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



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### **COMMONWEALTH REGISTER**

VOLUME 46 NUMBER 08 August 15, 2024

# COMMONWEALTH REGISTER VOLUME 46 NUMBER 08 AUGUST 15, 2024

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PUA Case No. Subject: In the Matter of: Department of Lab	23-0253 Order Granting Parties' Request for Dismissal Jenifer Pangelinan v. CNMI Dept. of Labor or:	051285
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Labor Case No. Subject: In the Matter of: Department of Lab	Labor Case No. 24-001(R) Administrative Decision Dismissing Complaint for Failure to State a Claim Andres Jose M. Santos v. NMI Assett Acquisition Inc. or:	051289
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# Commonwealth of the Northern Mariana Islands Office of the Governor DEPARTMENT OF PUBLIC LANDS



## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF THE DEPARTMENT OF PUBLIC LANDS

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER AS PROPOSED REGULATIONS Volume 46, Number 07, pp. 051147-051153, of July 15, 2024

# AMENDMENTS TO THE PUBLIC PURPOSE LAND EXCHANGE RULES AND REGULATIONS

ACTION TO ADOPT THESE PROPOSED RULES AND REGULATIONS: The Commonwealth of the Northern Mariana Islands, Office of the Governor, Department of Public Lands (DPL) HEREBY ADOPTS AS PERMANENT amendments to the DPL Public Purpose Land Exchange Rules and Regulations, which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act (APA), 1 CMC § 9101 et seq. These amendments allow private land that has an area of less than 700 square meters to be acquired through a land exchange, provided that the value of the private land is \$5,000 or greater.

I certify by signature below that 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.

**PRIOR PUBLICATION**: These regulations were published as proposed regulations in Volume 46, Number 07, pp. 051147-051153 of the Commonwealth Register dated July 15, 2024.

**ATTORNEY GENERAL APPROVAL**: The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register pursuant to 1 CMC § 2153(e).

#### MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY: None.

**AUTHORITY**: These amendments are promulgated under the authority of DPL pursuant to 1 CMC § 2806 to develop administrative policies, procedures, and controls related to public land.

**EFFECTIVE DATE**: Pursuant to the APA, 1 CMC § 9105(b), these adopted amendments 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 publication in the Commonwealth Register.

**COMMENTS AND AGENCY CONCISE STATEMENT:** No written comments regarding the proposed regulations were submitted during the 30-day comment period. DPL will, if requested to do so by any interested person within 30 days of this adoption of the amendments, issue a concise statement of the principal reasons for and against its adoption.

P.O. Box 500380, Saipan, MP 96950 • 2<sup>nd</sup> Floor, Joeten Dandan Commercial Building Website: www.dpl.gov.mp • E-mail: dpl@dpl.gov.mp • Facebook: www.facebook.com/DplCnmi Tel: (670) 234-3751/52/53/54 • Fax: (670) 234-3755

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the date indicated below at Saipan, Commonwealth of the Northern Mariana Islands.

Submitted by:

TERESITA A. SANTOS

Secretary, DPL

8/13/2024 Date

Filed and recorded by:

STHER R.M. SAN NICOLAS

Commonwealth Registrar

09.15 · 2024



# Commonwealth of the Northern Alariana Islands Office of the Governor DEPARTMENT OF PUBLIC LANDS



## PUBLIC NOTICE OF CERTIFICATION AND ADOPTION OF REGULATIONS OF THE DEPARTMENT OF PUBLIC LANDS

PRIOR PUBLICATION IN THE COMMONWEALTH REGISTER AS PROPOSED REGULATIONS Volume 46, Number 06, pp. 051109-051123, of June 15, 2024

## AMENDMENTS TO THE ADMINISTRATIVE HEARING PROCEDURE RULES AND REGULATIONS

ACTION TO ADOPT THESE PROPOSED RULES AND REGULATIONS: The Commonwealth of the Northern Mariana Islands, Office of the Governor, Department of Public Lands (DPL) HEREBY ADOPTS AS PERMANENT amendments to the DPL Administrative Hearing Procedure Rules and Regulations, which were published in the Commonwealth Register at the above-referenced pages, pursuant to the procedures of the Administrative Procedure Act (APA), 1 CMC § 9101 et seq. These amendments state the authority of DPL; update the definitions and terms used throughout to those used in PL 15-2; and establish that the hearing officer decision is the final agency action of DPL.

I certify by signature below that 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.

**PRIOR PUBLICATION**: These regulations were published as proposed regulations in Volume 46, Number 06, pp. 051109-051123 of the Commonwealth Register dated June 15, 2024.

**ATTORNEY GENERAL APPROVAL**: The adopted regulations were approved for promulgation by the Attorney General in the above-cited pages of the Commonwealth Register pursuant to 1 CMC § 2153(e).

#### MODIFICATIONS FROM PROPOSED REGULATIONS, IF ANY: None.

**AUTHORITY**: These amendments are promulgated under the authority of DPL pursuant to 1 CMC § 2806 to develop administrative policies, procedures, and controls related to public land.

**EFFECTIVE DATE**: Pursuant to the APA, 1 CMC § 9105(b), these adopted amendments 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 publication in the Commonwealth Register.

**COMMENTS AND AGENCY CONCISE STATEMENT**: No written comments regarding the proposed regulations were submitted during the 30-day comment period. DPL will, if requested to do so by any interested person within 30 days of this adoption of the amendments, issue a concise statement of the principal reasons for and against its adoption.

P.O. Box 500380, Saipan, MP 96950 ● 2<sup>nd</sup> Floor, Joeten Dandan Commercial Building Website: <a href="www.dpl.gov.mp">www.dpl.gov.mp</a> ● E-mail: <a href="dpl@dpl.gov.mp">dpl@dpl.gov.mp</a> ● Facebook: <a href="www.facebook.com/DplCnmi">www.facebook.com/DplCnmi</a> Tel: (670) 234-3751/52/53/54 ● Fax: (670) 234-3755

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed on the date indicated below at Saipan, Commonwealth of the Northern Mariana Islands.

Submitted by:

Teresita A. Santos

Secretary, Department of Public Lands

7/24/2024 Date

Filed and recorded by:

After A.M. San Nicolas

Commonwealth Registrar

08.15.2024

Date



# Commonwealth of the Northern Mariana Islands Office of the Governor DEPARTMENT OF PUBLIC LANDS



## PUBLIC NOTICE OF PROPOSED AMENDMENTS TO THE TEMPORARY OCCUPANCY RULES AND REGULATIONS

**NOTICE OF INTENDED ACTION**: The Commonwealth of the Northern Mariana Islands, Office of the Governor, Department of Public Lands (DPL) intends to amend the Temporary Occupancy Rules and Regulations pursuant to the procedures of the Administrative Procedure Act (APA), 1 CMC § 9104(a), to allow assignment of leases closer to lease execution and expiration.

**AUTHORITY**: These amendments are promulgated under the authority of the Department of Public Lands pursuant to 1 CMC § 2806 to develop administrative policies, procedures, and controls related to public land.

**TERMS AND SUBSTANCE**: DPL's Temporary Occupancy Rules and Regulations currently prohibit assignment of leases less than five years from date of execution and within five years from date of expiration. The purpose of this regulation is to prevent speculative practices and to maintain long-term investments in public lands. However, these purposes can still be achieved by prohibiting assignment of leases within two years of lease execution or expiration. In addition, assignment may be necessary to avoid cancellation or termination of public land leases in hard economic times. Revising the regulation will continue to prohibit assignment of leases less than two years from date of execution or within two years from date of expiration but allow assignment at other times in the lease term.

**CITATION OF AFFECTED REGULATIONS**: The proposed amendment will revise existing regulatory language in the following regulation:

NMIAC § 145-70-110 Lease Agreement Requirements

**DIRECTIONS FOR FILING AND PUBLICATION**: The proposed amendment shall be published in the Commonwealth Register in the section on proposed and newly adopted regulations (1 CMC § 9201(a)(1)) and posted in convenient places in the civic center and in local governmental offices in each senatorial district, both in English and in the principal vernacular (1 CMC § 9104(a)(1)).

**COMMENTS**: Interested parties may submit written comments on the proposed amendments to Teresita A. Santos, Department of Public Lands Secretary, to the following address, fax, or email address, with the subject line "Proposed Amendments to the Temporary Occupancy Rules and Regulations":

DEPARTMENT OF PUBLIC LANDS PO Box 500380, Saipan, MP 96950 Fax: (670) 234-3755 Email: dpl@dpl.gov.mp

P.O. Box 500380, Saipan, MP 96950 ● 2<sup>nd</sup> Floor, Joeten Dandan Commercial Building Website: <a href="https://www.dpl.gov.mp">www.dpl.gov.mp</a> ● E-mail: <a href="https://dpl.gov.mp">dpl@dpl.gov.mp</a> ● Facebook: <a href="https://www.facebook.com/DplCnmi">www.facebook.com/DplCnmi</a> Tel: (670) 234-3751/52/53/54 ● Fax: (670) 234-3755

9104(a)(2).		
Submitted by:	TERESITA A. SANTOS Secretary, DPL	7/18/2024 Date
	OSCAR M. BABAUTA Special Assistant for Administration	7/19/29 Date
Filed and Recorded by:	ESTHER R.M. SAN NICOLAS Commonwealth Registrar	08.15.2024 Date

Comments are due within thirty (30) calendar days from the date of publication of this notice. 1 CMC §

Pursuant to 1 CMC § 2153(e) and 1 CMC § 9104(a)(3), the proposed Amendments to the Administrative Hearing Procedure Rules and Regulations attached hereto have been reviewed and approved as to form and legal sufficiency by the CNMI Attorney General and shall be published, pursuant to 1 CMC § 2153(f).

EDWARD MANIBUSAN

Attorney General

7/27/wy

#### Part 100 - Lease Policies

#### § 145-70-110 Lease Agreement Requirements

DPL shall include in lease agreements provisions typical of commercial practices. All public land leases are on a "triple net" basis "as is where is". All leases shall conform to the following provisions:

- (i) Assignment and Subleases Leases shall not be assigned or subleased in part or in whole without the prior written consent of the DPL.
- (1) Proposed assignees and sublessees shall be subject to the same eligibility requirements, qualifying factors, and level of scrutiny as lessees.
- (2) Leases of less than <u>two</u> eyears from the date of execution or within <u>two</u> eyears from the date of expiration shall not be assignable.
- (3) In no instance shall the deposits of applicant or lessee be refunded until assignee or subtenant deposits equal or greater amounts with DPL.
- (4) Lessee and assignee or subtenant shall provide DPL a complete and accurate copy of their proposed assignment agreement and/or sublease showing the total consideration given for or in connection with the assignment or subleasing transaction.
- (5) DPL shall charge a fee of 25% of the value of the monthly/annual sublease fee or assignment fee, if any.



## Commonwealth gi Sangkattan na Islas Alarianas Ufisinan Gubietnu DIPATTAMENTUN TANU' PUPBLIKU



# NUTISIAN PUPBLIKU PUT I MANMAPROPONI NA AMENDA SIHA GI AREKLAMENTU YAN REGULASIÓN "TEMPORARY OCCUPANCY"

**NUTISIAN I AKSIÓN NI MA'INTENSIONA**: I Dipåttamentun Tanu' Pupbliku gi påpa' i Ufisinan Gubietnu giya Commonwealth gi Sangkattan na Islas Mariånas ha intensiona para u amenda i Areklamentu yan Regulasión "Temporary Occupancy" sigun gi maneran i Åkton Administrative Procedure (APA), 1 CMC § 9104(a), para u sedi i manma'asikna na atkilon siha ni hihut gi makatgånña huyung yan i mahuchomña.

ÅTURIDÅT: Esti na amenda siha manmacho'gui gi påpa' i åturidåt i Dipåttamentun Tanu' Pupbliku sigun gi 1 CMC § 2806 para u dibelop areklamentu "administrative", minanera, yan gubietna i asuntu i para tanu' pupbliku.

I TEMA YAN SUSTÅNSIAN I PALÅBRA SIHA: I Areklamentu yan Regulasión "Temporary Occupancy" i DPL gi prisenti ha pruhibi i asikna i manmenus ki singku åñus na tiempun atkilu siha ginen i fetchan i makatgånña huyung yan gi halum singku åñus ginen i fetchan nu i mahuchomña. I rason esti na regulasión sa' para u pruhibi i praktikan atotgåyi siha yan para u mantieni i anåkku'-tema na "investment" gi halum tanu' pupbliku. Låo, esti na rason siha siña disdi på'gu ma'akumpli' ginen i prinihibin asikna nu atkilu gi halum dos åñus nu i makatgånña huyung yan i mahuchomña i atkilu. Yan mås, i asikna siña nisissåriu para u suhåyi kansela pat tetminasión nu atkilon tanu' pupbliku siha gi minakkat ikonomia na tiempu siha. I regulasión ni maribibisa siempri kumuntinuha para u pruhibi asikna nu atkilu ni manmenus ki dos åñus ginen i fetchan nu makatgånña huyung pat gi halum dos åñus ginen i fetchan nu i mahuchomña låo sedi asikna gi ottru na tiempu gi halum teman i atkilon.

SITASIÓN NU I MANINAFEKTA NA REGULASIÓN SIHA: I manmaproponi na amenda siha siempri ha ribisa i maneksisti na lingguåhi regulatori gi halum i sigienti na regulasión:

NMIAC § 145-70-110 Ginagåogåo i Kuntråtan Atkilon

**DIREKSIÓN PARA I PINE'LU YAN I PUPBLIKASIÓN**: I manmaproponi na amenda debi di u mapupblika gi halum i Rehistran Commonwealth gi halum seksion ni manmaproponi yan mannuebu ma'adåpta na regulasión siha (1 CMC § 9201(a)(1)) ya u mapega gi halum kumbinienti na lugåt siha giya i civic center yan gi halum ufisinan gubietnu gi kada distritun senatorial, parehu Inglis yan i dos na lingguåhi natibu (1 CMC § 9104(a)(1)).

**UPIÑON SIHA**: I manintiresão na pattida siña ma'intrega hålum i tinigi' upiñon siha gi manmaproponi na amenda siha guatu gi as Teresita A. Santos, i Sekritårian i Dipåttamentun Tanu' Pupbliku, gi sigienti siha na address, fax, osino email address, yan i suhetu na rason "Manmaproponi na Amenda gi Areklamentu yan Regulasión i "Temporary Occupancy".

P.O. Box 500380, Saipan, MP 96950 ● 2<sup>nd</sup> Floor, Joeten Dandan Commercial Building Website: <a href="https://www.dpl.gov.mp">www.dpl.gov.mp</a> ● E-mail: <a href="https://dpl.gov.mp">dpl@dpl.gov.mp</a> ● Facebook: <a href="https://www.facebook.com/DplCnmi">www.facebook.com/DplCnmi</a> Tel: (670) 234-3751/52/53/54 ● Fax: (670) 234-3755

#### DEPARTMENT OF PUBLIC LANDS

PO Box 500380, Saipan, MP 96950

Fax: (670) 234-3755 Email: dpl@dpl.gov.mp

I upiñon siha debi di u manahålum gi halum trenta dihas (30) i kalendåriu ginen i fetchan pupblikasión esti na nutisia. 1 CMC § 9104(a)(2).

Nina'hålum as:

TERESITA A. SANTOS Sekritåria, DPL Fetcha

Rinisibi as:

OSCAR M. BABAUTA

Ispisiåt na Ayudånti para Atministrasión

Fetcha

Pine'lu yan

Ninota as:

ESTHER R.M. SAN NICOLAS

Rehistran Commonwealth

69.15.2024 Fetchs

Sigun i 1 CMC § 2153(e) yan i 1 CMC § 9104(a)(3) i manmaproponi na amenda siha para i Areklamentu yan Regulasión i "Administrative Hearing Procedure" ni mañechettun guini ni manmaribisa yan manma'aprueba kumu fotma yan sufisienti ligåt ginen i CNMI Abugådu Heneråt yan debi na u mapupblika, 1 CMC § 2153(f).

EDWARD MANIBUSAN

Abugådu Heneråt

Fetcha



### Commonwealth Téél Falúw kka Cfáng llól Alarianas Bwulasiyol Soulemelem BWULASIYOL AMMWELIL FALUWEER TOULAP



# ARONGORONGOL TOULAP REEL PPWOMMWOL LIIWEL NGÁLI ALLÉGH ME MWÓGHUTUGHUTÚL "TEMPORARY OCCUPANCY"

ARONGORONG REEL MÁNGEMÁNGIL MWÓGHUT: Commonwealth Téél Falúw kka Efáng llól Marianas, Bwulasiyol Soulemelem, Bwulasiyol Ammwelil Faluweer Toulap (DPL) re mángemángil rebwe liiweli Alléghúl me Mwóghutughutúl "Temporary Occupancy" sángi mwóghutughutúl Administrative Procedure Act (APA), 1 CMC § 9104(a), ebwe lighiti ammwelil "execution" me "expiration" reel falúw ikka ra atkkilaay.

**BWÁNGIL**: Ebwe arongowow liiwel kkaal faal bwángil Bwulasiyol Ammwelil Faluweer Toulap sángi 1 CMC § 2806 reel ebwe ayoora allégh, mwóghutughut, me lemelem ikka e súllúngáli faluweer toulap.

KKAPASAL ME AWEEWEEL: Mille aar DPL bwe Alléghúl me Mwóghutughutúl "Temporary Occupancy" ebwe yúghúló atkkilóón ikka e lo bwe aa limoow ráágh sángi ráálil "execution" me e lo llól limoow ráághil "expiration". Bwulul mwóghutughut yeel nge ebwe ffat mwóghutughut me lemelemil faluweer toulap ikka e lo bwe "long-term investments". E mal mmwel ebwe ghatch fáráághil mille "assignment of leases" llól ruwoww ráághil igha ebwe mwutch ngare "expiration". Ebwal schuu, emmwel bwe "assignment" ebwe yúghúló ngare "termination" reel faluweer toulap ngare aa totto bwe "hard economic times". Fféérúl sefäálil mwóghutughut emmwel ebwe yúghúló 'assignment" reel atkkilóónol falúw ngare eghus sángi ruwoow ráágh mwiril ráálil "execution" ngare ruwoow ráágh sángi "expiration" nge e mal mmwel "assignment" ebwe tééló mmwal llól kkapasal atkkilóón ngare "lease term".

**ABWETCH REEL IKKA E SCHUU ME/ANNGAWA MWÓGHUTUGHUT**: Ppwommwol liiwel ebwe siiweli kkapasal mwóghutughut ikka e amwirimwiritiw:

NMIAC § 145-70-110 Lease Agreement Requirements

AFAL REEL AMMWELIL ME AKKATÉÉWOWUL: Ebwe akkatééwow ppwommwol liiwel kkaal me llól Commonwealth Register llól tálil ppwommwol me ffél mwóghutughut ikka ra adóptááli (1 CMC § 9201(a)(1)) me ebwe appaschetá llól civic center me bwal llól bwulasiyol gobetnameento llól senatorial district, fengál reel English me mwáliyaasch (1 CMC § 9104(a)(1)).

**KKAPAS**: Schóó kka re tipáli rebwe isiisilong ischil kkapas wóól ppwommwol liiwel kkaal rebwe isiis ngáli Teresita A. Santos, Bwulasiyol Ammwelil Faluweer Toulap, reel féléfél iye e amwirimwiritiw, fax, ngare email address, fengál wóól subject line bwe "Proposed Amendments to the Temporary Occupancy Rules and Regulations":

DEPARTMENT OF PUBLIC LANDS PO Box 500380, Saipan, MP 96950 Fax: (670) 234-3755

Email: dpl@dpl.gov.mp

P.O. Box 500380, Saipan, MP 96950 ● 2<sup>nd</sup> Floor, Joeten Dandan Commercial Building Website: <a href="https://www.dpl.gov.mp">www.dpl.gov.mp</a> ● E-mail: <a href="https://dpl.gov.mp">dpl@dpl.gov.mp</a> ● Facebook: <a href="https://www.facebook.com/DplCnmi">www.facebook.com/DplCnmi</a> Tel: (670) 234-3751/52/53/54 ● Fax: (670) 234-3755

Ebwe toolong ischil kkapas llól eliigh (30) ráál mwiril aal a 9104(a) (2).	kkatééwow arongorong yeel. 1 CMC §
Isáliyalong: TERESITA A. SANTOS Sekkretóóriya, DPL	7/18/2024 Ráál
Bwughiyal: OSCAR M. B.ABAUTA Special Assistant ngáli Administration	7/19/24 Ráál
Ammwelil:	<u>08./5.2024</u> Ráál

Sángi 1 CMC § 2153(e) me 1 CMC § 9104(a)(3), ppwommwol Liiwel ngáli Alléghúl me Mwóghutughutúl Administrative Hearing iye e appasch bwe ra takkal amwuri fischiiy bwe aa ffil reel fféérúl me legal sufficiency sángi Soulemelemil Allégh Lapalapal CNMI me ebwe akkatééwow, sángi 1 CMC § 2153(f).

