

# Citizen Centric Report FY2025

## Department of Commerce, Rota

### *Mission Statement*

*The Department of Commerce, Rota's Mission is to continue to uphold the execution of the wide range of mandated public laws and/or executive orders promulgated tailored to promote the growth of sustainable economic development partnership between our local Municipality, our local business community in collaboration with state and international agencies.*

### *Program Overview*

The Department of Commerce, Rota continues to uphold implementations of mandated public laws and/or executive orders as well as promulgated rules and regulations implemented for the purpose of the Act.

The Department provides collaborative services and support to the general public and private businesses. Direct beneficiaries are the;

- People of Rota and the CNMI
- Partnering government agencies, and schools
- Licensed Retailers, Wholesalers of Alcohol, Betelnut, Tobacco Products.
- Licensed Commercial Weights & Measures
- Prospective Investors

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#### Management & Staff

*Rodney James SN. Taisacan*  
*Resident Department Head*  
**ADMINISTRATIVE**

*Agida Quitugua-Manglona*  
*Admin. Officer I*

*Loewe Hocog*  
*Admin. Assistant*

MOU(MOR)  
**ABTC**

*Juan A. Barcinas*  
*ABTC Enforcement Officer I*

**STATISTICS**

*Xerxes Nigel Camacho*  
*Statistics Specialist*

## **PROGRESS**

MANAGEMENT AND STAFF CONTINUE TO WORK TOGETHER PROVIDING TO THE BEST OF THEIR ABILITY EFFICIENT AND EFFECTIVE PUBLIC SERVICES WITHIN THE DIFFERENT DIVISIONS OF THE DEPARTMENT INCLUDING ASSUMPTION OF TASK IN COLLABORATION WITH THE ROTA MAYOR'S OFFICE COMMUNITY GROUP PROGRAM ORGANIZATION TEAM, CNMI COMMERCE, SAIPAN AND OTHER DEPARTMENT/AGENCY SPECIAL PROJECTS AS SCHEDULED.

- CONDUCT QUARTERLY CONSUMER PRICE INDEX DATA COLLECTION FROM SELECTED BUSINESSES ON ROTA
- ABTC LAW ENFORCEMENT OFFICER COMPLETED ANNUAL FIREARMS RECERTIFICATION ON SAIPAN
- PARTICIPATED/CONTRIBUTED AS NEEDED DURING ROTA MAYOR'S OFFICE CPGO SIGNATURE ANNUAL EVENTS
- TWICE A MONTH GROUND MAINTENANCE AT UGIS BEACH SITE AND LIYO' OFFICE GROUNDS SITE
- DAILY HOUSEKEEPING/MAINTENANCE OF ROTA BUSINESS INCUBATION CONFERENCE ROOM ACTIVELY UTILIZED BY PUBLIC & PRIVATE AGENCIES TO CONDUCT TRAININGS, WORKSHOPS AND OR MEETINGS
- CONDUCTED ABTC LICENSEES RANDOM SITE INSPECTIONS
- COLLABORATIVE ANNUAL WORKSHOP & OUTREACH WITH CHCC/CGC SYNAR PROGRAMS

# PERSONNEL, REVENUE AND EXPENDITURES

**Budget Year: 2025**  
**Department:** First Senatorial District  
**Division/Activity:** Economic Development Rota  
**Org Code:** 12160300

NOP	Job Class Code	Position	Employee	Employee Number	Personnel Status Code	Pay Grade/Step	Annual Salary	Allocation Percent	Allocation Salary	Total Fringe Benefits	Total
1	9100	RESIDENT DEPARTMENT HEAD	RODNEY JAMES S TAISACAN	5375	AP	UNG	40,000	87.5%	35,000	9,821	44,821
1	6003	ABTC LAW ENFORCEMENT OFFICER I	JUAN A BARCINAS	3695	FT	PL08/11	34,564	87.5%	30,243	2,858	33,101
1	1015	ADMINISTRATIVE OFFICER I	AGIDA T QUITUGUA	3692	FT	UNG	42,012	87.5%	36,761	3,474	40,234
1	1618	STATISTICS SPECIALIST I	XERXES NIGEL Q CAMACHO	3687	FT	PL10/1	23,394	87.5%	20,470	1,934	22,404
									<b>122,473</b>	<b>18,088</b>	<b>140,561</b>

Account Inquiry [COMMONWEALTH NORTHERN MARIANA ISLANDS]

Account

Fund: 1000 GEN FUND  
 Org: 12160300 ECON DEV  
 Object: 61000 WAGES&SAL  
 Project: [ ]

Acct: 1000-1-20-16-1603-000-61000 -  
 Acct name: WAGES & SALARIES  
 Type: Expense Status: Active  
 Rollup: 6CRP ECONOMIC DEVELOP (R) PERSONNEL  
 NY Rollup: [ ]  
 Sub-Rollup: [ ]  
 MultiYr Fund

