# DEPARTMENT OF FINANCE ANNUAL REPORT

2021







### **DOF 2021 ANNUAL REPORT**

### TABLE OF CONTENTS

| IN | ITD | 0 | NI | ICI | A |
|----|-----|---|----|-----|---|

| INTR  | ODUCTION                                                                     |          |
|-------|------------------------------------------------------------------------------|----------|
|       | Message from <b>The Secretary</b> Misson and Goals   <b>Vision Statement</b> | 4<br>5   |
| ORGA  | ANIZATION                                                                    |          |
|       | Structure and <b>Divisions</b>                                               | 6        |
| SUM   | IMARIES & OUTLOOK                                                            |          |
|       | FY 2021 Financial Summary                                                    | 7        |
|       | American Rescue <b>Plan Act</b>                                              | 12       |
|       | Economic <b>Outlook</b>                                                      | 16       |
| DIVIS | IONS                                                                         |          |
|       | FY 2021: <b>Operations</b>                                                   | 18       |
|       | FY 2021: <b>Personnel</b>                                                    | 19       |
|       | Revenue & <b>Taxation</b>                                                    | 20       |
|       | CNMI <b>Treasury</b>                                                         | 22       |
|       | Customs and Quarantine                                                       | 23       |
|       | Financial <b>Services</b>                                                    | 24       |
|       | Passport Office                                                              | 25       |
|       | Information <b>Technology</b> Procurement <b>Services</b>                    | 26<br>28 |
|       | rioculeilleni <b>Sei Vices</b>                                               | 20       |
| NEW   | TECHNOLOGY                                                                   |          |
|       | Technology <b>Initiatives</b>                                                | 29       |
|       | Revenue Management Information System                                        | 32       |

#### **CHALLENGES**

| Covid-19: <b>The New Normal</b> | 34 |
|---------------------------------|----|
| Relief <b>Administration</b>    | 34 |
| Global Supply Chain             | 35 |
| Facilities & Maintenance        | 35 |
| Funding & Capacity              | 35 |

DEPARTMENT OF FINANCE

## MESSAGE FROM THE SECRETARY



Håfa adai, Tiróów and Greetings,

The CNMI's uncertainties continued in 2020 and through 2021with the grip of the Covid-19 pandemic continuing to affect international and local governments and our citizens of this Commonwealth. The Governor's Office, with the advice of the Department of Finance, maintained a strong focus on ensuring that our people and our industries received critical recovery measures and resources as quickly as possible.

This past year the role of the Department of Finance focused on sustaining budgetary levels, analyzing, and implementing cost cutting measures, and working to support the government's response to Covid-19.

We took steps to change the way we work with the community and interact with technology which allowed us to increase our resilience, and to strategically position the Department to respond efficiently to future challenges.

The past year and the "pause" that the entire world faced allowed us to refine our operations and to ensure a shared focus on departmental priorities and resource allocation. The Department can contribute to economic growth by focusing on long-term objectives and commitment to integration across the public and private sectors. We have streamlined our operations and processes, embraced new technologies and ensured that our citizens were served to the best of our abilities.

I wish to thank all Finance staff for their outstanding commitment and professionalism in delivering on the priorities and achievements outlined in this report. Like the world around us, nobody anticipated this pandemic to affect us in so many ways; but we persevered and continue to overcome daily challenges during these times.

DAVID DLG ATALIG

Secretary of Finance

# OUR MISSION AND GOALS

To continue to seek out new and innovative ways to effectively administer the financial needs and requirements of the CNMI government:

- 1. Collect, deposit, disburse, manage, and account for public funds in accordance with CNMI Statutes.
- 2. Enforce CNMI Tax Laws, other applicable laws, and customs regulations by encouraging voluntary compliance or, as needed, by enforcement.
- 3. Exercise general supervision and accountability of government assets, and provide resources needed by the accomplishment of their mission.

# VISION

Driving practical, cost-effective, and quality outcomes across government to benefit the people of the Commonwealth of the Northern Mariana Islands.



Our values reflect our vision, who we are and how we go about our business.



# STRUCTURE AND **DIVISIONS**

#### DEPARTMENT OF FINANCE ORGANIZATIONAL STRUCTURE

It has been a challenging but successful year for the Department. Our team members have accomplished so much in so little time. We have been able to work around problems and find faster solutions and end-results to ensure our people get their much-needed resources. This is attributed to the hard work of each office and division; the efforts of each is instrumental to the success of the entire Department.