EDWARD MANIBUSAN

Soulemelemil Allégh Lapalap



### Commonwealth Ports Authority

Francisco C. Ada/Saipan International Airport
POBOX 501055 • SAIPAN • MP • 96950
Phone: (670) 237-6500/01 Fax: (670) 2:34-5962
E-Mail Address: <a href="mailto:com.com">cpa.admin@pticom.com</a> Website: https://cnmiports.com



#### PUBLIC NOTICE

#### Proposed Amendments to the Airport Rules and Regulations of the Commonwealth Ports Authority

The Executive Director of the Commonwealth Ports Authority ("CPA") hereby notifies the public that the Commonwealth Ports Authority intends to promulgate amendments to its Airport Rules and Regulations.

# INTENDED ACTION TO ADOPT THESE PROPOSED AMENDMENTS TO THE AIRPORT RULES AND REGULATIONS OF THE COMMONWEALTH PORTS

**AUTHORITY:** Notice is hereby given pursuant to 1 CMC § 9104(a) of the Administrative Procedure Act that the Commonwealth Ports Authority intends to promulgate the following amendments to its Airport Rules and Regulations.

TERMS, SUBSTANCE, AND DESCRIPTION OF THE SUBJECTS AND ISSUES INVOLVED: These proposed regulations amend NMIAC § 40-10.1-1206 by exempting aircraft operators which have a valid written agreement with the Authority, which provides for terminal rental rates, rent for preferential use premises, common use charges, and turn fees from the rate methodology of NMIAC § 40-10.1-1206.

**AUTHORITY**: The substance of the following proposed amendments was approved by the CPA Board of Directors on June 20, 2024 through CPA Resolution No. 2024-04. These proposed amendments are for publication in the Commonwealth Register for Notice and Comment pursuant to the Administrative Procedure Act and for approval by the Attorney General pursuant to 1 CMC § 2153(e). The Commonwealth Ports Authority has the authority to promulgate these regulations pursuant to 2 CMC § 2122.

**DIRECTIONS FOR FILING AND PUBLICATION**: These Proposed Regulations shall be published in the Commonwealth Register in the section on Proposed and Newly Adopted Regulations, 1 CMC § 9102(a)(1), and posted in convenient places in the civic center and in local governments in each senatorial district, both in English and in the principal vernacular. 1 CMC § 9104(a)(1).

**TO PROVIDE COMMENTS**: Persons or entities wishing to submit comments must do so in writing to Mr. Leo Tudela, Executive Director, CPA, by means of one of the following: Email, fax, mail, or hand-delivery to the CPA Administration Office located on the Second Floor of the Francisco C. Ada/Saipan International Airport with the subject line "Comments on Proposed Airport Rules and Regulations."

#### Commonwealth Ports Authority P.O. Box 501055 Saipan, MP 96950 Tel. (670) 237-6500/6501

Fax: (670) 234-5962

Email: cpa.admin@pticom.com

All written comments shall be submitted within 30 days after publication of this notice.

Submitted by:	the Julie	7-16-24
	LEO B. TUDELA	Date
	Executive Director, CPA	
Received by:	OSCAR M. BABAUTA Special Assistant for Administration	7/292y Date
Filed and Recorded by:	ESTHER R.M. SAN NICOLAS Commonwealth Registrar	08.15.2024 Date

Pursuant to 1 CMC § 2153(e) and 1 CMC § 9104(a)(3), 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 pursuant to 1 CMC § 2153(f).

EDWARD MANIBUSAN

Attorney General

7/24/2024 Date

# Part 1200 – Schedule of Fees and Charges § 40-10.1-1206 Terminal Rentals

(e) Exemptions. Exempted from paying terminal rental rates, rent for preferential use premises, common use charges, and turn fees are any aircraft operator which has a valid written agreement with the Authority, which provides for terminal rental rates, rent for preferential use premises, common use charges, and turn fees other than as provided for in this section.



### Commonwealth Ports Authority

Francisco C. Ada/Saipan International Airport
PO BOX 501055 • SAIPAN • MP • 96950
Phone: (670) 237-6500/01 Fax: (670) 234-5962
E-Mail Address: cpa.admin@pticom.com Website: https://cnmiports.com



#### **NUTISIAN PUPBLIKU**

# I Manmaproponi na Amenda siha gi Areklamentu yan Regulasion Plåsa gi Commonwealth Ports Authority

I Eksakatibu Direktot gi Commonwealth Ports Authority ("i CPA") ha infotma guini i pupbliku na i Commonwealth Ports Authority ha intensiona para u pupblika i amenda siha gi iyon-ñiha Areklamentu yan Regulasion Plåsa.

I AKSION NI MA'INTENSIONA PARA U ADAPTA ESTI I MANMAPROPONI NA AMENDA SIHA GI AREKLAMENTU YAN REGULASION PLASA GI COMMONWEALTH PORTS AUTHORITY: I nutisia guini manna'i sigun para 1 CMC § 9104(a) gi Åkton "Administrative Procedure" na i Commonwealth Ports Authority ha intensiona para u pupblika i sigienti na amenda siha gi iyon-ñiha Areklamentu yan Regulasion Plasa.

I TEMA, SUSTÅNSIA, YAN I DISKRIPSION I SUHETU NI MASUMÅRIA YAN ASUNTU NI TINEKKA: Esti i manmaproponi na regulasion siha inamenda i § 40-10.1-1206 ni ti humålum i "aircraft operators" ni guaha ligåt na kuntråtan tinigi' yan i Aturidåt, ni prumibeni siha para "terminal rental rates," atkilon para minåolik usun i lugåt siha, "common use charges," yan "turn fees" ginen i "rate methodology" nu NMIAC § 40-10.1-1206.

ÅTURIDAT: I substance nu i sigienti na manmaproponi na amenda siha ginen maninaprueba ni i Kuetpun Mandirektot i CPA gi Huniu 20, 2024, ginen i "CPA Resolution No. 2024-04." Esti i manmaproponi na amenda siha para pupblikasión gi halum Rehistran Commonwealth para nutisia yan Upiñon sigun gi Åkton Administrative Procedure yan para u inaprueba ni Abugådu Hiniråt sigun para 1 CMC § 2153(e). I Commonwealth Ports Authority gai aturidåt para u pupblika esti siha na regulasion sigun gi 2 CMC § 2122.

**DIREKSION PARA U MAPO'LU YAN PUPBLIKASION:** Esti i Manmaproponi na Regulasion siha debi na u mapupblika gi halum Rehistran Commonwealth gi halum seksiona ni Manmaproponi yan i Mannuebu na Manma'adapta na Regulasion siha, 1 CMC § 9102(a)(1), ya u mapega halum gi kumbinienti na lugat gi halum civic center yan gi halum ufisinan gubietnamentu gi kada distritun senadot, parehu Inglis yan i prinsipat na lingguahin natibu. 1 CMC § 9104(a)(l).

PARA U MAPRIBENIYI UPIÑON SIHA: l pitsona siha pat atyu i malagu manna'halum upiñon siha debi di u macho'gui gi tinigi' para guatu as Siñot Leo Tudela, Eksakatibun Direktot, CPA, gi unu na tinattiyi na manera: Email, fax, mail o sino intrega hålum gi Ufisinan Atministradot i CPA ni gaigi gi Sigundu na Bibienda gi plåsan Francisco C. Ada/Saipan International yan i suhetu na råya "I Upiñon siha gi Manmaproponi na Areklamentu yan Regulasion Plåsa."

# Commonwealth Ports Authority P.O. Box 501055 Saipan, MP 96950 Tel. (670) 237-6500/6501

Fax: (670) 234-5962 Email: epa.admin@pticom.com

Todu i tinigi' na upiñon siha debi nu esti na nutisia.	i na u fanhålum gi balum trenta (30) dihas	dispues di pupblikasion
Nina'hålum as:	LEO B. TÚDELA Eksakatibun Direktot, CPA	7/33/24 Fetcha
Rinisibi as:	OSCAR M. BABAUTA Ispisiåt na Ayudånti para i Atministrasió	7/23/29 Fetcha
Pine'lu yan Ninota as:	ESTHER R.M. SAN NICOLAS Rehistran Commonwealth	08.15.2024 Fetcha
mañechettun guini ni manmaribi	CMC § 9104(a)(3) i manmaproponi na s sa yan manma'aprueba kumu fotma yan s bi na u mapupblika, 1 CMC § 2153(f).	
EDWARD MANIBUSAN Abugådu Hiniråt	7/24/212U Fetcha	



### Commonwealth Ports Authority

Main Office: SAIPAN INTERNATIONAL AIRPORT, 2ND Floor Arrival Bldg. PO BOX 501055 • SAIPAN • MP • 96950 Phone: (1-670) 237-6500/1 Fax: (1-670) 234-5962

E-Mail Address: cpa.admin@pticom.com Website: www.cnmiports.com



#### ARONGORONGOL TOULAP

#### Ppwommwol Liiwel ngáli Alléghúl me Mwóghutughutúl Plaasa me **Commonwealth Ports Authority**

Executive Director-il Commonwealth Ports Authority ("CPA") e arongaar toulap bwe Commonwealth Ports Authority re mángemángil ebwe aronga liiwel ngáli Alléghúl me Mwóghutughutúl Plaasa.

MÁNGEMÁNGIL MWÓGHUT REEL REBWE ADÓPTÁÁLI PPWOMWOL LIIWEL NGÁLI ALLÉGHUL ME MWÓGHUTUGHUTÚL ME COMMONWEALTH PORTS AUTHORITY: Arongorong yeel nge sángi 1 CMC § 9104(a) reel Administrative Procedure Act bwe Commonwealth Ports Authority re mángemángil rebwe arongawow liiwel ikka e amwirimwiritiw ngáli Alléghúl me Mwóghutughutúl Plaasa.

KKAPASAL, AWEEWEEL, ME FFATAAL REEL KKAPASAL ME AUTOL: Ppwommwol liiwel kkaal e liiweli Alleghúl me Mwóghutughutúl NMIAC § 40-10.1-1206 reel igha ressóbw aschuulong "aircraft operators" iye e yoor aar ischil abwungubwungúl fengál me Authority, iye e ayoora ngáli "terminal rental rates", "rent" ngáli "preferential use premises", "common use charges", me "turn fees" sángi "rate methodology" sángi NMIAC § 40-10.1-1206.

BWÁNGIL: Autol ppwommwol liiwel ikka e amwirimwiritiw aa átirow sángi CPA Board-il Directors wóól Alimaté 20, 2024 sángi CPA Resolution No. 2024-04. Ebwe akkatééwow ppwommwol liiwel kkaal me llól Commonwealth Register ngáli Arongorong me Kkapas sángi Administrative Procedure Act me ngáLl Átirow sángi Soulemelemil Allégh Lapalap sángi 1 CMC § 2153(e). Eyoor bwangil Commonwealth Ports Authority rebwe aronga mwoghutughut kkaal sángi 2 CMC § 2122.

AFAL REEL AMMWELIL ME AKKATÉÉWOWUL: Ebwe akkatééwow Ppwommwol Mwóghutughut kkaal me llól Commonwealth Register llól tálil Ppwommwol me Ffél Mwóghutughut ikka ra adóptááli, 1 CMC § 9102(a)(1), me ebwe appaschetá llól civic center me bwal llól bwulasiyol gobetnameento llól senatorial district, fengál reel English me mwáliyaasch. 1 CMC § 9104(a)(1).

REEL ISIISILONGOL KKAPAS: Aramas ngáre schóó kka re tipáli rebwe isiisilong ischil k kapas rebwe isii ngáli Mr. Leo Tudela, Executive Director, CPA, ebwe yááyá eew meleyil ikka e amwirimwiritiw: Email, fax, kkatta ngáre bwughiló CPA Administrative Office iye e lo Second Floor me Francisco C. Ada/Saipan International Airport fengál wóól "subject line" bwe "Comments on Proposed Airport Rules and Regulations."

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#### Commonwealth Ports Authority P.O. Box 501055 Saipan, MP 96950 Tel. (670) 237-6500/6501

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Email: cpa.admin@pticom.com

Alongal ischil kkapas ebwe toolong llól eliigh (30) ráál mwiril aal akkatééwow arongorong yeel.

Isáliyalong:

Executive Director, CPA

Bwughiyal:

OSCAR M. BABAUTA

Special Assistant ngáli Administration

Ammwelil:

ESTHER R.M. SAN NICOLAS Commonwealth Registrar

Sángi 1 CMC § 2153(e) me 1 CMC § 9104(a)(3) ra takkal amwuri fischiiy me átirowa ppwommwol mwóghutughut ikka e appasch bwe aa ífil reel fféérúl me legal sufficiency sángi Soulemelemil Allégh Lapalapal CNMI me ebwe akkatééwow. 1 CMC § 2153(f).

ÆDWARD MANIBUSAN

Soulemelemil Allégh Lapalap



Commonwealth of the Northern Mariana Islands ---- Public School System

PO Box 501370 Saipan, MP 96950 . Tel. 670 664-3711 . E-mail: boc.admin@cnmipss.org



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Maisie B. Tenorio ViceChairperson

Gregory P. Borja Secretary/Treasurer

Andrew L. Orsini Member

Antonio L. Borja

Non-Voting Members

Dora B. Miura, PhD Teacher Representative

Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative

# PUBLIC NOTICE OF PROPOSED RULES AND REGULATIONS WHICH ARE AMENDMENTS TO RULES AND REGULATIONS REGARDING CHAPTER 60-20 PUBLIC SCHOOL SYSTEM RULES AND REGULATIONS

**PROPOSED RULES AND REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System (PSS) finds that:

INTENDED ACTION TO ADOPT THESE PROPOSED RULES AND REGULATIONS: The Commonwealth of the Northern Mariana Islands Public School System intends to adopt as permanent regulations the attached Proposed Regulations, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Regulations would become effective ten (10) days after adoption and publication in the Commonwealth Register. (1 CMC § 9105(b))

**AUTHORITY:** The proposed amendments to PSS regulations are promulgated pursuant to the Board's authority as provided by Article XV of the CNMI Constitution, Public Law 6-10, and the CNMI Administrative Procedures Act.

**THE TERMS AND SUBSTANCE:** The proposed amendment set forth to provide procedural guidelines for PSS §60-20 Part 100 Organization, Philosophy, and Goals.

THE SUBJECTS AND ISSUES INVOLVED: The Proposed Regulation sets forth the regulations and procedures required for \$60-20-005 Retention of Board Discretion, \$60-20-101(a) School Board Organizations; Board Officers, \$60-20-110 Standing Committees, \$60-20-120 Meetings of the Board, \$60-20-125 Agenda, \$60-20-150 Public Records, and \$60-20-404 Searches By School Personnel.

**DIRECTIONS FOR FILING AND PUBLICATION**: These Proposed Regulations shall be published in the Commonwealth Register in the section on proposed and newly adopted regulations. (1 CMC § 9102(a) (1) and posted in convenient places in the civic center and local government offices in each senatorial district, both in English and the principal vernacular. (1 CMC § 9104 (a) (1))

TO PROVIDE COMMENTS: All interested persons may examine the proposed amendments and submit written comments, positions, or statements for or against the proposed amendments to the Chairperson, State Board of Education, via mail at P.O. Box 501370 CK, Saipan, MP 96950, via phone at 670-664-3711 or via email to boe.admin@cnmipss.org within thirty (30) calendar days following the date of the publication in the Commonwealth Register of these amendments. (1 CMC § 9104(a) (2))

This regulation was approved at the State Board of Education Regular Meeting on January 19, 2024.

Submitted by:	1 Des Am	3/4/24
	Herman M. Atalig, SGM (Ret)	Date
	Chairman, State Board of Education	
Received by:	Oscar M. Babauta Special Assistant For Administration	7 kufzer _ Date
Filed and Recorded by:	Gnila	08.15.2024
	Esther R.M. San Nicolas Commonwealth Register	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 § 2153(f) (publication of rules and regulations).

Dated this \_\_\_\_\_ day of March 2024.

Edward E. Manibusan Attorney General § 60-20-005 Retention of Board Discretion. (a) The State Board of Education retains full discretion to act in the best interests of the Public School System. These Regulations, and all other Regulations promulgated by the Board are promulgated for the convenience of the System and the community it serves. Nothing herein creates any substantive rights of any kind, including but not limited to property rights, privacy rights or liberty interests. Nor are any procedural rights of any kind created by any regulation herein. Nothing in NMIAC 60-20 creates any substantive rights of any kind, including but not limited to property rights, privacy rights or liberty interests. Nor are any procedural rights of any kind created by any regulation promulgated by the Board.

(b) In these regulations, unless the context requires a different construction, the words "Commissioner" and "Superintendent" are used interchangeably.

#### § 60-20-101(a) School Board Organization; Board Officers

(a) Officer Titles

There shall be three officers of the Board: a Chairperson, a Vice-chairperson and a Secretary/Treasurer. These officers shall be elected by a majority of the voting members of the Board during the regular January meeting of each year. Each officer shall serve for a term of one year except for death, resignation or removal. In the event that the regular January meeting is delayed, postponed, or cancelled, each officer shall retain office until the next emergency, special or regular meeting occurs at which an election must be held. The same members may be re-elected.

#### § 60-20-110 Standing Committees

The following standing committees are hereby established: Personnel, Fiscal Affairs, Program—and Legislative Committee on Fiscal, Personnel and Administration (FPA); Committee on Instructional Services and Assessment (ISA); Committee on Capital Improvement and PSS Property (CIP); Committee on Student Issues and Community and Parent Programs (SICPP); Committee on Legislative & Intergovernmental Affairs (LIA). Standing committees shall have such duties and responsibilities as are provided by the Board. Special committees may be established by the Board from time to time. The Chairperson of the Board shall appoint the Chairpersons and members of all committees provided, however, that in so doing the Chairperson shall give due recognition to the desire of each member to serve upon a particular committee or committees. No member of the Board may serve upon more than two standing committees. No member of the Board may be the chairperson of more than one standing committee. The Chairperson of the Board may not serve as the chairperson of a standing committee.

#### § 60-20-120 Meetings of the Board

- (a) The Board shall hold an annual organizational meeting en—the—2nd—Tuesday—ef—Nevember during the regular January meeting of each year to elect its officers. The Chairperson of the Board for the preceding year will preside at this meeting until the chairperson for the new fiscal year is elected. If the former Chairperson is not still a member or is absent, the Vice-chairperson of the preceding year will preside. If the former Vice- chairperson also is not still a member or is absent, the members present shall select a temporary chairperson to preside until a chairperson is elected. This meeting is a regular meeting.
- (c) Special meetings may be called by the Chairperson of the Board, by requesting the Superintendent Commissioner to send a written notice to all members no less than seven days seventy two hours before the meeting. At the discretion of the Chairperson, special meetings may be open or closed.
- (f) (1) Electronic Meetings Authorized. In the event that a member is in the Commonwealth of the Northern Mariana Islands but is unable to attend a meeting in person, such member may appear via Internet or online video conferencing, teleconferencing, or other means of communication. Members appearing pursuant to this subsection are counted as physically present for purposes of quorum, voting, or otherwise.
- (2) Forced disconnections. The chairperson may direct the muting of a member's connection if it is causing undue interference with the meeting.
- (3) Technical requirements and malfunctions. Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.

#### § 60-20-125 Agenda

The agenda for each regular meeting of the Board shall be submitted with the notice of the meeting. The agenda shall include the-following items\_substantially as follows: call to order, determination of attendance and quorum, adoption of previous minutes, <u>public comment</u>, <u>presentation</u> of communications, committee reports, <u>SuperintendentCommissioner</u>'s report, discussion of unfinished business, discussion of new business, <u>legal counsel's report</u>, <u>executive session if necessary</u>, <u>miscellaneous matters</u>, <u>and proposals for subsequent meetings</u>, <u>and adjournment</u>. The agenda shall be prepared by the <u>Superintendent Commissioner</u>, subject to the direction of the Board.

