

August 31, 2012



## About Us

### Citizens-Centric Report —

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#### Strategies

- Enhance One- Stop Career Center program delivery for employers, employees and career strategies.
- Empower people and communities through enhanced workforce reporting of economic and workforce data for community solutions.
- Adopt a YADIS (Youth, Adult, Dislocated, Incumbent and Senior Worker) life long learning philosophy and integrate the workforce learning continuum as the guiding framework for the Power of E<sup>3</sup> aligned with regional economies.
- Support increased economic opportunities for Guam residents and collaboration with business, federal government and non-governmental organizations and faith based communities.
- Strengthen Guam's workforce investment governance and workforce community leadership system

#### Mission Statement

The Guam Department of Labor ( GDOL ) fosters and promotes the welfare of the job seekers and wage earners, by improving their working conditions, advancing their opportunities for profitable employment, helping employers find workers and tracking changes in employment, and other national economic measurements.

As mandated by Public Law 9-238, Title XLVI Chapter 1 , Section 48052 the Guam Department of Labor's purpose shall be ***“To foster, promote and develop the welfare of the wage earners of Guam, to improve their working and living conditions and also to advance their opportunities for occupational training and profitable employment.”***

The Agency for Human Resources Development (AHRD) operated under the administrative supervision of the Department of Labor by Executive Order 2003-16. The mission of AHRD is to coordinate manpower needs, assessment and employment programs.

#### Strategic Goals

- Promote and Safeguard the employment and job opportunities for the citizens of Guam.
- Ensure safe working conditions
- Ensure compensation for work related injuries and illnesses
- Encourage, Promote and Develop Occupational Training and Opportunities
- Ensure the payment of lawfully earned wages
- Enforce minimum wage and hour standards

- Ensure equal employment opportunities and treatment of workers

#### Organizational Structure

##### Employment & Training

The Department provides employment assistance, labor market information, and job training through the administration of the following programs: Adults, Dislocated Workers and Youth; and services for targeted populations authorized by the Workforce Investment Act of 1998, Employment Services authorized under the Wagner-Peyser Act; Foreign Labor Certification activities authorized by the Immigration and Nationality Act; the Senior Community Service Employment Program authorized by the Older American Act; Apprenticeship programs authorized by the National Apprenticeship Act, Job Corps Services through a Cooperative Agreement with the Hawaii Job Corp Center and Veterans Employment and Training Services through the Job for Veterans State Grants.

##### Regulatory and Compliance— Worker Protection

The Department mission is to assure that every working man and woman in the workplace has safe and healthful working conditions. Our Division of Occupational Safety and Health (DOSHS) and the OSHA Consultation Program (a cooperative agreement with USDOL) and the Workers Compensation division, ensures the safety and health of Guam's workers by setting and enforcing work-

place safety and health standards; delivering effective enforcement; providing training, outreach and education; and encouraging continual improvement in workplace safety and health. Through these efforts our safety division aims to reduce the number of worker illnesses, injuries, and fatalities.

The Wage and Hour Division is responsible for administering and enforcing a number of laws that establish the minimum standards for wages and working conditions on the island. The Fair Labor Standards Act (FLSA) minimum wage provisions and the prevailing wage laws provide a floor for the payment of fair wages, while the FLSA overtime provisions are intended to broaden work opportunities and promote employment.

##### Statistics

The Bureau of Labor Statistics (BLS) produces relevant statistics reflecting labor market activity and working conditions. Statistics produced by BLS support the formulation of economic and social policy by providing data for analysis and decision-making.

##### Volunteerism & Service

The Department promotes the spirit of volunteerism, community service and civic engagement through the AmeriCorp Program. By virtue of Executive Order 2005-11 the Department administers funds received by the Corporation for National Community Service.

# Performance—Employment, Training, Compliance & Statistics

## Employment & Training

Guam’s state plan and plans of work have been modified to ensure that a continuum of education and training opportunities support the development of a skilled and competitive workforce. Life Long learning has been prioritized as the key driver to improve workforce development and provide action steps to trans-

form the learning continuum as it relates to talent development. A snapshot of the department’s activities for Program Year 2010 and Program Year 2011 is identified in graph below that demonstrates the activities for the last two program years.

**Graph 1—Employer Services:** Total number of job openings received in PY2010 and

PY2011 by Industry.

