STATEMENT OF LIVING AND WORKING CONDITIONS FOR GUAM

In accordance with SECNAVINST 5300.39 of 22 November 2011, this information shall be used as a guide for information to be provided to all prospective civilian employees undergoing overseas processing for Naval Hospital Guam so that they make informed decisions concerning their acceptance of overseas employment. In addition to this document, you are encouraged to read all information on Guam contained at www.militaryinstallations.dod.mil.

Much of the information below has been extracted from various websites on Guam, as well as from the DOD Military Installation booklet for Guam.

NAVAL HOSPITAL GUAM MISSION AND ORGANIZATION: Naval Hospital Guam’s Mission Statement: “We deliver readiness, quality care and health where America's Day Begins”. Read more at http://www.med.navy.mil/sites/usnhguam/Pages/default.aspx and explore the history of the Naval Hospital, which relocated to a world-class new construction facility in 2014.

NAVAL BASE GUAM MISSION AND ORGANIZATION: The mission of Naval Base Guam is to support the forces of the US Pacific Fleet, the warfighters based on Naval Base Guam, the warfighters serviced and supplied by Naval Base Guam, the commands which provide support to the warfighters, and the families of those stationed at Naval Base Guam.

INSTALLATION FACILITIES AND SERVICES: If you are serving in Guam with a valid Transportation Agreement, you will be eligible to use the commissaries and exchanges. Additionally, military retirees who are Federal civil servants and authorized family members are eligible to use the commissaries and exchanges. If your actual residence/home of record is Guam, you will not be eligible for a Transportation Agreement, commissary/exchange privileges or base housing on Guam.

There are two Navy Exchanges serving Guam. One is located in the Santa Rita area near the Naval Base; the other serves the mid/North part of the island and is located at the Naval Communication Telecommunications Station (NCTS). Visit https://www.mynavyexchange.com/storelocator/storedetails.jsp?storeid=452 or https://www.mynavyexchange.com/storelocator/storedetails.jsp?storeid=440.

Navy’s Orote Commissary information can be found at http://www.commissaries.com/stores/html/store.cfm?dodaac=HQCWHZ.

Andersen AFB has an AFEES Exchange and Commissary as well.

Navy Fleet and Family Support Center – A key resource on your installation and a gateway to accessing all of the resources available to you, the Fleet and Family Support Center provides information, support and services to help you balance the demands of family and the military lifestyle. The Fleet and Family Support Center is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment.

Navy Morale, Welfare and Recreation (MWR) Activities – Visit http://mwrguam.com for the latest information on recreation, entertainment, sports and fitness, information, tickets and travel (ITT), lodging, non-appropriated funds (NAF) jobs, and more for families.

Similar services are also available at Andersen AFB on the north end of Guam.

**EDUCATION/SCHOOLS:** The DOD Dependent School System provides free education for dependents whose sponsor receives a Transportation Agreement. If you choose to enroll your children in the Guam Public School System, private schools, or a home school program, you will be responsible for paying any potential costs that may be incurred for attendance, including books and supplies.

**Special Education Programs**
The DoDEA-Pacific Guam District Special Education programs provide students with special needs an opportunity to succeed in the least restricted environment. Programs offered are based on the student’s Individual Education Program (IEP).

A special education program is in place to meet the needs of students with special needs. DoDEA-Pacific Guam District schools provide services for students ages 3 through graduation from high school, with developmental delays and physical, emotional, communication and learning disabilities. Speech and language services, physical therapy and occupational therapy services are available for students in preschool through grade 12.

**School Uniforms**
*School Uniforms are required for DoDEA-Pacific Guam District schools K-12 students.* Authorized uniform components can be purchased on base as well as off-base.

**Off Duty Education**
Naval Base Guam and Andersen AFB education offices offer degree programs through the University of Maryland and Central Texas College for undergraduate studies. Both colleges offer instruction in a variety of academic fields. University of Oklahoma and University of Phoenix offer courses towards a Master’s Degree program. Contact the Navy College Office at 671-339-8291 or the Air Force Education Office at 671-366-3170.

University of Guam offers undergraduate and graduate degrees within five colleges: the College of Arts and Sciences, the College of Education, the College of Agriculture and Life Sciences, College of Business and Public Administration and the College of Nursing and Health Science. Visit www.uog.edu or call 671-735-2207 for more information.

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Guam Community College offers two-year degrees and certificate programs in 50 areas of study in vocational-technical fields. GED, adult education and continuing education courses are also offered. The Western Association of Schools and Colleges accredits both University of Guam and Guam Community College. For more information call 671-735-5583 or visit www.guamcc.net.

