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# Department of Agriculture Dipattamenton Agrikottura

163 Dairy Road, Mangilao, Guam 96913



**Chelsa Muña-Brecht**  
Director  
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## FREQUENTLY ASKED QUESTIONS from each division of DOAG

### AGRICULTURE DEVELOPMENT SERVICES

#### NURSERY

##### **Q1. What are the hours of operation?**

Unfortunately, we are currently working with restricted hours and not open to the public. We are growing seedlings in partnership with local non-profit organizations to distribute to residents in need during the COVID-19 public health emergency.

##### **Q2. What is the number for the Plant Nursery?**

The number for the Plant Nursery is 300-7974. However, our nursery personnel are likely in the work area propagating seeds, tending to sprouts, or performing other tasks. If you require more immediate assistance, please email [agriculture@doag.guam.gov](mailto:agriculture@doag.guam.gov).

##### **Q3. What types of plants are available and how much?**

The Plant Nursery has several vegetables and fruit trees for sale at a nominal fee.

- Fruit trees are \$3.00 each.
- Vegetable seedlings are \$10.00 per tray of 100 seedlings or \$3.00 per dozen

Common types of vegetable seedlings are eggplants, tomato, hot peppers and occasional herbs such as lemon grass and basil.

Common types of fruit trees are lemon citrus, kalamansi, soursop, sweetsop, mango, avocado and papaya

Grafted or air-layered fruit trees are priced normally at \$25.00 per plant.

All plants are subject to availability. No reservations or personal orders are accepted.

In the next year, the nursery will be increasing our varieties of both fruit trees and vegetables. We are looking forward to offering more to our community!

Any discrepancies must be submitted in writing to the Chief of the Agricultural Development Services Division.

## **FARMING**

### **Q1. What are the hours of operation?**

Farm services are closed during PCOR1. However, you may email [agriculture@doag.guam.gov](mailto:agriculture@doag.guam.gov) with questions or concerns or visit our website at [doag.guam.gov](http://doag.guam.gov).

### **Q2. How can I become a certified farmer?**

Complete an Agricultural Assessment Form (AAF-18) at the Department of Agriculture in the Agricultural Development Services Division, Mangilao Tel: 300-7973. You may also email [agriculture@doag.guam.gov](mailto:agriculture@doag.guam.gov). All forms are available at [doag.guam.gov](http://doag.guam.gov) click on the Resources tab.

Required documents:

- Provide proof of land ownership and or lease agreement

Process after application review:

- Agriculture Inspector will schedule a field inspection to verify the location and activity
- Application will be processed
- Bona-fide Farmer Certificate will be issued

## **ANIMAL CONTROL/ANIMAL HEALTH**

### **Q1. What are hours of operation?**

A dropbox is available in front of the Director's Office building. Documents will be retrieved daily at 2:00 p.m. To limit congregating and potential interactions, applicants will be contacted to schedule document pickup and payment.

Currently, our Animal Control Officers are responding to emergency calls, only cases of animal cruelty, animal attacks, and animal rescue will be entertained.

### **Q2. How do I contact someone regarding an animal import/export permit?**

Please email [quarantine@doag.guam.gov](mailto:quarantine@doag.guam.gov) with your questions.

### **Q3. What are the requirements to bring a pet to Guam?**

The Animal Quarantine brochure is available on our website [doag.guam.gov](http://doag.guam.gov).

### **Q4. Where can I turn in my pet?**

GAIN will continue to accept animals during PCOR1. However, in order to protect public health, the shelter is asking for non-emergency animal intakes to be scheduled in advance. The shelter will accept scheduled animal drop-offs 7 days a week, between 9am and 12pm. To schedule a drop off, please call GAIN at 653-4246 or contact the shelter via social media for availability.

Please note: Emergency intakes (injured, sick, abused, dying or animals that have bitten others) will be accepted at any time, but also need to be called in to the shelter when possible. For after-hours emergencies (after 5pm), please call 988-1615.

### **Q5. Where do I get my health certificate signed?**

The veterinarian of your choice signs the health certificate initially. The certificate must then be endorsed by the Territorial Veterinarian or Director of Agriculture. These documents may be submitted through the Drop Box and you will be contacted when they are ready for pick up.

**Q6. How much does it cost to get my health certificate signed?**

The Department of Agriculture still does not charge for signing health certificates.

**Q7. What documents do I need to submit?**

Health certificate and current rabies vaccination certificate.

**Q8. How long is the health certificate valid?**

Health Certificates are valid for ten days.

## **BIOSECURITY DIVISION**

### **Q1. Is the Guam/USDA Plant Inspection Facility open to the public for the provision of commodity Import Permits, or export inspections and certificates such as Certificates of Origin and Phytosanitary Certificates?**

Yes, the inspection facility office is open Monday through Friday 8:00 a.m. to 12:00 p.m. It is located at 17-3306 Neptune Avenue, Tiyan, Barrigada, Guam. However, public entry area is limited. Only two people may be in the reception area at any given time. All those entering the building must be wearing masks and adhere to social distancing. You may not enter if exhibiting symptoms consistent with COVID-19 infection. You must have exact change for your purchase.

