

CONSTITUTIONAL CONVENTION OF THE TERRITORY OF GUAM  
OF 1969

P R O P O S A L

INTRODUCED BY: EXECUTIVE COMMITTEE

A PROPOSAL

PROVIDING FOR THE DUTIES OF THE PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER,  
AND ASSISTANT VICE-PRESIDENT FOR EXECUTIVE AFFAIRS, LEGISLATIVE AND JUDICIAL  
AFFAIRS, AND PROCEDURAL AFFAIRS.

RESOLVED, that the following be agreed upon as part of the  
Standing Rules of the Convention:

ARTICLE I

SECTION 1. The Executive Committee. There shall be an Executive Committee comprising of the elected officers of the Convention; namely, the President, Vice-President, Secretary, Treasurer, and three Assistant Vice-Presidents. The Executive Committee shall be responsible for the administrative functions of the Convention, which are as follows:

- a. Provide logistic support.
- b. Review and recommend administrative proposals.
- c. Provide needed staff services.

SECTION 2. Duties of the President. The President shall preside at sessions of the Convention and shall exercise the usual powers and perform the usual duties of a presiding officer, including the following:

- a. He shall preserve order and decorum and fairly assign floor rights.
- b. He may speak to points of order and, subject to an appeal to the Convention, shall decide points of order.
- c. He shall be the chief executive of the Convention and all other officers and employees shall be responsible to his general supervision.
- d. He shall sign all resolutions adopted by the Convention.
- e. He may appoint ad hoc committees to assist him in the performance of his official duties.
- f. He shall countersign all disbursements of Convention funds.
- g. He shall be an ex-officio member of all committees.

SECTION 3. Duties of the Vice-President. In the absence of the President, the Vice-President shall exercise the powers and perform the duties of the President, and shall preside over the Convention. He shall coordinate the activities of the Assistant Vice-Presidents.

SECTION 4. Duties of the Secretary. The duties of the Secretary are:

- a. To send out notices of general assembly meetings of the Constitutional Convention.

## SECTION 4. (Continued)

- b. To keep a roll call register of the general assembly meetings of the Constitutional Convention.
- c. To keep a journal of the proceedings of the general assembly meetings of the Constitutional Convention.
- d. A copy of such journal and proceeding of the Executive Committee be furnished to each delegate.

## SECTION 5. Duties of the Treasurer.

- a. Shall be responsible for the supervision of payroll and record keeping of all fiscal matters of the Convention activities.
- b. Shall supervise the acquisition and care of facilities, services and supplies needed by the Convention.
- c. Shall be the certifying officer with respect to disbursement of Convention's funds.

SECTION 6. Powers and Duties of Assistant Vice-President for Executive Affairs. The Assistant Vice-President for Executive Affairs shall be the Chairman of the Council on Executive Affairs. He shall be responsible for the activities and ex-officio member of the various Committees of the Council on Executive Affairs, and the preparation of the overall Council Reports to the Constitutional Convention.

## SUB-SECTION a. Council on Executive Affairs.

Chairman - Assistant Vice-PresidentCommittees1. Education (7)

All matters relating to the educational programs, systems and organization of the Department of Education, University of Guam and Nieves M. Flores Memorial Library.

2. Health and Social Services (5)

All matters relating to the Guam Memorial Hospital, Department of Public Health and Social Services, Department of Corrections, Department of Public Safety, The Governor's Committee on Children and Youth and the Guam Recreational Commission.

3. Gubernatorial Powers (5)

All matters relating to the powers and election of the Chief Executive and his immediate staff, including the operations of the Administration department, the Attorney General, Federal Programs Coordinator, the Civil Service Commission, and the Federal Comptroller.

4. Natural Resources (7)

Substantive functions relating to the development, preservation and protection of the Territory's natural resources, which includes functional responsibilities of the Department of Land Management, Department of Agriculture, Guam Economic Development Authority, Guam Housing and Urban Renewal Authority, Guam Housing Corporation, Commercial Port, Public Utility Agency, Guam Power Authority, and the Department of Commerce.

5. Municipal Government and Development (5)

All matters relating to the operation and activities of the Municipal Commissioners of Guam, Chief Commissioner, Civil Defense, Department of Public Works, and the Economic Opportunity Commission.

6. Taxation and Finance (7)

All matters relating to taxation and financing of governmental operations.

7. Manpower Development (5)

All matters relating to the operations of the Department of Labor, Vocational Trade and Technical School, and items relating to the training and development of an adequate manpower supply in

## SUB-SECTION a. Council on Executive Affairs. (Continued)

the Territory.

SECTION 7. Powers and Duties of Assistant Vice-President for Legislative and Judicial Affairs. The Assistant Vice-President for Legislative and Judicial Affairs shall be the Chairman of the Council on Legislative and Judicial Affairs. He shall be responsible for the activities and ex-officio member of the various Committees of the Council on Legislative and Judicial Affairs, and the preparation of the overall Council Report to the Constitutional Convention.

## SUB-SECTION a. Council on Legislative and Judicial Affairs

Chairman - Assistant Vice-President for Legislative and Judicial Affairs

Committees1. Legislative Powers (7)

All matters relating to legislative powers, including but not limited to those enumerated in Sections 11, 18, 19, and 20 of the Organic Act, as amended.

2. Legislative Organization (7)

All matters relating to legislative organization, including but not limited to those enumerated in Sections 10, 12, 13, 14, 15, 16, 17, 18, and 21, of the Organic Act, as amended.

3. Judicial Powers (5)

All matters relating to judicial powers, including but not limited to those contained in the Organic Act.

4. Judicial Organization (5)

All judicial organizational matters covered in, but not limited to, Sections 22 through 24 of the Organic Act.

5. Jury Trial (5)

All matters relating to trial by jury, including but not limited to Sections 5 and 22 of the Organic Act.

6. Bill of Rights (5)

All matters covered under Section 5 of the Organic Act.

SECTION 8. Powers and Duties of Assistant Vice-President for Procedural Affairs. The Assistant Vice-President for Procedural Affairs shall be the Chairman of the Council on Procedural Affairs. He shall be responsible for the activities and ex-officio member of the various Committees of the Council on Procedural Affairs, and the preparation of the overall Council Report to the Constitutional Convention.

## SUB-SECTION a. Council on Procedural Affairs.

Chairman - Assistant Vice-President for Procedural Affairs

Committees1. Political Status (9)

All matters relating to but not limited to those covered under Sections 2 and 3 of the Organic Act.

2. Convention Rules (5)

Matters of interpretation and maintenance of Convention Rules.

3. Style and Drafting (5)

Responsible for the publication of general guidelines and format relative to reports prepared by the various Councils, Committees, Sub-committees and the overall Convention.

SECTION 9. Committee on Chairmen and Members. The Chairmen and Members of the Committees shall be appointed by the President and confirmed by the Convention, by the vote of the majority, and the Chairmen shall be members of the Council. No delegate shall hold more than one Committee Chairmanship, nor be a member of more than three committees.