

**UNIVERSITY OF GUAM – HUMAN RESOURCES OFFICE CIRCULAR NO. 157-2019**

TO: University of Guam Employees  
FROM: Joseph B. Gumataotao, Acting Chief Human Resources Officer  
DATE: May 7, 2019



This circular is distributed to address bereavement leave. On August 7, 2017, Public Law 34-40 was enacted. The law amended the Guam Family and Medical Leave Act (FMLA) to include job-protective bereavement leave for Guam families. Specifically, P.L. 34-40 entitled eligible employees to a total of, **not to exceed, fourteen (14) calendar days** of family leave upon the death of family member. The legislative intent made clear that the death of a family member would be included as a qualifying event for employees covered under Guam FMLA for **unpaid job-protective leave**.

Public Law 34-40 also tasked the Department of Administration to develop personnel rules and regulations within 90 days of its enactment. To date, this process has not been completed. In the midst of it all, HRO received information that prior 2-day bereavement leave codes were deactivated for some GovGuam agencies. Consequently, the approach was to only allow the fourteen-day unpaid leave as covered in Public Law 34-40.

On April 12, 2019, Bill 91-35 was introduced to clarify the application of P.L. 34-40. The Bill now makes clear that the fourteen-day unpaid job-protective bereavement leave would be inapplicable to Government of Guam employees. Therefore, without waiting for Bill 91-35's passage, the two-day, paid bereavement leave for eligible University employees is reinstated. Employees who may have requested for up to two days bereavement leave between the period of August 7, 2017 (date of Public Law 34-40's enactment) and May 7, 2019 (date of this circular), may request that it be properly reflected. Inquiries on the reinstatement should be directed to Ms. Liz Guruwaen with our Payroll Office.

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