§ 60-20-130 Conduct of Meetings The conduct of all meetings of the Board and its committees shall follow acceptable standards of parliamentary procedure. The Chairperson shall decide all questions of order, subject to appeal to the membership. Voting shall ordinarily be by voice vote; previded, however, that any two members of the Board may request a secret ballot upon any question before the Board.

#### §. 60-20-150 Public Records

- (a) In order to promote confidence in and support of the Marianas Public School System, the Board of Education declares that citizens of the Commonwealth shall have access to information contained in its public records as required by the Open Government Act.
- (b) Public records as defined in this section are open for inspection during office hours of the school system. Every citizen has a right to inspect any public school record except those records for which disclosure is exempted or prohibited by law or regulation.
- (c) "Public records" include all official Board minutes except those of closed sessions, maps, drawings, curricular materials and other documents prepared, owned, used or retained by the Northern Marianas public school system regardless of physical form or characteristics except individual student and personnel records and any other records required by law to be kept confidential means any record which the Board or Public School System is required by law to keep or which it is necessary to keep in discharge of duties imposed by law. Such public records may include, but are not limited to, any written or printed report, book or paper, map or plan, but shall not include records which invade the right of privacy of an individual or business entity.

#### § 60-20-404 Searches by School Personnel

(e) Surveillance

Surveillance shall only be conducted in hallways, <u>cafeterias</u>, school <u>buses-vehicles</u>, <u>and other</u> areas open to public view where the students are <u>permitted</u>, <u>rooms storing PSS property</u>, <u>classrooms and areas where students with special needs can be found</u>, <u>and food preparation and service areas</u>.



Commonwealth of the Northern Mariana Islands ---- Public School System

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Andrew L. Orsini Member

Antonio L. Borja Member

Non-Voting Members

Dora B. Miura, PhD Teacher Representative Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative NUTISIAN PUPBLIKU PUT I MANMAPRONI NA AREKLAMENTU YAN REGULASION NI MANMA'AMENDA PARA AREKLAMENTU YAN REGULASION SIHA PUT I PÅTTIN 60-20 GI AREKLAMENTU YAN REGULASION I SISTEMAN ISKUELAN PUPBLIKU

I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I Commonwealth gi Sangkattan na Islas Marianas Sisteman Iskuelan Pupbliku ("PSS") ha sodda' na:

I AKSION NI MA'INTENSIONA PARA U MA'ADÂPTA ESTI I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I Commonwealth gi Sangkattan na Islas Mariånas Siha, i Sisteman Iskuelan Pupbliku ha intensiona para u adåpta komu petmanienti i regulasion siha i mañechettun na Manmaproponi na Regulasion siha, sigun gi maneran i Åkton Administrative Procedures, 1 CMC § 9104(a). I Regulasion siha siempri umifektibu gi halum dies (10) dihas dispues di adåptasion yan pupblikasion gi halum i Rehistran Commonwealth. (1 CMC § 9105(b))

**ÅTURIDÅT:** I manmaproponi na amenda siha gi regulasion PSS manmacho'gui sigun gi åturidåt i Kuetpu komu mapribeniyi ginin i Attikulu XV gi Konstitusion CNMI, Lai Pupbliku 6-10 yan i Åkton Administrative Procedures giya CNMI.

I TEMA YAN SUSTÅNSIAN I PALÅBRA SIHA: I manmaproponi na amenda pumega mo'na para u pribeniyi i maneran giniha para PSS § 60-20 Påtti 100 Otganisasión, "Philosophy," yan "Goals."

I SUHETU NI MASUMÅRIA YAN ASUNTU NI TINEKKA SIHA: I Maproponi na Regulasion pumega mo'na i regulasion yan i manera ni manisissita para § 60-20-005 "Retention of Board Discretion," §60-20-101(a) Otganisasión Kuetpun Iskuela siha; Kuetpun Ufisiåt siha, §60-20-110 Manmanohnohgi na Kumite, §60-20-120 Huntan Kuetpu, §60-20-125 "Agenda," §60-20-150 Ninotan Pupbliku siha, yan §60-20-404 "Searches By School Personnel."

**DIREKSION PARA U MAPO'LU YAN PUPBLIKASION:** Esti i Manmaproponi na Regulasion siha debi na u mapupblika gi halum i Rehistran Commonwealth gi seksiona ni manmaproponi yan nuebu na ma'adåpta na regulasion siha. (1 CMC § 9102 (a)(1) yan mapega gi halum i kumbinienti na lugåt siha gi halum i civic center yan hålum ufisinan gubietnamentu gi kada distritun senadot, parehu Inglis yan i dos na lingguåhin natibu. (1 CMC § 9104(a)(1))



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Andrew L. Orsini Member

Antonio L. Borja Member

Non-Voting Members

Dora B. Miura, PhD Teacher Representative

Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative PARA U MAPRIBENIYU UPINON SIHA: Todu i manintirisåo na pitsona siha siña ma'eksamina i manmaproponi na amenda siha yan intrega hålum i tinigi' upiñon, pusisión, pat sinangan siha para pat kinentran i manmaproponi na amenda siha guatu gi Kabesiyu, i State Board of Education, ginen guatu gi mail gi P.O. Box 501370 CK, Saipan, MP 96950, pat ågang gi 670-664-3711 pat email para boe.admin@cnmipss.org gi halum i trenta (30) dihas gi fetchan kalendåriu ni tinattitiyi ni pupblikasion esti siha na amenda gi hålum i Rehistran Commonwealth. (1 CMC § 9104 (a)(2))

Esti na regulasion ginen maninaprueba gi Huntan i State Board of Education gi Ineru 19, 2024.

Nina'hålum as: Maisia B. Tenorio Fetcha

Kabesiyu, State Board of Education

Rinisibi as:

Oscar M. Babauta

Fetcha

Ispisiåt Na Ayudåntin I Atministrasion

Ninota as: Esther R.M. San Nicolas Fetcha Rehistran Commonwealth

Sigun i 1 CMC § 2153(e) (Inaprueba i regulasion yan siha ni Abugådu Heneråt ni para u macho'gui kumu fotma) yan 1 CMC § 9104(a)(3) (hentan inaprueba Abugådu Heneråt) i man maproponi na regulasion siha ni mañechettun guini ni man maribisa yan man ma'aprueba kumu fotma yan sufisienti ligåt ginin i CNMI Abugådu Heneråt yan debi na u mapupblika, (1 CMC § 2153(f) pupblikasion i areklamentu yan regulasion siha).

Mafetcha guini gi diha \_\_\_\_\_ gi Huliu, 2024.

Edward E. Manibusan Abugådu Hiniråt



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Jane Nicole Mozunder
Student Representative

# ARONGORONGOL TOULAP REEL PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT

#### IKKA RA LIIWELI NGÁLI ALLÉGH ME MWÓGHUTUGH IKKA E SÚLLÚNGÁLI CHAPTER 60-20 PUBLIC SCHOOL SYSTEM ALLÉGH ME MWÓGHUTUGHUT

**PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT:** Commonwealth Téél Falúw kka Efiáng Ilól Marianas Public School System re schuungi bwe:

MÁNGEMÁNGIL MWÓGHUT REEL REBWE ADÓPTÁÁLI PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT: Commonwealth Téél Falúw kka Efáng llól Marianas Public School System re mángemángil rebwe adóptááli mwóghutughut kkaal bwe ebwe lléghló ikka e appasch bwe Ppommwol Mwóghutughut, sángi mwóghutughutúl Administrative Procedure Act, 1 CMC § 9104(a). Ebwe bwunguló Mwóghutughut kkaal seigh (10) ráál mwiril aar adóptááli me akkatééwowul me llól Commonwealth Register. (1 CMC § 9105(b))

**BWÁNGIL:** Ppwommwol liiwel ikka ngáli mwóghutughutúl PSS ebwe arongowow sángi bwángil Board reel iye e totto me reel Article XV reel CNMI Constitution, Alléghúl Toulap 6-10 me CNMI Administrative Act.

**KKAPASAL ME AWEEWEEL:** Ppwommwol liiwel e ayoora siiwel me afal reel mwóghutughut ngáli PSS §60-20 Part 100 Organization, Philosophy, me Goals.

**KKAPASAL ME AUTOL:** Ppwommwol Mwóghutughut iye re ayoora ebwe tééló mmwal reel mwóghutughut ikka e fil ngáli §60-20-005 Retention of Board Discretion, §60-20-101(a) School Board Organizations; Board officers, §60-20-125 Agenda, §60-20-150 Public Records, me § 60-20-404 Searches By School Personnel.

AFAL REEL AMMWELIL ME AKKATÉÉWOWUL: Ebwe akkatééwow Ppwommwol Mwóghutughut kkaal me llól Commonwealth Register llól tálil ppwommwol me ffél mwóghutughut ikka ra adóptáálil. (1 CMC § 9102(a) (1) me ebwe appaschetá me llól civic center me bwal llól bwulasiyol gobetnameento llól senatorial district, fengál reel English me mwáliyaasch.

**REEL ISIISILONGOL KKAPAS:** Schóó kka re tipáli rebwe amwuri ppwommwol liiwel me isiisilongischil kkapas, positions, ngáre kkapasal aweewe ngáli ngáre konturali ppwommwol liiwel kkaal rebwe isiis ngáli Chairperson, State Board of Education, via email me P.O. Box 501370 CK, Saipan, MP 96950, ngáre bwal reel tilifon me 670-664-3711 ngáre email me



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Non-Voting Members

Dora B. Miura, PhD Teacher Representative

Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative boe.admin@cnmipss.org llól eliigh (30) ráál mwiril aal akkatééwow liiwel kkaal me llól Commonwealth Register. (1 CMC § 9104(a)(2))

Aa átirow ppwommwol mwóghutughut kkaal ngáli ebwe akkatééwow me llól Register ngáliir toulap reel kkapas me State Board of Education Regular Meeting wóól Schoow 19,2024.

Isáliyalong:

Oscar Babauta

Maisie B. Tenorio, Acting Chairperson

State Board of Education

Bwughiyal:

Special Assistant ngáli Administration

Ammwelil:

Es**ther R.M. San N**icolas Commonwealth Registrar

07.19.24

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08.15.2024

Ráál

Sángi I CMC § 2153(e) (sángi átirowal mwóghutughut me reel AG bwe aa lléghló reel fféérúl) me I CMC § 9104(a) (3) (sángi átirowal AG) reel ppwommwol mwóghutughut ikka e appasch bwe ra takkal amwuri fischiiy me legal sufficiency sángi Soulemelemil Allégh Lapalapal CNMI me ebwe akkatééwow (1 CMC § 2153(f) (akkatééwowul allégh me mwóghutughut).

Ghikkill wóól ráálil Wuun, 2024.

Edward E. Manibusan

Soulemelemil Allégh Lapalap



Commonwealth of the Northern Mariana Islands ---- *Public School System* PO Box 501370 Saipan, MP 96950 • Tel. 670 664-3711 • E-mail: boe.admin@cumipss.org



**Voting Members** 

Herman M. Atalig, SGM (Ret)

Maisie B. Tenorio

Gregory P. Borja Secretary/Treasurer

Andrew L. Orsini Member

Antonio L. Borja Member

Non-Voting Members

Dora B. Miura, PhD Teacher Representative

Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative PUBLIC NOTICE OF PROPOSED RULES AND REGULATIONS WHICH ARE AMENDMENTS TO RULES AND REGULATIONS REGARDING CHAPTER 60-30 PUBLIC SCHOOL SYSTEM RULES AND REGULATIONS

**PROPOSED RULES AND REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System (PSS) finds that:

INTENDED ACTION TO ADOPT THESE PROPOSED RULES AND REGULATIONS: The Commonwealth of the Northern Mariana Islands Public School System intends to adopt as permanent regulations the attached Proposed Regulations, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Regulations would become effective ten (10) days after adoption and publication in the Commonwealth Register. (1 CMC § 9105(b))

**AUTHORITY:** The proposed amendments to PSS regulations are promulgated pursuant to the Board's authority as provided by Article XV of the CNMI Constitution, Public Law 6-10, and the CNMI Administrative Procedures Act.

**THE TERMS AND SUBSTANCE:** The proposed amendment set forth to provide procedural guidelines for PSS §60-30.2 Part 200 Certification.

**THE SUBJECTS AND ISSUES INVOLVED:** The Proposed Regulation sets forth the regulations and procedures required for §60-30.2-225 Types of Certification and Requirements, §60-30.2-227 Types of Certification and Requirements: Alternative Levels, §60-30.2-235 Renewal or Re-application

**DIRECTIONS FOR FILING AND PUBLICATION**: These Proposed Regulations shall be published in the Commonwealth Register in the section on proposed and newly adopted regulations. (1 CMC § 9102(a) (1) and posted in convenient places in the civic center and in local government offices in each senatorial district, both in English and in the principal vernacular. (1 CMC § 9104 (a) (1))

TO PROVIDE COMMENTS: All interested persons may examine the proposed amendments and submit written comments, positions, or statements for or against the proposed amendments to the Chairperson, State Board of Education, via mail at P.O. Box 501370 CK, Saipan, MP 96950, via phone at 670-664-3711 or via email to boe.admin@cnmipss.org within thirty (30) calendar days following the date of the publication in the Commonwealth Register of these amendments. (1 CMC § 9104(a) (2))

This regulation was approved at the State Board of Education Regular Meeting on January 19, 2024.

Submitted by:	Herman M. Atalig, SGM (Ret)	3/4/24 Date
	Chairman, State Board of Education	
Received by:	Oscar M. Babauta Special Assistant for Administration	7/23/24 Date
Filed and Recorded by:	Esther R.M. San Nicolas Commonwealth Register / Par	08.15.2024 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 § 2153(f) (publication of rules and regulations).

Dated this \_\_/3\_\_ day of March 2024.

Edward E. Manibusan Attorney General

#### § 60-30.2-225 Types of Certification and Requirements

- (a) A paraprofessional certificate is required of all those who fall under the definition of Paraprofessional and can require one of the following:
- (1) Completed two years of study at an institution of higher education; or
- (2) Obtained an associate's (or higher) degree; or
- (3) Met rigorous standard of quality and be able to demonstrate, through a formal State or local academic assessment, knowledge of and the ability to assist in instructing, reading, writing, and mathematics (or as appropriate, reading readiness, writing readiness, and mathematics readiness).
- (b) The Commonwealth shall have five general levels of certification for professionals in the field of education: Basic I, Specialized, Basic II, Standard, and Professional.
- (1) Basic I Certificate
- A Basic I Certificate is a two-year certificate for teachers, school librarians, school counselors, school administrators, and instructors.
- (i) Eligibility Requirements
- (A) The Basic I Certificate requires that teachers, school librarians, school counselors, school administrators and other professional applicants possess either a baccalaureate, masters, or doctoral degree resulting from a course of instruction of at least three and one-half years length at a college or university recognized by U.S. accreditation commissions approved by PSS. An applicant who possesses a baccalaureate, masters or doctoral degree resulting from a course of instruction of at least three and one-half years length at a college or university not accredited from an approved commission shall have his/her transcript of courses evaluated and certified to be equivalent to a degree conferred by accredited schools. The certification and evaluation of program equivalency shall only be conducted by the agencies identified and approved by PSS. The applicant is responsible for the cost of the program equivalency certification. Failure to obtain such certification shall render an applicant disqualified for failure to meet the education requirement(s) of the position.
- (B) Basic I Instructor Certificate may be provided to instructor applicants in specialized areas who submit the required documentation and meet the minimum requirements as set forth in the PSS classification guidelines.
- (C) Submittal of documentation requirements prior to effective date of employment. Requirements include:
  - 1. Complete and signed certification application form.
  - 2. One passport size photo. Valid government-issued photo identification.
  - 3. Official college transcripts.
  - 4. Teaching certificate (if any).
  - 5. Receipt of payment from PSS Treasurer for certification processing fee.
  - 6. FBI fingerprint submission and current police clearance (valid for one year).
- 7. (April 7, 2018): Test result showing that an applicant has taken and passed the PRAXIS II exam, excluding professionally licensed related services providers. Effective May 26, 2010: Alternatively, proof of passage of a rigorous content knowledge test administered by an individual jurisdiction deemed substantially equivalent to passing the PRAXIS I and II exams (as determined by the Board of Education through their representative, the Coordinator of Certification and Licensure) shall satisfy this requirement for an applicant's initial two-year Basic I certification. Any renewal of certification or subsequent application for Basic I certification shall require that the applicant show that they have passed the PRAXIS I and II exams
- 8. Current recommendation letter from a supervisor or principal: Upon renewal of the Basic I Certificate, the applicant must submit a recommendation from his/her principal or supervisor,

which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Basic I Certificate.

(ii) Education; Certification Course Requirements

Prior to the two-year expiration date of the Basic I Certificate, the applicant must provide an official transcript or certificate of completion of the Basic II Certificate courses or applicable certification courses.

(iii) Term

The Basic I Certificate for teachers, school librarians, school counselors, school administrators, and instructors is invalid after its expiration date and shall be renewable. The Basic I Certificate may be renewed an unlimited number of times repeating the eligibility requirements every two years with proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses. The Basic I Certificate for school administrators is invalid after its expiration date and shall not be reissued. Requirements must be satisfied to ungrade to the next certification level.

#### 2) Specialized Certificate

A Specialized Certificate is a two-year certificate specifically for instructors who do not have a bachelor's degree but have specialized training/experience in a particular field or have met the minimum requirements established by PSS.

- (i) Eligibility Requirements
- (A) Meet eligibility requirements for Basic I Instructor Certificate.
- (B) All instructors must submit a completed and signed application form in the CNMI under the penalty of perjury for a Specialized Certificate.
- (C) Submit receipt of payment from the CNMI PSS Treasurer for certification processing fee.
- (D) Current police clearance (valid for one year).
- (E) Upon submission of initial application for a Specialized Certificate, applicant must submit proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (F) Current recommendation letter: Upon submission of initial application for a Specialized Certificate and upon renewal of the Specialized Certificate, applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Specialized Certificate.
- (G) Valid government-issued photo identification
- (ii) Education; Certification Course Requirements

Prior to the two-year expiration date of the Basic I Instructor Certificate, the applicant must provide an official transcript or certificate of completion of specific specialized courses. Education courses for the specialized certificate are as follows:

(A) Specialized Certification in Bilingual Program

Instructors assigned to teach in a bilingual program must complete the following courses or equivalent:

- 1. Computer technology
- 2. Instruction in teaching linguistically diverse students
- 3. Instruction in Chamorro/Carolinian language arts
- 4. Instruction in planning and assessment for diverse classroom
- 5. Instruction for students with disabilities
- 6. Instruction in lesson planning and classroom management
- 7. Chamorro or Carolinian orthography.

- (B) Specialized Certificate in Early Childhood (Head Start) Instructors teaching in the Head Start program must complete the following courses or equivalent:
- 1. Computer technology
- 2. Curriculum in early childhood education
- 3. Education for parenthood
- 4. Guiding and nurturing
- 5. Safety and first aid for young children
- 6. Administration in early childhood education
- 7.Introduction to exceptional individuals.
- (C) Specialized Certificate in Vocational Education

Instructors for vocational education classes must complete the following courses or equivalent:

- 1. Computer technology
- 2. Instructional strategies and classroom management
- 3. Instructional in teaching linguistically diverse students
- 4, Instruction in planning and assessment
- 5. Occupational competency as approved by PSS.
- (D) Term

Instructors may renew the Specialized Certificate an unlimited number of times repeating the eligibility requirements every two years with proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses

3) Basic II Certificate

A Basic II Certificate is a three-year certificate for teachers, school librarians, school counselors, and related service providers. Basic II Certificate will be issued upon submission of completed requirements.

