



# BUREAU OF BUDGET & MANAGEMENT RESEARCH

OFFICE OF THE GOVERNOR  
Post Office Box 2950, Hagåtña Guam 96932



LOURDES A. LEON GUERRERO  
GOVERNOR

LESTER L. CARLSON, JR.  
DIRECTOR

JOSHUA F. TENORIO  
LIEUTENANT GOVERNOR

**MAY 18 2020**

**BBMR Circular No.: 20-05**

To: All Executive Line Department and Agency Heads  
From: Director, Bureau of Budget and Management Research (BBMR)  
Subject: Permanent General Fund Reserve of Object Categories 250 & 450

As you are aware, the Bureau took austerity measures in February 2020 and imposed a fifteen percent (15%) reserve on all departments and agencies that receive General Fund (GF) support as a precaution to the anticipated Coronavirus pandemic. According to BBMR's Government of Guam Consolidated Revenue/Expenditure Report (CRER) for the period ending March 31, 2020, a GF revenue shortfall of \$8.1M was projected for FY2020.

In an effort to further ensure the reduction of expenditures, be advised that all Executive line departments and agencies receiving GF appropriations that are allotted under Object Categories (250) Equipment and (450) Capital Outlay that are not already expended or encumbered, and which are currently in reserve or part of the imposed fifteen percent (15%) reserve will remain in reserve permanently for the remainder of the fiscal year.

Your attention and cooperation to this action is requested and appreciated.

*Senseramente,*

LESTER L. CARLSON, JR.

