



EDWARD M. BIRN
 Director (Direktot)
 ELIZABETH T. FISHER
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**DEPARTMENT OF
 ADMINISTRATION**
 DIPATTAMENTON ATMENESTRASION

DIRECTOR'S OFFICE
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LOURDES A. LEON GUERRERO
 Governor (Maga'hága)
 JOSHUA F. TENORIO
 Lt. Governor (Sigundo Maga'láhi)

Handwritten signature/initials

June 20, 2024

HRD NO.: 24-234

MEMORANDUM

To: Chief of Police, Guam Police Department
 From: Director of Administration
 Subject: Implementation Guidelines
 RE: 2024 Guam Police Department (GPD) Pay Plan Schedule

Buenas yan Háfa Adai! This is issued to serve as a guide to the implementation and administration of the 2024 Guam Police Department (GPD) Pay Plan, that was concurred and approved by Acting Governor Joshua F. Tenorio on June 7, 2024.

Section I. AFFECTED POSITIONS:

The 2024 GPD Pay Plan is restricted to the positions identified below as uniformed personnel of the Guam Police Department:

Police Officer Trainee	Police Sergeant II
Police Officer I	Police Lieutenant
Police Officer II	Police Captain
Police Officer III	Police Major
Police Sergeant I	Police Colonel

Section II. TRANSITION:

Transition to the new pay plan shall be applied directly "step-to-step" from the 2021 Law Enforcement/Public Safety Compensation Pay Plan (LEPP) to the 2024 GPD Pay Plan utilizing the attached pay scale. (Attachment #1). The transition will be implemented through the Government of Guam Request for Personnel Action (GG-1) with the Nature of Action to read: "Pay Adjustment", and the Remarks section to read: "Pursuant to DOA Memorandum, from the Director of Administration, dated June 4, 2024; Subject: Pay Adjustment to Guam Police Department, as concurred and approved by the Acting Governor on June 7, 2024, to be effective on June 16, 2024.

Example: A Police Officer III at Pay Grade KL21 Step 1 at \$40,732.00 per annum, will be directly slotted to the 2024 GPD Pay Plan to Pay Grade KL25 Step 1 at \$51,155.00 per Annum.

Section III. SALARY INCREMENTS:

The salary increment schedule for incumbents transitioned into the 2024 GPD Pay Plan shall not be impacted, as the direct "step-to-step" transition will not interrupt an incumbent's increment anniversary date. Positive efforts must be taken to ensure that all salary increments due prior to the new pay plan implementation are effectuated properly to avoid any delays in processing of the pay adjustments accordingly.

Section IV. PAY DIFFERENTIALS:

All current differentials pay will remain in effect as the intent of those differentials that are currently being applied were designed to address specific issues within the respective departments/agencies.

The pay differentials shall apply to employee's base salary while on work status as it appears on the employee's time-sheet. Specifically, Hazardous Pay pursuant to 4 GCA, Chapter 6, Sections 6224 and 6225 and the Guam Police Department Police Officer Recruitment and Retention Pay Differential, established and approved by the Director of Administration, on January 18, 2022.

Section V. NEW HIRES, TRANSFERS, PROMOTIONS, etc.:

All subsequent new hires of authorized positions under the GPD Pay Plan, to include probationary appointments, limited term appointments, temporary appointments, re-employments and any transfers, promotions, demotions, shall be compensated accordingly under the 2024 GPD pay scale pursuant to established pay policies.

Note that under re-employment rules and regulations, employees that separated employment under previous pay scales and are to be slotted into the new pay plans, are slotted according to the last salary held (closest to and not less than).

Section VI. PRIOR APPROVAL REQUIRED:

Any upcoming new or existing positions to be included under the 2024 GPD Pay Plan, requires written approval from the Director of Administration.

The above guidelines will remain in effect unless otherwise amended and/or modified in writing by the Director of Administration.