- (i) Eligibility Requirements
- (A) Applicant must meet eligibility requirements for Basic I Certificate.
- (B) The applicant must submit a current recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Basic II Certificate.
- (C) The applicant must submit a copy of receipt from the CNMI PSS Treasurer for certification processing fee.
- (D) Current police clearance (valid for one year)
- (E) Upon submission of initial application for a Basic II Certificate, applicant must submit proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (F) Valid government-issued photo identification
- (ii) Education; Certification Course Requirements
- (A) Prior to the expiration date of the Basic I Certificate and before issuance of the Basic II Certificate, any teacher or librarian applying for the Basic II Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:
  - 1. Multi-cultural education/teaching linguistically diverse students
  - 2. Teaching reading
  - 3. Inclusive practice for students with learning disability
  - 4. Instructional strategies/classroom management
  - 5. Internship or mentoring program

- .6. Computer technology.
- (B) Prior to the expiration date of the Basic I Certificate, any school counselor applying for the Basic II Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:
  - 1. Computer technology
  - 2. Test and measurement
  - 3. Introduction to counseling
  - 4. Issues and philosophies of culturally diverse schools
  - 5. Multi-cultural counseling
  - 6. Counseling process: theory
  - 7. Counseling process: practice.
- (iii) Term.

The Basic II Certificate is invalid after its expiration date and shall be renewable. The Basic 11 Certificate may be renewed an unlimited number of times repeating the eligibility requirements every three years with proof of completion of 180 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.

4) Standard Certificate

A Standard Certificate is a five-year certificate for teachers, school librarians, school counselors, and related service providers.

- (i) Eligibility Requirements
- (A) The applicant must meet eligibility requirements for the Basic II Certificate.
- (B) Current recommendation letter from a supervisor or principal: the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Standard Certificate.
- (C) Assigned application form in the CNMI under the penalty of perjury.
- (D) An official transcript showing satisfactory completion of the required courses or equivalent or a certificate of completion.
- (E) A copy of receipt from the CNMI PSS Treasurer for certification processing fee.
- (F) Current police clearance (valid for one year).
- (G) Upon submission of initial application for a Standard Certificate, applicant must submit proof of completion of 180 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (H) Valid government-issued photo identification
- (ii) Education; Certification Course Requirements
- (A) Standard Certificate with Elementary Education Endorsement

Teacher teaching in elementary schools must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. Reading diagnostic
- 4. Tests and measurements
- 5. Language arts methods
- 6. Math methods
- 7. Science methods
- 8. Social studies methods
- 9. Curriculum in early childhood education
- (B) Standard Certificate with Special Education Endorsement

Special education teachers teaching in the special education program must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. Reading diagnostic
- 4. Tests and measurements
- 5. Student evaluation for special education
- 6. Behavioral modification in the classroom
- 7. Modification and adaptation of curriculum for special education students
- 8. Medical implication of special education students in the classroom
- 9. Current issues in special education.
- (C) Standard Certification with Early Childhood Special Education Endorsement

Teachers providing education services to students in the early childhood intervention program must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. Reading diagnostic
- 4. Tests and measurements
- 5. Philosophical, historical and legal foundations of early\*
- 6. Intervention and special education
- 7. Health, safety and medical aspects of children with special needs
- 8. Fundamentals child growth and development
- 9. Partnerships and families
- 10. Evaluation & assessment
- 11. Program implementation in natural environments.
- [\* So in original.]
- (D) Standard Certificate with Early Childhood Education (Head Start) Endorsement

Teachers providing educational services to students in the Head Start program must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. Reading diagnostic
- 4. Curriculum in early childhood education
- 5. Guiding and nurturing young children
- 6. Education for parenthood
- 7. Safety, health and first aid for young children
- 8. Administration in early childhood education
- 9. Introduction to exceptional individual.
- (E) Standard Certificate with Secondary Education Endorsement

Teacher teaching in the junior and senior high schools must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. Reading diagnostic
- 4. Tests and measurements
- 5. Methods in content area
- 6. 3 courses in the content area (9 credits).
- (F) Standard Certificate with Library Science Endorsement

Librarians providing library services in elementary or secondary schools must complete the following courses or equivalent.

- 1. Instructional technology
- 2. NMI history/pacific institute (NMI)
- 3. School library administration
- 4. Selection, evaluation and access of school library material
- 5. Children literature or young adult literature
- 6. School library material and the curriculum
- 7. Technology and the school library.
- (G) Standard Certificate with Bilingual Education Endorsement
- 1. Teachers teaching bilingual program in the elementary or secondary schools must complete the following courses or equivalent.
- i. Instructional technology
- ii. NMI history/pacific institute (NMI)
- iii. Reading diagnostic
- iv. Evaluation and assessment in bilingual
- v. Historical and philosophical foundations of bilingual
- vi. First and second language acquisition
- vii. Chamorro or Carolinian orthography.
- 2. Any teacher who has obtained or completed the course requirements of the specialized certificate in bilingual would only need to take the following courses:
- i Instructional technology
- ii. NMI history/pacific institute (NMI)
- iii. Reading diagnostic.
- (H) Standard Certificate with School Counseling Endorsement

School counselors providing guidance and counseling services in the elementary and secondary schools must complete the following course requirements or equivalent.

- 1. NMI history/pacific institute
- 2. Dynamics of individual behavior
- 3. Individual and group assessment
- 4, Group counseling
- 5. Prevention and outreach
- 6. Career counseling and placement
- 7. Instructional technology.
- (iii) Term

Teachers, school librarians, school counselors, and related service providers may renew the Standard Certificate every five years with submittal of the eligibility requirements. In addition, there must be proof of completion of 300 hours of seminars, workshops, or in- service training as sanctioned by PSS and/or equivalent university/college courses.

5) Professional Certificate

A Professional certificate is a ten-year certificate for qualified teachers, school librarians, and school counselors. Upon completion of a Standard Certificate and ten cumulative years of instructional experience, an applicant may pursue the Professional Certificate.

- (ii) A Professional certificate is a ten-year certificate for qualified school administrators. Upon completion of a Basic I Certificate and ten cumulative years of instructional experience and/or school administrator experience, an applicant may pursue the Professional Certificate.
- (iii) Eligibility Requirements
- (A) Meet the eligibility requirements of a Standard Certificate.

- (B) Complete and signed certification application form
- (C) Current recommendation letter from a supervisor or principal: the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Standard Certificate.
- (D) Proof of current membership of professional education association.
- (E) A copy of receipt from the CNMI PSS Treasurer for certification processing fee.
- (F) Current police clearance (valid for one year).
- (G) 1. For teachers, school counselors, and school librarians: Upon submission of initial application for a Professional Certificate, applicant must submit proof of completion of 300 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- 2. For school administrators: Upon submission of initial application for a Professional Certificate, applicant must submit proof of completion of 120 hours of seminars, workshops, or inservice training as sanctioned by PSS and/or equivalent university/college courses.
- (H) Valid government-issued photo identification
- (iv) Education; Certification Course Requirements
- (A) The applicant must provide a certified copy of the transcript of courses showing satisfactory completion of a master or doctorate degree in the field of education; or a masters or doctorate degree in a specialized field area. The specialized field areas shall include any of the following for classroom teachers, librarians, school counselors, and school administrators:
  - 1. Secondary education masters in specialized content area
  - 2. Special education
  - 3. Early childhood education
  - 4. Counseling
  - 5. Education: administration and supervision
  - 6. Other specialized area in education.
- (B) The applicant must provide a certified copy of the transcript of courses showing satisfactory completion of a master or doctorate degree in the field of special education; or a masters or doctorate degree in a specialized field area. The specialized field areas shall include any of the following for related service providers:
- 1. Audiology
- 2. Speech language pathology
- 3. Physical therapy
- 4. Occupational therapy
- 5. Deaf and hard of hearing
- 6. Education psychologist
- (C) Any school principal or school vice principal applying for the administrators' professional certificate must satisfactorily complete and submit official transcripts of the following course requirements or identified equivalent as accepted by PSS, before the expiration date of the Basic I Certificate and before the issuance of the professional certificate.
  - 1. Introduction to school administration
  - 2. Instructional supervision and evaluation (clinical supervision)
  - 3. School law/education law
  - 4. School personnel
  - 5. School finance
  - 6. Instructional leadership & supervision seminar
  - 7. Facilitative leadership seminar.

#### (v) Term

Teachers, school librarians, school counselors, and school administrators may renew the

Professional Certificate every ten years with submittal of the eligibility requirements. In addition, there must be proof of completion of 600 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.

Modified, 1 CMC § 3806(), (c), (¢), (), (2).

History: Amdts Adopted 41 Com. Reg. 41660 (May 28, 2019); Amdts Proposed 41 Com. Reg. 41577 (Mar. 28,

2019); Amdts Adopted 40 Com. Reg. 40575, 40579 (Mar. 28, 2018); Amdts Proposed 40 Com. Reg. 40549, 40529

(Jan. 28, 2018); Amdts Adopted 36 Com. Reg. 35893 (Dec. 28, 2014); Amdts Proposed 32 Com. Reg. 35641 (Oct.

28, 2014); Amdts Adopted 32 Com. Reg. 30635 (Sept. 22, 2010); Amdts Proposed 32 Com. Reg. 30566 (July 15,

2010); Amdts Emergency 32 Com. Reg. 30422 (June 25, 2010)(effective from June 25, 2010); Amdts Adopted 28

Com. Reg. 26282 (Oct. 30, 2006); Amdts Proposed 28 Com. Reg. 26104 (Aug. 24, 2006); Amdts Adopted 28 Com.

Reg. 26130 (Aug. 24, 2006); Amdts Proposed 28 Com. Reg. 25606 (Apr. 17, 2006); Amdts Adopted 27 Com. Reg.

24957 (Sept. 22, 2005); Amdts Proposed 27 Com. Reg. 24670 (July 20, 2005); Amdts Adopted 27 Com. Reg. 24774

(Aug. 22, 2005); Amdts Proposed 27 Com. Reg. 24615 (June 20, 2005); Amdts Proposed Amdts Adopted 26 Com.

Reg. 23026\*\* (Oct. 26, 2004); Amdts Proposed 26 Com. Reg. 23063 (Aug. 26, 2004); Amdts Adopted 26 Com.

Reg. 22194 (Mar. 23, 2004); Amdts Proposed 26 Com. Reg. 21670 (Jan. 22, 2004).

\*\*Due to a pagination error, page numbers 22819 through 23098 repeat in the 2004 Commonwealth Register.

Commission Comment: [Historical codification comments removed.)

See also the commission comment to § 60-30.2-201.

#### § 60-30.2-227 Types of Certification and Requirements: Alternative Levels

The Commonwealth shall have three alternative levels of certification for professionals in the field of education: Instructor I, Instructor II, and Instructor III.

(a) Instructor I Certificate

An Instructor I Certificate is a two-year certificate for instructors in the following programs: Chamorro and Carolinian Language & Heritage Studies (CCLHS), Career Technical Education (CTE), Early Childhood Education Infants & Toddlers (ECE-IT), and Early Childhood Education Pre-Kindergarten (ECE-PK).

- 1) Eligibility Requirements
- (i) CCLHS Instructor I
- (A) Complete and signed certification application form

- (B) FBI Fingerprint Submission and current police clearance (valid for one year)
- (C) Receipt from the CNMI PSS Treasurer for certification processing fee
- (D) High school diploma or equivalent, 3-24 college credits, and at least two years of related work experience or; High school diploma or equivalent, certification from PSS Board appointed Advisory Panel, and at least three years of related content experience or; High school diploma or equivalent, certification from PSS Board appointed Advisory Panel, and professional portfolio in Chamorro or Carolinian content.
- (E) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor I Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor I Certificate.
- (F) Valid government-issued photo identification
- (ii) CTE Instructor I
- (A) Complete and signed certification application form
- (B) FBI Fingerprint Submission and current police clearance (valid for one year)
- (C) Receipt from the CNMI PSS Treasurer for certification processing fee
- (D) High school diploma or equivalent, 3-24 college credits, and at least two years of related work experience.
- (E) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor I Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor I Certificate.
- (F) Valid government-issued photo identification
- (iii) ECE-IT Instructor I
- (A) Complete and signed certification application form
- (B) FBI Fingerprint Submission and current police clearance (valid for one year)
- (C) Receipt from the CNMI PSS Treasurer for certification processing fee
- (D) High school diploma or equivalent, 24 college credits, and one year of related work experience.
- (E) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor I Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor I Certificate.
- (F) Valid government-issued photo identification
- (iv) ECE-PK Instructor I
- (A) Complete and signed certification application form
- (B) FBI Fingerprint Submission and current police clearance (valid for one year)
- (C) Receipt from the CNMI PSS Treasurer for certification processing fee
- (D) High school diploma or equivalent, 24 college credits, and proof of passing Praxis II in Early Childhood or; High school diploma or equivalent, proof of passing Praxis I, and at least two years of Teacher Aide experience.
- (E) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor I Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor I Certificate.

#### (F) Valid government-issued photo identification

2) Term

The Instructor I Certificate is invalid after its expiration date and shall be renewable. The Instructor I Certificate may be renewed an unlimited number of times repeating the eligibility requirements every two years with proof of completion of 120 hours of seminars, workshops, or inservice training as sanctioned by PSS and/or equivalent university/college courses.

(b) Instructor II

An Instructor II Certificate is a four-year certificate for instructors in the following programs: Chamorro and Carolinian Language & Heritage Studies (CCLHS), Career Technical Education (CTE), Early Childhood Education Infants & Toddlers (ECE-IT), and Early Childhood Education Pre-Kindergarten (ECE-PK).

- 1) Eligibility Requirements
- (i) CCLHS Instructor II
- (A) Meet the eligibility requirements of an Instructor I Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) High school diploma or equivalent, five years of related teaching experience, and Chamorro or Carolinian Content Knowledge Test (CCLHS Test) or; AA degree, three years of teaching experience, and Chamorro or Carolinian Content Knowledge Test (CCLHS Test).
- (F) Before the expiration date of the Instructor I Certificate and before the issuance of the Instructor II Certificate, any applicant applying for the Instructor IT Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:
  - 1. Introduction to Teaching
  - 2. Classroom Management
  - 3. Instruction in Planning and Assessment for Diverse Classrooms
  - 4. Multicultural Education/ Teaching Linguistically Diverse Students
  - 5. Chamorro or Carolinian Orthography
  - 6. Instructional Technology
  - 7. First and Second Language Acquisition
  - 8. Inclusive Practices for Students with Special Needs
- (G) Upon submission of initial application for an Instructor II Certificate, applicant must submit proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (H) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor II Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor II Certificate.
- (1) Valid government-issued photo identification
- (ii) CTE Instructor II
- (A) Meet the eligibility requirements of an Instructor I Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) High school diploma or equivalent and four years of teaching experience or; AA degree and two years of teaching experience.
- (F) Before the expiration date of the Instructor I Certificate and before the issuance of the

Instructor II Certificate, any applicant applying for the Instructor II Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:

- 1. Introduction to Teaching
- 2. Classroom Management
- 3. Instruction in Planning and Assessment for Diverse Classrooms
- 4. Multicultural Education/ Teaching Linguistically Diverse Students
- 5. Instructional Technology
- 6. Instructional Strategies
- 7. Inclusive Practices for Students with Special Needs
- (G) Upon submission of initial application for an Instructor II Certificate, applicant must submit proof of completion of 120 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (H) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor II Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor II Certificate.
- (I) Valid government-issued photo identification
- (iii) ECE-IT Instructor II
- (A) Meet the eligibility requirements of an Instructor I Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) AA degree, two years of related work experience, and proof of passing Praxis II in Early Childhood or; Possess Infant Toddler Child Development Associates (CDA) credential or coursework equivalent, one year of related work experience, and proof of passing Praxis II in Early Childhood.
- (F) Before the expiration date of the Instructor I Certificate and before the issuance of the Instructor IT Certificate, any applicant applying for the Instructor II Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:
  - 1. Managing health and safety
  - 2. Toddlers and Preschoolers
  - 3. Infant in child care
  - 4. Toddler in child care
  - 5. Child Development and guidance
  - 6. Parents and child care
  - 7. The Early Childhood Professional
  - 8. Observing, recording and assessing children's development
  - 9. Principles of child development and learning
- \*Coursework equivalent to a major relating to early childhood education includes but is not limited to course that focus on child development, early childhood education and curriculum, early childhood teaching and assessment, psychology, family development, health and physical development, mathematics, science, and children's literature. Such courses may be offered in various departments such as Education, Home Economics, Music, Art, Library Science, Physical Education and Recreation, Psychology, Family studies, and others.
- (G) Upon submission of initial application for an Instructor II Certificate, applicant must submit proof of completion of one hundred (120)" hours of seminars, workshops, or in-service

training as sanctioned by PSS and/or equivalent university/college courses.

#### [\* So in original]

- (H) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor II Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor II Certificate.
- (I) Valid government-issued photo identification
- (iv) ECE-PK Instructor II
- (A) Meet the eligibility requirements of an Instructor I Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) AA degree, two years of related work experience, and proof of passing Praxis II in Early Childhood
- (F) Before the expiration date of the Instructor I Certificate and before the issuance of the Instructor IT Certificate, any applicant applying for the Instructor IT Certificate must submit an official transcript showing satisfactory completion of the required courses or equivalent, or a certificate of completion of the following course requirements:
  - 1. Introduction to Teaching
  - 2. Classroom Management
  - 3. Instruction in Planning and Assessment for Diverse Classrooms
  - 4. Multicultural Education/ Teaching Linguistically Diverse Students
  - 5. Instructional Technology
  - 6. Instructional Strategies
  - 7. Inclusive Practices for Students with Special Needs
- \*Coursework equivalent to a major relating to early childhood education includes but is not limited to course that focus on child development, early childhood education and curriculum, early childhood teaching and assessment, psychology, family development, health and physical development, mathematics, science, and children's literature. Such courses may be offered in various departments such as Education, Home Economics, Music, Art, Library Science, Physical Education and Recreation, Psychology, Family studies, and others.
- (G) Upon submission of initial application for an Instructor II Certificate, applicant must submit proof of completion of one hundred (120)" hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.

#### [\* So in original]

- (H) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor II Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor II Certificate.
- (I) Valid government-issued photo identification
- 2) Term

The Instructor II Certificate is invalid after its expiration date and shall be renewable. The

Instructor II certificate may be renewed an unlimited number of times repeating the eligibility requirements every two years with proof of completion of 240 hours of seminars, workshops, or inservice training as sanctioned by PSS and/or equivalent university/college courses.

(c) Instructor III

An Instructor III Certificate is a six-year certificate for instructors in the following programs: Chamorro and Carolinian Language & Heritage Studies (CCLHS), Career Technical Education (CTE), Early Childhood Education Infants & Toddlers (ECE-IT), and Early Childhood Education Pre-Kindergarten (ECE-PK).

- 1) Eligibility Requirements
- 6) CCLHS Instructor III
- (A) Meet the eligibility requirements of an Instructor II Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) Bachelor's degree and six years of relevant teaching experience
- (F) Upon submission of initial application for an Instructor III Certificate, applicant must submit proof of completion of 240 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (G) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor IIT Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor III Certificate.
- (H) Valid government-issued photo identification
- (ii) CTE Instructor III
- (A) Meet the eligibility requirements of an Instructor II Certificate
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) Bachelor's degree and six years of relevant teaching experience or; State/National Industry certification related to and aligned with the CTE content, verified by original or notarized copy, and six years of relevant teaching experience or; 10 years of verifiable industry experience and/or teaching experience related to and aligned with the CTE content.
- (F) Upon submission of initial application for an Instructor III Certificate, applicant must submit proof of completion of 240 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (G) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor IIT Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor III Certificate.
- (H) Valid government-issued photo identification
- (iii) ECE-IT Instructor III
- (A) Meet the eligibility requirements of an Instructor II Certificate
- \*According to the Head Start Performance Standard 1302.91(¢)(1) EHS center-based teachers qualification requirement should have a minimum of a CDA credential or comparable credential, and have trained or have equivalent coursework in (ECE) with a focus on infant and toddler development.
- (B) Complete and signed certification application form

- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) Bachelor's degree and six years of relevant teaching experience.
  - (F) Upon submission of initial application for an Instructor III Certificate, applicant must submit proof of completion of 240 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (G) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor III Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor III Certificate.
- (H) Valid government-issued photo identification
- (iv) ECE-PK Instructor III
- (A) Meet the eligibility requirements of an Instructor II Certificate
- \*According to the Head Start Performance Standard 1302.91(e)(2)(i)(ii) 50% Head Start teachers nationwide must have a BA degree in child development, ECE or equivalent coursework. That all Head Start center based teachers have at least an AA or BA degree in child development or ECE, equivalent course work or meeting the requirement section of Head Start Act 648(a)(3)(B).
- (B) Complete and signed certification application form
- (C) Current police clearance (valid for one year)
- (D) Receipt from the CNMI PSS Treasurer for certification processing fee
- (E) Bachelor's degree and six years of relevant teaching experience.
- (F) Upon submission of initial application for an Instructor III Certificate, applicant must submit proof of completion of 240 hours of seminars, workshops, or in-service training as sanctioned by PSS and/or equivalent university/college courses.
- (G) Current recommendation letter from a supervisor or principal: Upon renewal of the Instructor III Certificate, the applicant must submit a recommendation from his/her principal or supervisor, which shall be based on the performance evaluation of the employee. Should the employee's performance evaluation meet a rating of satisfactory or above, he/she shall be issued a letter of recommendation for the Instructor III Certificate.
- (H) Valid government-issued photo identification
- 2) Term

The Instructor III Certificate is invalid after its expiration date and shall be renewable. The Instructor III Certificate may be renewed an unlimited number of times repeating the eligibility requirements every six years with proof of completion of 360 hours of seminars, workshops, or inservice training as sanctioned by PSS and/or equivalent university/college courses.

