



**Executive Summary
Government of Guam**

**Submission of Procurement Training Compliance Reports for FY 2021 through FY 2023
Report No. 24-03, February 2024**

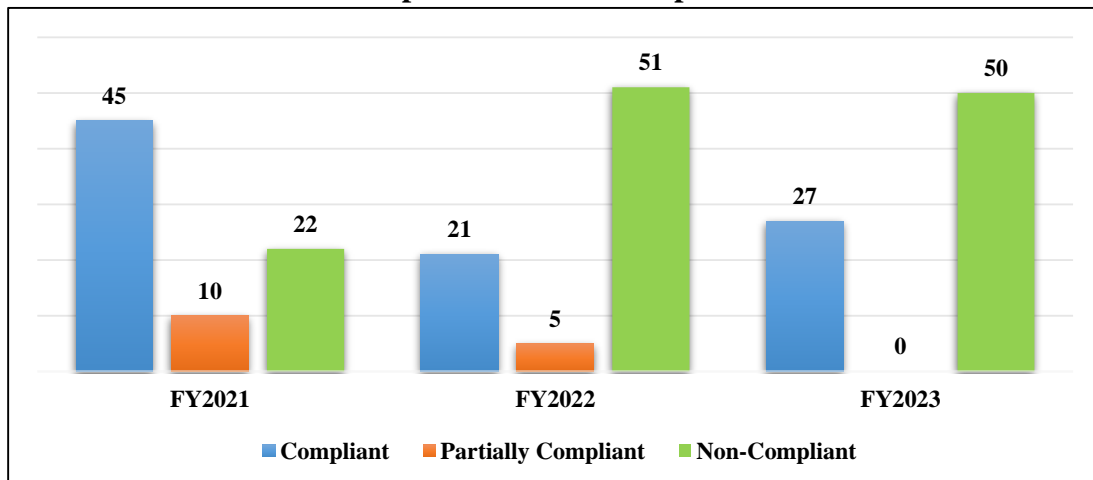
Government of Guam (GovGuam) entities are mandated to submit a Procurement Training Compliance Report (PTCR) to the Office of Public Accountability (OPA) identifying individuals within their entities who have received training as part of the Procurement Training and Certification program.

Per Public Law (P.L.) 36-11, codified as 5 GCA § 5141(n), “every director, administrator, president or head of a government of Guam agency, including line agencies, autonomous and semi-autonomous agencies, public corporations, the Mayors Council of Guam, the Courts of the Judiciary of Guam, and” the Guam Legislature is mandated to “electronically submit to the Public Auditor of Guam, in an electronic portable document format, a ‘Procurement Training Compliance Report,’” no later than thirty (30) days after the end of each fiscal year. At a minimum, the PTCR should contain the names of employees, their job titles, the procurement training module completed, and the date of completion.

As of December 31, 2023, we found the following pursuant to the mandates of 5 GCA § 5141(n):

- 27 of 77 entities (or 35%) submitted their Fiscal Year (FY) 2023 PTCRs. All 27 of the submitting entities submitted their FY 2023 PTCRs to the OPA before the statutory deadline.
- 26 of 77 entities (or 34%) submitted their FY 2022 PTCRs. Of the 26 entities, 21 submitted their PTCRs to the OPA prior to the statutory deadline, while the submissions of the remaining five (5) entities were untimely.
- 55 of 77 entities (or 71%) submitted their FY 2021 PTCRs. Of the 55, 45 entities submitted their PTCRs to the OPA prior to the statutory deadline, while the submissions of the remaining ten (10) entities were untimely.

Table 1: Compliance Breakdown per Fiscal Years



We found the following entities to be fully compliant for the three-year period, meaning the entity submitted a PTCR every year in compliance with 5 GCA § 5141(n):

Table 2: Compliant Entities for 3-Year Period

No.	Entity Name	Acronym
1.	Bureau of Budget and Management Research	BBMR
2.	Department of Public Health and Social Services	DPHSS
3.	Department of Chamorro Affairs	DCA
4.	Department of Public Works	DPW
5.	Department of Youth Affairs	DYA
6.	Guam Community College	GCC
7.	Guam Council on the Arts and Humanities Agency	CAHA
8.	Guam Economic Development Authority	GEDA
9.	Guam Ethics Commission	GEthC
10.	Guam Housing and Urban Renewal Authority	GHURA
11.	Guam International Airport Authority	GIAA
12.	Guam Regional Transit Authority	GRTA
13.	Mayors Council of Guam	MCOG
14.	Office of Public Accountability	OPA

We found the following entities to be non-compliant for the three years, meaning the entity did not submit a PTCR in all of the fiscal years in direct non-compliance with 5 GCA § 5141(n):

Table 3: Non-Compliant Entities for 3-Year Period

No.	Entity Name	Acronym	FY21	FY22	FY23
1.	Career Tech High Academy Charter School	CATHA	×	×	×
2.	Community Defense Liaison Office	CDLO	×	×	×
3.	Department of Integrated Services for Individuals with Disabilities	DISID	×	×	×
4.	Department of Labor	DOL	×	×	×
5.	Department of Revenue and Taxation	DRT	×	×	×
6.	Guam Educational Telecommunications Corporation	PBS Guam	×	×	×
7.	Guam Environmental Protection Agency	GEPA	×	×	×
8.	Guam Homeland Security/Office of Civil Defense	GHSOCD	×	×	×
9.	Guam Public Library System	GPLS	×	×	×
10.	Guam State Clearinghouse	GSC	×	×	×
11.	Hagåtña Restoration and Redevelopment Authority	HRRA	×	×	×
12.	Kumisión I Fino' Chamorro/Chamorro Language Commission	KFC-CLC	×	×	×
13.	Office of the Governor	GOV	×	×	×
14.	Office of the Lieutenant Governor	LGOV	×	×	×
15.	Port Authority of Guam	PAG	×	×	×
16.	Serve Guam Commission	SGC	×	×	×
17.	Science is Fun and Awesome Learning Academy Charter School	SiFA	×	×	×
18.	University of Guam	UOG	×	×	×

Procurement Training Compliance

According to 5 GCA § 5141(b), “all government of Guam personnel tasked with the responsibility of purchasing or otherwise procuring goods, or services, or construction, including those employed by agencies with authority to conduct their own procurement, as well as any person within the [OPA] responsible for administering procurement appeals or auditing of the purchasing activities of the government of Guam, must receive the training and continuing education to the extent required under this Section [...]” The procurement training is administered by the Guam Community College (GCC), which is in possession of a database containing records of individuals who have successfully completed the training modules. However, GCC does not bear the sole responsibility of verifying program compliance according to 5 GCA § 5141(b). Their mandate is limited to the establishment and administration of the Procurement Training and Certification program.

OPA will also consider conducting a third procurement training compliance report in the near future to allow us to identify and inform GCC of GovGuam’s updated procurement training module needs as there is still an increased demand for training and continuing education.

Conclusion

In OPA Report No. 20-09, we found there was no entity established or designated to monitor agency compliance with procurement training and recommended for the PTCR to be mandated as a form of monitoring agency compliance with the procurement training. Although the OPA sends out reminder memoranda, agencies’ compliance with the PTCR has decreased from FY 2021 to FY 2023. We hope this first PTCR compliance report increases awareness for agencies to comply with the PTCR mandate and ultimately complying with the procurement training mandate.

PTCRs submitted by compliant agencies for FY 2022 and FY2023 may be viewed on the OPA’s website at www.opaguam.org.



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