



**LEMANU P. S. MAUGA**  
GOVERNOR

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LIEUTENANT GOVERNOR

March 23, 2021

**GENERAL MEMORANDUM NO. 069- 21**

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

From: Governor of American Samoa

Subject: Immediate Cease of Employee Transfers

Effective immediately, the moving of employees within departments and transferring employees between departments must cease. It has become apparent that such transfers have been taking place. All employee transfer requests will now require prior approval from the Governor.

Directors and Agency Heads are to adhere to this memorandum so that all employee transfers are completed with proper documentation and approvals. Our government employees need to be reassured that their development and stable work environment are priorities for our administration. We cannot accomplish our goals if employee transfers are not carried out with transparency and accountability.

Please continue to build upon the strengths of your current staff while developing plans to address challenges so that we retain and develop talent in our government workforce.

A handwritten signature in black ink, appearing to read "Lemanu P. S. Mauga", is written over a horizontal line.

LEMANU P. S. MAUGA  
Governor