At the University of Guam and Guam Community College, civilians and their dependents might qualify for the local tuition rates. Tuition prices depend on the school, semester hours, and fees associated with the classes. Check with the Navy College Office for more details.

Library Facilities
The Naval Base Guam Library is located in the SB1 Building and offers free internet and monthly activities for children. The library is open Tuesday through Saturday, 10:00 a.m. to 6:00 p.m. Closed Sunday, Monday and holidays. Call 671-564-1836 for more information.

GEOGRAPHY AND CLIMATE: Guam is a tropical island similar in climate to South Florida and the Florida Keys, and experiences recurring high humidity and dampness, with an average rainfall of 80 to 110 inches. The mean temperature is 81 degrees Fahrenheit with temperatures ranging from the low 70’s to the mid 80’s. Additional climatological data can be found on the Government of Guam website at http://ns.gov.gu/climate.html.

PASSPORT AND VISA REQUIREMENTS: None. However, if you and your family are planning to travel throughout Asia or other foreign countries, a passport and/or visa is required, depending upon the country’s entry and visa requirements.

CUSTOMS REGULATIONS: Guam is a U.S. territory and is subject to the importation rules of the United States. An individual is considered a bona fide resident of Guam if he or she is physically present in Guam for 183 days during the taxable ear, does not have a tax home outside the territory during the tax year, and does not have a closer connection to the U.S. or a foreign country. However, U.S. Citizens and resident aliens are permitted certain exceptions to the 183-day rule. Questions shall be directed to the appropriate military customs office.

COST OF LIVING: The cost of living off base is quite high, as reported in www.militaryinstallations.dod.mil, the Department of Defense’s official military installations website.

OVERSEAS NON-FOREIGN AREA ALLOWANCES AND DIFFERENTIALS:

Cost of Living Allowance (COLA) for Guam – The 2018 COLA rate is 13.01%, subject to change without notice, and is exempt from Federal Income Tax.

Living Quarters Allowance (LQA) – not authorized for Guam, as Guam is a non-foreign overseas area.
Non-Foreign Post Differential (NFPD) for Guam - NFPD rate is 11.99% and is subject to change without notice. NFPD is based on:

- Extraordinarily difficult living conditions;
- Excessive physical hardship; or
- Notably unhealthful conditions.

To be eligible for NFPD:

- The employee must be a citizen or national of the United States.
- The employee's official duty station or detail to temporary duty must be in a post differential area.
- Immediately prior to being assigned to duty in the post differential area, the employee must have maintained his or her actual place(s) of residence outside the post differential area for an appropriate period of time (generally at least 1 year or more).
- *Current* residents of a post differential area must have been originally recruited from outside the differential area and have been in substantially continuous employment by the United States or by U.S. firms, interests, or organizations.

In areas where the Office of Personnel Management has authorized both a cost-of-living allowance (COLA) and a post differential, the Government pays the full COLA and a partial differential so as not to exceed 25 percent of the employee's hourly rate of basic pay.

**Premium Pay** – may be authorized depending on the duties of the position, shifts, etc.

**Imminent Danger Pay** – not applicable to Guam.

**Post Allowance (PAL)** – not authorized for Guam, as Guam is a non-foreign overseas area.

**Separate Maintenance Allowance (SMA)** – not authorized for Guam, as Guam is a non-foreign overseas area.

**Educational Travel** - not authorized for Guam, as Guam is a non-foreign overseas area.

**Home Leave** – authorized for those personnel provided a Transportation Agreement. Accrual rate is 15 days per year.

**Annual Leave** – Employees are eligible to accrue a maximum of 360 hours of annual leave while in an overseas tour status. The 360 hours of accrued annual leave balance will remain on your leave records once you return to the U.S., as long as you do not go below the 360 hours.

**Environmental and Morale Leave (EML)** – Sponsors in an EML status and their dependents traveling with them, also in EML status, may travel on a space-available basis on military aircraft in certain situations. For more information, visit [http://www.andersen.af.mil/units/734ams/](http://www.andersen.af.mil/units/734ams/).
Funded Environmental and Morale Leave (FEMIL) – Guam is **not** designated as a FEMIL location or destination per the Joint Travel Regulations.