### DEPARTMENT OF FINANCE

#### **OFFICE OF THE SECRETARY**

David DLG. Atalig Secretary of Finance

#### **ADMINISTRATIVE SERVICES**

Margaret Bertha Torres *Director* 

### OFFICE OF INFORMATION TECHNOLOGY

Clifford Aldan

Chief Information Officer

#### **FINANCIAL SERVICES**

Bernadita Palacios *Director* 

#### **PASSPORT OFFICE**

### DIVISION OF CUSTOMS AND QUARANTINE

Jose Mafnas Director

#### **REVENUE & TAXATION**

Tracy Norita

Director

#### **CNMI TREASURY**

Asuncion Agulto CNMI Treasurer

#### **PROCUREMENT SERVICES**

Francisco Aguon *Acting Director* 

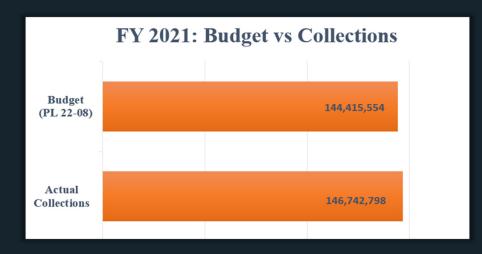
Our people, our processes and relationships have been refined. More resources put into the right places equates to better services and value.

-Secretary Atalig

# FY '21 FINANCIAL SUMMARY

#### **REVENUES/RESOURCES**

The impact of the Coronavirus Disease 2019 (COVID-19) pandemic on the Commonwealth of the Northern Mariana Islands (CNMI) economy persisted through FY 21. Between FY 20 and FY 21, total tourism arrivals decreased by 97.5%. The CNMI mitigated a larger impact on the tourism economy through the establishment of the region's first travel bubble agreement with South Korea and the implementation of the Tourism Resumption Incentive Program (TRIP), which increased Korean arrivals considerably in the 4th Quarter of FY 21. This persistent decline in the overall tourism sector had significant impacts to local revenue generation, but the economic contraction was offset by the infusion of U.S. federal funding stemming from the American Rescue Plan Act (ARPA) in the amount of \$481,876,521.



Of the total tax collections made in FY 21, 76% originated from Income Taxes. The primary source of local revenue came from Business Gross Revenue Taxes which represented 36% of total tax collections, but fell below budgetary estimates due to the impacts of the pandemic on business and commercial activity.

Income taxes derived from personal income tax in a form of Wage and Salary Tax and the collection of Personal Income Tax under the Northern Marianas Territorial Income Tax (NMTIT), nearly surpassed the total BGRT collections,

with Wage and Salary collecting \$24,266,542 and the NMTIT collections of Personal Income collecting \$23,994,580. Personal NMTIT taxes in particular far exceeded previous budgetary projections, collecting \$22,598,163 more than forecasted.

Meanwhile, Excise Tax collections fell short of projections, with total receipts amounting to \$26,565,371 or 20% of collected resources.

It is important to note that the collections presented in this section do not include casino revenues, and other licenses and fees, also known as earmarked resources pursuant to Public Law 21-08 outlining the fiscal management of FY 21.

Tourism is the largest sector of the economy that generates the majority of the CNMI's exports. The industry provides for vital external funding that our economy needs to support jobs, business growth, and a wide array of public services. This impact on our economy has forced the Department of Finance to report significant reductions in locally available resources to operate the CNMI government. The necessary response to the economic constraints caused by the pandemic was to mobilize available federal resources *in supporting continued income and* expenditures through the economy. Through proactive cooperation with department heads, and through a range of stimulus programs aimed at offsetting the loss of external capital, actual collections surpassed the projected revenue budget for FY 21.

#### **APPROPRIATIONS & EXPENDITURES**

Following debt service payments, and earmarked funds, the remaining resources available for general appropriation was \$96,476,054 at the beginning of FY 21. Despite strong collection effort, the extent of the required pandemic response necessitated large and continued expenses from the General Fund. Consequently, total spending and obligations for the fiscal year exceeded the appropriated resources by 54%.

Of the total approximate \$64.7 million in deficit, \$37.9 million or 59% was derived from the COVID-19 threat prevention and mitigation efforts to safeguard our community from the spread of the deadly disease, while \$7.1 million or 11% was from medical referral costs.

It is important to note that \$3.9 million was reimbursed for Yutu expenditures resulting in approximately \$34 million in total Disaster & COVID expenditures. It is the government's rapid response and dedication to combat the spread of the virus within the community that has managed to keep the CNMI as one of the safest places within the nation.

## The table below summarizes the total estimated deficit for FY 2021 after Actual Revenue Collection and Covid-19 Pandemic Disaster (FEMA Reimbursable):

| Total FY 2021 Estimated Deficit                                                     | \$42.6   | million |
|-------------------------------------------------------------------------------------|----------|---------|
| Covid-19 Pandemic Disaster (FEMA Reimbursable)                                      | (\$18.8) | million |
| FY 2021 Actual Revenue Collection above allotment (after pensions and debt service) | (\$3.3)  | million |
| FY 2021 Deficit                                                                     | \$64.7   | million |