Modified, 1 CMC § 3806(a), (e), (g)-

History: Adopted 41 Com. Reg. 41660 (May 28, 2019); Proposed 41 Com. Reg. 41577 (Mar. 28, 2019).

Commission Comment: This section was originally proposed as a new subsection "(c)" of § 60-30.2-225. Due to its

lengthy nature, the Commission codified it as its own section.

§ 60-30.2-230 Burden of Proof

The Board of Education or Certification Officer may request additional proof of eligibility before making any certification determination. The burden of providing requested documentation is on the applicant.

The applicant is given thirty calendar days from the Certification Officer's written notice to provide requested documentation. The applicant is solely responsible for communicating with necessary departments and/or agencies in obtaining their own documents.

Failure to submit requested documentation within **60** calendar days from the Certification Officer's written notice will result in denial of application. Thereafter, incomplete application packets will be destroyed and the applicant will need to submit a new application packet, including supporting documents.

History: Amdts Adopted 41 Com. Reg. 41660 (May 28, 2019); Amdts Proposed 41 Com. Reg. 41577 (Mar. 28,

2019); Amdts Adopted 28 Com. Reg. 26282 (Oct. 30, 2006); Amdts Proposed 28 Com. Reg. 26104 (Aug. 24, 2006);

Amdts Adopted 26 Com. Reg. 23026\*\* (Oct. 26, 2004); Amdts Proposed 26 Com. Reg. 23063 (Aug. 26, 2004);

Amdts Adopted 26 Com. Reg. 22194 (Mar. 23, 2004); Amdts Proposed 26 Com. Reg. 21670 (Jan. 22, 2004).

\*\*Due to a pagination error, page numbers 22819 through 23098 repeat in the 2004 Commonwealth Register.

Commission Comment: See the commission comment to § 60-30.2-201.

In 2006, this section was repromulgated in its entirety without modification when the Board of Education adopted

amendments to sections § 60-30.2-210 through § 60-30.2-225 and § 60-30.2-240 through § 60-30.2-245.

§ 60-30.2-235 Renewal or Re-application

An applicant applying for a new certificate or the renewal of a prior certificate All applicants (new and renewing) must comply with the procedures set out in this part established as though applying for the first time., except that the However, the Certification Officer may waive the submission of documents if they remain, which are already on file and which do not need to be updated require no updating (e.g. college transcripts).

An applicant who fails to complete their application packet within **60** calendar days of the Certification Officer's written notice will be required to re-apply and resubmit all documents. The original payment for the certification processing fee will not be refunded, and the applicant will be required to submit a new payment.

The applicant may be refunded only if a request to cancel the application is sent within **60** calendar days of the Certification Officer's written notice. The request must be addressed in writing to the Certification Officer. The Certification Officer shall forward the request to the CNMI PSS Treasurer.

History: Amdts Adopted 41 Com. Reg. 41660 (May 28, 2019); Amdts Proposed 41 Com. Reg. 41577 (Mar. 28,

2019); Amdts Adopted 28 Com. Reg. 26282 (Oct. 30, 2006); Amdts Proposed 28 Com. Reg. 26104 (Aug. 24, 2006);

Amdts Adopted 26 Com. Reg. 23026\*\* (Oct. 26, 2004); Amdts Proposed 26 Com. Reg. 23063 (Aug.

26, 2004);

Amdts Adopted 26 Com. Reg. 22194 (Mar. 23, 2004); Amdts Proposed 26 Com. Reg. 21670 (Jan. 22, 2004).

\*\*Due to a pagination error, page numbers 22819 through 23098 repeat in the 2004 Commonwealth Register.

Commission Comment: See the commission comment to § 60-30.2-201.

In 2006, this section was repromulgated in its entirety without modification when the Board of Education adopted amendments to sections § 60-30.2-210 through § 60-30.2-225 and § 60-30.2-240 through § 60-30.2-245.

- § 60-30.2-240 Certification Decision
- (a) The Board of Education shall appoint a Certification Officer. The Certification Officer shall act on behalf of the Board of Education for certification decisions.
- (b) The Certification Officer shall render a decision on an application for a Specialized, Basic I, Basic II, Instructor II, Instructor III, Standard, or Professional certificate within thirty calendar days of receiving a completed application. The employee/applicant will be notified and the decision shall take effect immediately.
- (c) In the case of the denial of a certificate, the decision shall be placed in writing. It shall give written notice of the reasons for denial by citing the requirement(s) not met and explaining the evidence against the applicant.
- (d) The denial of any application may be appealed to the Board of Education pursuant to the hearing procedures set forth herein.

History: Amdts Adopted 41 Com. Reg. 41660 (May 28, 2019); Amdts Proposed 41 Com. Reg. 41577 (Mar. 28,

2019); Amdts Adopted 28 Com. Reg. 26282 (Oct. 30, 2006); Amdts Proposed 28 Com. Reg. 26104 (Aug. 24, 2006);

Amdts Adopted 26 Com. Reg. 23026\*\* (Oct. 26, 2004); Amdts Proposed 26 Com. Reg. 23063 (Aug. 26, 2004);

Amdts Adopted 26 Com. Reg. 22194 (Mar. 23, 2004); Amdts Proposed 26 Com. Reg. 21670 (Jan. 22, 2004).

\*\*Due to a pagination error, page numbers 22819 through 23098 repeat in the 2004 Commonwealth Register.

Commission Comment: See the commission comment to § 60-30.2-201.

The 2006 amendments changed "basic" to "basic II" in subsection (b). § 60-30.2-245 Revocation and Suspension of Certificates



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Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative NUTISIAN PUPBLIKU PUT I MANMAPRONI NA AREKLAMENTU YAN REGULASION NI MANMA'AMENDA PARA AREKLAMENTU YAN REGULASION SIHA PUT I PÅTTIN 60-30 GI AREKLAMENTU YAN REGULASION I SISTEMAN ISKUELAN PUPBLIKU

## I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I

Commonwealth gi Sangkattan na Islas Mariånas Sisteman Iskuelan Pupbliku ("PSS") ha sodda' na:

#### I AKSION NI MA'INTENSIONA PARA U MA'ADÅPTA ESTI I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I

Commonwealth gi Sangkattan na Islas Mariånas Siha, i Sisteman Iskuelan Pupbliku ha intensiona para u adåpta komu petmanienti i regulasion siha i mañechettun na Manmaproponi na Regulasion siha, sigun gi maneran i Åkton Administrative Procedures, 1 CMC § 9104(a). I Regulasion siha siempri umifektibu gi halum dies (10) dihas dispues di adåptasion yan pupblikasion gi halum i Rehistran Commonwealth. (1 CMC § 9105(b))

ÅTURIDÅT: I manmaproponi na amenda siha gi regulasion PSS manmacho'gui sigun gi åturidåt i Kuetpu komu mapribeniyi ginin i Attikulu XV gi Konstitusion CNMI, Lai Pupbliku 6-10 yan i Åkton Administrative Procedures giya CNMI.

I TEMA YAN SUSTÅNSIAN I PALÅBRA SIHA: I manmaproponi na amenda pumega mo'na para u pribeniyi i maneran giniha para PSS § 60-30.2 Påtti 200 Settifikasión

I SUHETU NI MASUMÅRIA YAN ASUNTU NI TINEKKA SIHA: I Maproponi na Regulasion pumega mo'na i regulasion yan i manera ni manisissita para § 60-30.2-225 Klåsin Settifikasión yan Ginagåogåo para §60-30.2-227 Klåsin Settifikasión yan Ginagåogåo siha: "Alternative Levels," §60-30.2-235 Rinuebu pat Talun Aplika

DIREKSION PARA U MAPO'LU YAN PUPBLIKASION: Esti i Manmaproponi na Regulasion siha debi na u mapupblika gi halum i Rehistran Commonwealth gi seksiona ni manmaproponi yan nuebu na ma'adåpta na regulasion siha. (1 CMC § 9102 (a)(1) yan mapega gi halum i kumbinienti na lugåt siha gi halum i civic center yan hålum ufisinan gubietnamentu gi kada distritun senadot, parehu Inglis yan i dos na lingguåhin natibu. (1 CMC § 9104(a)(1))



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Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative PARA U MAPRIBENIYU UPINON SIHA: Todu i manintirisåo na pitsona siha siña ma'eksamina i manmaproponi na amenda siha yan intrega hålum i tinigi' upiñon, pusisión, pat sinangan siha para pat kinentran i manmaproponi na amenda siha guatu gi Kabesiyu, i State Board of Education, ginen guatu gi mail gi P.O. Box 501370 CK, Saipan, MP 96950, pat ågang gi 670-664-3711 pat email para boe.admin@cnmipss.org gi halum i trenta (30) dihas gi fetchan kalendåriu ni tinattitiyi ni pupblikasion esti siha na amenda gi hålum i Rehistran Commonwealth. (1 CMC § 9104 (a)(2))

Esti na regulasion ginen maninaprueba gi Huntan i State Board of Education gi Ineru 19, 2024.

Nina'hålum a	s: Whenomi	07.19.24
	Maisie B. Tenorio	Fetcha
	Kabesiyu, State Board of Education	
Rinisibi as:	Oscar M. Babauta Ispisiåt Na Ayudåntin I Atministrasion	<b>7/24/24</b> Fetcha
Pine'lu yan Ninota as:	Esther R.M. San Nicolas Rehistran Commonwealth	

Sigun i 1 CMC § 2153(e) (Inaprueba i regulasion yan siha ni Abugådu Heneråt ni para u macho'gui kumu fotma) yan 1 CMC § 9104(a)(3) (hentan inaprueba Abugådu Heneråt) i man maproponi na regulasion siha ni mañechettun guini ni man maribisa yan man ma'aprueba kumu fotma yan sufisienti ligåt ginin i CNMI Abugådu Heneråt yan debi na u mapupblika, (1 CMC § 2153(f) pupblikasion i areklamentu yan regulasion siha).

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Abugådu Hiniråt



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Jane Nicole Mozunder Student Representative

# ARONGORONGOL TOULAP REEL PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT

IKKA RA LIIWELI NGÁLI ALLÉGH ME MWÓGHUTUGH IKKA E SÚLLÚNGÁLI CHAPTER 60-30 PUBLIC SCHOOL SYSTEM ALLÉGH ME MWÓGHUTUGHUT

**PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT:** Commonwealth Téél Falúw kka Efáng llól Marianas Public School System re schuungi bwe:

MÁNGEMÁNGIL MWÓGHUT REEL REBWE ADÓPTÁÁLI PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT: Commonwealth Téél Falúw kka Efáng llól Marianas Public School System re mángemángil rebwe adóptááli mwóghutughut kkaal bwe ebwe lléghló

ikka e appasch bwe Ppommwol Mwóghutughut, sángi mwóghutughutúl Administrative Procedure Act, 1 CMC § 9104(a). Ebwe bwunguló Mwóghutughut kkaal seigh (10) ráál mwiril aar adóptááli me akkatééwowul me llól Commonwealth Register. (1 CMC § 9105(b))

**BWÁNGIL:** Ppwommwol liiwel ikka ngáli mwóghutughutúl PSS ebwe arongowow sángi bwángil Board reel iye e totto me reel Article XV reel CNMl Constitution, Alléghúl Toulap 6-10, me CNMl Administrative Act.

**KKAPASAL ME AWEEWEEL:** Ppwommwol Mwóghutughut iye re ayoora ebwe tééló mmwal reel mwóghutughut ikka e fil ngáli PSS §60-30.2 Part 200 Certification.

**KKAPASAL ME AUTOL:** Ebwe tééló mmwal Ppwommwol Mwóghutughut ikka e fil ngáli §60-30.2-227 Tappal Certification me Requirements: Alternative Levels, §60-30.2-235 Renewal ngare Re-application

AFAL REEL AMMWELIL ME AKKATÉÉWOWUL: Ebwe akkatééwow Ppwommwol Mwóghutughut kkaal me Ilól Commonwealth Register Ilól tálil ppwommwol me ffél mwóghutughut ikka ra adóptáálil. (1 CMC § 9102(a) (1) me ebwe appaschetá me Ilól civic center me bwal Ilól bwulasiyol gobetnameento Ilól senatorial district, fengál reel English me mwáliyaasch. (1 CMC § 9104 (a) (1))

**REEL ISIISILONGOL KKAPAS:** Schóó kka re tipáli rebwe amwuri ppwommwol liiwel me isiisilongischil kkapas, positions, ngáre kkapasal aweewe ngáli ngáre konturali ppwommwol liiwel kkaal rebwe isiis ngáli Chairperson, State Board of Education, via email me P.O. Box



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Jane Nicole Mozunder Student Representative 501370 CK, Saipan, MP 96950, ngáre bwal reel tilifon me 670-664-3711 ngáre email me boe.admin@cnmipss.org llól eliigh (30) ráál mwiril aal akkatééwow liiwel kkaal me llól Commonwealth Register. (1 CMC § 9104(a)(2))

Aa átirow ppwommwol mwóghutughut kkaal ngáli ebwe akkatééwow me Ilól Register ngáliir toulap reel kkapas me State Board of Education Regular Meeting wóól Schoow 19,2024.

Isáliyalong: Maisie B. Tenorio

Acting Chairperson, State Board of Education

Bwughiyal: Oscar Babauta

Special Assistant ngáli Administration

Ammwelil:

Esther R.M. San Nicolas Commonwealth Registrar 07.19.24

Ráál

15.2024

Ráál

Sángi 1 CMC § 2153(e) (sángi átirowal mwóghutughut me reel AG bwe aa lléghló reel fféérúl) me 1 CMC § 9104(a) (3) (sángi átirowal AG) reel ppwommwol mwóghutughut ikka e appasch bwe ra takkal amwuri fischiiy me legal sufficiency sángi Soulemelemil Allégh Lapalapal CNMl me ebwe akkatééwow (1 CMC § 2153(f) (akkatééwowul allégh me mwóghutughut).

Ghikkill wóól \_\_\_\_\_\_\_\_\_ ráálil Wuun, 2024.

Edward E. Manibusan

Soulemelemil Allégh Lapalap



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Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder
Student Representative

PUBLIC NOTICE OF PROPOSED RULES AND REGULATIONS WHICH ARE AMENDMENTS TO RULES AND REGULATIONS REGARDING CHAPTER 60-30 PUBLIC SCHOOL SYSTEM RULES AND REGULATIONS

**PROPOSED RULES AND REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System (PSS) finds that:

#### INTENDED ACTION TO ADOPT THESE PROPOSED RULES AND

**REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System intends to adopt as permanent regulations the attached Proposed Regulations, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Regulations would become effective ten (10) days after adoption and publication in the Commonwealth Register. (1 CMC § 9105(b))

**AUTHORITY:** The proposed amendments to PSS regulations are promulgated pursuant to the Board's authority as provided by Article XV of the CNMI Constitution, Public Law 6-10, and the CNMI Administrative Procedures Act.

**THE TERMS AND SUBSTANCE:** The proposed amendment set forth to provide procedural guidelines for PSS §60-30.3 Part 700 Administrator's Certification and Compensation.

**THE SUBJECTS AND ISSUES INVOLVED:** The Proposed Regulation sets forth the regulations and procedures required for §60-30.3-705 Term

**DIRECTIONS FOR FILING AND PUBLICATION**: These Proposed Regulations shall be published in the Commonwealth Register in the section on proposed and newly adopted regulations. (1 CMC § 9102(a) (1) and posted in convenient places in the civic center and local government offices in each senatorial district, both in English and the principal vernacular. (1 CMC § 9104 (a) (1))

**TO PROVIDE COMMENTS:** All interested persons may examine the proposed amendments and submit written comments, positions, or statements for or against the proposed amendments to the Chairperson, State Board of Education, via mail at P.O. Box 501370 CK, Saipan, MP 96950, via phone at 670-664-3711 or via email to boe.admin@enmipss.org within thirty (30) calendar days following the date of the publication in the Commonwealth Register of these amendments. (1 CMC § 9104(a) (2))

This regulation was approved at the State Board of Education Regular Meeting on January 19, 2024.

Submitted by:

Herman M. Atalig, SGM (Ret)

Chairperson, State Board of Education

Received by:

Oscar M. Babauta

Special Assistant for Administration

Filed and Recorded by:

Esther R.M. San Nicolas

Commonwealth Register

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 § 2153(f) (publication of rules and regulations).

day of March 2024.

Edward E. Manibusan

Attorney General

#### § 60-30.3-705 Term

The term of a school administrator's Basic I certification shall be for a period of four years 2 years. The certification may be subsequently renewed for another 4 years 2 years. However, an incumbent administrator requesting a renewal of his/her certification is required to complete at least 120 hours of professional development hours, annually, sanctioned by PSS. Failure to complete the required 120 hours of professional development hours may be a cause for suspension, revocation or non-renewal of certification and/or employment contract.

History: Amdts Adopted 28 Com. Reg. 26130 (Aug. 24, 2006); Amdts Proposed 28 Com. Reg. 25606 (Apr. 17,

2006); Amdts Adopted 26 Com. Reg. 21759 (Jan. 22, 2004); Amdts Emergency and Proposed 25 Com. Reg. 21065

(Sept. 18, 2003) (effective for 120 days from Sept. 2, 2003).

Commission Comment: In 2006, this section was repromulgated in its entirety without modification when the Board of Education adopted § 60-30.3-702.

§ 60-30.3-710 Revocation / Suspension

PSS shall have the authority to suspend or revoke any administrator's certificate after complying with the notice and hearing process set forth in the teacher and librarian certification

requirements (Chapter 2, Part E of the PSS Regulations for Certified Personnel, NMIAC subchapter 60-30.2, part 200, subpart E).

© 2019 by The Commonwealth Law Revision Commission (May 28, 2019) Page 65 of 109



Commonwealth of the Northern Mariana Islands ---- Public School System

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Jane Nicole Mozunder Student Representative NUTISIAN PUPBLIKU PUT I MANMAPRONI NA AREKLAMENTU YAN REGULASION NI MANMA'AMENDA PARA AREKLAMENTU YAN REGULASION SIHA PUT I PÅTTIN 60-30 GI AREKLAMENTU YAN REGULASION I SISTEMAN ISKUELAN PUPBLIKU

#### I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I

Commonwealth gi Sangkattan na Islas Mariånas Sisteman Iskuelan Pupbliku ("PSS") ha sodda' na:

#### I AKSION NI MA'INTENSIONA PARA U MA'ADÅPTA ESTI I MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA: I

Commonwealth gi Sangkattan na Islas Mariånas Siha, i Sisteman Iskuelan Pupbliku ha intensiona para u adåpta komu petmanienti i regulasion siha i mañechettun na Manmaproponi na Regulasion siha, sigun gi maneran i Åkton Administrative Procedures, 1 CMC § 9104(a). I Regulasion siha siempri umifektibu gi halum dies (10) dihas dispues di adåptasion yan pupblikasion gi halum i Rehistran Commonwealth. (1 CMC § 9105(b))

ÅTURIDÅT: I manmaproponi na amenda siha gi regulasion PSS manmacho'gui sigun gi åturidåt i Kuetpu komu mapribeniyi ginin i Attikulu XV gi Konstitusion CNMI, Lai Pupbliku 6-10 yan i Åkton Administrative Procedures giya CNMI.