### **Q2. How do I request an Import Permit or make an appointment to have an export commodity inspected and receive the appropriate export certificate?**

Call 475-1427 or 475-7378 (PEST) between 8 AM and 12 noon. Import Permit requests may also be faxed to 477-9487 or emailed in to [biosecurity@doag.guam.gov](mailto:biosecurity@doag.guam.gov).

### **Q3. Is there a waiting period for these services?**

Yes. Import Permits require a four (4) hour advance request to allow time for the preparation of the document. Requests are queued and prepared first in, first out. Export inspections should be scheduled at least a day in advance if possible; and certainly, in plenty of time before the scheduled departure flight of the commodity.

### **Q4. How long are Guam Department of Agriculture Import Permits honored?**

Import Permits are good for thirty (30) days from date of issuance, cost \$10.00/shipment for fruits and vegetables, and can only be used for one shipment.

### **Q5. What is an Import Permit needed for?**

Import Permits are required for the importer to clear their shipments through the Customs and Quarantine Agency's agriculture inspection at the ports of entry. They are needed for commercial shipments (shipments for resale) of fruits, vegetables, fresh eggs, balut or salted eggs, or any shipments of propagative materials (seeds, seedlings, live plants, etc.) or certain other risk items such as live insects, sand or quarried products. An individual importing fifty (50) pounds or less of each fruit and vegetable commodity is granted an exemption for personal use, and does not need to get an Import Permit.

### **Q6. What is a Certificate of Origin?**

Certificates of Origin cost \$5.00 and are generally issued for a Guam resident to use when taking or sending meat from Guam to other parts of the United States. It helps to clear passage of the meat through USDA or other state inspection points because it

certifies the origin of the meat. Guam is free of animal diseases that could be the cause of disallowing the movements of such meats if they originated in Asian countries.

### **Q7. What is a Phytosanitary Certificate?**

Phytosanitary Certificates are required by importing countries or jurisdictions for agricultural commodities such as fruits, vegetables, live plants, seeds, etc. They are only issued after successful inspection and certification by a Government of Guam or USDA inspector that the commodity is apparently free of injurious insects or other plant pests that could be detrimental to agriculture in the receiving country or state. These inspections and certificates cost \$23.00 and are good for one shipment.

### **Q8. How do I know if I can import something?**

Call the phone numbers listed above and ask for a Commodity Inspector to assist you, or send your inquiry to [biosecurity@doag.guam.gov](mailto:biosecurity@doag.guam.gov). We will need to know what exactly you are proposing to import, from where and in what quantity. Many things are prohibited from certain countries or areas due to the risk of the import of pests that may be associated with the items. USDA regulations govern foreign imports and Government of Guam regulations govern domestic imports. Most foreign imports require USDA permits and other requirements. You may web search “USDA-APHIS-PPQ” for more information on their extensive websites about what and how they regulate agricultural product imports.

### **Q9. What is the Biosecurity Division’s current fee schedule?**

Certificate of Origin	\$5.00
Certificate of Quality and Condition	5.00
Guam Phytosanitary Certificate	23.00
Federal Phytosanitary Certificate	23.00
Import Permit for fruits, vegetables, propagative materials and other regulated items	10.00
Import Permit for Eggs – Fresh: per 1,000 dozen or part	5.00
Import Permit for Eggs – Balut and salted: per shipment	10.00
Import Permit for Sand and Quarried products:	
for sample products up to 50 pounds per permit:	20.00
for first 1,000 short tons or part thereof	100.00
for each additional 1,000 short tons or part thereof	25.00
Facility Use Fee, per air or sea shipping container or shipment	20.00
Post Entry Quarantine Document Fee	100.00
Post Entry Quarantine Inspection Fee/hour or part	30.00

## **DIVISION OF AQUATIC AND WILDLIFE RESOURCES (DAWR)**

### **Q1. What are hours of operation?**

DAWR's offices are currently not open to the public. Personnel continue to work from home or in the office, if needed. We will open our offices as soon as we are able to install safety equipment to protect our personnel and the public.

### **Q2. How do I reach DAWR personnel if the office is not open?**

You may email [fisheries@doag.guam.gov](mailto:fisheries@doag.guam.gov) or [wildlife@doag.guam.gov](mailto:wildlife@doag.guam.gov) depending on what you need.

If you require assistance with a land-based permit under DAWR review, you may email [Jeffrey.quitugua@doag.guam.gov](mailto:Jeffrey.quitugua@doag.guam.gov) or call 735-0279.

If you require assistance with an aquatic-based permit under DAWR review, you may email [Jay.Gutierrez@doag.guam.gov](mailto:Jay.Gutierrez@doag.guam.gov).

### **Q3. Are the Marine Protected Areas open for the public to harvest.**

No. By Guam law the MPA were established and remain closed, even during the crisis, unless specified by a permit issued by the director of agriculture.

During the seasonal run for manahak, ie, tiao, the Department will issue appropriate press releases.

### **Q4. If I find an injured migratory bird or any wild bird, will DAWR accept these animals.**

No. The public is advised not to pick up injured wild birds.