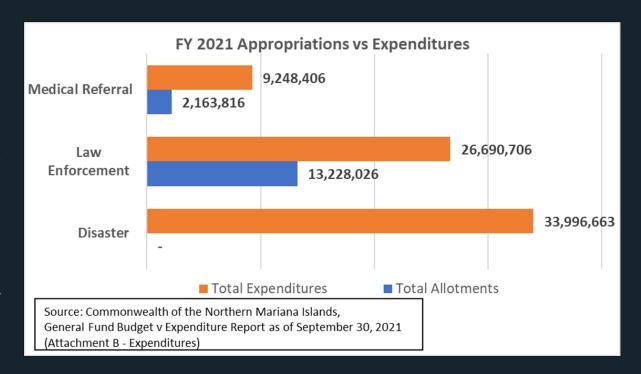
Source: Commonwealth of the Northern Mariana Islands, General Fund Revenue & Budget v Expenditure Report as of September 30, 2021 (Attachment A & B – Revenues and Expenditures)

The CNMI ended the Fiscal Year with a \$3.3 million in revenue surplus above projections. This surplus, in addition to the \$18.8 million in COVID Pandemic Disaster expenses currently pending review for reimbursement with Federal Emergency Management Agency (FEMA), it is estimated that the total deficit of \$64.7 million will be reduced to \$42.6 million

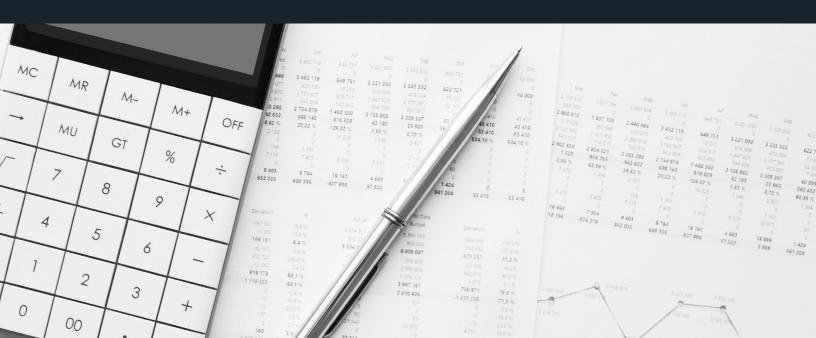


#### **ALLOTMENTS VS. EXPENDITURES**

Table (right) illustrates the deficit spending by function, which indicates that most expenditures were attributable to the Disaster and COVID-19 pandemic, law enforcement, and medical referral.



Law Enforcement expenditures consisted primarily of overtime from personnel of the Department of Public Safety (DPS), Department of Fire and Emergency Medical Services (DFEMS), Department of Corrections (DOC), and the Department of Finance - Division of Customs Services with an aggregate deficit of \$13,462,680. This Law Enforcement deficit was primarily related with response to the COVID-19 pandemic, and was covered by the General Fund. Whereas Medical Referral expenditures exceeded the FY 21 allotment by \$7 million as a result of the requirement to send patients to the US mainland for medical care because of travel restrictions in Asia caused by the global pandemic.



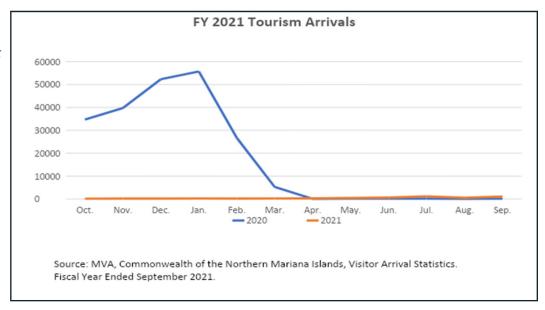
#### **FISCAL POSITION**

As of September 30, 2021, the CNMI Government's unbudgeted expenses in addition to those expenses attributable to disaster related activities totaled \$8,441,157. See Table 1.1 for more details.

| Business Unit | Account/Description                                | Amount    |
|---------------|----------------------------------------------------|-----------|
| 1000          | Revenue Collections Saipan/Bank & Credit Card Fees | 1,408,452 |
| 1591          | Utility - CNMI Gov't Bldg.                         | 6,000,000 |
| 1623          | AG's External Legal Fees                           | 1,032,705 |
| Total         |                                                    | 8,441,157 |

(Above) Table 1.1 - Unbudgeted Expenses and Liabilities

The CNMI economy is continuing its efforts to recover from the pandemic that has affected our primary tourism markets of China, Korea, and Japan. The suspension of international flights to the CNMI were in effect throughout much of FY 21. Figure 1.2 illustrates visitor arrivals for FY 21 compared to those in FY 20. With the CNMI receiving federal assistance, the CNMI's tourism industry was able to successfully negotiate the signing of a travel bubble agreement with the South Korean government allowing for the implementation of MVA's Tourism Resumption *Investment Program (TRIP)* at the start of the 4th Quarter for FY 21.



