



**GUAM WATERWORKS AUTHORITY**  
**Good Water Always**

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February 3, 2014

Honorable Leonardo M. Rapadas, Esq.  
Attorney General of Guam  
Office of the Attorney General  
590 S. Marine Corps Drive  
ITC Bldg., Suite 706  
Tamuning, Guam 96913

Re: Requirements of 5 G.C.A. §10107, Annual Report

Dear Attorney General Rapadas:

Pursuant to the requirements of 5 G.C.A. §10107, GWA hereby responds as follows:

**5 G.C.A. §10107. Annual Report.**

(a) On or before February of each year, each agency shall submit to the Attorney General a report which shall cover the preceding fiscal year and which shall include:

- (1) The number of determinations made by the agency not to comply with requests for records made to such agency under §10108 of this Chapter and the reasons for each such determination;

**GWA Response: To the best of my knowledge, GWA has responded to all FOIA Requests for FY 2013.**

- (2) The number of requests for records pending before the agency as of September 30 of the preceding year, and the median number of days that such requests had been pending before the agency as of that date;

**GWA Response: I am not aware of any pending requests.**

- (3) The number of requests for records received by the agency and the number of requests which the agency processed;

**GWA Response: For FY 2013, GWA received one (1) FOIA Request and responded. I am not aware of any pending requests.**



- (4) The median number of days taken by the agency to process different types of requests;

**GWA Response: GWA took 18 days to address the FOIA request. Additional time was communicated to requestor and required to research issue.**

- (5) The number of full-time staff of the agency devoted to processing requests for records under this Section, and the total amount expended by the agency for processing such requests.

**GWA Response: There is a minimum of two and a maximum of five employees that receive requests, obtain the necessary information from the section(s) that possess or may possess the documents requested and then prepares the responses.**

- (b) Each agency shall make each such report available to the public, including by computer telecommunications, or if computer telecommunications means have not been established by the agency, by other electronic means.

**GWA Response: The report will be posted on our website at [www.guamwaterworks.org](http://www.guamwaterworks.org) as required.**

- (c) The Attorney General of Guam shall make each report which has been made available by electronic means available at a single access point. The Attorney General of Guam shall notify the Legislature Secretary of *I Liheslaturan Guahan*, no later than April 1 of the year in which each such report is issued, that such reports are available by electronic means.

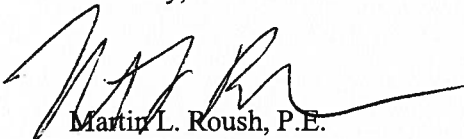
**GWA Response: See item (b) above. GWA will post its annual report on its website.**

- (d) The Attorney General of Guam shall develop reporting and performance guidelines in connection with reports required by this Section by October 1, 1999, and may establish additional requirements for such reports as the Attorney General determines may be useful.

**GWA Response: N/A to GWA.**

If you have any questions or concerns, please feel free to contact me at 647-2603.

Sincerely,



Martin L. Roush, P.E.  
General Manager

cc: Samuel J. Taylor, Legal Counsel  
Greg P. Cruz, CFO