



EDWARD M. BIRN  
Director (Direktot)

EDITH C. PANGELINAN  
Deputy Director (Sigundo Direktot)

**DEPARTMENT OF  
ADMINISTRATION**  
DIPATTAMENTON ATMENESTRASION

DIRECTOR'S OFFICE  
(Ufisinan Direktot)

Telephone (Telifon): (671) 475-1101/1250 • Fax (Faks): (671) 477-6788



LOURDES A. LEON GUERRERO  
Governor (Maga'håga)

JOSHUA F. TENORIO  
Lt. Governor (Sigundo Maga'låhi)

September 03, 2019

HRD NO.: 17-495C

Honorable Speaker Tina Muña Barnes  
*I Mina'trentai Singko Na Liheslaturan Guåhan*  
Guam Congress Building  
163 Chalan Santo Papa  
Hagatna, Guam 96910

75GL-19-0988  
Speaker Tina Rose Muña Barnes

RE: Creation of Position: Plant Pathologist

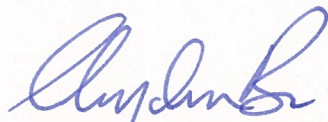
SEP 06 2019  
Time 9:44 AM  
Received By: MATH

Dear Speaker Muña Barnes:

*Buenas yan Håfa Adai!* *I Mina'trentai Singko Na Liheslaturan Guåhan* is respectfully requested to file for record the creation of the Plant Pathologist position in the classified service pursuant to §6303, Title 4, Guam Code Annotated.

The Plant Pathologist position will be located within the Department of Agriculture, Biosecurity Division. Pursuant to the Personnel Management Modernization Act of 2006, Public Law 28-112, all requirements for the creation of these positions have been fulfilled (attachments).

Should you have any questions or require additional information, please contact the Classification and Pay Branch, Human Resources Division at 475-1265/1201/1131. *Dångkolo na Agradesimiento!*

  
EDWARD M. BIRN, Director  
Department of Administration

Attachments

<b>Acknowledged By:</b>
<b>Secretary of the Legislature</b> <i>I Mina'trentai Singko Na Liheslaturan Guåhan</i>
<b>Date:</b>

2010 SEP - 6 AM 9:58



EDWARD M. BIRN  
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Lt. Governor (Sigundo Maga'låhi)

2019-5063  
ROUTED AT CENTRAL FILE  
AUG 18 '19 PM 4:07

Elaine Tajalle

HRD NO.: 17-495B

August 9, 2019

MEMORANDUM

To: The Governor

From: Director, Department of Administration

Subject: **Creation of Position**  
**RE: Plant Pathologist**

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81814

***Buenas yan Håfa Adai!*** This memorandum is respectfully requesting approval to create a new position and establish class specifications for the abovementioned position into the classified service. This is based on a request to create the position by the Department of Agriculture, Biosecurity Division, dated June 23, 2017.

The Department of Agriculture seeks to create a new position to provide scientific expertise in the identification and classification of species of plant disease agents; determining pathogen distributions and recommend response strategies to ecological pests and bioterrorism threats concerning the various plant disease agents on Guam.

The incumbent is responsible for developing specific programs and activities related to the prevention of invasive species and plant pathogens; seeks external funding sources to further the Department of Agriculture's plant disease initiatives and its economic development programs; and provides assistance in the enforcement of local, federal and international rules, regulations and laws concerning the importation and transportation of diseased plants and propagative material.

The creation of this position is vital for the protection of Guam's natural resources from invasive species by developing and implementing eradication plans; allowing a more proactive approach and response to all issues including imports and exports of goods; educating the communities about invasive species plant pathogens and providing more public awareness. In addition, the Plant Pathologist will assist the Department of Agriculture's forestry and conservation programs through research and diagnosis of plant diseases to determine agents responsible for disease and recommendations to mitigate environmental impacts and other problems caused by invasive species.

