



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Benigno R. Fitial
Governor

Eloy S. Inos
Lieutenant Governor

EXECUTIVE ORDER 2010-13

AMENDMENT TO EXECUTIVE ORDER 2010-11 and 12.

Executive Order 2010-11, amended by Executive Order 2010-12, which declared a State of Emergency in the Commonwealth due to the lack of a balanced budget being in effect on October 1, 2010, is hereby further amended by adding the following to the list of essential services found in Section IV-DIRECTIVES, Directive 1:

- **Board of Parole**
 - Chief of Parole
- **Capital Improvements Project**
 - Contracting Officer Technical Representative
- **Commonwealth Election Commission**
 - Executive Director
 - Administrative Officer III
 - Election Registration Clerk
- **Criminal Justice Planning Agency**
 - Executive Director
 - Federally Funded positions only
- **Department of Commerce**
 - Deputy Secretary will be *ON-CALL*
 - Enforcement of Underage Drinking Laws (federally funded positions)
 - Small Business Development Committee (manager)
- **Department of Community and Cultural Affairs**
 - Secretary of DCCA

Caller Box 10007 Saipan, MP 96950 Telephone: (670) 664-2200 /2300 Facsimile: (670) 664-2211/2311

- Child Care Development Fund Program[CCDF]/ (Child Care Subsidy Program) ALL.
- Office on Aging Rota
 - Cook III (federally funded)
 - Driver (1 only)
- Office on Aging Saipan
 - Cook II (1 only)
 - Cook III (federally funded)
 - Driver (1 only)
- Office on Aging Tinian
 - Cook III (1 local funded, 1 federally funded)
- **Department of Finance**
 - Secretary of Finance
 - Secretary of Finance Office (2 personnel)
 - Executive Secretary
 - Technical Financial Analyst I
 - Finance and Accounting Rota
 - Tax Technician I, II
 - Finance and Accounting Tinian
 - Accountant I
 - Revenue Officer I
 - Finance and Accounting Division Saipan
 - Accounts Payable (2 personnel)
 - ❖ Accountant II, III, IV
 - ❖ Accounting Technician II
 - EDP (from On-call status to on-duty status)
 - ❖ Computer Operator I
 - ❖ Computer Programmer
 - ❖ Network Administrator I
 - Federal Programs
 - ❖ Accountant II, III, IV
 - Operations (1 personnel)
 - ❖ Acting Director of Finance & Accounting
 - ❖ Accountant IV
 - Payroll
 - ❖ Account Clerk I
 - ❖ Accountant III, IV
 - Travel (1 personnel only and will be on ON-CALL status)
 - ❖ Accountant II, III, IV
 - Procurement and Supply will be *ON-CALL*
 - Director
 - Admin. Branch – Administrative Officer II (1 personnel)
 - Procurement Branch – Supply Specialist II (1 personnel)

Caller Box 10007 Saipan, MP 96950 Telephone: (670) 664-2200 /2300 Facsimile: (670) 664-2211/2311

- Property /Warehouse Branch – Supply Specialist I (1 personnel)
- Status Technical Branch – Supply Specialist II (1 personnel)
- Revenue and Taxation
 - Compliance Branch
 - ❖ Manager
 - ❖ Revenue agent I
 - ❖ Tax technician I, II
 - Enforcement Branch
 - ❖ Business License Officer (1 personnel)
 - ❖ Enforcement Branch Manager
 - ❖ Revenue Enforcement Technician (1 personnel)
 - Examination Branch
 - ❖ Manager
 - ❖ Revenue Agent II, III (2 personnel)
- Treasury Division
 - Accountant III
 - Accounting Technician
 - Administrative Assistant (Cashier)
- **Department of Lands and Natural Resources**
 - Secretary of DLNR
 - DOA Animal Health
 - Animal Health Specialist
 - Parks and Recreation Division
 - Director
- **Department of Public Health (Saipan)**
 - Deputy Secretary of Hospital Administration will be *ON-CALL*
 - Bureau of Environmental Health
 - Disease Control Enforcement Technician II
 - Environmental Health Inspector I
 - Environmental Health Officer
 - Environmental Health Specialist I, II
 - Environmental Health Technician I, II, III
 - Epidemiologist
- **Department of Public Health (Rota Health Center)**
 - Environmental Health Technician II
- **Department of Public Health (Tinian Health Center)**
 - Environmental Health Technician I
 - Medical Referral Assistant
 - Medical Supply Officer
 - Social Services Division
- **Department of Public Safety**
 - Bureau of Motor Vehicles

Caller Box 10007 Saipan, MP 96950 Telephone: (670) 664-2200 /2300 Facsimile: (670) 664-2211/2311

- Chief of BMV
 - Driver's license technician (1 only personnel daily)
 - Vehicle registration technician (1 only personnel daily)
- **Department of Public Works**
 - Secretary of Public Works
 - Executive Secretary
 - Building Safety Code
 - Building Inspector
 - Building Permit Specialist
 - Roads and Grounds
 - Account Clerk II
 - Equipment Operator I, II, III, IV
 - Grounds Maintenance Foreman II
 - Trades Helper
 - Trades Specialist I
- **Emergency Management Office**
 - Director
- **Marianas Visitors Authority**
 - Managing Director
 - Accountant I (only during processing of payroll)
 - Chief Accountant (only during processing of payroll)
 - Deputy Managing Director (only during processing of payroll)
 - Marketing Specialist I (Korean Market)
 - Marketing Specialist III (Japan Market)
- **Office of the Attorney General**
 - Executive Assistant to the Attorney General
 - Victim Advocate
- **Office of the Governor**
 - Assistant Legislative Affairs Officer from on call status to on-duty
 - Governor's Chauffeur
 - Special Assistant for Programs and Legislative review from on call status to on-duty
- **Office of Homeland Security**
 - Special Assistant, Office of Homeland Security
 - Federally funded positions
- **Office of Management and Budget**
 - Budget Analyst IV
- **Office of Public Auditor**
 - Auditor (1 only and will be *ON-CALL*)
- **Office of Personnel Management – Rota**
 - Personnel Specialist II
- **Office of Personnel Management - Saipan**

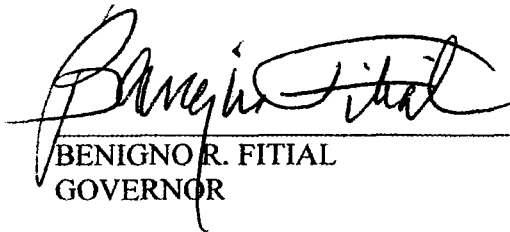
Caller Box 10007 Saipan, MP 96950 Telephone: (670) 664-2200 /2300 Facsimile: (670) 664-2211/2311

- Director
- Alcohol and Drug free Workplace Coordinator
- Chief, Employment Employee Relations
- Personnel Specialist I (EER Section)
- Personnel Specialist III (Classification and Compensation section)
- **Public Defender's Office**
 - Legal Assistant I, II
- **Veteran's Affairs Office**
 - Assistant Veterans Affairs Officer
- **Workforce Investment Agency**
 - Executive Director

Department heads are required to comply with Section IV-DIRECTIVES,
Directive 2 as detailed.

This Amendment is necessary and takes effect October 5, 2010 in light of the
continuing shutdown to ensure that essential services related to health, safety, and welfare
of the people of the CNMI remain functioning.

SIGNED this 4th day of October, 2010.


BENIGNO R. FITIAL
GOVERNOR