



**OFFICE OF THE GOVERNOR  
AMERICAN SAMOA GOVERNMENT**

November 27, 2023

**GENERAL MEMORANDUM NO. 325 – 23**

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

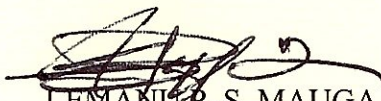
From: Governor of American Samoa

Subject: Compliance with Procurement and Contracting Requirements

Good governance and financial management practices require that the established rules, policies, and procedures for government contracting be followed. It has come to my attention that there may be ongoing ASG projects that are not in compliance with the contracting and procurement rules and procedures. To ensure that all projects are brought into compliance and are being conducted under a contract acceptable to ASG and its policies, all projects that are not in compliance with the procurement rules and procedure are to cease work immediately and may not resume until compliance is attained. For example, if somehow work has begun on a project and is continuing without a properly executed contract that work should stop.

Beginning December 8, 2023, vendors or contractors working on projects for ASG that are not in compliance with ASG procurement and contracting rules and procedures will not receive compensation. It is the responsibility of the vendor or contractor to work with their respective contracting Departments, Agencies, and Offices to come into compliance. Questions should be directed to the respective Directors and Heads of these departments about current or future compliance needs regarding these projects.

Compliance with these rules and procedures is everyone's responsibility in order to best meet the needs of the people of American Samoa. Thank you for your cooperation and willingness to proceed in an appropriate manner.

  
LEMANU S. MAUGA  
Governor