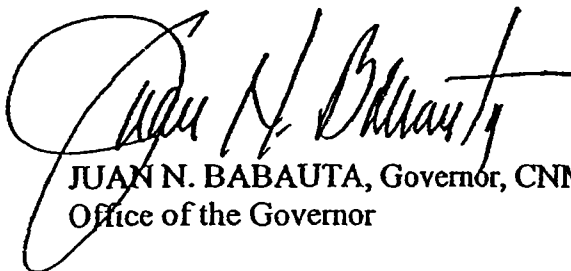
1. Agency representatives serve as agency points of contact on interagency coral reef projects.
2. Oversee/provide direction for multi-agency planning efforts, including facilitation and/or development of strategic plans.
3. Make recommendations to the Policy Committee for interagency collaboration on coral reef efforts.
4. Coordinate agency efforts related to coral reefs; reduce duplicative efforts, build synergy, share information on agency projects and programs related to coral reefs, look for opportunities for collaborative efforts.
5. Oversee/provide direction and conduct stakeholder involvement.
6. Resolve interagency disputes or forward them to the Policy Committee.
7. With assistance of the POC/Facilitator, make decisions by consensus (unanimous vote). If consensus cannot be reached, forward the issue to the CRPC.
8. Create standing or temporary committees, as necessary for various purposes. These purposes include implementing grants and projects as directed by Coordinating Committee or providing input comments to the Coordinating Committee on projects and proposals.
9. Respond to requests and questions from the US Coral Reef Task Force and CNMI coral reef committees and working groups.

**Science Advisory Committee Established**

The Science Advisory Committee (Science Committee) is hereby established. The three permanent voting members are one representative each from the Department of Fish and Wildlife, Department of Environmental Quality and Coastal Resources Management Office. The Committee shall have the following duties:

1. Develop joint monitoring systems.
2. Provide written scientific comments for the Policy Committee on any Coordinating Committee submissions on which the directors are voting. Lack of comments from the Committee shall not prevent the Policy Committee from taking action.
3. Develop any monitoring related multi-agency grant proposals.
4. Oversee any multi-agency monitoring programs (including personnel) such as those funded under Coral Reef Initiative.
5. Make decisions by consensus (unanimous agreement of the voting members). If consensus cannot be reached, the issue shall be forwarded to the Policy Committee.
6. Invite other members of the scientific community, including the private and non-profit sectors, to participate as nonvoting members.
7. Make recommendations and proposals for projects and grants to the Coordinating Committee

This Executive Directive shall be effective November 3<sup>rd</sup>, 2003.



JUAN N. BABAUTA, Governor, CNMI  
Office of the Governor