



OFFICE OF THE GOVERNOR  
HAGÁTÑA, GUAM 96910  
U.S.A.

**EXECUTIVE ORDER NO. 2005- 18**

**RELATIVE TO AMENDING EXECUTIVE ORDER 95-29 TO CLARIFY THE RESPONSIBILITY FOR THE ADMINISTRATION, MANAGEMENT AND ENFORCEMENT OF THE GOVERNMENT'S DRUG-FREE WORKPLACE PROGRAM POLICIES AND PROCEDURES.**

**WHEREAS**, Executive Order 95-29 approved the Department of Administration Drug-Free Workplace Program Operating Procedures for implementation at all departments and agencies under the personnel jurisdiction of the Department of Administration; and

**WHEREAS**, the Governor of Guam invited the participation of all autonomous agencies or those agencies outside the personnel jurisdiction of the Department of Administration, to participate in the Drug-Free Workplace Program through a Memorandum of Understanding; and

**WHEREAS**, there have been some questions as to the responsible department to implement the requirements of the Drug-Free Workplace Program; and

**WHEREAS**, some of the departments and agencies have not fully implemented the Drug-Free Workplace Program or have given this program little priority; and

**WHEREAS**, the problem of drugs still plagues our island and have certainly continued to infiltrate the government of Guam workplace; and

**WHEREAS**, a drug free workplace is fundamental to efficient, effective and responsible government;

**NOW, THEREFORE, I, FELIX P. CAMACHO**, Governor of Guam, by virtue of the authority vested in me by the Organic Act of Guam, deeming such actions in the best interests of public health and safety, law enforcement and the efficiency of government service, and in order to establish standards and procedures in achieving a drug-free workplace while protecting the privacy of government employees, hereby order the following:

- 1) The Director of the Department of Administration shall be totally responsible for the administration, enforcement, implementation and funding of the Drug Free Workplace Program for all non-autonomous departments and agencies.
- 2) Those departments and agencies having a Memorandum of Understanding with the Department of Administration shall coordinate all drug testing and treatment and rehabilitation of employees with the designated official of the Department of Administration.



3) The Director of the Bureau of Budget and Management Research shall facilitate the processing of all Memorandum of Understandings and Work Requests between the Department of Administration and line and autonomous agencies to ensure the latter agencies' and departments' funds are charged to cover all drug testing of employees from their respective departments and agencies. Such charges shall include the cost of the Medical Review Officer certification of test results, as required. In the case of line agency budgets, the Bureau of Budget and Management Research shall reprogram such funds as are required to ensure funding.

4) All departments and agencies shall fully cooperate with the Director of the Department of Administration in the conduct of drug testing for their employees.

**SIGNED AND PROMULGATED** at Hagåtña, Guam this 4th day of May,  
2005.

A handwritten signature in cursive script, reading "F. Camacho", written over a horizontal line.

**FELIX P. CAMACHO**  
*I Maga' lāhen Guahan*  
Governor of Guam

**COUNTERSIGNED:**

A handwritten signature in cursive script, reading "K. Moylan", written over a horizontal line.

**KALEO S. MOYLAN**  
*I Segundu Maga'lāhen Guahan*  
Lieutenant Governor of Guam