I TEMA YAN SUSTÅNSIAN I PALÅBRA SIHA: I manmaproponi na amenda pumega mo'na para u pribeniyi i maneran giniha para PSS § 60-30.3 Påtti 700 Settifikasión Atministradót yan Apås

I SUHETU NI MASUMÅRIA YAN ASUNTU NI TINEKKA SIHA: I Maproponi na Regulasion pumega mo'na i regulasion yan i manera ni manisissita para § 60-30.3-705 Tema

**DIREKSION PARA U MAPO'LU YAN PUPBLIKASION:** Esti i Manmaproponi na Regulasion siha debi na u mapupblika gi halum i Rehistran Commonwealth gi seksiona ni manmaproponi yan nuebu na ma'adåpta na regulasion siha. (1 CMC § 9102 (a)(1) yan mapega gi halum i kumbinienti na lugåt siha gi halum i civic center yan hålum ufisinan gubietnamentu gi kada distritun senadot, parehu Inglis yan i dos na lingguåhin natibu. (1 CMC § 9104(a)(1))



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Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative PARA U MAPRIBENIYU UPINON SIHA: Todu i manintirisåo na pitsona siha siña ma'eksamina i manmaproponi na amenda siha yan intrega hålum i tinigi' upiñon, pusisión, pat sinangan siha para pat kinentran i manmaproponi na amenda siha guatu gi Kabesiyu, i State Board of Education, ginen guatu gi mail gi P.O. Box 501370 CK, Saipan, MP 96950, pat ågang gi 670-664-371 l pat email para boe.admin@cnmipss.org gi halum i trenta (30) dihas gi fetchan kalendåriu ni tinattitiyi ni pupblikasion esti siha na amenda gi hålum i Rehistran Commonwealth. (1 CMC § 9104 (a)(2))

Esti na regulasion ginen maninaprueba gi Huntan i State Board of Education gi Ineru 19, 2024.

Nina'hålum	as: Without	07.19.24
	Maisie B. Tenorio	Fetcha
	Kabesiyu, State Board of Education	
Rinisibi as:	Oscar M. Babauta Ispisiåt Na Ayudåntin I Atministrasion	7/23/24 Fetcha
Pine'lu yan Ninota as:	Esther R.M. San Nicolas Rehistran Commonwealth	08.2 2024 Fetcha

Sigun i 1 CMC § 2153(e) (Inaprueba i regulasion yan siha ni Abugådu Heneråt ni para u macho'gui kumu fotma) yan 1 CMC § 9104(a)(3) (hentan inaprueba Abugådu Heneråt) i man maproponi na regulasion siha ni mañechettun guini ni man maribisa yan man ma'aprueba kumu fotma yan sufisienti ligåt ginin i CNMI Abugådu Heneråt yan debi na u mapupblika, (1 CMC § 2153(f) pupblikasion i areklamentu yan regulasion siha).

Mafetcha guini gi diha gi Huliu, 2024.

Edward E. Manibusan Abugådu Hinråt



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Dora B. Miura, PhD Teacher Representative Ronald E. Snyder, EdD Non Public School Rep.

Jane Nicole Mozunder Student Representative

### ARONGORONGOL TOULAP REEL PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT

#### IKKA RA LIIWELI NGÁLI ALLÉGH ME MWÓGHUTUGH IKKA E SÚLLÚNGÁLI CHAPTER 60-30 PUBLIC SCHOOL SYSTEM ALLÉGH ME MWÓGHUTUGHUT

PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT: Commonwealth Téél Falúw kka Efáng llól Marianas Public School System re schuungi bwe:

MÁNGEMÁNGIL MWÓGHUT REEL REBWE ADÓPTÁÁLI PPWOMMWOL ALLÉGH ME MWÓGHUTUGHUT: Commonwealth Téél Falúw kka Efáng Ilól Marianas Public School System re mángemángil rebwe adóptááli mwóghutughut kkaal bwe ebwe lléghló ikka e appasch bwe Ppommwol Mwóghutughut, sángi mwóghutughutúl Administrative Procedure Act, 1 CMC § 9104(a). Ebwe bwunguló Mwóghutughut kkaal seigh (10) ráál mwiril aar adóptááli me akkatééwowul me Ilól Commonwealth Register. (I CMC § 9105(b))

**BWÁNGIL:** Ppwommwol liiwel ikka ngáli mwóghutughutúl PSS ebwe arongowow sángi bwángil Board reel iye e totto me reel Article XV reel CNMI Constitution, Alléghúl Toulap 6-10 me CNMI Administrative Act.

**KKAPASAL ME AWEEWEEL:** Ppwommwol Mwóghutughut iye re ayoora ebwe tééló mmwal reel mwóghutughut ikka e fīl ngáli §60-30.3 Part 700 Administrator's Certification me Compensation.

**KKAPASAL ME AUTOL:** Ebwe tééló mmwal Ppwommwol Mwóghutughut ikka e fil ngáli §60-30.3-705 Term.

AFAL REEL AMMWELIL ME AKKATÉÉWOWUL: Ebwe akkatééwow Ppwommwol Mwóghutughut kkaal me llól Commonwealth Register llól tálil ppwommwol me ffél mwóghutughut ikka ra adóptáálil. (I CMC § 9102(a)(1) me ebwe appaschetá me llól civic center me bwal llól bwulasiyol gobetnameento llól senatorial district, fengál reel English me mwáliyaasch. (1 CMC § 9104 (a) (1))

**REEL ISIISILONGOL KKAPAS:** Schóó kka re tipáli rebwe amwuri ppwommwol liiwel me isiisilongischil kkapas, positions, ngáre kkapasal aweewe ngáli ngáre konturali ppwommwol liiwel kkaal rebwe isiis ngáli Chairperson, State Board of Education, via email me P.O. Box



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Jane Nicole Mozunder Student Representative

501370 CK, Saipan, MP 96950, ngáre bwal reel tilifon me 670-664-3711 ngáre email me boe.admin@cnmipss.org Ilól eliigh (30) ráál mwiril aal akkatééwow liiwel kkaal me Ilól Commonwealth Register. (1 CMC § 9104(a)(2))

Aa átirow ppwommwol mwóghutughut kkaal ngáli ebwe akkatééwow me Ilól Register ngáliir toulap reel kkapas me State Board of Education Regular Meeting wóól Schoow 19,2024.

Isáliyalong: M

Maisie B. Tenorio, Acting Chairperson

State Board of Education

Bwughiyal:

Oscar Babauta

Special Assistant ngáli Administration

Ammwelil:

Esther San Nicolas

Commonwealth Registrar

Sángi 1 CMC § 2 153(e) (sángi átirowal mwóghutughut me reel AG bwe aa lléghló reel fféérúl) me 1 CMC § 9104(a) (3) (sángi átirowal AG) reel ppwommwol mwóghutughut ikka e appasch bwe ra takkal amwuri fischiiy me legal sufficiency sángi Soulemelemil Allégh Lapalapal CNMI me ebwe akkatééwow (1 CMC § 2153(f) (akkatééwowul allégh me mwóghutughut).

Ghikkill wóól ráálil Wuun, 2024.

Edward E. Manibusan

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#### CNMI DEPARTMENT OF LABOR

A D M I N I S T R A T I V E HEARING OFFICE

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In Re Matter of:	)	PUA Case No. 23-0245
Florence Ann Bhuiyan,	)	
Appellant,	)	FINDINGS OF FACT AND CONCLUSIONS OF LAW
v.	)	
CNMI Department of Labor,	)	
Appellee.	)	

#### I. INTRODUCTION

This matter came before the undersigned for an Administrative Hearing on May 30, 2024 and June 18, 2024 at approximately 9:00 a.m. at the Administrative Hearing Office, Saipan. Appellant Florence Ann Bhuiyan ("Appellant") was present and represented by her Authorized Representative, Alam Bhuiyan. Appellee CNMI Department of Labor ("Appellee" or "Department") was present and represented by PUA Adjudication Team Leader Emelda Camacho and PUA Management Analyst Joseph Pangelinan. Interpreter Nasima Uddin was also present to facilitate communications. Witness Mary Susan Satur was also present.

Based on the applicable law, parties' arguments, and evidence presented, the Department's Determination dated June 30, 2023 is AFFIRMED. Appellant is NOT ELIGIBLE for benefits for the period of March 15, 2020 to March 28, 2020. Further, Appellant is **DISQUALIFIED** from benefits for the entire pandemic assistance period for committing fraud in the initial application.

#### II. JURISDICTION

Pandemic Unemployment Assistance ("PUA") is federal unemployment benefits distributed by state agencies to eligible workers affected by the COVID-19 public health emergency. The CNMI Department of Labor ("Department") is responsible for administering the federal PUA

See 15 USCA § 9021.

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program to eligible workers in the CNMI.<sup>2</sup> Further, the Department's Administrative Hearing Office is designated to review appeals of any PUA determination or redetermination issued in the CNMI.<sup>3</sup>

Appellant is a CNMI resident who filed a claim for unemployment benefits under the PUA program administered by the Department. Appellant was ultimately denied benefits and is appealing the Department's Disqualifying Determination. Accordingly, jurisdiction is established.

#### III. PROCEDURAL BACKGROUND

This matter concerns the denial of PUA benefits. On June 30, 2023, the Department issued a Disqualifying Determination effective March 15, 2020 to March 28, 2020.<sup>4</sup> The Disqualifying Determination states that Appellant failed to timely provide requested supporting documents to substantiate that her employment was directly caused by a qualifying COVID-19 reason. On July 10, 2023, Appellant filed an appeal<sup>5</sup> to contest the Disqualifying Determination and the matter was scheduled for a hearing. In preparation for the hearing, the parties were ordered to file a prehearing statement and proposed exhibits. On October 31, 2023, Department filed a prehearing statement and 12 proposed exhibits. On November 2, 2023, the Appellant filed a prehearing statement without proposed exhibits. On May 23, 2024, the Department filed 2 additional exhibits. The initial hearing was held on May 30, 2024. At the end of this hearing, the record was closed and the matter was taken under advisement. Upon further review, the record was insufficient and unclear. On June 4, 2024, the case was reopened and a second hearing was noticed and held on June 18, 2024.

#### IV. ISSUE STATEMENT

The issue on appeal is whether Appellant is a covered individual eligible to receive PUA benefits.

#### V. FINDINGS OF FACT

As a preliminary matter, some of the factual findings below were disputed or in conflict with other evidence. However, the undersigned resolved all disputes, ambiguities, and conflicts based

<sup>&</sup>lt;sup>2</sup> See 15 USCA § 9021(f).

<sup>&</sup>lt;sup>3</sup> See 15 USCA § 9021(c).

<sup>&</sup>lt;sup>4</sup> Exhibit 9 (A copy of Department's Disqualifying Determination dated June 30, 2023).

<sup>&</sup>lt;sup>5</sup> Exhibit 12 (A copy of Appellant's Request to file an Appeal, filed July 10, 2023).

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on the credibility of the witnesses and assigned weight of admitted exhibits. In consideration of above, the undersigned issues the following findings of fact:

- 1. Appellant is a US citizen living in the CNMI.
- 2. Appellant is a 37-year-old adult with Down Syndrome.<sup>6</sup> While Appellant is functioning and can verbalize needs, she is heavily supported by Center for Living Independently ("CLI"), CLI Director Mary Susan Satur, and Mr. Alam Bhuiyan.<sup>7</sup> Mr. Bhuiyan<sup>8</sup> is Appellant's husband and authorized<sup>9</sup> representative.
- 3. While Appellant has volunteer work<sup>10</sup> experience, Appellant was not working in 2019 or 2020.
- 4. In the beginning of 2020, Appellant's husband and authorized representative, Alam Bhuiyan, ("Representative") created two businesses in her name.
  - A. The first business was a security company called, Dinanchi Security Services.
  - B. The second business was a grounds maintenance company called, Pairiri Ground Maintenance.<sup>11</sup>
- 5. Representative decided to put the businesses in Appellant's name because she is a US Citizen and he believed that would be advantageous.
- 6. Beyond signing paperwork to put the business in her name, Appellant engaged in little to no business activity.
  - A. Appellant has no experience, training, or skills relevant to said businesses.
  - B. Appellant's future role and participation in the businesses were unconfirmed and speculative, at best.

<sup>&</sup>lt;sup>6</sup> Appellant's developmental age is unclear.

<sup>&</sup>lt;sup>7</sup> Based on the evidence presented, Appellant graduated high school under the special education curriculum. However, Appellant is at the third grade reading level and struggles with writing and math. Appellant can make everyday decisions (e.g., when to shower, what to eat, what to wear) but struggles with appropriate boundaries and leaves decisions regarding finances, health, and welfare to Mr. Alam. Appellant has learned life skills (e.g., cooking, cleaning, and socializing) at CLI but it is limited and supervised. Appellant can be easily distracted, generally does not handle her own money, and does not like being left alone.

<sup>&</sup>lt;sup>8</sup> Representative had limited English proficiency. Although language accommodations were provided and attempts were made to clarify questions and rehabilitate the witness, many of Representative's responses were vague, contradictory, or nonresponsive to the specific question. Further, upon review, documents submitted by Mr. Bhuiyan conflicted with presented testimony.

<sup>&</sup>lt;sup>9</sup> Mr. Bhuiyan does not have a valid power of attorney.

<sup>&</sup>lt;sup>10</sup> Appellant volunteers without pay as a team leader to a group of other participants at CLI.

Exhibit 4 (A copy of Appellant's Business Licenses, valid from January 27, 2020 to January 27, 2021).

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27 28 7. The businesses never became fully operational. A. At the time of creation, there was no viable business plan.

E. Appellant did not receive any income or compensation from the businesses.

C. Appellant did not provide services under either of the businesses. The majority of

D. While a business bank account was opened in Appellant's name, it was only

- B. There were limited start-up funds to support operations.

the work, if any, was to be done by Representative.

funded with \$125 of Representative's money.

- C. There was no office space or business assets purchased for operations.
- D. While potential employees were identified within the Appellant's family, no one was actually hired to do the necessary work.
- 8. While Representative may have solicited for work, Representative was unable to secure service contracts for any of the above-mentioned businesses.
  - A. With regards to the security company, Representative could not secure work because his prices were not competitive and higher than market value. Representative did not want to accept the market price.
  - B. With regards to the ground maintenance company, Representative could not secure work because he did not have the necessary equipment.
- 9. Neither Appellant or Representative were capable or willing to work in 2020.
  - A. Appellant did not have any skills, training, or experience to work under either business.
  - B. Appellant stayed home for the majority of 2020 because she was scared of contracting COVID-19.
  - C. Representative claimed he could not work because he has diabetes and did not have a car—despite categorizing fuel as a business expense. 12
  - D. Representative also claimed that the business turned away clients who were willing to pay the market rate.
- 10. The businesses did not make income during the relevant time period. 13

<sup>&</sup>lt;sup>12</sup> See Exhibit 7 (A copy of Appellant's handwritten list of 2020-2021 business expenses).

<sup>&</sup>lt;sup>13</sup> Exhibit 5 (A copy of Appellant's Monthly BGRT's for year 2020 and 2021); Exhibit 6 (A copy of Appellant's Quarterly Returns for year 2020 and 2021).

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<sup>14</sup> Exhibit 1 (A copy of Appellant's Application Snapshot, filed September 9, 2020).

<sup>15</sup> Exhibit 3 (A copy of Appellant's self-certification dated August 22, 2022 and statement dated May 5, 2023).

A. The security company did not provide services or make any income in 2020, 2021, or 2022.

- B. The grounds maintenance company did not provide services or make any income in 2020 or 2021.
- 11. Although the businesses were not operational or profitable, the businesses did not actually close or shut down.
- 12. Representative hired a third party to file pandemic unemployment assistance claims for Appellant and himself, based on information Representative provided. Appellant's application was submitted on or around September 9, 2020.<sup>14</sup>
- 13. Based on the application, the Department requested additional documents to substantiate whether Appellant's employment was directly affected by a COVID-19 qualifying reason.
  - A. On August 12, 2022, the Department gave Appellant 90 days to file a number of employment and tax records. Appellant did not fully meet this deadline and the Department was unable to substantiate employment.
  - B. On November 18, 2022, the Department gave Appellant an additional 90 days to file the records. Appellant did not fully meet this deadline and the Department was unable to substantiate employment.
  - C. On April 17, 2023, the Department gave Appellant an additional 21 days to file the records. Appellant did not fully meet this deadline and the Department was unable to substantiate employment.
- 14. Based on the Department's requests for documents, Representative worked with an unknown third party to create and submit documents to support Appellant's claim. Appellant did not write these documents and it is unclear whether she understood what she was signing.
  - A. In response to a request for employment certification, Representative submitted a notarized letter, dated August 22, 2022, stating that scheduled work was suspended and operations shut down "due to COVID-19." This document was given little to no evidentiary weight. <sup>16</sup>

<sup>&</sup>lt;sup>16</sup> The undersigned assigned little to no weight to this document considering it does not satisfy the business record exception to the hearsay rule when it was not created or maintained in the regular course of business, but created two

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years after the fact, in preparation for appeal. Further, statements in the letter conflicts with sworn testimony that the business was never operational.

<sup>17</sup> Exhibit 3 (A copy of Appellant's self-certification dated August 22, 2022 and statement dated May 5, 2023).

- C. In response to a request for financial records demonstrating income, Representative submitted copies of Monthly Business Gross Revenue Tax Returns and Quarterly Withholding Tax Returns.<sup>22</sup> These tax returns were filed one to two years late and claimed zero income.
- D. In response to a request for business expenses to show business activity, Representative submitted a handwritten list of business expenses, amounting to \$2,290 per month.<sup>23</sup> The list of business expenses was given little to no evidentiary weight.<sup>24</sup>
- 15. Ultimately, the Department found the documents were insufficient to substantiate that Appellant's employment was directly affected by a COVID-19 qualifying reason. On June 30, 2023, the Department issued a Disqualifying Determination effective March 15, 2020 to March 28, 2020 for failure to timely submit supporting documents.

<sup>&</sup>lt;sup>18</sup> There were no business plan documents with regards to the ground maintenance company.

<sup>&</sup>lt;sup>19</sup> See Appeal and supporting documents.

<sup>&</sup>lt;sup>20</sup> Exhibit 8 (A copy of Appellant's Business Plan for Dinanchi Security Services).

<sup>&</sup>lt;sup>21</sup> The undersigned assigned little to no weight to said business plan because it lacks substance. Specifically, it does nothing to legitimize the business, identify prospective business opportunities, or show Appellant's involvement or participation in the businesses.

<sup>&</sup>lt;sup>22</sup> Exhibit 5 (A copy of Appellant's Monthly BGRT's for year 2020 and 2021); Exhibit 6 (A copy of Appellant's Quarterly Returns for year 2020 and 2021).

<sup>&</sup>lt;sup>23</sup> Exhibit 7 (A copy of Appellant's handwritten list of 2020-2021 business expenses).

<sup>&</sup>lt;sup>24</sup> The undersigned assigned little to no weight to the list of expenditures because the expenses were tied to personal living expenses, could not be corroborated with receipts, and upon questioning, could not be linked to a specific business activity. Additionally, the undersigned does not find that expenditures to be credible considering conflicting testimony that the businesses were not operating or providing services.

<sup>16.</sup> On July 10, 2023, Appellant filed the present appeal.

#### VI. CONCLUSIONS OF LAW

In consideration of the above-stated findings and applicable law, the undersigned issues the following conclusions of law:

#### 1. Appellant is not a "covered individual" eligible for PUA Benefits.

Pandemic unemployment assistance is available to covered individuals, for up to 79 weeks from January 27, 2020 to September 6, 2021, so long as their unemployment, partial unemployment, or inability to work was caused by COVID-19. 15 USCA § 9021. A "covered individual" is someone who: (1) is not eligible for regular compensation or extended benefits under State or Federal Law; (2) self-certifies he or she is able to work and available for work but is unemployed, partially unemployed, or unable or unable to work as a direct result of COVID-19; and (3) timely provides documentation to substantiate employment, self-employment, or planned commencement of employment. 15 USCA § 9021 (a)(3)(A).

#### A. Appellant did not submit sufficient documents to substantiate employment.

In order to be eligible for PUA, an individual must provide documentation substantiating employment, self-employment, or the planned commencement of employment or self-employment within 21 days of submitting an application or upon the Department's request. 15 USCA § 9021(a)(3)(A)(iii); See also 20 CFR § 625.6. The deadline to submit may be extended for good cause. 15 USCA § 9021(a)(3)(A)(iii). Failure to supply said documents, and any other relevant, requested documents is a justifiable basis to deny benefits. HAR § 12-5-81(j).