(Above) Figure 1.2 - FY 2021 Tourism Arrivals



#### FINANCIAL OUTLOOK

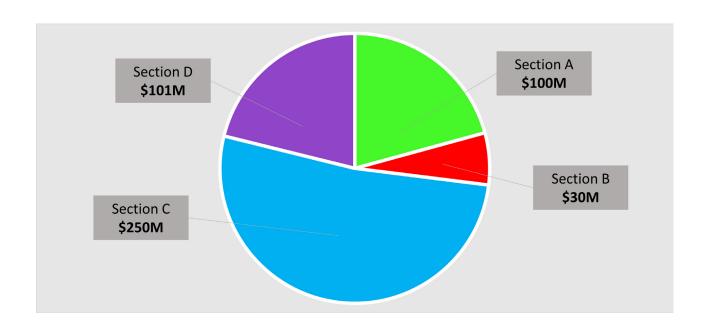
The prolonged Covid-19 pandemic and the development of new variants present both uncertainties and opportunities for the Government of the Commonwealth of the Northern Mariana Islands (CNMI). Governments across the world have focused on vaccination as the primary means of combating the pandemic. While the global rate of fully vaccinated individuals currently stands at 50%, the CNMI has achieved a vaccination rate of 99.9% of eligible residents as of March 26, 2022. This extraordinary feat presents the CNMI with the strategic opportunity to return to normalcy at an accelerated rate through successful immunization and inoculation of the population, heralding of full domestic commercial activities, and the resumption of tourism arrivals to the Commonwealth. The travel bubble prudently achieved through collaboration between the Administration, Marianas Visitors Authority, and the South Korean government has allowed for a partial resumption of tourism from South Korea to the CNMI, while maintaining strict adherence to our domestic COVID-19 mitigation guidelines. Expansion of the travel bubble program to other key foreign tourism market partners like Japan, China, Hong Kong, and Taiwan are necessary options for the CNMI to pursue and in order to restore necessary government revenue. Ideally, a larger scale resumption in overall business in tourism activities would mean a subsequent increase in spending throughout the local economy, which would result in a larger tax base to defray the cost of public services.

U.S. federal programs, such as ARPA, have provided economic stability and supported commercial activity, while aiding in the fight against the spread and impacts of COVID-19. The swift injection of direly needed federal resources has further mitigated the shortfall of available local revenues and resources and allowed for the continued administration of government services. Assuredly, these federal funding and resources are only temporary, however, and efforts to aggressively pursue more sustainable, larger scale resumptions in tourism and economic activities would be required to meet unrelenting government obligations.

Despite the continued uncertainties of the CNMI economy, critical legislation geared toward generating revenue and encouraging economic diversification would augment government resources, and the Department of Finance is keenly interested in working with stakeholders to develop sensible policies in the months ahead.



# AMERICAN RESCUE PLAN ACT **STATUS & UPDATES**



| Section 602. Uses of Funding                                                                                                                                                                                                                                                                              | Total Allocated | Expended/Awarded | Percent<br>Expended/Awarded |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------|-----------------------------|
| (A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality                      | \$ 100,000,000  | \$ 100,000,000   | 100 %                       |
| (B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the territory that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work | \$ 30,000,000   | \$ 6,000,000     | 20 %                        |
| (C) for the provision of government services to the extent of the reduction in revenue of such territory, due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the territory prior to the emergency                                          | \$ 250,000,000  | \$ 62,000,000    | 25 %                        |
| (D) to make necessary investments in water, sewer, or broadband infrastructure                                                                                                                                                                                                                            | \$ 101,876,521  | \$ 11,000,000    | 11 %                        |
| Total Section 602                                                                                                                                                                                                                                                                                         | \$ 481,876,521  | \$ 179,000,000   |                             |

Section 602A: to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.

- Respond to the Public Health Emergency
  - Vaccine Incentive Program
- Assistance to Households
  - CNMI \$500 Local Stimulus
- Assistance to Small Businesses
  - CEDA
  - MPLT
- Assistance to Nonprofits
  - Organizations with IRS Nonprofit Status
- Assistance to Tourism, Travel, Hospitality, and other Impacted Industries
  - TRIP Program
  - CPA



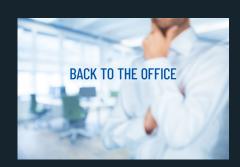


Section 602B: to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the territory that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.

- Premium Pay for Frontline Workers and First Responders
  - Commonwealth Healthcare Corporation (CHCC)
  - Department of Public Safety (DPS)
  - Department of Fire and Emergency Management Services (DFEMS)
  - Homeland Security and Emergency Management (HSEM)
  - Private Partners

Section 602C: for the provision of government services to the extent of the reduction in revenue of such territory due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the territory prior to the emergency.

- Reinstate Furloughed Employees
- Continued Government Services
- Resumed Operations and Activities of the Judicial and Legislative Branches





Section 602D: To make necessary investments in water, sewer, or broadband infrastructure.