Temporary Quarters Subsistence Expense (TQSE) – Temporary Quarters Subsistence Expense is a **discretionary allowance, not mandatory**, intended to partially reimburse an employee for reasonable subsistence expenses (subsistence expenses are the expenses of lodging, food, and other necessities incurred while an employee and/or dependent(s) occupy temporary lodging incident to a PCS) when it is necessary for the employee and/or the employee’s dependent(s) to occupy temporary lodging incident to a PCS move. The AO, **not the employee**, determines if TQSE is necessary. TQSE must be authorized **before** temporary lodging is occupied and **may not be approved after the fact for any days that have passed before TQSE is initially authorized except that extensions may be approved in some cases**. The maximum TQSE period is: 120 days for TQSE(AE), and 30 days for TQSE(LS).

**TQSE Types.** There are two types of TQSE allowances: TQSE(AE), Actual expense reimbursement and TQSE(LS) – Lump sum payment. For specifics on each type, speak with your HR Specialist.

**Note:** First PDS Travel new appointees are ineligible to receive TQSE.

Foreign Transfer Allowance (FTA). Not applicable, as Guam is a non-foreign overseas area.

Miscellaneous Expense Allowance (MEA) – MEA is used to reimburse an employee for various costs (e.g., disconnecting/connecting appliances and utilities) associated with an authorized/approved PCS residence relocation. Advance payment of MEA is not authorized. MEA is a line item claimed on your PCS claim, provided you were given a Transportation Agreement and PCS entitlements.

Employees eligible for MEA:
1. A PCS/TCS is authorized/approved,
2. An appropriate service agreement is authorized and signed (Transportation Agreement),
3. The employee moves out of the old residence, and,
4. The employee establishes a new temporary or permanent residence (GSBCA 16018-RELO, 15 August 2003).

Employees **Not** Eligible for MEA:

1. **New Appointee**
   a. A new appointee assigned to the first PDS, (appointee to any position, including student trainee, Senior Executive Service (SES) and Presidential appointee);
   b. See par. 5558 New Appointee and Student Trainee Appointments and Assignments to the First PDS.
   c. A new appointee or an employee performing first PDS travel to a foreign OCONUS area is eligible for the MEA portion of the foreign transfer allowance (FTA). See DSSR, Section 240.
2. Employee.
   a. Performing RAT unless a PCS is authorized/approved ICW the RAT and the employee has discontinued residence at one location and established a residence at a new location ICW the PCS;
   b. Assigned to an OCONUS PDS returning to the actual residence for separation; and
   c. Authorized transportation for dependents and/or HHG to/from a training location instead of per diem or AEA under JTR par. 4955.

An employee with no dependent(s) receives a $650 ($500 if effective date of transfer is before 18 July 2011) flat amount or, if expenses are itemized, an amount up to 1 week's basic compensation.

An employee with dependent(s) receives a $1,300 ($1,000 if effective date of transfer before 18 July 2011) flat amount or, if expenses are itemized, an amount up to 2 week's basic compensation.

An employee-married-to-employee couple with no dependent(s) receives MEA under specific situations.

The maximum MEA authorized must not exceed the highest basic salary for a GS-13.

Your sponsor should assist you with temporary lodging arrangements on base at Navy Gateway Inn and Suites (NGIS) or the Navy Lodge, or out on the local economy at a hotel. For Navy-funded travel, the official Navy's travel policy requires personnel to obtain all travel arrangements, including lodging, through their local servicing Commercial Travel Office (CTO) whenever possible.

TOUR OF DUTY

Initial Tour of Duty: The initial tour of duty on Guam for employees is 24 months in accordance with JTR, Appendix Q, Part 3 (Employees).

Renewal Tour of Duty: The renewal tour of duty on Guam is 24 months in accordance with JTR, Appendix Q.

5 Year Foreign Area Limitation: Not Applicable, as Guam is a non-foreign area for purposes of DODI 1400.25-M, Vol. 1230, as identified in 5 CFR 591.205.

Tour Extensions and Renewal Agreement Travel: You do need an overseas tour extension for Guam for subsequent renewal tours beyond the initial 24-month tour. If your tour is renewed and you were provided with a Transportation Agreement when you were hired for your Guam position, you will need to complete a new Transportation Agreement in conjunction with Renewal Agreement Travel (RAT). Contact your HR Specialist for assistance.

Provided you were given a Transportation Agreement and you have completed the period-of-service requirement contained in your initial Transportation Agreement, you will be eligible to
perform Renewal Agreement Travel to your actual residence (home of record) or to an alternate location not to exceed the constructive cost to your actual residence. (Exception: If your current actual place of residence/home of record for travel and transportation is Guam, you will NOT be eligible for Renewal Agreement Travel).