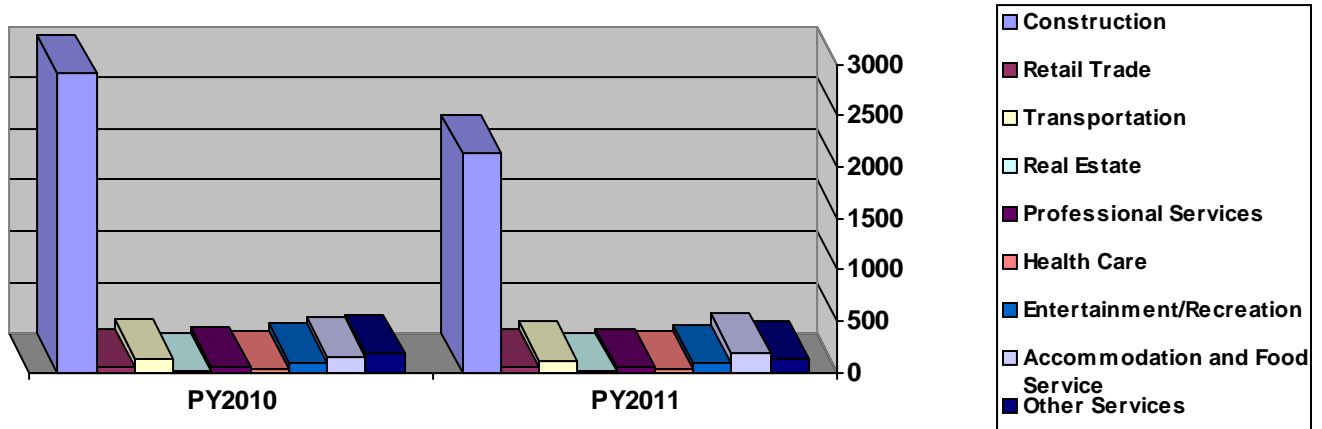
**Graph 2—Participant Services:** Services provided to individuals receiving services from programs available at Guam’s only One-Stop Career Center.

**Guam Registered Apprenticeship Program:** Guam looked at strategies to promote and attract employers to become sponsors of USDOL registered apprenticeship. Thus, the “Guam Registered Apprenticeship Program (GRAP)” law, provides tax incentives for private employers allowing a tax credit of up to 50% of their costs to train apprentices.

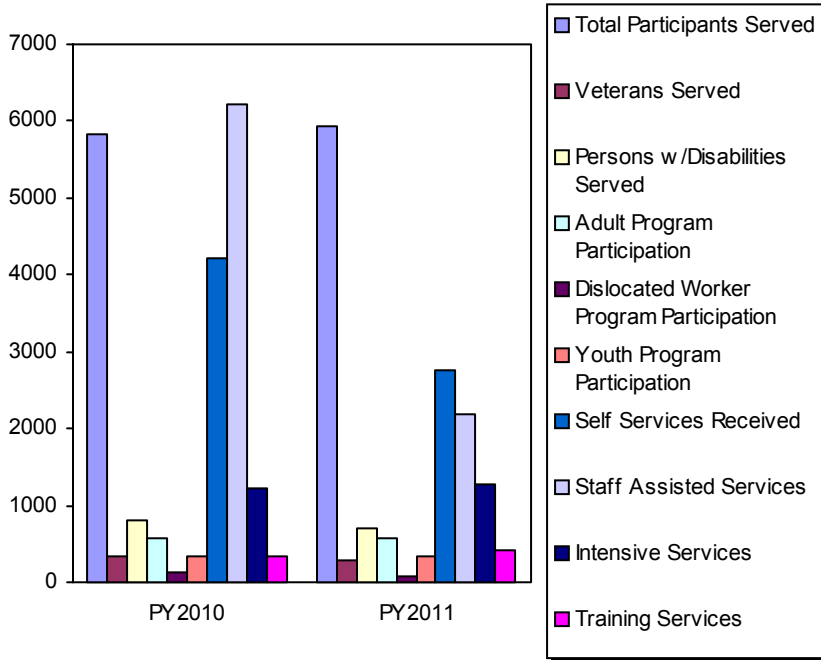
## Passport to Careers (PTC)

The Passport to Careers Program developed strategies to promote collaboration between partners, education, human services and those organizations that serve youth most in need and have significant barriers to employment.

**Graph 1—Employer Services—Job Openings by Industry**



**Graph 2—Participant Services**



## Guam Registered Apprenticeship Program—FY2011

Total Number of Participating Employers (Work Sponsors): 11  
 Total Apprentices: 127  
 Total Tax Credit Issued: \$3,036,522.00

## Passport To Careers School Year 2010-2011

Total Number of Participants: 231  
 Total Number of Females: 89  
 Total Number of Males: 142  
 Youth Wages Earned: \$612,082.00

*Performance-Employment, Training, Compliance & Statistics FY 2011*

**H2B Compliance**

Number of Identification Cards Issued: 1,728  
 Number of Worker Housing Inspections: 28  
 Number of Job Site Inspections: 212  
 Number of Citations Issued: 40  
 Total Registration Fees Collected: \$1,478,364.00

**Wage & Hour Compliance**

Routine Investigations: 0  
 Complaint Investigations: 88  
 Enforcement of Wage Determinations: 2  
 Outreach/Education Awareness Classes: 14

**Fair Employment Practice**

EEO Inquires 868  
 EEO Charges Formalized 46  
 EEO Charges with Resolution: 30  
 EEO Workshops Conducted 4