CUC Water and Wastewater Projects

#### **SEC 603.B.3 (ISLANDS)**

American Rescue Plan of 2021

#### Allocation to the Northern Mariana Islands

Subtitle M—Coronavirus State and Local Fiscal Recovery Funds, H.R. 1319 (U.S.P.L. 117-2)

#### Section 603.b.3 (Counties)

#### I. Allocation by Census Population (2010)

| GENC  | County/Area Name | Year  | Population  | %age<br>Total Pop. | 603.b.3.a<br>Counties | \$10,466,141       |
|-------|------------------|-------|-------------|--------------------|-----------------------|--------------------|
| OLIVO | County/Area Name | i cai | 1 opulation | rotarr op.         | Countries             | <b>410,100,111</b> |
| MP    | Northern Islands | 2010  | -           | 0.0000             | \$0                   |                    |
| MP    | Rota             | 2010  | 2,527       | 0.0469             | \$490,840             |                    |
| MP    | Saipan           | 2010  | 48,220      | 0.8949             | \$9,366,170           | \$9,366,170        |
| MP    | Tinian           | 2010  | 3,136       | 0.0582             | \$609,131             |                    |
|       | Total            |       | 53,883      |                    | \$10,466,141          |                    |

#### fiscalrecoveryfunds\_countyfunding\_2021.05.10-1a-508A.pdf (treasury.gov)

#### II. Distribution for 3rd Senatorial District by Voter Population

|          |                  |        |             |               | 100%<br>proportionate |
|----------|------------------|--------|-------------|---------------|-----------------------|
| Election |                  | 2010   | Total Voter | %age          | by Voter              |
| District | County/Area/Name | Pop.   | Population  | by Voter Pop. | population            |
|          |                  |        |             | ,             |                       |
| 1 - 4    | Saipan           | 48,220 | 14,724      | 0.9891        | \$9,264,241           |
| 4        | Northern Is.     | -      | 162         | 0.0109        | \$101,929             |
|          | Total            | 48,220 | 14,886      | 1.0000        | \$9,366,170           |



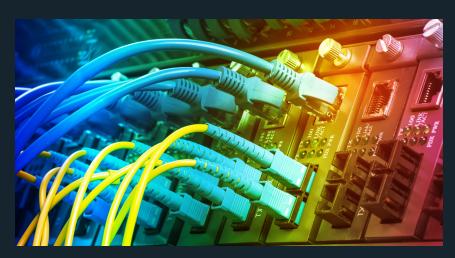
**SEC 604** 

#### ARPA\_Sec\_604 (Capital Projects Fund)

US Treasury shall pay \$100,000,000 of such amount in equal shares to the United States Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, and the Republic of Palau;

\$14.2 M Appropriated





#### **Broadband Benefits:**

- Subscriber cost savings
- Economic benefits
- Smart services
- Our people will have better:
  - digital skills
  - online education
  - higher rates of new business formations

# ECONOMIC **OUTLOOK**

#### CNMI'S ECONOMIC OUTLOOK FOR FY-2022



Overall, the CNMI's main industry, tourism, suffered considerable challenges due to the COVID-19 pandemic.



As the primary driver of economic activity and government revenues, impacts to both due to delay and impediments to full tourism recovery will persist through the next fiscal year.





These impacts are mitigated in part by the surge of Federal government spending in the CNMI. This spending is slated to support employment, infrastructure development, and tourism recovery. While the regular functioning of the economy is not foreseen in the coming year, these mitigations will assist in protecting the core structure of the government's ability to generate sufficient resources to maintain operations.

The Department of Finance anticipates further recovery of its financial system through the development of the **CNMI Economic Resiliency Center**.

The Resiliency Center is funded through an award from the U.S. Economic Development Administration (EDA), which is expected to create 1,500 jobs.

The \$19.6-million competitive grant award is one of the largest economic development grant awards to a state or territory in the history of the EDA.



This project is funded by the Additional Supplemental Appropriations for Disaster Relief Act of 2019 (Public Law 116-20), which provided EDA with \$600 million in additional **Economic Adjustment** Assistance Program funds for disaster relief and recovery for areas affected by Hurricanes Florence, Michael, and Lane, Typhoons Yutu and Mangkhut, wildfires, volcanic eruptions, and other major natural disasters occurring in calendar year 2018, and tornadoes and floods occurring in calendar year 2019, under the Robert T. Stafford Act.

This funding, alongside Office of Insular Areas (OIA) Technical Assistance Programs (TAP), grants to provide for project development and systemic upgrades to the CNMI's financial and economic management tools.





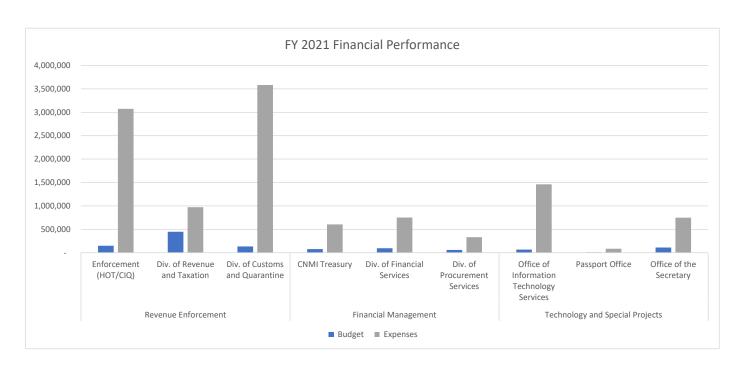






#### FY 2021:

#### **OPERATIONS**



Operations costs exceeded budget allotments due to operational necessities unaccounted for in PL 21-35. For FY2021, the CNMI Department of Finance was allocated only \$10,131.00 for the operations of its seven divisions under its umbrella. No utility budget was identified but incurring utilities costs were a necessity. Not reflected on the graph is the necessary \$11.6M expense incurred to implement and manage the new Financial Management System.