Should you have questions or require further information, please do not hesitate to contact our Classification and Pay Branch at (671)475-1131/1201/1265. **Dǎngkolo na Agradesimiento!**

 Edward M Birn
Date:2024-06-24
T16:02:15+10:00

EDWARD M. BIRN

Attachment

2024 GPD PAY PLAN (25.59%)

STEP	U-01	U-02	U-03	U-04	U-05	U-06	U-07	U-08	U-09	U-10	U-11	U-12	U-13	U-14	U-15	U-16	U-17	U-18	U-19	U-20
U-L25	\$122,985	\$130,671	\$138,356	\$146,044	\$153,731	\$161,419	\$169,106	\$176,792	\$184,479	\$192,166	\$199,853	\$207,540	\$215,227	\$222,914	\$230,601	\$238,288	\$245,975	\$253,662	\$261,349	\$269,036
2080 hours	\$59.13	\$62.82	\$66.52	\$70.21	\$73.91	\$77.60	\$81.30	\$85.00	\$88.69	\$92.39	\$96.09	\$99.78	\$103.48	\$107.17	\$110.87	\$114.56	\$118.26	\$121.95	\$125.65	\$129.34
STEP	T-01	T-02	T-03	T-04	T-05	T-06	T-07	T-08	T-09	T-10	T-11	T-12	T-13	T-14	T-15	T-16	T-17	T-18	T-19	T-20
T-L25	\$111,455	\$118,423	\$125,388	\$132,354	\$139,319	\$146,284	\$153,249	\$160,214	\$167,179	\$174,144	\$181,109	\$188,074	\$195,039	\$202,004	\$208,969	\$215,934	\$222,899	\$229,864	\$236,829	\$243,794
2080 hours	\$53.58	\$56.93	\$60.28	\$63.63	\$66.98	\$70.33	\$73.68	\$77.03	\$80.38	\$83.73	\$87.08	\$90.43	\$93.78	\$97.13	\$100.48	\$103.83	\$107.18	\$110.53	\$113.88	\$117.23
STEP	S-01	S-02	S-03	S-04	S-05	S-06	S-07	S-08	S-09	S-10	S-11	S-12	S-13	S-14	S-15	S-16	S-17	S-18	S-19	S-20
S-L25	\$100,998	\$107,312	\$113,626	\$119,940	\$126,254	\$132,568	\$138,882	\$145,196	\$151,510	\$157,824	\$164,138	\$170,452	\$176,766	\$183,080	\$189,394	\$195,708	\$202,022	\$208,336	\$214,650	\$220,964
2080 hours	\$48.56	\$51.59	\$54.62	\$57.65	\$60.68	\$63.71	\$66.74	\$69.77	\$72.80	\$75.83	\$78.86	\$81.89	\$84.92	\$87.95	\$90.98	\$94.01	\$97.04	\$100.07	\$103.10	\$106.13
STEP	R-01	R-02	R-03	R-04	R-05	R-06	R-07	R-08	R-09	R-10	R-11	R-12	R-13	R-14	R-15	R-16	R-17	R-18	R-19	R-20
R-L25	\$91,791	\$97,529	\$103,266	\$109,003	\$114,740	\$120,477	\$126,214	\$131,951	\$137,688	\$143,425	\$149,162	\$154,899	\$160,636	\$166,373	\$172,110	\$177,847	\$183,584	\$189,321	\$195,058	\$200,795
2080 hours	\$44.13	\$46.89	\$49.65	\$52.41	\$55.17	\$57.93	\$60.69	\$63.45	\$66.21	\$68.97	\$71.73	\$74.49	\$77.25	\$79.99	\$82.75	\$85.51	\$88.27	\$91.03	\$93.79	\$96.55
STEP	Q-01	Q-02	Q-03	Q-04	Q-05	Q-06	Q-07	Q-08	Q-09	Q-10	Q-11	Q-12	Q-13	Q-14	Q-15	Q-16	Q-17	Q-18	Q-19	Q-20
Q-L25	\$83,721	\$88,953	\$94,185	\$99,417	\$104,650	\$109,882	\$115,114	\$120,346	\$125,578	\$130,810	\$136,042	\$141,274	\$146,506	\$151,738	\$156,970	\$162,202	\$167,434	\$172,666	\$177,898	\$183,130
2080 hours	\$40.25	\$42.77	\$45.28	\$47.80	\$50.31	\$52.83	\$55.35	\$57.86	\$60.38	\$62.90	\$65.42	\$67.94	\$70.46	\$72.97	\$75.49	\$78.01	\$80.53	\$83.05	\$85.57	\$88.09
STEP	P-01	P-02	P-03	P-04	P-05	P-06	P-07	P-08	P-09	P-10	P-11	P-12	P-13	P-14	P-15	P-16	P-17	P-18	P-19	P-20