## COMMONWEALTH NORTHERN MARIANA ISLANDS

### YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

REVENUE FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENSED	MTD EXPENSED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2000 SPECIAL FUND							
<b>2000-1-20-16-1603-000-61000-61000 WAGES &amp; SALARIES</b>							
52160200 6900 19598 OTHER EXPENSES	86,289	105,604	55,532.57	42,882.50	.00	50,071.43	52.6%
TOTAL SP: ALCOHOLIC BEV CONTRL (R)	86,289	105,604	55,532.57	42,882.50	.00	50,071.43	52.6%
TOTAL SPECIAL FUND	86,289	105,604	55,532.57	42,882.50	.00	50,071.43	52.6%
TOTAL EXPENSES	86,289	105,604	55,532.57	42,882.50	.00	50,071.43	

### 4 Year Comparison

	Fiscal Year 2025	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2026
Original Budget	.00	.00	121,063.00	.00
Transfers In	159,621.02	134,979.94	107,818.90	.00
Transfers Out	-1,854.00	.00	-117,697.00	.00
Revised Budget	157,767.02	134,979.94	111,184.90	.00
Actual (Memo)	121,348.82	117,704.95	94,967.83	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00	.00	.00	.00
Available	36,418.20	17,274.99	16,217.07	.00
Percent used	76.92	87.20	85.41	.00

## COMMONWEALTH NORTHERN MARIANA ISLANDS

### YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

REVENUE FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENSED	MTD EXPENSED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	86,289	105,604	55,532.57	42,882.50	.00	50,071.43	52.6%

\*\* END OF REPORT - Generated by Agida T. Mangiona \*\*

## PERFORMANCE INDICATOR

SERVICES	FY 25
ALCOHOL/ BETELNUT/ TOBACCO/W&M	315
INSURANCE	10
Registrar of Corporation	105
Workers' Compensation Commission	154
DAILY VISITORS/RBIC/ADM	1675
CPI FEB, MAY, AUG 2025	20
<b>TOTAL</b>	<b>2,279</b>

## PERFORMANCE INDICATOR

ALCOHOL	FY 25
MONTHLY SALES REPORT	
BEER(CANS)	401,082
KEG	55,5331
SPIRIT(BOTTLE)	5818
WINE (BOTTLE)	3593
<b>TOTAL</b>	<b>410,548.5331</b>

## PERFORMANCE INDICATOR

CIGARETTE	FY 25
MONTHLY SALES REPORT	
CIGAR	1
CIGARETTE	111,341
ECIGARETTE/VAPE	2,572
CHEWING TOBACCO	6,252
SNUFF	1132
<b>TOTAL</b>	<b>121,298</b>

# GOALS FOR PRIORITIES AND CHALLENGES

MANAGEMENT'S GOAL IS TO CONTINUE TO ADDRESS CHALLENGES BY PRIORITIES;

- SEND EXISTING STAFF FOR CERTIFICATION/RECERTIFICATION, TRAININGS, AND REFRESHER COURSES IN THEIR RESPECTIVE DUTIES. (ABTC ENFORCEMENT OFFICER, STATISTICS SPECIALIST, ADMINISTRATIVE ASSISTANT & OFFICER-(MUNIS, TIMEKEEPING)
- TO MEET AND FINALIZE DATA SHARING AGREEMENT BETWEEN DEPT. OF COMMERCE AND DEPT. OF FINANCE.
- NEED FOUR (4) NEW FULL TIME EMPLOYEE POSITIONS
- TO HAVE DEPT. VEHICLES REGULAR MAINTENANCE SERVICES DONE, REPLACE TIRES AND BATTERIES ETC., AS NEEDED.
- TO PROCURE AND REPLACE EXISTING NON-FUNCTIONING AIR CONDITIONS
- PURCHASE 4X4 PICK UP TRUCK FOR COLLECTION OF DATA IN REMOTE AREAS, ALSO TO HAUL FUEL PUMP TEST KITS USED DURING INSPECTION/CALLIBRATION TESTINGS @ LICENSED ESTABLISHMENTS.
- PURCHASE OFFICE EQUIPMENTS I.E. TABLES, CHAIRS, EXECUTIVE CHAIRS, COMPUTERS, SPEAKERS, OVERHEAD PROJECTORS TO REPLACE NONFUNCTIONAL AMENITIES CURRENTLY IN THE EXISTING ROTA BUSINESS INCUBATOR CENTER CONFERENCE ROOM AND OFFICE.
- TO PROCURE/INSTALL ALUMINUM WINDOW/DOOR TYPHOON SHUTTERS ON UN-SHUTTERED OFFICE WINDOWS AND DOORS.
- . TO REQUEST FOR SURVEY AND DISPOSITION OF ALL NON-FUNCTIONING OFFICE EQUIPMENTS.