



# Third Northern Mariana Islands Constitutional Convention Pre-Convention Committee

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Tel. No.: (670) 235-0843 • Fax No.: (670) 235-0842

April 10, 1995

The Honorable Herman T. Guerrero  
Chairman  
3rd Pre-Convention Committee  
Saipan, MP 96950

Dear Chairman Guerrero:

Your Committee on Administrative Support Program/Facilities, Budget and Logistic met on Friday, April 7, 1995, at Pacific Castle restaurant and discussed the following:

- a) Pre-Convention Budget Operation
- b) Site search for the general Convention
- c) Need of equipment for Pre-Convention usage
- d) Personnel support for the Pre-Convention Committee and Subcommittees
- e) Legislative support for additional budget and request for special election solely for the 3rd Constitution Amendment ratification

### Committee Findings - Budget

Your Committee met with the Budget Officer, Mr. Elecio Cabrera, to facilitate allotment of funds to the 3rd Pre-Convention Committee, commencing April 4, 1995. This process has been completed and an account number has been established. The Pre-ConCon account number is 1594. Total allotment of Eighty-Three Thousand One Hundred Dollars (\$83,100) has been set forth and is ready for the Pre-ConCon Committee's obligation. This amendment, however, does not preclude the Pre-Convention Committee from further requesting additional allotment of fund. Nonetheless, your Subcommittee members felt this funding is sufficient to carry out the pre-Convention work. Furthermore, your Subcommittee members decided and agreed to established object classes for internal accountabilities on funds allotted and obligated.

Listed below are the object classifications which have been allotted. Again, these are for internal accountabilities only. All object classes fall under account number 1594.

1)	Professional Services	
	a) Legal Counsel	\$25,000.00
	b) Administrative Officer	12,000.00
2)	Printing and Photocopying	5,000.00
3)	Pre-ConCon Subcommittee meeting	4,000.00
4)	Communications	1,000.00
5)	Lease vehicles (three delegates)	2,000.00

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6)	Accommodation (4 delegates)	16,000.00
7)	Travel	4,000.00
8)	Rental - Office equipment	
	a) Copier machine	
	b) Fax machine	6,800.00
9)	Additional Office Rental	2,000.00
10)	Fuel & Lubrications	500.00
11)	Supplies - Office	4,000.00

**General Convention Site:**

Your Subcommittee Chairman assigned Delegate Esther Fleming and Delegate Bernadita Seman to search site facilities and the members agreed to include, but not limited to, five suites for the Saipan Delegates and two each regular room for the Tinian and Rota Delegates for the purpose of establishing delegates office within the convention area.

**Office Equipment - Rental:**

Your Subcommittee members agreed to lease office equipment for the use of the Pre-ConCon and the general convention. These essential office equipment to be leased are for one big copier machine and one fax machine. Additional copier machine was also considered on the commencement date of the general convention. The Pre-ConCon Chairman requested for additional telephones for the Dandan Office and was also approved by the Subcommittee members.

**Personnel Support and Assignments:**

Your Subcommittee members decided and agreed to hire one Administrative Officer strictly for the Pre-ConCon committee. The type of employment is through independent contract for two- to four-month term. Other support staff for secretarial positions are being made available on a full time basis for the Pre-ConCon committee from the following departments and agencies:

- a) Planning and Budget
  - 1) Marissa Muna
  - 2) Janet Maratita
  
- b) CPA
  - 1) Reina Kluge
  - 2) Angie Stein

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- c) Administration
  - 1) Manuel Camacho
  - 2) Jose Mendiola

Moreover, your Subcommittee members agreed to provide each subcommittee with a secretary and a runner. One secretary will be assigned for the Pre-ConCon Committee. Three vehicles were also offered to made available to the Pre-ConCon Committee. Department of Labor and Immigration will provide two vehicles, Attorney General will provide one vehicle, and one vehicle was already made available by CPA. Mr. Joaquin (Mitch) Pangelinan assured the Pre-ConCon Committee for any other administrative and equipment support that the members may deem necessary.

**Legislative Matters:**

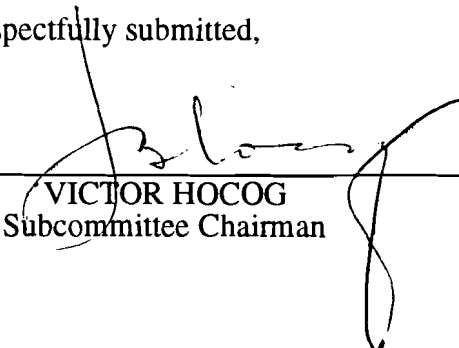
Your Subcommittee members seriously find it necessary to request Legislative action to consider additional appropriation of funds for expenditure during the commencement of work for the 3rd Constitutional Convention. Your Subcommittee members acknowledged that the \$300,000 appropriated was not sufficient to facilitate the magnitude of work the 3rd Con-Con delegates anticipated. The \$300,000 will be depleted substantially from expenses incurred by the Pre-Convention Committee. Your committee, therefore, requested the full Pre-ConCon members to adopt a resolution requesting the Legislature's support for additional funding.


Additionally, your Subcommittee members feel the need to request the Legislature to make Amendments on the Election Law to provide for special election specifically for the purpose of voting all Amendments proposed by the 3rd Constitutional Delegates six months after the general election. The purpose of such request is to provide the voting public more time to be educated on the proposed amendments made by the 3rd ConCon delegates.

**Conclusion:**

Your Subcommittee members unanimously acknowledge the contents of this report and recommend approval from the Pre-ConCon Committee as a whole.

Respectfully submitted,

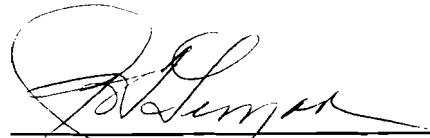
  
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VICTOR HOCO  
Subcommittee Chairman

  
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ESTHER S. FLEMING  
Member

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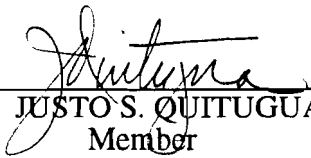
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HENRY U. HOFSCHEIDER  
Member



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BERNADITA T. SEMAN  
Member



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JUSTO S. QUITUGUA  
Member



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HERMAN T. GUERRERO  
Member