P-L25	\$76,454	\$81,233	\$86,012	\$90,791	\$95,570	\$100,349	\$105,128	\$109,907	\$114,686	\$119,465	\$124,244	\$129,023	\$133,802	\$138,581	\$143,360	\$148,139	\$152,918	\$157,697	\$162,476	\$167,255
2080 hours	\$36.76	\$39.05	\$41.35	\$43.65	\$45.95	\$48.25	\$50.55	\$52.85	\$55.15	\$57.45	\$59.75	\$62.05	\$64.35	\$66.65	\$68.95	\$71.25	\$73.55	\$75.85	\$78.15	\$80.45
STEP	O-01	O-02	O-03	O-04	O-05	O-06	O-07	O-08	O-09	O-10	O-11	O-12	O-13	O-14	O-15	O-16	O-17	O-18	O-19	O-20
O-L25	\$70,150	\$74,533	\$78,916	\$83,299	\$87,682	\$92,065	\$96,448	\$100,831	\$105,214	\$109,597	\$113,980	\$118,363	\$122,746	\$127,129	\$131,512	\$135,895	\$140,278	\$144,661	\$149,044	\$153,427
2080 hours	\$33.73	\$35.83	\$37.94	\$40.05	\$42.16	\$44.26	\$46.37	\$48.48	\$50.59	\$52.70	\$54.81	\$56.92	\$59.03	\$61.14	\$63.25	\$65.36	\$67.47	\$69.58	\$71.69	\$73.80
STEP	N-01	N-02	N-03	N-04	N-05	N-06	N-07	N-08	N-09	N-10	N-11	N-12	N-13	N-14	N-15	N-16	N-17	N-18	N-19	N-20
N-L25	\$64,450	\$68,479	\$72,508	\$76,536	\$80,565	\$84,594	\$88,623	\$92,652	\$96,681	\$100,710	\$104,739	\$108,768	\$112,797	\$116,826	\$120,855	\$124,884	\$128,913	\$132,942	\$136,971	\$141,000
2080 hours	\$30.99	\$32.92	\$34.86	\$36.80	\$38.74	\$40.68	\$42.62	\$44.56	\$46.50	\$48.44	\$50.38	\$52.32	\$54.26	\$56.20	\$58.14	\$60.08	\$62.02	\$63.96	\$65.90	\$67.84
STEP	M-01	M-02	M-03	M-04	M-05	M-06	M-07	M-08	M-09	M-10	M-11	M-12	M-13	M-14	M-15	M-16	M-17	M-18	M-19	M-20
M-L25	\$59,500	\$63,219	\$66,937	\$70,656	\$74,375	\$78,094	\$81,813	\$85,532	\$89,251	\$92,970	\$96,689	\$100,408	\$104,127	\$107,846	\$111,565	\$115,284	\$119,003	\$122,722	\$126,441	\$130,160
2080 hours	\$28.61	\$30.39	\$32.18	\$33.97	\$35.76	\$37.55	\$39.34	\$41.13	\$42.92	\$44.71	\$46.50	\$48.29	\$50.08	\$51.87	\$53.66	\$55.45	\$57.24	\$59.03	\$60.82	\$62.61
STEP	L-01	L-02	L-03	L-04	L-05	L-06	L-07	L-08	L-09	L-10	L-11	L-12	L-13	L-14	L-15	L-16	L-17	L-18	L-19	L-20
L-L25	\$55,022	\$58,462	\$61,902	\$65,342	\$68,782	\$72,222	\$75,662	\$79,102	\$82,542	\$85,982	\$89,422	\$92,862	\$96,302	\$99,742	\$103,182	\$106,622	\$110,062	\$113,502	\$116,942	\$120,382
2080 hours	\$26.45	\$28.11	\$29.77	\$31.43	\$33.09	\$34.75	\$36.41	\$38.07	\$39.73	\$41.39	\$43.05	\$44.71	\$46.37	\$48.03	\$49.69	\$51.35	\$53.01	\$54.67	\$56.33	\$57.99
STEP	K-01	K-02	K-03	K-04	K-05	K-06	K-07	K-08	K-09	K-10	K-11	K-12	K-13	K-14	K-15	K-16	K-17	K-18	K-19	K-20
K-L25	\$51,155	\$54,352	\$57,549	\$60,746	\$63,943	\$67,140	\$70,337	\$73,534	\$76,731	\$80,928	\$84,125	\$87,322	\$90,519	\$93,716	\$96,913	\$100,110	\$103,307	\$106,504	\$109,701	\$112,898
2080 hours	\$24.59	\$26.13	\$27.67	\$29.21	\$30.75	\$32.29	\$33.83	\$35.37	\$36.91	\$38.45	\$39.99	\$41.53	\$43.07	\$44.61	\$46.15	\$47.69	\$49.23	\$50.77	\$52.31	\$53.85
STEP	J-01	J-02	J-03	J-04	J-05	J-06	J-07	J-08	J-09	J-10	J-11	J-12	J-13	J-14	J-15	J-16	J-17	J-18	J-19	J-20