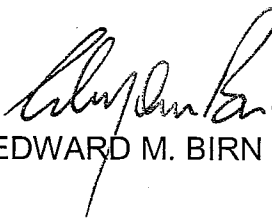
The following is our recommended Hay Evaluation for the proposed position:

**PROPOSED CREATION OF PLANT PATHOLOGIST:**


POSITION TITLE	KNOW-HOW	PROBLEM SOLVING	ACCOUNTABILITY	TOTAL POINTS	PAY GRADE
PLANT PATHOLOGIST	F I 3 264	E 4 43% 115	E 2 C 132 (A1)	511	P

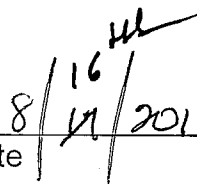
Both the Department of Administration and the Department of Agriculture have fully complied with the requirements of the transparency law as set forth in §6303 (c) of Chapter 6, Title 4 of the Guam Code Annotated and Public Law 28-112.

Should you have any questions, please do not hesitate to contact our Classification and Pay Branch at 475-1219 or 1265. ***Dângkolo na Agradesimiento!***

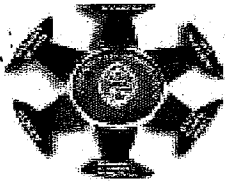
  
EDWARD M. BIRN

X / Approval // Disapproval

  
\_\_\_\_\_  
LOURDES A. LEON GUERRERO  
GOVERNOR OF GUAM

  
Date 8/16/2019

Attachments



## PLANT PATHOLOGIST

7.171

### **NATURE OF WORK IN THIS CLASS:**

Administer plant disease programs and activities for the Department of Agriculture. Employees in this class work independently and may supervise the work of technical staff and other cooperating agencies involved in plant disease programs.

Under the general direction of the Director of Agriculture, this position exercises decision making in accordance with applicable laws and regulations, principles and program objectives concerning importation, transportation and prevention of plant pathogens.

### **ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)**

Identifies and classifies species and varieties of plant disease agents in agricultural imports and materials; determines the species that harbor or transmit disease

Develops and maintains the Department of Agriculture's list of plant pathogens

Keeps abreast of current research, methods and practices pertaining to plant pathology

Conducts research and compares healthy and diseased plants to determine effects and symptoms of diseased condition to determine agents responsible for disease

Performs laboratory diagnosis of plant diseases to improve plant health and reduce and/or eliminate plant disease

Determine how pathogens attack plants and the effects of environmental conditions on disease development

Improves agricultural and horticultural efficiency and assists forestry and conservation programs in the protection of Guam's natural resources from invasive species

Facilitate the development of an interagency monitoring plan and conduct activities, build partnerships and collaboration with community organizations, leaders and related agencies on invasive species programs

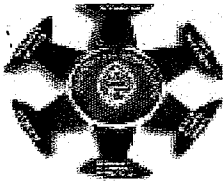
Formulates procedures and guidelines for assigned plant pathology programs

Develops methods to combat plant diseases and implements plant pathology program goals and plans, response strategies and disease prevention

Studies and determines plant pathogen distribution and recommends methods to control and prevent importation and spread of plant pathogens

Reviews, comments and maintains records, data and correspondence on all plans and activities relating to plant pathology; prepares necessary reports, publications, testimonies and position papers as required

Seeks external funding sources to further the Department of Agriculture's plant disease initiatives and further its economic development programs



## PLANT PATHOLOGIST

7.171

Assists in commodity market development and export market enhancement efforts

Assist in the enforcement of local, federal and international rules, regulations, laws and agreements concerning the importation and transportation of diseased plants and plant propagative material

Coordinates with professionals of other disciplines, local and federal officials on matters relating to plant pathology, entomology, botany, forestry and horticulture

Participates and represents the department in public forums, conferences and meetings

Performs related duties as required

### **MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:**

Knowledge of the principles and practices of plant pathology

Knowledge of the taxonomy and systematics of plant pathogens

Knowledge of the biology of plants

Knowledge of Guam's invasive species and plant pathogen database

Knowledge of plant pathogen control, treatment and eradication

Knowledge of pesticides and their applications

Ability to plan, direct, coordinate and supervise plant disease programs

Ability to monitor, evaluate and assess the effectiveness of pest control programs and preventative measures; recommends solutions

Ability to evaluate and analyze research, monitor data collection management and related databases to determine plant pathogen trends

Ability to manage, coordinate and implement plans within government agencies and/or interest groups.

