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DEPARTMENT OF ADMINISTRATION ORGANIZATIONAL CIRCULAR NO.: 2025-022

To: All Line Agency and Department Heads

From: Director of Administration

Subject: **Introduction of Lina Taitingfong, Equal Employment Opportunity Officer**

Buenas yan Hafa Adai!

I am pleased to introduce Lina Taitingfong as our new Equal Employment Opportunity (EEO) Officer. Lina joins us from the Government of Guam Retirement Fund (GGRF) and previously served at the Superior Court of Guam. She brings a wealth of experience in EEO compliance, workplace policies, and employee advocacy, making her a valuable addition to our team.

In her role, Lina will oversee the agency's EEO program, ensuring compliance with applicable laws and regulations while fostering a fair, inclusive, and equitable work environment. She will serve as a key resource for employees and management, providing guidance on EEO matters, workplace accommodations, and best practices to uphold our commitment to a respectful and diverse workplace.

Please join me in welcoming Lina to the team. We look forward to her contributions and the positive impact she will bring to our agency.

Si Yu'os Ma'ase.

EDWARD M. BIRN