J-L25	\$47,599	\$50,574	\$53,549	\$56,524	\$59,500	\$62,475	\$65,450	\$68,425	\$71,400	\$74,375	\$77,350	\$80,325	\$83,300	\$86,275	\$89,250	\$92,225	\$95,200	\$98,175	\$101,150	\$104,125
2080 hours	\$22.88	\$24.31	\$25.74	\$27.18	\$28.61	\$30.05	\$31.48	\$32.92	\$34.35	\$35.79	\$37.22	\$38.65	\$40.08	\$41.51	\$42.95	\$44.38	\$45.81	\$47.24	\$48.67	\$50.10
STEP	I-01	I-02	I-03	I-04	I-05	I-06	I-07	I-08	I-09	I-10	I-11	I-12	I-13	I-14	I-15	I-16	I-17	I-18	I-19	I-20
I-L25	\$44,377	\$47,150	\$49,923	\$52,696	\$55,469	\$58,242	\$61,015	\$63,788	\$66,561	\$69,334	\$72,107	\$74,880	\$77,653	\$80,426	\$83,199	\$85,972	\$88,745	\$91,518	\$94,291	\$97,064
2080 hours	\$21.34	\$22.67	\$24.00	\$25.33	\$26.67	\$28.00	\$29.33	\$30.66	\$31.99	\$33.32	\$34.65	\$35.98	\$37.31	\$38.64	\$39.97	\$41.30	\$42.63	\$43.96	\$45.29	\$46.62
STEP	H-01	H-02	H-03	H-04	H-05	H-06	H-07	H-08	H-09	H-10	H-11	H-12	H-13	H-14	H-15	H-16	H-17	H-18	H-19	H-20
H-L25	\$41,441	\$44,032	\$46,623	\$49,214	\$51,805	\$54,396	\$56,987	\$59,578	\$62,169	\$64,760	\$67,351	\$69,942	\$72,533	\$75,124	\$77,715	\$80,306	\$82,897	\$85,488	\$88,079	\$90,670
2080 hours	\$19.92	\$21.17	\$22.42	\$23.67	\$24.92	\$26.17	\$27.42	\$28.67	\$29.92	\$31.17	\$32.42	\$33.67	\$34.92	\$36.17	\$37.42	\$38.67	\$39.92	\$41.17	\$42.42	\$43.67
STEP	G-01	G-02	G-03	G-04	G-05	G-06	G-07	G-08	G-09	G-10	G-11	G-12	G-13	G-14	G-15	G-16	G-17	G-18	G-19	G-20
G-L25	\$38,845	\$41,273	\$43,701	\$46,129	\$48,557	\$50,985	\$53,413	\$55,841	\$58,269	\$60,697	\$63,125	\$65,553	\$67,981	\$70,409	\$72,837	\$75,265	\$77,693	\$80,121	\$82,549	\$84,977
2080 hours	\$18.68	\$19.84	\$21.01	\$22.18	\$23.34	\$24.51	\$25.68	\$26.85	\$28.02	\$29.19	\$30.36	\$31.53	\$32.70	\$33.87	\$35.04	\$36.21	\$37.38	\$38.55	\$39.72	\$40.89
STEP	F-01	F-02	F-03	F-04	F-05	F-06	F-07	F-08	F-09	F-10	F-11	F-12	F-13	F-14	F-15	F-16	F-17	F-18	F-19	F-20
F-L25	\$36,588	\$38,875	\$41,163	\$43,450	\$45,737	\$48,024	\$50,311	\$52,598	\$54,885	\$57,172	\$59,459	\$61,746	\$64,033	\$66,320	\$68,607	\$70,894	\$73,181	\$75,468	\$77,755	\$80,042
2080 hours	\$17.59	\$18.69	\$19.79	\$20.89	\$21.99	\$23.09	\$24.19	\$25.29	\$26.39	\$27.49	\$28.59	\$29.69	\$30.79	\$31.89	\$32.99	\$34.09	\$35.19	\$36.29	\$37.39	\$38.49
STEP	E-01	E-02	E-03	E-04	E-05	E-06	E-07	E-08	E-09	E-10	E-11	E-12	E-13	E-14	E-15	E-16	E-17	E-18	E-19	E-20
E-L25	\$34,557	\$36,716	\$38,875	\$41,034	\$43,193	\$45,352	\$47,511	\$49,670	\$51,829	\$53,988	\$56,147	\$58,306	\$60,465	\$62,624	\$64,783	\$66,942	\$69,101	\$71,260	\$73,419	\$75,578
2080 hours	\$16.61	\$17.65	\$18.69	\$19.73	\$20.77	\$21.81	\$22.85	\$23.89	\$24.93	\$25.97	\$27.01	\$28.05	\$29.09	\$30.13	\$31.17	\$32.21	\$33.25	\$34.29	\$35.33	\$36.37
STEP	D-01	D-02	D-03	D-04	D-05	D-06	D-07	D-08	D-09	D-10	D-11	D-12	D-13	D-14	D-15	D-16	D-17	D-18	D-19	D-20
D-L25	\$32,864	\$34,918	\$36,972	\$39,026	\$41,080	\$43,134	\$45,188	\$47,242	\$49,296	\$51,350	\$53,404	\$55,458	\$57,512	\$59,56						