**Statistics—Reports Produced**

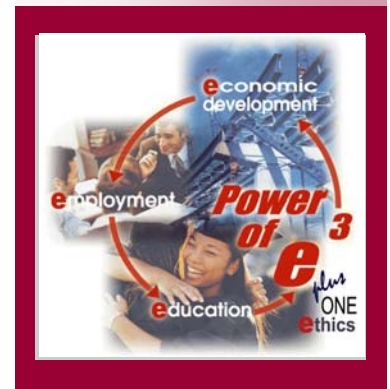
Current Employment Report - Quarterly  
 Occupational Safety & Health Statistics  
 Annual Census of Establishments  
 State Occupational Employment and Wage  
 Review of Federal Expenditure Trends FY9-09

**Worker’s Compensation Commission**

Total Accidents Reported - Public: 750  
 Total Accidents Reported - Private: 2,200  
 Total Compensation Payments: \$501,862.35  
 Public Obligations Line Agencies: \$1,004,546.16  
 Medical Obligations Autonomous: \$576,385.85

**OSHA On-Site Consultation**

Initial Investigative Visits: 83  
 Investigative Follow-up: 10  
 Total Visits 106



**Senior Community Service  
 Employment Program  
 (SCSEP)**

Total # Participated: 128  
 Unsubsidized Placement: 4

*Financial Highlights—FY2011 Expenditures—AHRD*

<u>Category</u>	<u>Federal</u>	<u>General</u>
Personnel Cost	\$1,872,308.00	-0-
Non-Personnel Cost	\$2,095,320.34	-0-

*Financial Highlights—FY2011 Expenditures —DOL*

<u>Category</u>	<u>Federal</u>	<u>General</u>	<u>Special (MDF)</u>
Personnel Cost	\$2,069,509	\$274,142	\$1,021,457
Non-Personnel Cost	\$2,073,965	\$978,705	\$106,201

Note: SCSEP & WIA Program participants’ wages and benefits are included in the Non-Personnel cost category.

## Community Programs-

### Regional Workforce Development Council (RWDC)

The goal of the RWDC is to provide the much needed regional guidance and development of a regional workforce strategic plan.

Globalization has forced changes in every region and impacted every aspect of our economy. This will force change unseen during modern times for Micronesia. To remain competitive and meet the challenges ahead, the region must shift from change challenges to transformative opportunities. Transformative opportunities will require increased partnerships with the Pacific community—businesses, researchers, entrepreneurs and government entities, and citizens. As our regional communities and cultures change, our governments, institutions, and our partnerships must change to remain relevant.

A regional workforce development strategic partnership is critical for the growth and sustainability of the region's economy and values the importance of shared accountability, collaboration, responsibility and increased engagement around talent development.

The Micronesian Chief Executives endorsed the establishment of a Regional Workforce Development Council (RWDC); the alignment of workforce development, vocational education and other training programs and leverage resources; the collaboration, integration and formation of partnerships with the private sector; and the creation and implementation of training programs for demand-driven occupations.

Rethinking our workforce system strategy, begins on building on our strengths and assets as a unified region and preparing Micronesia's human capital for training opportunities,

#### Vision:

***A unified, competitive, and just-in-time talent development system that strengthens and embraces the region's unique diversity.***

#### Mission:

***To improve the quality of life and standard of living of our citizens by maximizing their potential for employment in a competitive economy.***

### • Bureau of Women's Affairs

The Bureau of Women's Affairs established by P.L. 21-23 in 1991 was by a 2009 Executive Order No. 88-14 placed under the administrative supervision of the Department of Labor. By 2010m the Bureau engaged in the community survey with the Secretariat of the Pacific Community for the highest priorities of women and children in Guam, from which the following priorities were identified:

- Women and Poverty
- Education and Training
- Women and Health
- Violence against Women
- Women in power and Decision Making
- Advancement of Women

It is found that women continue to struggle with issues of poverty, housing, employment, transportation, financial aid to higher education, inequities, domestic violence, and abuse. It is in this milieu that the Bureau plays a role in facilitating communication among various public and private agencies by becoming an active member giving voice to the multiple issues affecting the lives of women and their families.

### *Serve Guam Commission*

The *Serve Guam Commission* was established by Executive Order No. 2005-22 on June 2, 2005, establishing the Commission for National and Community Service, known as the *Serve Guam! Commission* ((SGC). In addition to AmeriCorps State programs, establishment of the commission will also avail the people of Guam to other community-based programs under CNCS, such as Senior Corps, AmeriCorps \*Vista, AmeriCorps Alums and Learn & Serve. AmeriCorps has seven strategic initiatives:

- 1: Disaster Services
- 2: **Education**
- 3: **Capacity Building**
- 4: **Economic Opportunity**
- 5: **Environmental Stewardship**
- 6: **Healthy Futures**
- 7: **Veterans and Military Families**
- 8: **Volunteer Generation & Capacity Building**

### *Americorps Programs on Guam:*

*Sanctuary Incorporated*  
*AmeriCorps University of Guam Success Center*  
*IHOM Life Corp AmeriCorps*  
*Pa'a AmeriCorps*  
*Guma' Mami, Inc. AmeriCorps*