USAPI Political Organizational Charts
Federated States of Micronesia (FSM) National Political Structure: Legislative Branch

Organizational Chart of the 18th Congress of the Federated States of Micronesia

Speaker (ext. 111)
- Hon. Dohisi Halbert

Vice-Speaker (ext. 112)
- Hon. Paliknau K. Welly

Floor Leader (ext. 113)
- Hon. Florencio Smigkoro Harper

Chief Clerk (ext. 115)
- Liviana Ramon Ioannis
  - Journal Clerk: Andy Andrew (ext. 153)
  - Sergeant-at-Arms: Tiarick Mickey (ext. 125)
  - Pages: (ext. 141/169)

Public Info. & Protocol Officer (ext. 114)
- Lynn Namily IT (ext. 160)
  - Dayton Ralo

Budget Officer - Jack E. Yakana (ext. 144)
  - Assistant Budget Officer (ext. 131)
  - Alfred Amsin

Dir. of Administration - Suda Rayel (ext. 164)
  - Administrative Assist.: Suwter Soking (ext. 110)
  - Exec. Secretaries: Julita (ext. 135), Angie (ext. 142)
  - Xerox Operator: Reatad (ext. 130)
  - Maintenance: Liperson (Chief), Rosen, Jackie, Justina, Pila

Legislative Counsel (ext. 118)
- T. Lam Dang
  - Staff Attorneys:
    - John Novaikowski (ext. 126)
    - Allison Laffen (ext. 123)
    - Catherine Allen (ext. 127)
    - Alik Jackson (ext. 129)
    - Proofreader: Paul Womack (ext. 123)
    - Librarian: Nancy S. Simina (ext. 302)
    - Archivist: Mary Gilmete (ext. 301)
    - Exec. Secretary: Rose G. Donz (ext. 174)

Committees

Ways & Means
- Chairman: Hon. Isaac V. Figir (ext. 151)
  - Pohnpei Delegation: Hon. Peter M. Christian
    - Tel. 320-2001
    - AO: Elwet Gallen

Judiciary & Governmental Operation
- Chairman: Hon. Wesley Simina (ext. 146)

External Affairs
- Chairman: Hon. Yosiwo P. George (ext. 157)

Education
- Chairman: Hon. Joseph J. Unsemal (ext. 139)

Health & Social Affairs
- Chairman: Hon. Tony H. Otto (ext. 167)

Resources & Development
- Chairman: Hon. David W. Panielo (ext. 147)

Transp. & Comm.
- Chairman: Hon. Peter M. Christian (ext. 134)
Federated States of Micronesia (FSM) Yap State Political Structure
Palau's National Political Structure: Executive Branch
Palau's National Political Structure: Legislative Branch - The Senate

House of Delegates - Eighth Olbiil Era Kelulau
Organization Chart

Presiding Officers
House of Delegates

Clerk, House of Delegates

Legal Counsel
House of Delegates

Public Information Officer

PA System Operator
Videographer
Cameraman

Sergeant-at-Arms

Asst. Sergeant-at-Arms
Head Page
Driver

Asst. Clerk for Support Services

Asst. Clerk for Administration

Status Table Clerk
Secretary

Journal Clerk/Asst. Journal Clerk

File Custodian

Administrative Officer

Maintenance Services

Approved this _____ day of April 2009

Speaker Noah T. idechong
Palau’s National Political Structure: Legislative Branch - The House of Delegates
Palau Local Political Structure: Koror State
Commonwealth of the Northern Mariana Islands’ National Political Structure: Executive Branch

Governor

Lt. Governor

Lt. Governor’s Chief of Staff

Lt. Governor’s Legal Counsel

Governor’s Legal Counsel

Governor’s Press Secretary

Senior Policy Advisor

Secretary of Finance

Secretary of Community & Cultural Affairs

Secretary of Public Works

Secretary of Public Lands

Secretary of Lands & Natural Resources

Secretary of Labor

Commissioner of Public Safety

Commissioner of Corrections

Attorney General

Public Defender

Special Assistant for Administration

Special Assistant Management & Budget

Special Assistant Programs & Legislative Review

Special Assistant Special Projects

Special Assistant Personnel Matters

Special Assistant for Women’s Affairs

Special Assistant Youth Affairs

Grants Administrator

Resident Executive Indigenous Affairs

Executive Assistant Carolinian Affairs

Director, Division of Environmental Quality

Administrator Coastal Resources Management

Special Assistant Homeland Security & Emergency Mgmt

Director, Military & Veterans Affairs

Director, Office of Vocational Rehabilitation

Executive Director Criminal Justice Planning Agency

Special Assistant Public Transportation

Administrator, Medical Referral

Administrator, Medicaid Office
USAPI Departments of Health / Ministries of Health
Organizational Structures
Federated States of Micronesia (FSM) National Division of Health
Palau’s Ministry of Health
Sample of a National Holiday Calendar