As demonstrated above, the Department made multiple requests for documents to substantiate Appellant's employment. For Appellant, relevant documents include a business license and supporting documents to show self-employment, tax returns or other financial records to show income, or contracts or affidavits to show commencement of work. Appellant was given more than 180 days to provide necessary documentation to substantiate employment. While Appellant provided some records, these records were not trustworthy and did not show Appellant was actually working or making income. For these reasons, Appellant failed to submit sufficient documents to substantiate employment.

<sup>&</sup>lt;sup>25</sup> See Exhibit 4 (A copy of Appellant's Business Licenses, valid from January 27, 2020 to January 27, 2021); Exhibit 5 (A copy of Appellant's Monthly BGRT's for year 2020 and 2021); Exhibit 6 (A copy of Appellant's Quarterly Returns for year 2020 and 2021); See Exhibit 7 (A copy of Appellant's handwritten list of 2020-2021 business expenses); and Exhibit 8 (A copy of Appellant's Business Plan for Dinanchi Security Services).

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<sup>26</sup> Pursuant to 20 CFR § 625.5, unemployment is considered a "direct result" of the pandemic where the employment is an immediate result of the COVID-19 public health emergency itself, and not the result of a longer chain of events precipitated or exacerbated by the pandemic.

## B. Appellant's employment was not affected as a direct result of a qualifying COVID-19 reason.

In order to be eligible for benefits, Appellant must show her employment was affected as a direct result<sup>26</sup> of a qualifying COVID-19 reason. 15 USCA § 9021(a)(3)(A)(ii). An individual was directly affected by COVID-19 if:

- a. The individual has been diagnosed with COVID-19 or is experiencing symptoms of COVID-19 and is seeking a medical diagnosis;
- b. A member of the individual's household has been diagnosed with COVID-19:
- c. The individual is providing care for a family member or a member of the individual's household who has been diagnosed with COVID-19;
- d. A child or other person in the household for which the individual has primary caregiving responsibility is unable to attend school or another facility that is closed as a direct result of the COVID-19 public health emergency and such school or facility care is required for the individual to work:
- e. The individual is unable to reach the place of employment because of a quarantine imposed as a direct result of the COVID-19 public health emergency;
- f. The individual is unable to reach the place of employment because the individual has been advised by a health care provider to quarantine due to concerns related to COVID-19;
- g. The individual was scheduled to commence employment and does not have a job or is unable to reach the job as a direct result of the COVID-19 public health emergency;
- h. The individual has become the breadwinner or major support for a household because the head of the household has died as a direct result of COVID-19:
- i. The individual has to quit his or her job as a direct result of COVID-19;
- j. The individual's place of employment is closed as a direct result of the COVID-19 public health emergency; or
- k. The individual meets any additional criteria established by the US Secretary of Labor for unemployment assistance under PUA.

15 USCA § 9021 (a)(3)(A)(ii). Additional criteria established by the US Secretary of Labor under item (k), above, includes:

(1) The individual is an independent contractor who is unemployed (total or partial) or is unable or unavailable to work because of the COVID-19 public

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health emergency that has severely limited his or her ability to continue performing the customary job;

- (2) The individual has been denied continued unemployment benefits because the individual refused to return to work or accept an offer of work at a worksite that, in either instance, is not in compliance with local, state, or national health and safety standards directly related to COVID-19. This includes, but is not limited to, those related to facial mask wearing, physical distancing measures, or the provision of personal protective equipment consistent with public health guidelines;
- (3) An individual provides services to an educational institution or educational service agency and the individual is unemployed or partially unemployed because of volatility in the work schedule that is directly caused by the COVID-19 public health emergency. This includes, but is not limited to, changes in schedules and partial closures; and
- (4) An individual is an employee and their hours have been reduced or the individual was laid off as a direct result of the COVID-19 public health emergency.

See Unemployment Insurance Program Letter 16-20 and 16-20 Change 5.

Here, Representative claimed that Appellant is self-employed and Appellant's place of business closed due to COVID-19. Upon thorough review, the undersigned is not persuaded.

First, it is important to note that Appellant's employment was a façade. To be considered self-employed, the Appellant must report income as a self- employed person.<sup>27</sup> Although Appellant was the legal owner of two companies, ownership alone does not equate to employment.<sup>28</sup> Notably, Representative only created the business in her name because of her status as a US citizen. Appellant did not contribute to the business, engage in business activity in any meaningful way, or generate income from the business. Based on the evidence presented, Appellant was not employed and her unemployment predated the pandemic.

Second, the statements made in Appellant's PUA application are false and inaccurate. In submitting the application, Appellant, by and through Representative,<sup>29</sup> claimed that her place of employment was closed as a direct result of the COVID-19 public health emergency.<sup>30</sup> This

<sup>&</sup>lt;sup>27</sup> See Haw. Code R. § 17-912-28.

<sup>&</sup>lt;sup>28</sup> See Haw. Code R. § 12-5-99 ("Employment means all services ... whether expressed in terms of weeks of work or otherwise.")

<sup>&</sup>lt;sup>29</sup> Representative hired an unknown third party to prepare and submit the PUA application on Appellant's behalf, based on information provided by Representative.

<sup>&</sup>lt;sup>30</sup> To satisfy this criterion, Appellant must show that the pandemic was the immediate cause of the business closure. Based on federal guidance, this criterion can be satisfied when there is a government-mandated closure such as an emergency declaration or necessary social distancing protocols. *See* Unemployment Insurance Program Letter 16-20, 16-20 Change 4, and 16-20 Change 5.

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statement is false and inaccurate. In addition to the fact that Appellant was not actually employed, the businesses never actually closed. Notably, the business did not have a public location or store front. Instead, Representative attempted to operate the business from their home. Representative, however, was unsuccessful and could not operate the business due to a lack of start funds and clients. At no time relevant to this claim was Appellant required to shut down operations because of COVID-19. Based on the evidence presented, Appellant and Representative misrepresent how COVID-19 affected Appellant's employment.

Third, upon further inquiry, Appellant is unable to satisfy any other COVID-19 qualifying reason. Although Appellant may claim self-employment, she did not experience a decline in customary work activities and she did not receive reportable income from the businesses during the relevant time period. Further, as Representative testified, the businesses did not operate because they lacked start-up funds to purchase equipment and did not have competitive pricing. These reasons are not directly related to COVID-19.

In consideration of above, Appellant's employment was not affected by COVID-19.

#### C. Appellant was not able and available to work.

In order to be eligible for PUA, an individual must be able and available to work. 15 USCA § 9021(a)(3)(A)(ii). "An individual shall be deemed able to work if the individual has the physical and mental ability to perform the usual duties of the individual's customary occupation or other work for which is the individual is reasonably fitted by training and experience." HAR § 12-5-35(a)(1). If a claimant is not physically able to work, he or she may be disqualified for PUA, unless the reason he or she is unable or unavailable is directly related to a COVID-19 reason. "An individual shall be deemed available for work only if the individual is ready and willing to accept employment for which the individual is reasonably fitted by training and experience. The individual must intend and wish to work, and there must be no undue restrictions either selfimposed or created by force of circumstances which prevent the individual from accepting employment." HAR § 12-5-35(a)(2) and (b). Also, the individual must "be willing to accept the wages and hours and days of employment that are prevailing or customary in the community in which the individual is seeking work. . . . " Id.

Based on the parties' testimony Appellant was not able or available to work for either business for a number of reasons. First, Appellant has a cognitive and developmental disability that restricted her ability to work. Second, Appellant has limited work experience, education, skill,

and training to work. Third, Appellant chose to stay home because she was afraid of contracting COVID-19. For these reasons, Appellant was not able and available to work.

#### 2. Appellant committed fraud and should be disqualified from receiving benefits.

A person who knowingly misrepresents or conceals a material fact in order to obtain benefits commits fraud. 20 CFR § 625.14. A claimant who commits fraud in the initial application is disqualified to receive benefits during the entire pandemic assistance period. 20 CFR § 625.14(i)(1). A claimant who commits fraud in the weekly certifications is disqualified for that week and the following two compensable weeks during the pandemic assistance period. 20 CFR § 625.14(i)(2). Additionally, the claimant may be held liable for criminal prosecution and penalties under state or federal law. 20 CFR § 625.14(i).

Here, Representative hired a third party to prepare and submit a PUA application on Appellant's behalf. The application was prepared using information provided by Representative and submitted with Appellant's authorization. Upon submitting the initial application, Appellant certified that statements made in the application are true under penalty of perjury and acknowledges that intentional misrepresentation is fraud. As discussed above, the initial application and supporting documents claimed that Appellant's place of employment closed as a direct result of COVID-19. These statements were submitted to the Department in an effort to claim unemployment benefits. However, as discussed above and based on Representative's testimony, these statements are false. Further, in consideration of the explanations, provided resources, falsified records, and testimony, Appellant and Representative knew or should have known those statements to be false. Accordingly, Appellant and Representative committed fraud and Appellant should be disqualified from receiving any PUA benefits for the entirety of the pandemic assistance period.

#### VII. DECISION

Accordingly, Appellant is not a covered individual. For the reasons stated above, it is **ORDERED** that:

- 1. The CNMI Department of Labor's Disqualifying Determination, dated June 30, 2023, is **AFFIRMED**;
- 2. The Appellant is  $\underline{\text{NOT ELIGIBLE}}$  to receive PUA benefits for the contested period; and

<sup>&</sup>lt;sup>31</sup> See Exhibit 1 (A copy of Appellant's Application Snapshot, filed September 9, 2020).

If a party is aggrieved by this Order and would like to contest the decision, he or she must submit a written request to reopen the decision pursuant to Hawaii Admin. Rule § 12-5-93. The written request should be supported by legal, factual, or evidentiary reasons to reopen the decision. The written request must be submitted to the Administrative Hearing Office, either in person at 1331 Ascencion Drive, Capitol Hill Saipan MP 96950 or via email at hearing@dol.gov.mp.

3. Appellant committed FRAUD and is **DISQUALIFIED** from receiving benefits for the

In the event a request to reopen the decision is granted, the matter shall be scheduled for a subsequent hearing. In the event a request to reopen the decision is denied, or if the Appellant still disagrees with a subsequent decision, the Appellant may seek judicial review with the CNMI Superior Court under the local Administrative Procedures Act. See 1 CMC § 9112. All forms, filings fees, and filing deadlines for judicial review will be as established by the applicable law and court rule.

So ordered this 2nd, day of July, 2024.

entirety of the pandemic assistance period.

Jacqueline A. Nicolas

Chief Administrative Hearing Officer

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# CNMI DEPARTMENT OF LABOR A D M I N I S T R A T I V E

In Re Matter of:		)	PUA Case No. 23-0251
Sabinoy Chakraborty,		)	
	Appellant,	)	FINDINGS OF FACT AND CONCLUSIONS OF LAW
V.		)	
CNMI Department of Labor,		)	
	Appellee.	)	

HEAR

#### I. INTRODUCTION

This matter came before the undersigned for an Administrative Hearing on June 27, 2024 at approximately 9:00 a.m. at the Administrative Hearing Office, Saipan. Appellant Sabinoy Chakraborty ("Appellant") was present and self-represented. Appellee CNMI Department of Labor ("Appellee" or "Department") was present and represented by Adjudication Team Leader Emelda Camacho and Adjudication Management Analyst Joseph Pangelinan.

Based on the applicable law, parties' arguments, and evidence presented, the Department's Determination dated June 27, 2023 is <u>AFFIRMED</u>. Appellant is <u>NOT ELIGIBLE</u> for benefits for the period of December 27, 2020 to September 4, 2021. Appellant committed <u>FRAUD</u> and is **DISQUALIFIED** to receive PUA benefits for the entire pandemic assistance period.

#### II. JURISDICTION

Pandemic Unemployment Assistance ("PUA") is federal unemployment benefits distributed by state agencies to eligible workers affected by the COVID-19 public health emergency. The CNMI Department of Labor ("Department") is responsible for administering the federal PUA program to eligible workers in the CNMI. Further, the Department's Administrative Hearing

<sup>1</sup> See 15 USCA § 9021.

<sup>&</sup>lt;sup>2</sup> See 15 USCA § 9021(f).

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<sup>3</sup> See 15 USCA § 9021(c).

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<sup>4</sup> Appellant mistakenly appealed the Determination instead of the Redetermination.

<sup>5</sup> In the event that the appeal is not timely filed, the latter issue will be considered moot and omitted from the decision.

<sup>6</sup> See Exhibit 1 (A copy of Appellant's Application Snapshot, filed June 21, 2020).

Office is designated to review appeals of any PUA determination or redetermination issued in the CNMI.3

Appellant is a CNMI resident who filed a claim for unemployment benefits under the PUA program administered by the Department. Appellant was ultimately denied benefits and is appealing the Department's Disqualifying Determination. Accordingly, jurisdiction is established.

#### III. PROCEDURAL BACKGROUND

This matter concerns the denial of PUA benefits. On June 27, 2023 the Department issued a Disqualifying Determination, effective December 27, 2020 to September 4, 2021. The Disqualifying Determination provides that Appellant is not a U.S Citizen, Non-Citizen National, or a Qualified Alien. On July 26, 2023, Appellant filed a request for reconsideration with the Department. On July 27, 2023, the Department issued a Redetermination that reasserted the original determination. On August 14, 2023, Appellant filed an appeal to contest the Disqualifying Determination<sup>4</sup> and the matter was scheduled for a hearing. In preparation for the hearing, the parties were ordered to file a prehearing statement and proposed exhibits. On October 27, 2023, Appellant filed a prehearing statement and 10 proposed exhibits. On October 31, 2023, the Department filed a prehearing statement and 12 proposed exhibits. The Appellant filed an additional exhibit on January 22, 2024. The Administrative Hearing was held on June 27, 2024.

#### IV. ISSUE STATEMENT

The issues on appeal are:

- 1. Whether the appeal is timely filed;<sup>5</sup> and
- 2. Whether Appellant is eligible for PUA; and

#### V. FINDINGS OF FACT

3. If overpaid, whether Appellant is eligible for a waiver from repaying received benefits.

In consideration of the evidence admitted and credibility of witness testimony, the undersigned issues the following findings of fact:

1. Appellant is a CNMI resident who has been living and working in the Saipan.<sup>6</sup>

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- 2. Appellant is self-employed as the owner and operator of Saipan Taxi Service in the CNMI.<sup>7</sup>
- 3. Before the pandemic, Appellant regularly made approximately \$1,000 to 1,500 per month as a taxi driver.
- 4. Due to a lack of incoming tourists and transportation needs during the COVID-19 public health emergency, Appellant's business slowed.<sup>8</sup>
- 5. On or around June 21, 2020, Appellant hired an unknown third party to complete and submit his PUA application. Appellant's application falsely claimed:
  - a. He is a Bangladesh citizen authorized to work in the CNMI;
  - b. He received a notice of termination on February 2, 2020;
  - c. His employment was affected by COVID-19 when he was scheduled to commence employment and unable to reach the job as a direct result of the COVID-19 public health emergency;
  - d. Appellant earned zero income in year 2019; and
  - e. Appellant's employment was affected since February 2, 2020.
- 6. In submitting the initial application, <sup>10</sup> Appellant acknowledged:
  - a. It is his responsibility to read and familiarize himself with the PUA benefit rights information handbook;
  - b. The responses provided in his application are true, accurate, and complete under penalty of perjury; and
  - c. False statements are punishable as fraud.
- 7. Based on the answers provided in the application, the Department conducted an investigation into Appellant's immigration status and employment authorization.
  - a. The Department requested Appellant to submit documentation to substantiate his identity and employment authorization. In response, Appellant submitted: (1) his passport from the People's Republic of Bangladesh, valid February 19, 2018 to

<sup>&</sup>lt;sup>7</sup> Exhibit 2 (A copy of Appellant's Business License, valid from 2020 to 2023).

<sup>&</sup>lt;sup>8</sup> Appellant makes conflicting claims of when his income was affected. Appellant application shows he was affected since February 2020 with zero income starting 2019. However, Appellant's testimony claims that was incorrect and his income was only affected starting June 2020. Neither the sworn statements were found credible.

<sup>&</sup>lt;sup>9</sup> Exhibit 1 (A copy of Appellant's Application Snapshot, filed June 21, 2020).

<sup>&</sup>lt;sup>10</sup> Exhibit 1 (A copy of Appellant's Application Snapshot, filed June 21, 2020).

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February 18, 2023;<sup>11</sup> (2) Employment Authorization Card under Category C11, valid from March 19, 2018 to June 29, 2019; 12 and (3) a USCIS Notice denying his extension for re-parole, which expired October 28, 2019. 13

- b. On December 18, 2020, the Department entered Appellant's information into the Systematic Alien Verification for Entitlements (SAVE) database maintained by USCIS, Verification Division. The SAVE results 14 indicate that Appellant did not have employment authorization after June 29, 2019.
- c. Appellant's subsequent application for employment authorization was denied. 15
- 8. On June 27, 2023, the Department issued a Disqualifying Determination. 16 The Disqualifying Determination provided:
  - a. Appellant failed to show that he is a US Citizen, Non-Citizen National, or a Qualified Alien;
  - b. Appellant was disqualified from December 27, 2020 to September 4, 2021; and
  - c. Appellant's ten-day deadline to appeal was July 7, 2023.
- 9. The Disqualifying Determination was served to Appellant through the online portal internal message and personal email. After serving the Disqualifying Determination, the Department called Appellant to notify him that the Determination was available online and at their office.
- 10. On July 26, 2023, Appellant filed a request for reconsideration. <sup>17</sup> Appellant continued to claim he was a qualified alien but did not provide additional documents to prove his claim.
- 11. On July 27, 2023, the Department issued a Redetermination 18 that reaffirmed their findings in the June 27th Determination. The Redetermination provided:
  - a. Appellant failed to show that he is a US Citizen, Non-Citizen National, or a Qualified Alien;
  - b. Appellant was disqualified from December 27, 2020 to September 4, 2021; and

Exhibit 3 (A copy of Appellant's Passport, valid from February 19, 2018 to February 18, 2023).

<sup>&</sup>lt;sup>12</sup> Exhibit 4 (A copy of Appellant's EAD Card, valid from March 19, 2018 to June 29, 2019).

<sup>&</sup>lt;sup>13</sup> Exhibit 5 (A copy of Appellant's USCIS Notice, dated April 2, 2020).

<sup>&</sup>lt;sup>14</sup> Exhibit 6 (A copy of Department's SAVE Response, initiated on December 18, 2020).

<sup>&</sup>lt;sup>15</sup> Exhibit 7 (A copy of Appellant's USCIS Rejection Notice, dated April 5, 2022).

<sup>&</sup>lt;sup>16</sup> Exhibit 8 (A copy of Department's Disqualifying Determination, dated June 27, 2023).

<sup>&</sup>lt;sup>17</sup> Exhibit 9 (A copy of Appellant's Request for Reconsideration, dated July 26, 2023).

<sup>&</sup>lt;sup>18</sup> Exhibit 10 (A copy of Department's Redetermination, dated July 27, 2023).

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c. Appellant's ten-day deadline to appeal was August 6, 2023.

- 12. The Redetermination was served to Appellant in the same manner stated above. 19
- 13. Department notified Appellant of his appeal rights.
  - a. The appeal deadline and appeal rights were included on the Disqualifying Determination<sup>20</sup> and Redetermination.<sup>21</sup>
  - b. The appeal rights and instructions were included on the Appeal Forms and other resources, publicly available on the Department website.
  - c. The appeal rights, deadline, and instructions were advertised in news articles generally circulated in Saipan.<sup>22</sup>
  - d. The appeal deadline and appeal rights were included in the Benefit Rights Information Handbook<sup>23</sup>—which claimants are responsible for reading.
- 14. Appellant did not receive any unemployment benefits.<sup>24</sup>
- 15. On August 14, 2023, Appellant filed an appeal for the June 27, 2023 Disqualifying Determination.<sup>25</sup>
  - a. In his appeal, Appellant argues he is a qualified alien because his ex-wife and adult child are U.S Citizen.
  - b. Appellant does not indicate why the appeal was filed after the 10-day deadline. During the hearing, Appellant claimed he filed after the 10-day deadline because he had difficulty retrieving the decision and limited access to a computer.
  - c. Appellant provide no additional evidence to contest the Department's findings.