11/10/2024



OFFICE OF LEGAL COUNSEL

Ufisinan I Maga'hågan Guåhan
OFFICE OF THE GOVERNOR

LOURDES A. LEON GUERRERO
GOVERNOR OF GUAM

JOSHUA F. TENORIO
LIEUTENANT GOVERNOR OF GUAM

TRANSMITTED VIA CENTRAL FILES

June 10, 2024

JUN 11 2024

EDWARD M. BIRN, *Director*
DEPARTMENT OF ADMINISTRATION
Dipattamenton Atmenestrasion
Guam International Trade Center
590 South Marine Corps Drive
Tamuning, Guam 96931
(671) 475-1101 | Telephone
(671) 477-6788 | Facsimile

Department of Administration
Director's Office

Re: PAY ADJUSTMENT TO GUAM POLICE DEPARTMENT | CF#2024-21751

Håfa Adai Director Birn:

The following document is transmitted with the signature of *I Åkto Maga'låhen Guåhan*:

DEPARTMENT OF ADMINISTRATION | CF#2024-21751
Pay Adjustment to Guam Police Department

Any questions or concerns can be sent directly to the Legal Counsels via email at: leslie.travis@guam.gov, jeffrey.moots@guam.gov, joseph.perez@guam.gov or daniel.morris@guam.gov. You may also call our office at (671) 473-1117/8.

