

December 29, 2016

MEMORANDUM

TO: All Principals

FROM: Secondary School Principal (District Liaison)

SUBJECT: School Safety Liaison Training/Fire Safety & Portable Fire Extinguisher Training

Please be informed that your SSLs were fully trained in the area of School Safety and Fire Safety & Portable Fire Extinguisher within the past two (2) days. The trainers are:

1. Christopher Anderson: Deputy Superintendent of Assessment and Accountability, Acting
2. Eleuterio J. Mesa: Secondary School Principal.
3. Craig Guevara: Facilities and Maintenance Manager & Safety Expert
4. Jon Flores: Building Maintenance Superintendent
5. Jon U. Quidachay: Building Maintenance Superintendent

Because time is of the essence and your School Safety Liaison inspectors are very much eager to inspect their assigned school in order to ensure a safe learning environment. Please download the attached updated "GDOE School Building Inspection Report" form and provide your SSLs copies. As soon as the mid-year inspection is done within the next two (2) weeks, you will be given a feedback (brief discussion) on what was corrected and what was not. You or your designee will be receiving the results after the inspection.

Whatever is not corrected, you are required to come up with an action plan to stay within the "A" rating. It is basically a report on the progress from the last inspection and specific plan to correct the demerits involving Facilities and Maintenance Office as well as other entities (Government Agencies, Mayor's Office, Sister City sponsors, Adopted Military Partners, Rotary Organizations, etc.). Please provide my office a copy of your action plan on or before January 13, 2016. Mr. Craig Guevara and team would do everything they can to rectify the demerits, especially DPHSS (Department of Public Health and Social Services) demerits. All CIP issues must be forwarded to Mr. Randy Romero (300-1577). You are highly encouraged to follow-up with your "work request" with Mr. Craig Guevara (FM Manager/300-2470/2346), John Flores (300-2469), John U. Quidachay (300-2465), or Inas Tainatongo (300-2471). Below is a listing of the schools assigned to Mr. Flores and Mr. Quidachay.

Jon Quidachay (Building Maintenance Superintendent/Air Conditioners, Kitchen issues, Fire Extinguishers, Plumbing, Electrical, Plumbing, Carpentry, etc.)

1. PC Lujan ES
2. Carbullido ES
3. JQ San Miguel ES
4. Price ES
5. George Washington HS
6. Agueda Johnston MS
7. Ordot Chalan Pago ES
8. MU Lujan ES
9. Inarajan ES
10. Inarajan MS
11. Merizo ES
12. Marcial Sablan ES
13. Oceanview MS
14. JP Torres Alt. HS
15. Southern HS
16. Talofofo ES
17. LP Untalan MS

John Flores (Building Maintenance Superintendent/Custodial contracts, Trash pick-up, Electrical, Plumbing, Carpentry, etc.)

1. Jose LG Rios MS
2. Agana Heights ES
3. CL Taitono ES
4. Tamuning ES
5. LB Johnson ES
6. Chief Brodie ES
7. John F. Kennedy HS
8. Tiyan HS
9. Okkodo HS
10. Wettengel ES
11. Vicente Benavente MS
12. Liguán ES
13. JM Guerrero ES
14. Adacao ES
15. M.A. Ulloa ES
16. FB Leon Guerrero MS
17. Simon Sanchez HS
18. DL Perez ES

19. Upi ES
20. Machananao ES
21. Astumbo ES
22. Astumbo MS
23. Finegayan ES

Claire Baradi (Claire.baradi@dphss.guam.gov), DPHSS representative will be monitoring our progress via our MOU and the district progress report periodically. Claire will be communicating with Mr. Guevara, Mr. Anderson, or me regarding the status of the district inspections. It is crucial that we do not give reasons for DPHSS to do the inspection themselves. We are doing a great job doing our own inspections. Keep up the good work.

As mentioned in our training, we will be following George Washington's template in documenting safety issues and other reports (inclusive of the 14 points info.). Mr. Craig Guevara will be forwarding the templates to your office by close of business today. Reminder: Please ensure that you enter the work request number, especially the high demerits issues. The first report is due on Feb. 01, 2017. You may download the "Fire Safety & Portable Fire Extinguisher General Training" manual under the GDOE "Facilities and Maintenance" menu.

Your continued support and cooperation will be greatly appreciated.

Senseramente,



Mr. Mesa

Cc: Superintendent of Education, Joseph L.M. Sanchez, Acting  
Deputy Superintendent, Assessment and Accountability, Acting  
Facilities and Maintenance Manager, Craig Guevara  
Building Maintenance Supt., Jon U Quidachay  
Building Maintenance Supt., John Flores  
Building Maintenance Supervisor, Inas G. Tainatongo

<b>REASON</b>		<b>INSPECTION STARTED DATE</b>	<b>SCHOOL NAME:</b>	
<b>ANNUAL (SUMMER)</b>		<b>INSPECTION TIME HR. MIN.</b>	<b>DEPARTMENT/DIVISION:</b>	
<b>MID YEAR (Christmas Break)</b>		<b>INSPECTION ENDED DATE</b>	<b>ADDRESS:</b>	
		<b>SANITARY PERMIT #</b>	<b>PERMIT CATEGORY STATUS (Circle One)</b> <div style="display: flex; justify-content: space-around;"><span>Permanent</span><span>Temporary</span><span>Current</span><span>Expired</span></div>	
Based on an inspection this day, the items listed below identify violations in operation or facilities which must be corrected by the next routine inspection or such shorter period of time as many be specified by the Department. Failure to comply may result in cessation of your operations.				
<b>ITEM NO.</b>	<b>REMARKS</b>		<b>Total Demerits</b>	
I have read and understand the above violation(s) and I am aware of the corrective measures to be taken.				
*When any of the following items are cited above, see grade and timeline as to when violations need to be address: A – (0-10) Correct violations within 30 working days B – (11-20) Correct violations within 15 working days C – ( 21-40) Correct violations within 10 working days D – (41 or greater) Immediately		<b>RECEIVED BY (Name and Title)</b>		
		<b>GDOE INSPECTOR (Name and Title)</b>		
		<b>GDOE INSPECTOR (Name and Title)</b>		