Employees may be eligible for RAT after completing the initial 24-month tour of duty. Eligibility is subject to the negotiation of a new transportation agreement for 24 months. Employees may travel to and from their home of record (place of actual residence at time of hire) or to an alternate destination. You will need to check with the Human Resources Office for specific conditions governing travel to alternate destinations.

RETURN RIGHTS/RETURN PLACEMENT – if you negotiated a Transportation Agreement and are reporting to Guam from another DoD agency or from another DoD Component (identified as Army, Navy, Air Force or U.S. Marine Corps) or from a Defense Agency, Defense Activity and have not returned to your stateside command more than 5 years, you will have return rights to your stateside command in the U.S. from which you were recruited for Guam. There are some exceptions: If you held a NAF position, NAF does not afford return rights. Otherwise, if you do not have return rights to a stateside DoD organization, you are eligible to register in DOD’s Priority Placement Program (PPP).

AVAILABILITY OF MEDICAL AND DENTAL SERVICES (on-base space available and off base): The two civilian hospitals on island are Guam Memorial Hospital (GMH) and Guam Regional Medical City (GRMC); they are both accredited by the Joint Commission. GMH has faced financial issues and will likely continue to do so as they are mandated by law to treat anyone regardless of their ability to pay or have insurance (Guam is not affected by the Affordable Care Act) and the reimbursement cap on Medicare. Some of our beneficiaries are sent to GMH, mainly neonatal ICU and inpatient acute dialysis. GRMC offers more specialty services such as neurosurgery, and invasive cardiology and they are waiting to open their 5th floor (pending clearance from Guam Fire Department) which will expand their inpatient capacity by 60 beds. Both have websites that you can Google to learn more.

There are a number of clinics available, both primary and specialty care, on the island and all are used to U.S. billing practices and accept the insurance carriers available to federal employees. All of the physicians are U.S. trained and speak English; a few are retired military members who have started their practice on Guam. There are also U.S. physicians who rotate in every 6-8 weeks in specialties such as retinal surgeons.

There are specialty areas that are lacking such as pediatric mental health, inpatient mental health, skilled nursing homes, and cardiac and neuro rehabilitation centers. The availability of specialty and sub-specialty services is not at all what you would expect in a metropolitan area such as Northern Virginia or Washington, D.C.; they would be more in line with a rural area such as the Outer Banks in North Carolina.

Civilian employees who are military retirees and their dependents are eligible to be seen at the Naval Hospital and if they prefer, may be enrolled in TRICARE PLUS free of charge which gives them priority access in primary care and an assigned primary care manager. Whether they
are placed in Family Medicine or Internal Medicine depends on their medical needs and conditions. TRICARE Prime is not available to retirees in U.S. territories such as Guam; only CONUS locations.

**CHURCHES AND OTHER PLACES OF WORSHIP:** Check with the Naval Base Chaplain’s Office for services offered at the bases and for a listing of local places of worship for the various denominations.

**PUBLIC TRANSPORTATION:** Guam’s Mass Transit Authority provides and maintains public transportation. For more information, visit [http://www.visitguam.com/plan/transportation/](http://www.visitguam.com/plan/transportation/).

**BANKING FACILITIES:** The financial institutions operating on Guam are: Allied Bank, American Savings & Loan, Asahi Bank, Bank of Guam, Bank of Hawaii, Bank of the Orient, Century Bank, Citibank N A, Citizens Security Bank Inc., Finance Factors Ltd, First commercial Bank, First Hawaiian Bank, Hong Kong Bank, First Savings & Loan of America and Navy Federal Credit Union are just a few of the financial institutions serving Guam.

**MAIL SERVICE:** The Post Office is located at Naval Base Guam. Postage stamps are readily available there and other U.S. Post Offices, hotels, some stores and vending machines. Mail freight is also supported by DHL, UPS, DHX, EMERY, and FEDEX.

**SECURITY CONSIDERATIONS:** Guam experiences various types of crime just like any other location. Check with the Naval Hospital Security Department for further information.

**RECREATION:** Guam offers boating, snorkeling, scuba diving and a host of other recreational activities, most of which can be experienced in the Continental U.S. Stop by the MWR Office at Naval Base Guam and Andersen AFB to learn more.

**PRE-PROCESSING FOR OVERSEAS POSITIONS:** As explained in your tentative job offer. You will work closely with your current Human Resources Office as well as the Bureau of Navy Medicine and Surgery Human Resources Office (BUMED HRO) for completion of pre-processing requirements. This may include coordination of credentialing and privileging for health care providers; security processing, pre-employment physicals and other pre-employment processing requirements.

