



**OFFICE OF THE GOVERNOR
AMERICAN SAMOA GOVERNMENT**

September 27, 2023

GENERAL MEMORANDUM NO. 243 – 23

To: Secretary of Samoan Affairs, CEOs, Presidents and Executive Directors of Authorities, Directors, Agency and Office Heads

From: Acting Governor of American Samoa

Subject: Potential Federal Government Shutdown preparation

It appears that a possible Federal Government shutdown may take place beginning October 1, 2023. As federal funds play a significant role in the funding and cash flow of our local government, we must make necessary preparations should this event take place.

I am requesting that each Director provide a detailed plan of their Department's continued operations in the event of a Federal Government shutdown. This plan should address:

- The total number of federally funded personnel
- The amount of federal funds required for payroll each month;
- The amount of federal funds required for administration and operation of the Department's programs each month
- An estimated length of time that current federal funds can support payroll and operations should the Federal Government shut down on October 1, 2023.

Directors are encouraged to work with Treasury, Budget, Human Resources and their Federal Grant Partners in developing their Department plan. All reports must be submitted to the Governor's office by Thursday, September 28, 2023 by 4:00 p.m. All Departments, including those who do not receive federal funding, must submit a report.

Thank you for your continued support

TALAUEGA E. V. ALE
Acting Governor