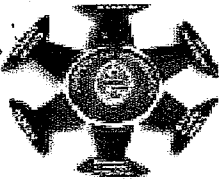
Ability to maintain records and prepare reports

Ability to apply pertinent laws, rules, regulations and other program guidelines

Ability to establish and maintain effective working relationships with employees, staff, representatives of both local and federal governmental, professional and community organizations, and the general public.

Skill in problem solving, decision making, and interpersonal management in accordance with appropriate program guidelines

Skill in organization, leadership, public relations and communications



**PLANT PATHOLOGIST**

**7.171**

Skill in safe operation of a motor vehicle

**NECESSARY SPECIAL QUALIFICATIONS:**

- A. Possession of a certification in pesticides and herbicide use
- B. Possession of a valid driver's license

**MINIMUM EXPERIENCE AND TRAINING:**

- A. Graduation from an accredited college or university with a PhD degree in Plant Pathology; or
- B. Graduation from an accredited college or university with a Master's degree in Plant Pathology and four (4) years of experience in Plant Pathology, integrated plant pathogen management programs, or plant science.

**ESTABLISHED:** JULY 2019  
**FLSA:** EXEMPT  
**PAYGRADE:** P

<b>HAY EVALUATION:</b>	<b>KNOW-HOW:</b> —	<b>F I 3</b>	<b>264</b>	—
	<b>PROBLEM SOLVING:</b>	<b>E 4 (43%)</b>	<b>115</b>	—
	<b>ACCOUNTABILITY:</b>	<b>E 2 C</b>	<b>132</b>	—
	<b>TOTAL POINTS:</b>		<b>511</b>	—

*Louder A. Leon Guerrero 8/16/19*  
 LOURDES A. LEON GUERRERO  
 Governor of Guam

*Edward M. Birn 7/30/19*  
 EDWARD M. BIRN, Director  
 Department of Administration



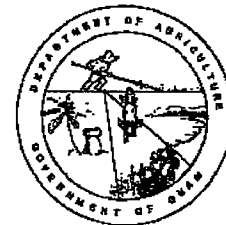
Eddie Baza Calvo  
Governor

Raymond S. Tenorio  
Lieutenant Governor

# Department of Agriculture Dipattamenton Agrikottura

163 Dairy Road, Mangilao, Guam 96913

Director's Office 300-7964, 65, 66; Fax 734-6569  
Agricultural Development Services 300-7967, 71  
Plant Nursery 300-7972  
Aquatic & Wildlife Resources 735-0294/0281; Fax: 734-6570  
Forestry & Soil Resources 300-7975,76; Fax: 734-0111  
Plant Inspection Facility 475-1426/27; FAX: 477-9487  
[www.guamagriculture.org](http://www.guamagriculture.org)



Matthew L.G. Sablan  
Director

Jessie B. Palican  
Deputy Director

June 23, 2017

## MEMORANDUM

**TO:** Director, Department of Administration  
**FROM:** Director, Department of Agriculture  
**SUBJECT:** Proposed Creation of Position - Plant Pathologist

Submitted for your review are the proposed job specifications for the creation of the position of *Plant Pathologist*.

**Justification:** The Department of Agriculture's role in defending Guam from agricultural or ecological pests or bioterrorism threats is to help provide scientific expertise and backstopping here at the local level. Our Guam/USDA Plant Inspection Facility can serve as a focal point in these efforts. One of the requirements for the Plant Inspection Facility is to have available the expertise of a Plant Pathologist to assist in the enforcement of international, federal and local regulations concerning plant disease agents. The Plant Pathologist will also assist all of Guam in determining pathogen distributions, bringing plant diseases under control, and assisting our forestry and conservation programs. The incumbent will also assist in commodity market development and export market enhancement efforts that are ongoing. These are expected to improve and diversify Guam's economy.

The scientific and regulatory position of Plant Pathologist does not currently exist in the Government of Guam. The newly created Biosecurity Division has sufficient funding for this position. Therefore, I am requesting your assistance in the expeditious creation of the position so that we can proceed with recruitment as soon as possible.