THE 2013 HOLIDAYS OF GUAM

NEW YEAR’S DAY Tuesday, January 1, 2013
MARTIN LUTHER KING, JR., Monday, January 21, 2013
MEMORIAL DAY, Monday, May 27, 2013
INDEPENDENCE DAY, Thursday July 4, 2013
LIBERATION DAY, Monday, July 22, 2013
LABOR DAY, Monday, September 2, 2013
ALL SOULS’ DAY, Friday, November 1, 2013
VETERANS’ DAY, Monday, November 11, 2013
THANKSGIVING, Thursday, November 28, 2013
OUR LADY OF CAMARIN DAY, Monday, December 9, 2013
CHRISTMAS, Wednesday, December 25, 2013

Whenever a holiday falls on a Saturday or Sunday, the preceding Friday or the following Monday shall be a holiday. (Public Law 27-153)

The Martin Luther King, Jr. holiday was reinstated pursuant to Guam Public Law 29-66.
GLOSSARY

Governance Government; exercise of authority; a method or system of government or management

Presidential A system of government in which the powers of the president are constitutionally separate from those of the legislature

Hybrid Semi-presidential/semi-parliamentary regimes; also known as dual executives; a mix of a popularly elected and powerful presidency with a prime minister heading a cabinet (Duverger, 1980)

Bicameral Having two branches, chambers, or houses, as a legislative body (i.e. a Legislative branch with a Senate and a House of Representatives)

Unicameral Consisting of a single chamber, as a legislative assembly (i.e. Legislative branch composed with only Senators)

USAPIJ United States Pacific Island Jurisdiction

FSM Federated States of Micronesia

RMI Republic of the Marshall Islands

CNMI Commonwealth of the Northern Mariana Islands

Polities A particular form or system of government

Stakeholders A person or group that has an investment, share, or interest in something

“Small p” policies Organizational guidelines, internal agency decisions or memoranda, or social norms guiding behaviors (Measuring the Impact of Public Health Policy, 2012)

“Big P” policies Formal laws, rules, or regulations enacted by elected officials (Measuring the Impact of Public Health Policy, 2012)

Health Impact Assessment (HIA) Health Impact Assessment may be defined as a combination of procedures, methods and tools that systematically judges the potential, and sometimes unintended, effects of a policy, plan, program or project on the health of a population and the distribution of those effects within the population. HIA identifies appropriate actions to manage those effects (adapted by IAIA from World Health Organization, 1999)
Additional Recommended Readings

- **Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement** (by California School Boards Association, 2009)
  - Pgs. 5-30: Outlines the foundations and keys to collaboration and explains the behaviors and attitudes that support collaboration
  - Pgs. 77-82: A Checklist for Starting a Collaborative
  - Pg. 94: The Seven Guiding Principles for Public Policy and Community Action

- **Comprehensive Cancer Control National Partnership** (CCCNP, 2013)
  - An online resource useful for coalitions, which includes existing tools, technical assistance presentations, guidelines, and more.

- **Developing Effective Coalitions: An Eight Step Guide** (by Prevention Institute)
  - Pgs. 6-26: A guide for effective coalition produced by the Prevention Institute and specific to injury prevention coalitions, but can be applied to coalitions working on a variety of health related issues. Includes the 8 Steps to Effective Coalition Building.

  - Pgs. 1-8: Outlines the 5 Conditions of Collective Impact in addressing social issues across different sectors in the community.

- **Successful Collaboration and Consensus-building Processes**
  - Pg. 3: A table of spectrum of processes for collaboration and consensus-building in public decisions.

- **Intersectoral Action on Health: A path for policy-makers to implement effective and sustainable intersectoral action on health** (by WHO, 2011)
  - Pgs. 2-14: A discussion paper on WHO’s recommendations to address specific NCD-related issues emphasizing the role of a wide range of players beyond the health sector as well as the steps to implement collaboration across different sectors in the community.

- **Combating Noncommunicable Diseases: Leadership agenda for action** (WHO)
  - Pgs. 1-2: A WHO produced document that outlines important roles of policy makers; includes core themes such as advancing multi-sectoral actions, growing national capacity and promote international cooperation and coordination.
ON POLICY:

- **Pacific 2020 Background Paper: Political Governance** (by Commonwealth of Australia)
  - Pgs. 8-10: A background paper that discusses the causes of poor political governance in the Pacific.
- **Aboriginal Cultural Respect-Implementation Framework** (Western Australia’s DOH)
  - Pgs. 2-4: A framework that takes into account the cultural partnership and understanding of the Aboriginals in Australia when providing services and community programs.
- **Technical Manual on Tax Administration** (WHO)
  - A manual released by WHO that covers tobacco tax administration.
  - Pgs. 12: The Guiding Principles for Policy Change Evaluation
  - Pgs. 37-39: A toolkit specific for the grantee and funders; summarizes the role of foundations and grantors in policy change
- **How to Create and Implement Healthy General Plans** (by ChangeLab Solutions, 2012)
  - The complete toolkit for a healthy community transformation produced by ChangeLab Solutions.
- **Cultural Respect Framework’s Attachment 1: Planning Guidelines** (by Australian Health Ministers’ Advisory Council, 2004)
  - Pgs. 19-20: Covers the importance of incorporating the cultural respect framework in the making policies, especially in the health sector; made specifically for Aboriginals and Torres Strait Islanders, with huge potential for adaptation in the USAPI
- **Women in Politics** (by Inter-Parliamentary Union, 2013)
  - Pg. 6: Lists 189 countries classified by descending order of the percentage of women in the lower or single house; a comparative date on the world and regional averages