**SPONSOR PROGRAM:** You will be assigned a sponsor from Naval Hospital Guam.

**PET POLICY AND REGULATIONS:** Planning for shipment of your pet includes researching airline requirements and quarantine restriction laws in your new location. You will need to check with the airlines on the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing, as well as fees. Search [Move.mil](https://www.move.mil) for general information on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into Guam. Carefully research these rules as they could impact your moving schedule. Contact the Naval Base Veterinarian Staff as well. Not only do overseas locations have strict rules but many locations in the United States have restrictions on certain breeds as well.

Check with your veterinarian for requirements on health certificates, as oftentimes they must be issued within 10-14 days of travel.

Additionally, Untied Airlines recently implement pet travel restrictions.

**HOUSEHOLD GOODS**

In connection with your transfer to Guam, Naval Hospital Guam will provide relocation allowances from your current permanent duty location to Guam. This includes the following relocation expenses: (1) transportation and per diem for yourself and your immediate family member(s); (2) miscellaneous expense allowance due to relocation of households; (3) transportation and temporary storage of household goods; (4) non-temporary storage of household goods (5) relocation income tax allowance; (6) shipment of privately owned vehicle; and (7) temporary quarters subsistence expense (actual expense) allowance for a period not to exceed 60 days after arrival at your new duty station if it is necessary for you to occupy temporary quarters. If you are currently eligible for allowances at your overseas duty location, you will also be able to receive up to 30 days of outgoing temporary quarters subsistence allowance (TQSA) immediately preceding your final departure from the post.

**General Information**

The Defense Personal Property System (DPS) is the online system you will use to manage your household goods shipment. Move.mil explains this new process and provides access to DPS.

Review "It's Your Move" Armed Forces Members, Part IV, Attachment K1 for detailed information on weight allowances, valuable tips, household goods shipping process, storage, shipping your automobile (POV - Privately Owned Vehicle), arrival and delivery of household goods shipments, claims process, and the customer satisfaction survey.

If you have any questions as to what you can or cannot ship to Guam or other concerns about your household goods, please contact the Naval Base Guam Personal Property Office at 671-333-2045/6. The Vehicle Processing Center can be reached at 671-339-2205.
Household Goods (HHG) Shipment
If you have a Transportation Agreement in conjunction with your PCS move to Guam, your entitlement to HHG shipment is from your current permanent duty station to Guam. Transportation of HHG is limited to items associated with your home and all personal effects belonging to you and your dependents on the effective date of your PCS move. Shipment may originate at your last permanent duty station, your actual residence or some other point. The destination for shipment of your HHG may be to your new permanent duty station or another point or the destination for part of the HHG may be to your new duty station and the remainder to one or more points. However, the total amount that may be paid for by the Government must not exceed the cost of transportation of your HHG in one lot from your current permanent duty station to your new duty station. You will be responsible for any additional costs related to split shipments or multiple shipments.

Unaccompanied Baggage, also known as an “Express Shipment”
In conjunction with the shipment of your HHG to Guam, you will also be authorized a shipment of unaccompanied baggage. The unaccompanied baggage allowance is 350 lbs. net weight for each adult and dependent age 12 and older and 175 lbs. net weight for each child under 12. However, the total amount of unaccompanied baggage transported by air or any expedited mode must not exceed 1,000 lbs. net weight. Unaccompanied baggage is part of the total authorized weight allowance.

Storage Entitlements

Temporary Storage of HHG (Storage in Transit (SIT)) - The initial period for temporary storage of HHG in conjunction with an authorized shipment will be for 90 days. Upon receiving a written request from you, the initial 90-day period may be extended for an additional period of up to 90 days under certain conditions to include unavailability of housing, completion of residence under construction, serious illness of employee, illness or death of a family member, or other circumstances beyond the control of the employee, following the process contained in the JTR. There is no authority, however, to extend temporary storage beyond the 180-day period. Any cost for temporary storage incurred beyond the 180-day authorization period will be your responsibility.

Non-temporary Storage (NTS) of HHG – If you currently have household goods in NTS at Government expense, your eligibility for NTS at Government expense will continue unless your actual place of residence/home of record is Guam. In connection with your PCS move, you may also have household goods either shipped or placed in NTS at Government expense, such as at a government-procured storage facility in the vicinity of your home of record.