  
JOHN C. BORJA  
Acting



ECONOMIC DEVELOPMENT

DEPARTMENT OF AGRICULTURE  
BIO-SECURITY DIVISION

ORGANIZATIONAL CHART  
FISCAL YEAR 2018

ENTOMOLOGIST  
Russell K. Campbell, PhD

Invasive Species Coordinator  
(Proposed Position)

Botanist  
(Vacant)

Plant Pathologist  
(Proposed Position)

**Invasive Species Section**  
Agriculturist III (New)  
Agriculturist II (New)  
Agricultural Management Specialist I (New)  
Agricultural Management Specialist I (New)  
Agricultural Management Specialist I (New)  
Agricultural Management Specialist I (New)  
Agricultural Management Specialist I (New)  
Agricultural Management Technician I  
Jathan R.M. Barnes  
Agricultural Management Technician I  
Derrick Diego

Program Coordinator IV, Vacant  
Administrative Officer (New)  
Administrative Assistant (New)  
Clerk Typist III  
Cashier

**Plant Inspection Section**  
Commodity Inspector III, Patrick R. Artero  
Commodity Inspector II, P. Santos  
Commodity Inspector II, (Vacant)  
Commodity Inspector II, (New)  
Commodity Inspector I, Vacant  
Commodity Inspector I, (Vacant)

APPROVED BY:   
MATTHEW L.G. SABLAN, DIRECTOR

DATE: 2/17/17

ORIGINAL



**ECONOMIC DEVELOPMENT  
DEPARTMENT OF AGRICULTURE  
BIO-SECURITY DIVISION**

**FUNCTIONAL CHART FY'2017**

**Office of the Territorial Entomologist:**

Plans, supervises, directs, coordinates, and reviews Biosecurity Division activities and programs. Represents Division, Department and the Government of Guam at local, regional, national and international meetings and organizations. Plans, implements and supervises pest management projects and related activities. Formulates, implements and enforces rules and regulations pertinent to biosecurity, plant protection and quarantine. Manages agricultural quarantine effort for Department of Agriculture. Identifies insects, plant diseases, weeds or other organisms on agricultural imports and materials, products for export or found in the environment. Determines appropriate pest eradication or control procedures and measures to follow to protect the local agricultural industry and the environment.

**Plant Inspection Facility Section:**

Operates federally certified plant inspection station for Guam and the region. Issues import permits, export certificates and conducts other activities to allow imports and exports of agricultural products. Maintains laboratory, inspection and other infrastructure to support biosecurity activities. Enforces federal and Guam laws and regulations to insure public and environmental safety of product movements. Monitors products offered for sale to insure safety and legality.

**Invasive Species Section:**

Monitors for the introduction into Guam of new invasive species, especially new destructive plant or animal pests or diseases. Protects, manages and conserves Guam's natural resources from the effects of invasive alien species. Implements appropriate response actions when new invasive species are discovered. Conducts research to improve the efficacy of pest response activities. Assists farmers, other stakeholders and the general public to minimize the destructive effects of newly introduced invasive species. Educates stakeholders in the importance of agricultural quarantine and biosecurity and the methods that can be used to limit detrimental effects.

APPROVED BY:

  
MATTHEW L.G. SABLAN, DIRECTOR

DATE:

2.19.16

## Proof of Posting Plant Pathologist Creation 3-12-19


secure | hr.doa.guam.gov/branches/

Online Testing | Chamorro Dictionary | Play By The Rules | H2H - Jobs for Me... | Hay Group Job Eval... | Imported From IE (1) | eHRWeb Center-Pr... | Best Rehabilitation ...

Accessibility | Text size: Smaller | Reset | Larger

norro Standard Time: Tuesday, March 12, 2019 - 05:04 PM

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Mr. Shane Ngata at shane.ngata@doa.guam.gov, with a "cc" copy to Ms. Catherine Borja at catherine.borja@doa.guam.gov and Ms. Lora Mojica at lora.mojica@doa.guam.gov. If you wish to comment in writing, please send it to the mailing address listed on our home page and indicate "Attn: Classification & Pay Branch". All comments however must be received within 10 workdays from the date posted.