ON COMMUNITY ENGAGEMENT:

- **Engaging and Empowering Aboriginal Youth: Toolkit for service providers** (by Crooks, et al., 2009)
  - A toolkit that provides pointers and discussions on how to adapt programs more relevant for the youth.
- **Public Health Advocacy Toolkit** (by Research!America)
  - An online resource with downloadable ads and communications to help individuals or organizations promote prevention and public health efforts.
- **Aboriginal and Torres Strait Islander Peoples Engagement Toolkit** (Australian Human Rights Commission, 2012)
  - Pgs. 19: Lists quick and easy guide for consultation in aboriginal communities as well as effective engagement strategies related to policy guidelines and rights
- **Community Capacity Building Toolkit for Rural and Regional Communities** (by Cavaye Community Development)
  - Pgs. 17-21: Provides practical, easy to read information and resources that will be useful whether for a community development worker, a state or local government officer working with communities, or an individual with a passion for a project that will benefit the community; includes many suggestions for effective ways to work with communities; produced for Queensland audiences but could be translated for the Pacific

- **Community Futures Aboriginal Engagement Toolkit** (Western Economic Diversification Canada, 2008)
  - Pgs. 9-22: Provides etiquette guidelines in engaging aboriginal people in BC and considerations on “traps to avoid” in community engagement

### ON COLLABORATION:

- **2009 report on DD network collaboration: A White Paper on State-level Experiences** (by D. Rudolph)
  - The paper discusses strategies, lessons learned, and challenges regarding collaboration between different sectors at the state level.

- **Guidelines for Conducting a Focus Group** (by Eliot & Associates, 2005)
  - Pgs. 1-13: Easy to use guidelines on how to conduct focus groups as well as sample templates of Focus group questions, recruitment flyers, Invitee tracking form, Introductory remarks, sample consent form Data analysis format and synthesized report format

- **Focus Groups in Small Communities** (by CDC, 2010)
  - Pgs. 1-6: Tools and techniques for focus groups in small communities; includes considerations of facilitator and recorder, recruitment strategies, the importance of stressing confidentiality even when discussing seemingly nonsensitive topics, and the effect of disseminating results; discusses the advantages of addressing these elements as part of a CBPR approach as community partners know the ways in which the community talks about an issue and understand the subtle social impact of asking, answering, and interpreting locally specific questions

- **Key Informant Interviews** (by UCLA Center for Health Policy Research)
  - Pgs. 1-10
  - A guide for qualitative in-depth interviews with people who know what is going on in the community or experts with a particular knowledge and understanding who can provide insights on the nature of problems and give recommendations for solutions

- **Collaboration** (by Kenneth Crow)
  - An online resource that features the Collaboration Approach Model, using cooperativeness and assertiveness measures.

- **Collaborative Solutions** (by Tom Wolff and Associates)
- Offers strategies for collaboration and team work as well as case studies of partnerships developed by multiple sectors in the government.

**RESOURCES MOST RELEVANT TO POLICY MAKERS:**

- **Combatting Non-communicable Diseases: Leadership agenda for action** *(WHO)*
  - Pgs. 1-2: A WHO produced document that outlines important roles of policy makers; includes core themes such as advancing multisectoral actions, growing national capacity and promote international cooperation and coordination.

- **How to Create and Implement Healthy General Plans** *(by ChangeLab Solutions, 2012)*
  - Pgs. 1-118: The complete toolkit for a healthy community transformation produced by ChangeLab Solutions.

- **Toolkit for Progressive Policy Makers in Developing Countries** *(by Overseas Development Institute, 2006)*
  - Pgs. 1-5: Importance and issues of evidence-based policies; Identifies lessons and approaches from Evidence-Based Policy (EBP) in the UK which may be valuable for developing countries. The approaches and tools presented are based on the assumption that the reader is a progressive policymaker in a developing country, and one who is interested in utilizing EBP.
  - Pgs. 12: Impact Assessment and Guidance Checklist for Policymakers; Explains why policy decisions need to be informed by taking account of key issues and the needs of different groups, in order to deliver a fairer, more inclusive and more competitive society. The Prime Minister’s Strategy Unit has compiled a web-based checklist that helps policymakers identify these issues and highlights available tools to help policymakers provide effective advice to ministers.

- **Community Capacity Building Toolkit for Rural and Regional Communities** *(by Cavaye Community Development)*
  - Pgs. 17-21: Provides practical, easy to read information and resources that will be useful whether for a community development worker, a state or local government officer working with communities, or an individual with a passion for a project that will benefit the community; includes many suggestions for effective ways to work with communities; produced for Queensland audiences but could be translated for the Pacific.