<sup>&</sup>lt;sup>19</sup> Exhibit 11 (A copy of Department's Case Notes, created July 7, 2023 and July 27, 2023).

<sup>&</sup>lt;sup>20</sup> Exhibit 8 (A copy of Department's Disqualifying Determination, dated June 27, 2023).

<sup>&</sup>lt;sup>21</sup> Exhibit 10 (A copy of Department's Redetermination, dated July 27, 2023).

<sup>&</sup>lt;sup>22</sup> Exhibit 12 (A copy of News Articles, dated October 15, 2020 and October 16, 2020).

<sup>&</sup>lt;sup>23</sup> Exhibit 13 (A copy of Department's Benefits Rights Information Handbook).

<sup>&</sup>lt;sup>24</sup> Exhibit 14 (A copy of BPC's email communication, dated October 24, 2023).

<sup>&</sup>lt;sup>25</sup> The June 27, 2023 Disqualifying Determination was superseded by the July 27, 2023 Redetermination. Appellant mistakenly filed an appeal for the wrong decision. Without objection from the Department, the appeal was amended to contest the July 27, 2023 Redetermination.

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#### VI. CONCLUSIONS OF LAW

In consideration of the above-stated findings and applicable law,<sup>26</sup> the undersigned issues the following conclusions of law:

### A. Appellant's appeal was timely filed.

An appeal should be filed within ten days after the Notice of Determination was issued or served to the claimant. HI. Rev. Statute § 383-38(a). However, the deadline to file an appeal may be extended to 30 days by a showing of good cause. HAR § 12-5-81(j). Good cause means: (1) illness or disability; (2) keeping an appointment for a job interview; (3) attending a funeral of a family member; and (4) any other reason which would prevent a reasonable person from complying as directed. *Id*.

On July 27, 2023, the Department issued and served a Redetermination, disqualifying Appellant for benefits from December 27, 2020 to September 4, 2021.<sup>27</sup> As stated therein, Appellant's deadline to appeal was August 6, 2023. Appellant filed his appeal approximately one week late on August 14, 2023.<sup>28</sup> Considering Appellant's limited understanding, lack of computer access, and lack of transportation, Appellant is entitled to a good cause extension of 30 days. Accordingly, Appellant's appeal is timely filed.

# B. Appellant is not a U.S. Citizen, Non-Citizen National, or Qualified Alien eligible for public assistance.

Pandemic Unemployment Assistance is considered a federal public benefit, as defined by 8 USC §1611(c). In order to receive a federal public benefit, the claimant must be a U.S Citizen, Non-Citizen National, or Qualified Alien at the time relevant to the claim. 8 USC §1611(a). A "Qualified Alien" is defined as:

- 1. An alien admitted for permanent residence under the Immigration and Nationality Act (INA);
- 2. An alien granted asylum under § 208 of the INA;

<sup>&</sup>lt;sup>26</sup> Generally, PUA determinations are made based on a combination of federal and state law. The CARES Act (Pub. L. No. 116-136), the Continued Assistance Act (Pub. L. No. 116-260 § 201), and the American Rescue Plan Act (Pub. L. No. 117-2), which funded and created the program, were codified under 15 USCA § 9021. Unless otherwise provided by statute, the Disaster Unemployment Assistance (DUA) program regulations under 20 CFR Part 625 applies to the PUA program. 15 USCA § 9021(h). As stated therein, the applicable state law in the Commonwealth of the Northern Mariana Islands is Hawaii Employment Security Law. 20 CFR §§ 652.2 and 625.11; see also 15 USCA § 9021(c).

<sup>&</sup>lt;sup>27</sup> Exhibit 10 (A copy of Department's Redetermination, dated July 27, 2023).

<sup>&</sup>lt;sup>28</sup> See Appeal Filing.

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<sup>29</sup> Based on the defined work weeks, claims filed after December 27, 2020 refers to claims for weeks on or before

January 3, 2021. See 20 C.F.R. § 625.2; Haw. Code R. § 12-5-1.

<sup>30</sup> See Pub. L. No. 116-260; See also Unemployment Insurance Program Letter 16-20, change 4, page I-16 (January 8, 2021).

<sup>31</sup> Exhibit 3 (A copy of Appellant's Passport, valid from February 19, 2018 to February 18, 2023).

<sup>32</sup> Exhibit 5 (A copy of Appellant's USCIS Notice, dated April 2, 2020).

<sup>33</sup> Exhibit 4 (A copy of Appellant's EAD Card, valid from March 19, 2018 to June 29, 2019).

<sup>34</sup> Exhibit 6 (A copy of Department's SAVE Response, initiated on December 18, 2020).

3. A refugee admitted to the US under § 207 of the INA:

4. An alien paroled into the US under § 212(d)(5) of the INA for at least one year;

5. An alien whose deportation is being withheld under § 243(h) of the INA ... or whose removal is being withheld under § 241 (b)(3) of the INA:

6. An alien granted conditional entry pursuant to § 203 (a)(7) of the INA;

7. An alien who is a Cuban or Haitian entrant as defined in § 501(e) of the Refugee Education Assistance Act of 1980; or

8. An alien who (or whose child or parent) has been battered or subject to extreme cruelty in the U.S. and otherwise satisfies the requirements of § 431(c) of the Act.

8 USC §1641. For purposes of PUA, Commonwealth Only Transitional Workers (CW-1) may be eligible to receive benefits for claims filed after December 27, 2020,<sup>29</sup> provided all other eligibility requirements are met.<sup>30</sup>

Appellant did not provide sufficient documentation to prove he is a U.S. Citizen, Non-Citizen National, or Qualified Alien authorized to work in the CNMI during the contested period. Based on the documents provided, Appellant is a citizen of the People's Republic of Bangladesh<sup>31</sup> who held parole status until October 28, 2019<sup>32</sup> and employment authorization until June 29, 2019.<sup>33</sup> Based on the documents provided and the USCIS SAVE results,<sup>34</sup> Appellant was living and working in the CNMI without status or authorization since 2019. For that reason, Appellant is not eligible for federal unemployment benefits.

### C. Appellant is not a "covered individual" eligible for PUA benefits.

Pandemic unemployment assistance is available to covered individuals, for up to 79 weeks from January 27, 2020 to September 6, 2021, so long as their unemployment, partial unemployment, or inability to work was caused by COVID-19. 15 USCA § 9021. A "covered individual" is someone who: (1) is not eligible for regular compensation or extended benefits under State or Federal Law; (2) self-certifies he or she is able to work and available for work but is unemployed, partially unemployed, unable or unavailable to work as a direct result of COVID-

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As stated above, an individual must be available to work. 15 USCA § 9021(a)(3)(A)(ii). "An individual shall be deemed available for work only if the individual is ready and willing to accept

19; and (3) timely provides documentation to substantiate employment, self-employment, or

planned commencement of employment. 15 USCA § 9021 (a)(3)(A) (emphasis added).

employment for which the individual is reasonably fitted by training and experience. The individual must intend and wish to work, and there must be no undue restrictions either selfimposed or created by force of circumstances which prevent the individual from accepting employment." HAR § 12-5-35(a)(2) and (b). Also, the individual must "be willing to accept the wages and hours and days of employment that are prevailing or customary in the community in which the individual is seeking work. . . . " Id.

Appellant was not available to work because he lacked employment authorization. As discussed above, Appellant did not have authorization to work in the CNMI after June 2019.35 Without employment authorization, Appellant could not legally perform work in the CNMI. Because Appellant could not legally work, Appellant was not considered available to work, as defined by state law. Accordingly, Appellant was not a covered individual eligible for PUA benefits.

## D. Appellant committed fraud and should be disqualified from receiving benefits.

A person who knowingly misrepresents or conceals a material fact in order to obtain benefits commits fraud. 20 CFR § 625.14. A claimant who commits fraud in the initial application is disqualified to receive benefits during the entire pandemic assistance period. 20 CFR § 625.14(i)(1). A claimant who commits fraud in the weekly certifications for that week and the following two compensable weeks during the pandemic assistance period. 20 CFR § 625.14(i)(2). Additionally, the claimant may be held liable for criminal prosecution and penalties under state or federal law. 20 CFR § 625.14 (j).

Appellant committed fraud. On or around June 21, 2020, Appellant submitted his initial application, by and through an unknown third party. In submitting the application, Appellant acknowledged: it is his responsibility to read and familiarize himself with the PUA benefit rights information handbook; (2) The responses provided in his application are true, accurate, and

<sup>35</sup> Exhibit 4 (A copy of Appellant's EAD Card, valid from March 19, 2018 to June 29, 2019); Exhibit 7 (A copy of Appellant's USCIS Rejection Notice, dated April 5, 2022).

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complete under penalty of perjury; and (3) False statements are punishable as fraud.<sup>36</sup> Nonetheless, Appellant application has multiple false statements.<sup>37</sup> First, Appellant claimed he has authorization to work in the CNMI. However, Appellant knew this to be false because: (1) his employment authorization was invalidated the previous year;<sup>38</sup> and (2) his request for reparole was rejected months prior.<sup>39</sup> Second, Appellant claimed he received a notice of termination and his employment was affected when he was scheduled to commence employment but could not reach his place of employment. Notably, during the hearing, Appellant presented conflicting testimony about how COVID-19 affected his employment. While it is unclear whether Appellant meets any other COVID-19 qualifying reason, the statement in his application is false. Third, Appellant claimed his employment was affected since February 2020. Further, Appellant claimed he made zero income in 2019. However, upon inquiry, Appellant testified that he was making his usual pay of \$1,000 to \$1,500 per month until June 2020.

In sum, Appellant knowingly misrepresented his employment authorization, how the COVID-19 public health emergency affected his employment, and when the COVID-19 public health emergency affected his employment. Because the fraud occurred in his initial application, Appellant is disqualified from receiving PUA benefits during the entire pandemic assistance period.

#### VII. **DECISION**

For the reasons stated above, it is ORDERED that:

- 1. The CNMI Department of Labor's Disqualifying Determination, dated June 27, 2023 is AFFIRMED;
- 2. The Appellant is **NOT ELIGIBLE** to receive PUA benefits for the period of December 27, 2020 to September 4, 2021.
- 3. Appellant committed FRAUD and is DISQUALIFIED to receive PUA benefits for the entire pandemic assistance period.

If a party is aggrieved by this Order and would like to contest the decision, he or she must submit a written request to reopen the decision pursuant to Hawaii Admin. Rule § 12-5-93. The written request should be supported by legal, factual, or evidentiary reasons to reopen the

<sup>&</sup>lt;sup>36</sup> Exhibit 1 (A copy of Appellant's Application Snapshot, filed June 21, 2020).

<sup>&</sup>lt;sup>38</sup> Exhibit 4 (A copy of Appellant's EAD Card, valid from March 19, 2018 to June 29, 2019).

<sup>&</sup>lt;sup>39</sup> Exhibit 5 (A copy of Appellant's USCIS Notice, dated April 2, 2020).

decision. The written request must be submitted to the Administrative Hearing Office, either in person at 1331 Ascencion Drive, Capitol Hill Saipan MP 96950 or via email at hearing@dol.gov.mp.

In the event a request to reopen the decision is granted, the matter shall be scheduled for a subsequent hearing. In the event a request to reopen the decision is denied, or if the Appellant still disagrees with a subsequent decision, the Appellant may seek judicial review with the CNMI Superior Court under the local Administrative Procedures Act. See I CMC § 9112. All forms, filings fees, and filing deadlines for judicial review will be as established by the applicable law and court rule.

So ordered this 8th day of July, 2024.

Jacqueline A. Nicolas

Chief Administrative Hearing Officer

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SINITE OF STATE OF ST	A D M I N H E A R I	ISTRA NG OF	TIVE FICE	
n Re Matter of:	)	PUA Case No. 2	23-0256	
Francisco Rabauliman,	)			
Appellant,  v.			TIVE DECISION PPELLANT'S REQUEST AL	
CNMI Department of Labor,  Appellee.				
On July 16, 2024, Appellant no longer wants to pursue t		•	rily dismiss his appeal stating	
			dersigned to resolve and the	
undersigned finds that dismiss	al is appropriate. A	ccordingly, this a	ppeal is hereby <b>DISMISSED</b>	
Further, the August I, 2024	Administrative He	earing is <u>VACA</u>	TED and shall be taken of	
calendar. In the event that the	Appellant disagre	ees with a subseq	uent determination or notice	

Chief Administrative Hearing Officer

JACQUELINE A. NICOLAS

1	CNMI DEPARTMENT OF LABOR				
2	A D M I N I S T R A T I V E				
3	HEARING OFFICE				
4					
5	In Re Matter of:  ) PUA Case No. 24-0289				
6	Elena D. Soll,				
7	Appellant, ) ADMINISTRATIVE DECISION				
8	) GRANTING APPELLANT'S REQUEST v. ) FOR DISMISSAL				
9	)				
10	CNMI Department of Labor, )				
11	) Approlles				
12	Appellee. )				
13	On June 28, 2024, Appellant filed a written request to voluntarily dismiss her appeal stating				
14	she no longer wants to pursue the appeal. The Department does not oppose the dismissal.				
15	In consideration of the above, there are no issues for the undersigned to resolve and the				
16	undersigned finds that dismissal is appropriate. Accordingly, this appeal is hereby <b>DISMISSED</b> .				
17	Further, the June 26, 2025 Administrative Hearing is <b>VACATED</b> and shall be taken off calendar.				
18	In the event that the Appellant disagrees with a subsequent determination or notice, Appellant				
19	may file a new appeal.				
20					
21	So ordered this <u>1st</u> day of July, 2024.				
	Jayulun A Mir.				
22	JACQUELINE A. NICOLAS				
23	Chief Administrative Hearing Officer				
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1	CNMI DEPARTMENT OF LABOR			
2	A D M I N I S T R A T I V E			
3	HEARING OFFICE			
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5	In Re Matter of:  ) PUA Case No. 24-0290			
6	Aca Xie,			
7	Appellant, ) ADMINISTRATIVE DECISION			
8	) GRANTING APPELLANT'S REQUEST v. ) FOR DISMISSAL			
9	)			
10	CNMI Department of Labor, )			
11	) Annelles			
12	Appellee. ) )			
13	On June 21, 2024, Appellant filed a written request to voluntarily dismiss his appeal stating			
14	he no longer wants to pursue the appeal and expressed his intent to pursue reconsideration instead.			
15	The Department does not oppose the dismissal.			
16	In consideration of the above, the undersigned finds that dismissal is appropriate.			
17	Accordingly, this appeal is hereby <b>DISMISSED</b> and the July 10, 2025 Administrative Hearing is			
18	<u>VACATED</u> and taken off calendar. In the event that the Appellant disagrees with a subsequent			
19	determination or notice, Appellant may file a new appeal.			
20				
21	So ordered this <u>24th</u> day of June, 2024.			
22	Jayulin A Mr.			
23	JACQVELINE A. NICOLAS Chief Administrative Hearing Officer			
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## CNMI DEPARTMENT OF LABOR



) Labor Case No. 24-001(R)
)
) ) A DMINISTD A TIME DECISION
<ul> <li>ADMINISTRATIVE DECISION</li> <li>DISMISSING COMPLAINT FOR</li> <li>FAILURE TO STATE A CLAIM</li> </ul>
) FAILURE TO STATE A CLAIM
)

Pursuant to 3 CMC § 4947(a), "the hearing officer may, after notice and an opportunity to be heard is provided to the parties, dismiss *sua sponte* a complaint that the hearing officer finds to be without merit." Pursuant to NMIAC § 80-20.2-130(c), dismissal is warranted on the following grounds: (1) lack of jurisdiction over the subject matter; (2) lack of jurisdiction over the person; (3) insufficiency of process; (4) insufficiency of service of process; and (5) failure to state a claim upon which relief can be granted. *See* also NMIAC § 80-20.1-485(b).

On May 16, 2024, Complainant, through his mother and authorized representative, filed a complaint against Respondent. Complainant claims that Respondent falsified resignation records and seeks money damages for time separated from Respondent. After reviewing the Complaint and supporting documents, Complainant was ordered to show cause why the Complaint should not be dismissed for failure to state a claim upon which relief could be granted.

The Order to Show Cause served as notice of the deficiency in the complaint and provided Complainant an opportunity to respond in writing. Specifically, the Order to Show Cause stated that the information provided does not show a violation of applicable labor law or Complainant's entitlement to money damages.

In response to the Order to Show Cause, Complainant failed to provide any additional information to address the above-stated deficiency. While the undersigned recognizes that Complainant has a dispute with Respondent over the termination, the dispute, as alleged, does not rise to a violation of law entitling Complainant to money damages in this Office.

Accordingly, Complainant failed to show cause why the claims against Respondent should not be dismissed for failure to state a claim. For that reason, the complaint lacks merit and dismissal is appropriate. Pursuant to 3 CMC § 4947(a), this matter is hereby **DISMISSED**.

Any person or party aggrieved by this Order may appeal by filing the Secretary Appeal Form and filing fee with the Administrative Hearing Office within Fifteen (15) days from the date of this Order.

So ordered this 26th day of June, 2024.

JACQUEALINE A. NICOLAS
Chief Administrative Hearing Officer

On May 29, 2024, Complainant initiated a labor case against Respondent for unpaid wages and unpaid overtime. In support of the Complaint, Complainant included two CW-1 Petition Approval Notices, an employment contract, and a handwritten list of his alleged work schedule. On June 10, 2024, Respondent filed a motion to dismiss the Complaint as untimely. Upon review, Complainant was ordered to show cause why the above-captioned complaint should not be dismissed.

#### II. APPLICABLE LAW

Pursuant to 3 CMC § 4947(a), a hearing officer may, after notice and an opportunity to be heard, dismiss a complaint that lacks merit. The NMI Administrative Code provides that dismissal is appropriate when the complaint fails to state a claim upon which relief can be granted. NMIAC § 80-20.2-130(c). A complaint fails to state a claim when it is untimely or time-barred. "No complaint may be filed more than six months after the date of the last-occurring event that is the subject of the complaint, except in cases where the actionable conduct was not discoverable upon the last-occurring event." 3 CMC § 4962(b). In such instance, no complaint may be filed more than six months after the date a complainant of reasonable diligence could have discovered the actionable conduct. "If the complaint is not timely filed, the hearing officer shall dismiss the complaint with prejudice." NMIAC § 80-20.1-465(e).

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#### III. DISCUSSION

Complainant was a foreign national who worked in the CNMI as a CNMI-Only Transitional Worker (CW-1). Complainant was authorized to work for JRB Corporation from March 31, 2022 to September 30, 2023. Complainant worked full time as a Security Guard for JRB Corporation from July 31, 2022 to April 22, 2023. Complainant was supposed to be paid bi-weekly at the hourly rate of \$7.70. Based on the allegations, Complainant resigned because he was not paid his full wages and overtime.

Based on the facts alleged in the Complaint and supporting documents, the undersigned finds that the claims for unpaid wages and overtime was filed more than six months after the underlying cause of action. The underlying claim occurred sometime between July 31, 2022 to April 22, 2023. The last occurring event was April 22, 2023. Nonetheless, Complainant did not file his Complaint until May 29, 2024 – over one year later.

Upon review, the undersigned finds that Complainant fails to show cause why the Complaint should not be dismissed. In response to the Order to Show Cause, Complainant indicates that: (1) he made multiple requests for payment and (2) decided to quit when he wasn't paid his wages. Additionally, Complainant explains that he sought legal assistance and was told to file a complaint. This indicates that Complainant knew he was entitled to wages sometime before April 22, 2023 and knew he should have filed a complaint. Ultimately, there is no showing that Complainant acted with reasonable diligence.

In consideration of above, the Complaint is untimely and fails to state a claim upon which relief can be granted. Further, upon notice and opportunity to respond, the complaint lacks merit and dismissal is appropriate.

#### IV. CONCLUSION

Accordingly, based on the applicable law and available information, Respondent's Motion to Dismiss is **GRANTED**. This matter is hereby **DISMISSED**.

Any person or party aggricved by this Order may appeal by filing the Secretary Appeal Form and filing fee with the Administrative Hearing Office within fifteen (15) days from the date of this Order.

So ordered this 26th day of June, 2024.

JACQUELINE A. NICOLAS

Chief Administrative Hearing Officer