### CREATION OF POSITIONS

[Chief Financial Officer \(DOA\) 11-16-18](#)  
[Police Records Clerk Series - Posted 1-17-19](#)  
[Plant Pathologist - Posted 3-12-19](#)

Please email comments on any proposed creation of positions that maybe listed to Mr. Shane Ngata at shane.ngata@doa.guam.gov, with a "cc" copy to Ms. Catherine Borja at catherine.borja@doa.guam.gov and Ms. Lora Mojica at lora.mojica@doa.guam.gov. If you wish to comment in writing, please send it to the mailing address listed on our home page and indicate "Attn: Classification & Pay Branch". All comments however must be received within 10 workdays from the date posted.

### CLASSIFICATION SPECIFICATIONS

The Classification Specifications have been broken down into separate files to make it easier to view. To find a particular job, please select the appropriate alphabetical series from the list below.

5:04 PM 3/12/2019

## Rosezette NT. Santos

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**From:** Rosezette NT. Santos  
**Sent:** Thursday, May 16, 2019 10:11 AM  
**To:** mindy@postguam.com; editor@postguam.com; 'newsdirector@kuam.com'; 'guamnewsroom@guam.gannett.com'; news@sorensenmediagroup.com; sabrina@kuam.com  
**Cc:** Shane G Ngata  
**Subject:** Notice of Proposed Creation of Position  
**Attachments:** Plant Pathologist creation.pdf

Hafa Adai,

In accordance with 4 GCA §6303.1(a), the attached Notice of Proposed Creation of Position for the Plant Pathologist Position is provided.

Si Yu'us Ma'ase.

**Rosezette N.T. Santos**

**Classification & Pay Branch**  
**Department of Administration**  
**Human Resources Division**  
**Email:** [rosezette.santos@doa.guam.gov](mailto:rosezette.santos@doa.guam.gov)  
**Tel #** 475-1265  
**Fax #:** 477-7100/3671  
**website:** [www.hr.doa.guam.gov](http://www.hr.doa.guam.gov)

Save a tree... please don't print this e-mail unless you really need to.

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**Tracking:**

<b>Recipient</b>	<b>Delivery</b>	<b>Read</b>
mindy@postguam.com		
editor@postguam.com		
'newsdirector@kuam.com'		
'guamnewsroom@guam.gannett.co		
news@sorensenmediagroup.com		
sabrina@kuam.com		
Shane G Ngata	Delivered: 5/16/2019 10:11 AM	Read: 5/16/2019 11:00 AM

## Rosezette NT. Santos

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**From:** Russell Campbell  
**Sent:** Tuesday, April 16, 2019 4:23 PM  
**To:** Rosezette NT. Santos; Antonia Santos  
**Cc:** Shane G Ngata; Chelsa Muna-Brecht  
**Subject:** Re: Plant Pathologist creation

Hafa Adai Ms. Santos,

The posting for Plant Pathologist creation was begun on April 1st on our website. The ten day posting period has been completed. No comments were received.

Thank you for your assistance. Please let us know when you have completed your review and findings.

Russell K. Campbell, Ph.D.  
Entomologist and Chief  
Biosecurity Division  
Guam Department of Agriculture  
17-3306 Neptune Avenue  
Barrigada, GU 96913 USA

telephone: 671-475-1427  
telephone (direct line): 671-477-7822  
mobile: 671-787-7151  
facsimile: 671-477-9487  
email: [Russell.Campbell@agriculture.guam.gov](mailto:Russell.Campbell@agriculture.guam.gov)

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**From:** Rosezette NT. Santos  
**Sent:** Wednesday, March 27, 2019 3:49 PM  
**To:** Antonia Santos; Russell Campbell  
**Cc:** Shane G Ngata; Chelsa Muna-Brecht  
**Subject:** RE: Plant Pathologist creation

Good afternoon,

Kindly proceed to post the proposed creation for the Plant Pathologist position. Once the 10-day transparency requirement has been met our office will review all comments, questions and concerns received regarding the creation of the position. At this stage, we do not need a press release. Please bear in mind this is not a final determination, it is still a proposal. We are taking your recommendation under consideration and will inform your department once we conclude our review and findings.