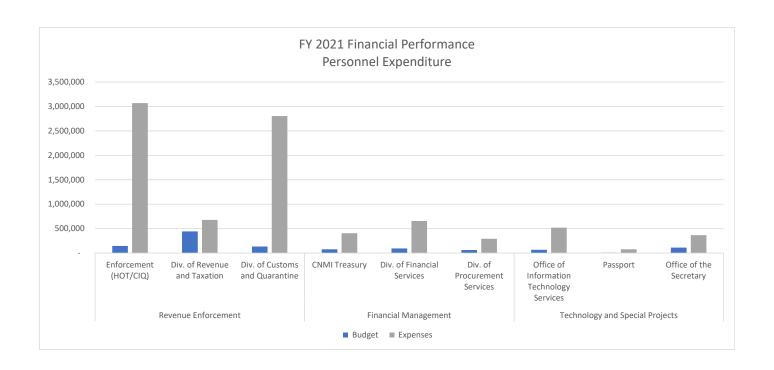


Changes to the operating environment provide opportunity for us to extend and enhance our role across the sector.



## FY 2021: **PERSONNEL**





Public Law (PL) 21-35 allotted the CNMI Department of Finance \$992,599.00 for 163 Personnel for FY21. This amount was to provide \$15K per year for Revenue and Taxation Personnel of 29; \$1.7K per year for the Customs Personnel of 78; \$9.5k per year for CNMI Treasury personnel of 8; \$4.9k per year for Financial Services Personnel of 19; \$6.7k per year for Procurement Services Personnel of 9; \$7.4k per year for OIT Personnel of 9; \$1.7k per year for Passport Personnel of 4; and \$15.7k per year for Office of the Secretary Personnel of 7.

# DIVISION OF REVENUE & TAXATION

The Division of Revenue & Taxation provide taxpayers assistance in understanding and meeting their tax responsibilities while enforcing the law.

In Fiscal Year 2021, the Division of Revenue & Taxation utilized online payment service platform via http://lata.localgov.org. Additionally, the division assisted in the release of approximately \$71M Second & Third Economic Impact Payments (Stimulus), and \$21.9M of Local Stimulus via Visa Debit Card to thirty-three thousand taxpayers.



#### **BUSINESS LICENSE**

New Applications721Renewals3,301Amendments421



#### COMPLIANCE

Tax Rebates/Refund Child Tax Refunds Education Tax Credit \$4.8M \$8.8M \$99.8K



We now look to a future where being innovative, finding new ways of doing things and reform are a hallmark of what we do.



### Welcome to the Localgov Tax Administration Application

Already have an account? Please log in.
Need an account? Please click Sign Up to register.

Log In

Sign Up

For CNMI Taxpayers Only: Access QuickPay and QuickRegistration without logging in.

Are you a municipal user and need an account? Please contact Customer Support for assistance.

To reduce the risk of messages going to your spam filter, please add Localgov Customer Service email address, service@localgov.org, to your contacts.



#### **EXAMINATION**

#### **Penalties & Interest**

Business Gross Revenue \$173,975.00 Corporate Tax \$99,284.45 Individual Income Tax \$40,651.59



#### **ENFORCEMENT**

Site Visit 188
Notice of Violation 14
Cease & Desist Order 31





#### TECHNICAL RESEARCH

Disclosure Requests 31
Social Security Validation 97,160
Certifications/Recertifications 80



#### **COLLECTIONS**

Installments 90
Tax Liens Filed 27
Tax Levies Filed 2
Cashier Transactions 69,025
Online Transactions 1,277

## CNMI TREASURY

The CNMI Treasury is responsible for the receiving and safekeeping of all revenues coming in to the CNMI Government. Its mission is to pursue effective revenue enhancement programs to monitor, control, audit, and invest government funds.

unds.

Driving practical, costeffective and quality outcomes across government to benefit the people of the Commonwealth of the Northern Mariana Islands.



The following data reflects all checks and electronic fund transfers facilitated by the CNMI Treasury for Fiscal Year 2021:

#### **SOURCE**

General Fund Federal Fund CIP

Tax/EIP/ACTC - Checks
Tax/EIP/ACTC - ACH

#### **TRANSFERS**

12,487 8,649 135

83,491

47,165

### DIVISION OF **CUSTOMS AND QUARANTINE**

Striving to reach our aspiration will require us to rethink how we go about our business.