The total weight of all HHG shipped and stored at Government expense may not exceed 18,000 pounds. You will be financially responsible for any transportation costs exceeding the authorized weight limit.
ELECTRICAL APPLIANCES: Guam is on 110 volts at 60 Hertz. Check with the Housing Office for questions specific to rental units and base housing, as well as recommendations as to what appliances you should ship.

CLOTHING: Guam is a warm, damp tropical island. Typical island wear is in order year around. If you plan to visit other countries during your tour, you may want to bring spring, fall and winter clothing for visits other non-tropical countries.

PRIVATELY OWNED VEHICLES (REGISTRATION REQUIREMENTS, FEES: On Guam, the Department of Motor Vehicles (DMV) is aligned under the Department of Revenue and Taxation.

To operate a vehicle on Guam, those who currently have a state or U.S. territory license must obtain a Guam license within 30 days of arriving on the island. They are not required to take a written or road test, only a vision test provided at DMV.

If their license has expired, they may be required to take both written and road tests. The road test is available at the driver's license bureau, co-located with the vehicle registration branch at the Department of Revenue and Taxation in Barrigada. For more information call the Driver's License Branch at 671-635-1761/2.

Additional detailed information is contained at www.militaryinstallations.dod.mil.

FIREARMS POLICY AND REGULATIONS: Bringing firearms to Guam has several steps that must be strictly followed, as failure to do so could result in charges under Guam Customs or criminal law as well as the confiscation of your firearms. Additionally, Naval Base Guam regulates the transportation and storage of firearms on base. The failure to follow base regulations could result in charges being filed.

Be sure to thoroughly read the following information in its entirety, and contact your sponsor with any questions. The cost of registering one firearm totals $173.00, with an added cost of $49.00 for each additional firearm. The process is also fairly complicated, and failure to follow it can lead to serious repercussions. Take this into consideration before bringing your firearms to Guam.

Air Travel:

Prior to arrival at the airport for departure, be sure to check with your airline and the Transportation Security Administration to ensure you are conforming to all laws and regulations concerning firearms at airports and onboard aircraft.

Naval Base Guam:
Bringing and storing firearms on Naval Base Guam (NBG) must be done in accordance with NAVBASEGUAMINST 5530.6 series. To bring firearms on base while awaiting the disposition of the Guam registration process, you must complete the following steps:
1. Declare that you have personal firearms at the gate upon initial entry. You should ensure your firearms are not loaded and inaccessible when entering. You will be escorted or directed to proceed to the NBG Armory (directions will be provided by sponsor).

2. There you will complete the required paperwork with NBG Armory personnel and will be provided with receipts for all stored personal firearms. You will be unable to retrieve these until you have your Guam Firearms ID Card in hand.

Once you have your ID you may return to the NBG Armory to retrieve your firearms in order to get them inspected by the GPD Armory. After you have been issued individual registration cards for each firearm (this process is explained below), you will need to return to the NBG Armory to finalize documentation there. At this point you may store your firearms in base housing in a locked container or with proper trigger/chamber locking mechanisms. Firearms may not be stored in unaccompanied housing or personal vehicles. Refer to NAVBASEGUAMINST 5530.6 series and housing policy for detailed storage requirements.

The Armory will also issue you an Authorization to Transport Personal Weapons. The procedures contained within must be strictly followed at all times when transporting firearms on and off the base.

Guam Customs:

Firearms, whether brought on island via household goods or on your flight, must be declared to Guam Customs upon entry. When bringing firearms via your flight, proceed to Guam Customs in the airport once you retrieve your checked baggage holding the firearms.

For firearms shipped in household goods (HHG) shipments (ammunition cannot be shipped), you must be present for the extraction of your firearms prior to the delivery of your HHG. It is recommended you note the container your firearms are placed in to expedite their extraction once you are in Guam. Moving companies CANNOT deliver your HHG until all firearms are extracted. Your moving company will help you make arrangements with Guam Customs to get this process completed.

Once your firearms are inspected by Guam Customs officials, you will be provided with the paperwork necessary to complete registration with the Guam Police Department (GPD).

IMPORTANT! When the Customs paperwork is received you have 30 calendar days to complete the registration process, failure to do so within this timeframe could result in felony weapons charges under Guam criminal law. A background check that takes up to 10 working days is part of the process. It is essential you begin this immediately!

Guam Police Department:

There are several steps towards completing this process. For up-to-date information refer to the GPD web site at: http://gpd.guam.gov/faq/.