### **Q5. Are bird & fish posters, hunting brochures, and/or tide charts available?**

Yes. We are working to upload these items to our website at [doag.guam.gov](http://doag.guam.gov). Unfortunately, the public will have to wait until our office is safe for personnel and customers to interact before we are able to physically distribute these items.

### **Q6. Am I able to purchase a hunting license or deer tags?**

Please email [wildlife@doag.guam.gov](mailto:wildlife@doag.guam.gov) if you wish to purchase a hunting license. During this public health emergency we have extended the hunting season and temporarily

suspended the requirement for deer tags. All hunters who use a firearm, must have a valid firearms ID-identification.

## **PERMITS**

### **Q1. What are the hours of operation?**

Permits may be submitted Monday through Friday, 8:00 a.m. – 2:00 p.m. in the Drop Box located in front of the Director’s Office.

### **Q2. How do I submit a permit for review?**

You may drop off a permit in the drop box and email [doag.permits@doag.guam.gov](mailto:doag.permits@doag.guam.gov) to notify personnel of the submission or if you have questions.

Applicant must submit the following documents on a thumb drive or electronically with the permit:

- Copy of the Department of Public Works permit application with a valid permit number
- Document identifying the Points of Contact (Identified User/Manager and Contractor) with valid contact information
  - Name
  - Phone Number
  - Email Address
- Department of Land Management Record - Title of Property
- Location Map of the proposed project site
- GIS Map of the proposed project site
- Detailed Scope of Work (provided by Contractor)
- Biological Survey (may be required for approval)
- Landscape Management Plan – (DOAG can assist with plan development)
- If permit applicant is not the registered land owner of lot(s) identified on permit application, an Affidavit of Use is required.
- And other documents upon request by the Department



## **FORESTRY AND SOIL RESOURCES DIVISION**

### **Q1. What are hours of operation?**

Our offices are not open during PCOR1.

### **Q2. How do I contact someone in forestry division?**

You may email [forestry@doag.guam.gov](mailto:forestry@doag.guam.gov) . You may also Direct Message us @guamforestry on Instagram, Twitter, or Facebook.

### **Q3. How do I request for a Tree Cutting Permits?**

Visit [doag.guam.gov](http://doag.guam.gov), click on Resources and click on the fillable PDF. You may email [forestry@doag.guam.gov](mailto:forestry@doag.guam.gov) to submit your Tree Cutting Permit Request.

Cutting permits are not required for private properties. Permits are only required for Government of Guam properties.

Required information to obtain a Tree Cutting Permit

- a. The Individual or Contractor who will be responsible for the pruning, tree cutting, tree removal work shall obtain the Tree Cutting Permit in their firm/applicant name.
- b. Village Area
- c. DLM Lot Number
- d. Tree Species and Quantity to be cut/removed/collected
- e. Date and times of cutting
- f. Applicant/Firm Address and Identification Number (valid identification)
  - i. A Scope of Work/Work Plan/Contract is required for firms/applicants who do not own the property or rights of way where tree cutting work will take place.
  - ii. Written owner permission for work to take place on identified property.
  - iii. A site visit is required. Forestry personnel will schedule a site visit to inspect the tree(s) to be pruned, cut or removed.
- g. If all requested documents are provided, the permitting process may take up to 2 weeks/10 business days to complete, if approved.

### **Q4. Can Guam Forestry plant trees on private property?**

No, we do not plant trees on private property but we encourage community members to enroll in our FREE Forest Stewardship Program which promotes forestry and agroforestry on private properties. We propagate trees for our cooperators who then plant the trees on their properties.

We plant on Government of Guam lands with the assistance of hundreds of volunteers and our participation numbers rise each year.

**Q5. How can I get trees from Guam Forestry?**

Contact our Forest Stewardship Program Manager by email [ruddy.estoy@doag.guam.gov](mailto:ruddy.estoy@doag.guam.gov) and Ruddy will explain how you can be a part of our Forest Stewardship Program.

**Q6. What if I have questions about Agriculture Burn Permits.**

You may email the Cooperative Fire Protection Program Manager Christine Fejeran at [christine.fejeran@doag.guam.gov](mailto:christine.fejeran@doag.guam.gov).

**Q7. Who do I call to report wildfires?**

Report active wildfire emergencies to **911**.

To report suspicious activities related to wildfire occurrences, contact our Conservation Officers at 864-TOKA

## **LAW ENFORCEMENT SECTION**

Please call 864-TOKA to report any threats to Guam's natural resources. Conservation Officers are patrolling all Marine Preserves and public beaches during this public health emergency.

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Director's Office 300-7968 | Agricultural Dev. Services 300-7973 | Animal Health 300-7965  
Aquatic & Wildlife Resources (DAWR) 735-0294 | Forestry & Soil Resources 300-7975  
Plant Nursery 300-7974 | Biosecurity Division 475-1427 | Pest Hotline 475-7378  
Website: [doag.guam.gov](http://doag.guam.gov)

**REPORT THREATS TO GUAM'S NATURAL RESOURCES 864-TOKA (8652)**