Executive Order 2021-09 signed and promulgated on April 26, 2021 established the Division of Customs and Quarantine with the responsibility to facilitate trade, collect excise tax, seize prohibited import/export items, and prevent the introduction and/or spread of harmful organisms entering the CNMI

The following data provides a glimpse of the Division of Customs and Quarantine's efforts in line with its mission to safeguard our borders:

Cocaine 4.2 g Methamphetamine 443 g Marijuana 318.2 g Marijuana Seeds 53.3 g THC 10.2 g



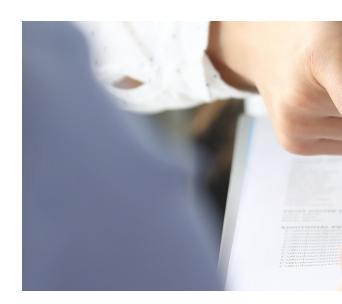


Plant Materials 7 lbs Animal By-Products 8 lbs EVENUE COLLECTION Saipan

\$32,289,824.42 Tinian \$51,169.61 Rota \$444,034.11

# DIVISION OF FINANCIAL SERVICES

The Department of Finance, Division of Financial Services is responsible for the administration of all accounting transactions and financial records in matters pertaining to Payroll, Travel, Accounts Payable, Operations, Federal, and Reconciliation for the CNMI Government.



#### TRANSACTION SUMMARY

Payroll *(26 Pay-Period)*Accounts Payable
Travel

3,493 Employees

3,674 Vendors Paid

1,880 Official Travel













# PASSPORT **OFFICE**

| CATEGORIES     | SAIPAN | TINIAN | ROTA |
|----------------|--------|--------|------|
| Minor Passport | 1,049  | 35     | 45   |
| Adult Passport | 1,506  | 17     | 18   |
| Minor Card     | 162    | 5      | 9    |
| Adult Card     | 251    | 3      | 3    |
| Expedite       | 518    | 0      | 2    |
| Execution      | 1,938  | 46     | 59   |



# OFFICE OF INFORMATION TECHNOLOGY

To implement, maintain, secure, and provide an integral framework to optimize all local government systems and applications.

The Office of Information Technology (OIT) delivers information technology and telecommunication services to government agencies, boards and commissions as well as policy and standards development, lifecycle investment planning and privacy and security management.

The Chief Information Officer's Office provides the management and leadership of the Office of Information Technology (OIT) and is responsible for the strategic direction and efficient use of information technology across the Commonwealth and for oversight of IT activities.



#### OIT advises and assists with:

- **Enterprise IT Architecture & Policy**
- Enterprise IT Project Management Office
- Strategic Investment Management
- Cybersecurity Governance
- Data Center, Edge Computing, and Cloud Computing Operations
- **Enterprise Application Management**
- Software Development Services
- Audio-Visual and End User Computing
- IT Lifecycle Management
- Unified Network and Broadband Services
- Multi-Agency Radio Communication System
- Stimulus and Child Tax Credit Distribustions







#### IT SERVICE

| SERVICE                  | NO. |
|--------------------------|-----|
| General Issues           | 473 |
| JDE Programming          | 153 |
| Tax System Programming   | 30  |
| Software/Hardware Issues | 86  |
| Network Issues           | 42  |
| Other Issues             | 10  |

#### SOFTWARE DEVELOPMENT **Stimulus Portal**

stimulus.dof.gov.mp 3,400 Registrations

#### Stimulus Portal

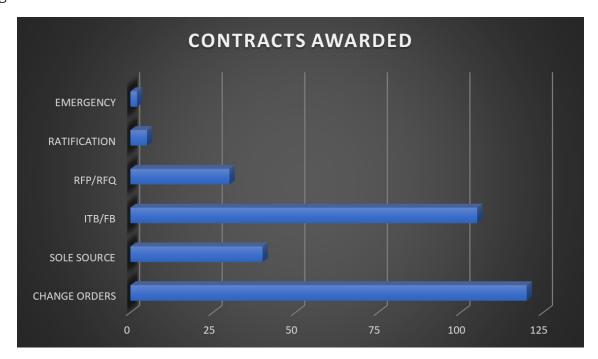
ctcup.dof.gov.mp 5,600 Registrations

### DIVISION OF

### **PROCUREMENT SERVICES**

To promote the general supervision and accountability of the requisition and provision of government assets and contracts needed by the government to provide public services across departments and agencies within the CNMI government.





#### **PROCESSED**

Invitation to Bid 114
Request for Proposal 44
Purchase Orders 18,326

### INVENTORY/RECON

In-house Inventory 67 Reconciled Inventory 51



# TECHNOLOGY INITIATIVES

Delivering better and faster assistance to the public — greater transparency and accessibility, sustainable office practices, secure data that's easy to manage and maintain, and faster results.



#### New Financial Management System

- Munis Financial Management
- Energov Permitting Software
- Human Capital Management
- Enterprise Asset Management

Technology is changing the way financial products and services are accessed and used by the world. The Department of Finance has invested in innovative technologies that improve our processes and provide convenience for customers.

These investments will greatly improve the way the Government connects to and interacts with their customers and how they operate internally.