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First, you must obtain a Guam Firearm ID Card. To do this you must go to the Guam Police Department (GPD) Records and ID Section located on the First Floor of the International Trade Center (ITC) building, Suite 131 at:
590 South Marine Corps Drive, Tamuning, GU 96913

Phone: 671-475-8500/8506/0049

Hours: 8:00am - 3:00 pm M-F

**DO NOT BRING YOUR FIREARMS WITH YOU INTO THE RECORDS AND ID SECTION!**

You will need to bring the following:

1. A completed Guam Firearms ID Application:  

2. A certified birth certificate with a photo ID card; AND a social security card; OR a valid U.S. passport; AND a social security card; OR a naturalization certificate AND a social security card.

3. A $47.00 money order or cashier's check made payable to the "Superior Court of Guam". This is the fee for the FBI background check.

4. An additional $34.00 for the cost of fingerprinting. This payment can be made via cash or card (an additional convenience fee will be assessed if using a card). Fingerprinting will be completed during this initial visit.

When the background check is complete and approved (ten working days), you must return and pay an additional $43.00 (cash or card) to receive your Guam Firearms ID, which will be good for three years.

Now that you have your firearms ID in hand proceed, with your firearms you have retrieved from the NBG Armory, to the GPD Armory. It is located on Neptune Drive in Barrigada. Directions are provided:

When coming from Naval Base Guam, take Marine Corps Drive (Route 1) to Purple Heart Memorial Highway (Route 8). Continue down Route 8 and at the intersection of Route 8 and Vietnam Veterans Memorial Highway (Route 10) turn left onto Seagull Ave. Continue on until you reach Corsair Road and turn left. At the end of Corsair Road turn right onto Neptune Ave. The GPD Armory will be on the right side towards the end of Neptune Road.

Phone: 671-475-8618

Hours: 7:30am - 1:30 pm M-F
You will need the following:

1. A Bill of Sale; OR a Certificate of Ownership; OR a notarized document containing the descriptions of all firearms (if needed, Naval Base Guam Legal Services or the Sector Guam Command Secretary can notarize your documentation)

2. The Customs declaration form

3. Your valid firearms ID

4. A safety inspection form which will be issued by the GPD Armory

Once each firearm is inspected, the GPD Armory will provide you with the necessary paperwork to return to the Records and ID Section. Here you will complete the registration process by paying $49.00 per firearm (cash or card). You will then be issued a card for each registered firearm.

DO NOT BRING YOUR FIREARMS WITH YOU INTO THE RECORDS AND ID SECTION!

If you desire to get a concealed carry permit, you may begin the process at this point by completing the required paperwork and paying the additional fees. Possession of a Guam concealed carry permit does not authorize personnel to carry concealed firearms on any military installation.

PAY:

Advance Pay – not authorized, as Guam is a non-foreign area.

Payroll Procedures -- You will be asked to complete a Fast Start DIRECT Deposit form as part of pre-employment processing. Your command payroll POC should be contacted for any specific questions.

Income Tax Deductions – similar to those in the U.S., as Guam is a U.S. Territory.

Pay Table: For most GS employees, the REST OF THE UNITED STATES (RUS) pay table (Consisting of those portions of the United States and its territories and possessions as listed in 5 CFR 591.205 not located within another locality pay area) is used.

Locality Pay – EFFECTIVE JANUARY 2018

SALARY TABLE 2018-RUS, INCORPORATING THE 1.4% GENERAL SCHEDULE INCREASE AND A LOCALITY PAYMENT OF 15.37%, FOR THE LOCALITY PAY AREA OF REST OF U.S.; TOTAL INCREASE: 1.67%
ARRIVAL ON GUAM: Depending on the day of the week and time of your arrival, you will most likely be met and transported by your sponsor or command POC to a pre-arranged hotel for your first overnight stay (and possibly for the duration of your temporary lodging until you secure housing).

IN PROCESSING: Plan to report to the HRO the first business day following your arrival on Guam for in-processing. While at the HRO, be sure to inquire as to procedures for submitting your TQSA and at what frequency it is required, until you occupy a private residence. You will also attend command orientation and indoctrination as determined by the Naval Hospital Guam’s Indoctrination and Orientation schedule.

TEMPORARY LODGING AFTER ARRIVAL: Yes. Lodging may be at a local hotel, Navy Gateway Inns and Suites (NGIS), Navy Lodge, or other authorized location. Depending on the day of the week and time of your arrival, you will most likely be met and transported by your sponsor or command POC to a pre-arranged hotel for your first overnight stay (and possibly for the duration of your temporary lodging until you secure housing). If you were provided with a Transportation Agreement, you will be eligible for Temporary Quarters Subsistence Expense (TQSE) and Miscellaneous Expense Allowance (MEA).