Senseramente,

DANIEL MORRIS
Special Assistant

Enclosure(s): Pay Adjustment | CF#2024-21751

cc via email: *I Maga'hågan Guåhan*
I Segundo Maga'låhen Guåhan



**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION
DIRECTOR'S OFFICE
(Ufisinan Direktot)
Telephone (Telfon): (671) 475-1101/1250



June 4, 2024

Memorandum

To: Governor of Guam
From: Director, Department of Administration
Subject: Pay Adjustment to Guam Police Department

Buenas yan Hafa Adai. At the request of the Chief of Police, Department of Administration has reviewed the remuneration of Guam Police Department uniformed officers with the intention of providing an incentive of maintaining continued employment within the department. This will retain institutional and professional knowledge and experience, which is essential to the efficient operation of the Guam Police Department.

Background:

On January 18, 2022, at the recommendation of the Director of Administration the Governor of Guam approved the plan to update and adjust the 2010 Public Safety and Law Enforcement Compensation Plan (10%-40%) salary schedule by 18% to include recruitment and retention pay differentials of 10% and 15% for police officers employed at the Guam Police Department (GPD). The pay adjustments took effect on January 30, 2022. No additional adjustments to the pay plan have since been authorized.

A review of police and patrol national compensation survey (Table A) compared with the benchmark position (Police Officer III, Pay Grade KL21, Step 7) shows that base pay compares favorably with the mean national average. The mean wage for the benchmark position is \$72,100 and the mean national wage is \$69,741.

External Wage Data:

Table A: Police and Patrol National Compensation Surveys. Average Per Annum Salaries

Date	Name	National Mean Wage
02-26-2024	Salary.com	\$63,880
04-02-2024	Glassdoor	\$78,375
04-01-2024	Indeed.com	\$62,982
04-05-2024	ZipRecruiter	\$62,148

2024 - 21751
OFFICE OF THE GOVERNOR
CENTRAL RECORDS OFFICE
Rec'd By: Moises Gomez
Date: 6-05-24 Time: 1:14 PM

05-2023 (updated)	USDOL BLS (Local gov't)	\$81,323
	Mean Wage	\$69,741

The main cause of the attrition suffered by GPD is the availability of federal jobs on Guam which carry localized increments. Currently available increments are: (FY2024).

COLA	12.04%
Locality Supplement	16.82%

Together these total 28.86% for Guam employees. These increments are not available to employees of GovGuam. It should be noted that these comparisons do not include benefits, including retirement and health insurance contributions by the employees.

To a potential employee, the availability of these increments is sufficiently valuable to cause him or her to terminate employment with GPD and seek a federal position. Accordingly, in order to staunch the flow, and dissuade seasoned employees from leaving, a matching increment is recommended.

The following increment is recommended.

Table B	%
COLA	12.04
Locality Element	<u>16.82</u>
	28.86
Reduction for excess basic pay rates over national mean	
	<u>(3.27)%</u>
Adjusted Increment	<u>25.59%</u>

It is recommended that this adjusted increment be added to base pay

It should be noted that other factors may contribute to attrition. Working conditions unprofessional supervision and excessive or unsocial hours may be contributing factors and GPD should address these if such conditions are a factor. All police agencies are required to deal with hazardous conditions involving contact with armed or violent criminals. GPD is encouraged to keep detailed records of terminations and to submit summary reports to Human Resource Division at DOA.

Recommendation

GPD recruitment and retention efforts are impacted by an extraordinary local condition related to federal government pay policies. Comparison with national averages requires an adjustment to recognize this local condition.

It is recommended that GPD base pay for uniformed personnel be increased by 25.59% and existing differential be maintained.

Dangkolo na Agradesimento!


EDWARD M. BIRN

✓ / APPROVED

JOSHUA F. TENORIO
Acting Governor of Guam

LOURDES A. LEON GUERRERO
Governor of Guam

Date: 6/7/24