#### TECHNOLOGY 4 GOALS



#### **MUNIS**

Government operations with accuracy, transparency, efficiency. Financial Management, Procurement Tools, Revenue Management

Business Intelligence



#### **ENERGOV**

Permitting and Land Management

Licensing, Regulatory, Mobile Inspections Participate and Collaborate among Agencies



- Kickoff and initial agency analysis: 96% complete
  - Site visits, paper application reviews
- Agency Configuration Training began on Jan. 15, 2022
  - Six months
- Live in 3rd Quarter 2022

Simplifies human resources and payroll processes from hire to retire

Aligns employees and goals

Empowers employees
to manage personal
information, take an
active role in career
progression, and
develop and retain
important skills





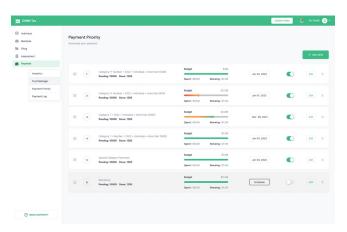
#### **ENTERPRISE ASSET MANAGEMENT**

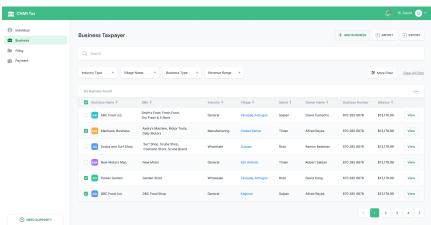
View, Maintain, Manage Assets Schedule preventive maintenance, prolong life of assets

Make decisions on how to best use resources

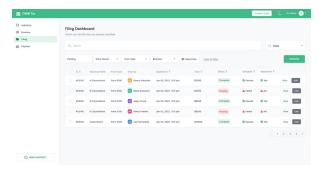
#### **REVENUE MANAGEMENT INFORMATION SYSTEM (RMIS)**

- Simplify workflow and review management of tax administration functions.
- Automate the administrative burden and provide officials more time to focus on higher-value activities.
- Improved data quality with manual errors greatly reduced through data validation.
- Streamlined reporting and compliance with integrated dashboards and analytics providing real time data insights.
- Optimized auditing, and collections through process consolidation and data sharing.









Connecting data, processes, and people to make communities safer, smarter, and more responsive to the needs of residents.

### **HIGHLIGHTS**

- Consolidated all Government offices under one Enterprise system
- Created new safe and secure data centers
- Unified network and cybersecurity protocols government wide
- Managed over 9,000 stimulus portal registrations
- Ensuring that Munis, Energov and other software systems are installed, managed, and maintained.



### **FOCUS ON THE GOALS**

- 1. Put the Customer first
- 2. Leverage Technology
- 3. Train our People







### **CHALLENGES**

#### **COVID-19: THE NEW NORMAL**

The CNMI Department of Finance is committed to safeguarding the health and safety of all its employees. COVID-19 protocols and restrictions resulted in long lines and difficulty in navigating dayto-day operations particularly for DOF-Divisions who work in small confines. COVID-19 restrictions reduced access to live training programs for DOF employees. These challenges are expected to continue until such time the global pandemic finds resolution.



#### RELIEF ADMINISTRATION

Influx of financial relief aid has increased the volume of work for the Divisions of the Department of Finance. Additional work and responsibilities are required to adequately manage the historic increase in federal funding to the CNMI.



#### **GLOBAL SUPPLY CHAIN**

Unprecedented delays, and global supply chain shortages created set backs in Office of Information Technology's progress on implementing system upgrades.



#### **FACILITIES & MAINTENANCE**

Physical constraints of limited office sizes created difficulties in navigating day-to-day tasks while adhering to COVID-19 protocols. Some facilities are in desperate need of repair and maintenance. The Division of Procurement Services facility is condemned, the Financial Services facility maintains damage from Super Typhoon Yutu. Due to space limitations and the need for renovation, the Office of the Secretary and Passport Office were forced to relocate to alternative offices spaces.



#### **FUNDING & CAPACITY**

The lack of budgetary resources reduce the ability to offer competitive salaries to attract qualified workers.

# Commonwealth of the Northern Mariana Islands Department of Finance Annual Report for Fiscal Year 2021

#### **PHONE NUMBERS:**

Secretary of Finance & GHLI:

Tel: (670)664-1100 Fax: (670)664-1115

Revenue & Taxation: Tel: (670)664-1000 Fax: (670)664-1015

Financial Services: Tel: (670)322-1201/02/03 Fax: (670)6 64-1215

Treasury: Tel: (670)664-1311/1306 Fax: (670)664-1331 Office of Information Technology: Tel: (670)322-1418/19 Fax: (670)664-1115

> Procurement Services: Tel:(670)664-1500 Fax: (670)664-1515

Passport: Tel:(670)664-4760/1/2 Fax: (670)664-4764

Customs & Quarantine: Saipan: (670)664-1610 Tinian: (670)433-1610 Rota: (670)532-3666 Fax: (670)664-1615





#### **MAILING ADDRESS:**

P.O. Box 5234 CHRB Saipan, MP 96950

#### Website

https://www.finance.gov.mp/

#### Email:

For General Inquiries info@dof.gov.mp

#### **Physical Location:**

1302 Ascencion Drive Capitol Hill, Saipan