HOUSING: Employees assigned to Guam are not authorized free Government housing. However, employees with Transportation Agreements may be eligible for Government housing at prescribed rental rates depending on availability. Monthly Government housing rental rates range from $900 to $1,395 depending on the number of bedrooms and the location of the house. Guam Naval installation units include utility expenses in the Government housing rental rates. Average monthly utility costs for these units are approximately $147. Off-base rental rates range from $1,200 to $3,000 per month and may not include utility expenses. For detailed housing information, contact the Navy Housing Referral Office.

EMPLOYMENT OPPORTUNITIES FOR DEPENDENTS: There are limited employment opportunities in Guam due to the local economy since most items must be flown or shipped to the island. Many jobs in Guam are contractor positions. You should carefully read further information posted under Employment at http://militaryinstallations.dod.mil.

STANDARDS OF CONDUCT FOR GUAM

Conduct of minor (Unmarried) Dependents

Parents are solely responsible for the indoctrination, care, supervision, and conduct of their children. Parents are to ensure that their children obey all local Navy and Air Force regulations and instructions in additional to Government of Guam laws and regulations. Sponsors may be held responsible for restitution in cases where their dependents have caused personal injury or property damage. Incidents arising out in town will be processed by the Guam Police Department. On-base incidents involving dependents will be handled in accordance with applicable base regulations based upon the seriousness of the violation or crime, and can result in
the return of the dependent to the U.S. at the sponsor’s expense, debarment and/or other administrative measures, including removal from base housing, if government quarters are occupied and early return fo dependents to the Continental U.S.

CHILDREN/YOUTH/TEENS: Information regarding availability of day care centers and pertinent information regarding availability of recreational facilities for teens can be found in the booklet under the topics of Child and Youth Programs, Child Care and Youth Services.

HEALTH INFORMATION FOR TRAVELERS TO GUAM: The Centers for Disease Control (CDC) recommends all travelers obtain routine vaccines before traveling to Guam. These vaccines include measles-mumps-rubella, diphtheria-tetanus-pertussis, varicella (chickenpox), polio and annual flu shot vaccines. Most travelers are recommended to get Hepatitis A vaccine and Typhoid vaccine because you can get Hepatitis A and typhoid through contaminated food or water in Guam, regardless of where you are eating or staying. Ask your doctor whether you need the Hepatitis B vaccine.

LANGUAGE: English is spoken on Guam, along with Chamorro and dialects of Tagalog and other foreign languages such as Japanese, due to the diversity prevalent on the island.

Further information is contained in the installation booklet.

TIME ZONE: Local Standard Time, also referred to as the Chamorro Time Zone, is Greenwich Mean Time (GMT) +10. Guam does not observe Daylight Savings Time. Time difference from the East Coast of the U.S. is 16 hours ahead. America’s day begins in Guam!

AREA CODE: (671).

CURRENCY INFORMATION: Guam is a U.S. Territory and uses U.S. currency.

TROPICAL DISTURBANCES/TYPHOONS: Guam is situated in a prime tropical cyclone formation area of the western Pacific and cyclones can and do occur. Typhoons can occur throughout the year but are more likely during June through December. Homes are built to be typhoon resistant and can handle the weather. Although recovery is sometimes long and difficult, Guam and its people are well versed in storm recovery and deal well with the situation. It is recommended that you ship a generator, as generators on the island are costly and hard to find when needed.

The Joint Typhoon Warning Center provides current Northwest Pacific/North Indian Ocean tropical system information. You are urged to listen to local television, radio, military and public addresses announcements. Ask further specifics at your command orientation/check in with command personnel, including the Emergency Management Officer for Naval Hospital, Guam.

Further detailed information provided by the Department of Defense (DOD) on living and working in Guam is available for retrieval and reading at http://www.militaryinstallations.dod.mil/MOS/?p=132:CONTENT:0::NO::P4_INST_ID%2CP4_INST_TYPE:3025%2CINSTALLATION.
I hereby certify that I have received and read a copy of the **STATEMENT OF LIVING AND WORKING CONDITIONS FOR GUAM**. I understand that if it is necessary for me or any of my dependents to end our tour of duty prior to completion of the 24-month tour of duty, I may be required to bear the costs of the return and that I may be required to complete my non-foreign area tour in an unaccompanied status until I have completed my 24-month tour of duty.

______________________________  ________________________________
PRINTED NAME                                Signature

Date: ________________________________