



Commonwealth of the Northern Mariana Islands DEPARTMENT OF FINANCE



WHO WE ARE	1
Performance	2
Finances	3
Challenges	4

DIRECTORY



finance.gov.mp



P.O. Box 5234 CHRB
Saipan, MP 96950

Office of the Secretary

Tel: 1-670-664-1100
Fax: 1-670-664-1115

Office of Information Technology

Tel: 1-670-322-1418
Fax: 1-670-664-1115

Division of Financial Services

Tel: 1-670-322-1201
Fax: 1-670-664-1215

Division of Customs & Quarantine

Tel: 1-670-664-1610
Fax: 1-670-664-1615

Div. of Revenue & Taxation

Tel: 1-670-664-1000
Fax: 1-670-664-1015

CNMI Treasury

Tel: 1-670-664-1311
Fax: 1-670-664-1331

Div. of Procurement Services

Tel: 1-670-664-1500
Fax: 1-670-664-1515

Passport Office

Tel: 1-670-664-4760
Fax: 1-670-664-4764

FY 2021: CITIZEN-CENTRIC REPORT

VISION

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

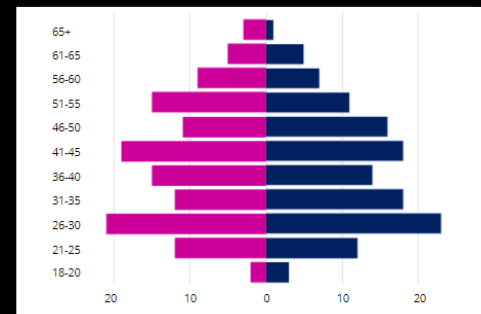
MISSION

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 or public funds in accordance with the 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 asset, and provide resources needed by the accomplishment of their mission.

OUR TEAM

SAIPAN - TINIAN - ROTA



DEPARTMENT OF FINANCE

OFFICE OF THE SECRETARY

David DLG. Atalig
Secretary of Finance

DIV. OF ADMINISTRATIVE SERVICES
Margaret Bertha Torres, Director

OFFICE OF INFORMATION TECHNOLOGY
Clifford Aldan, Chief Information Officer

DIV. OF FINANCIAL SERVICES
Bernadita Palacios, Director

PASSPORT OFFICE

DIV. OF CUSTOMS & QUARANTINE
Jose Mafnas, Director

DIV. OF REVENUE & TAXATION
Tracy Norita, Director

CNMI TREASURY
Asuncion Agulto, CNMI Treasurer

DIV. OF PROCUREMENT SERVICES
Francisco Aguon, Acting Director



Commonwealth of the Northern Mariana Islands DEPARTMENT OF FINANCE

WHO WE ARE	1
PERFORMANCE	2
FINANCES	3
CHALLENGES	4

FISCAL YEAR 2021: CITIZEN-CENTRIC REPORT

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.

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

SOURCE	TRANSFERS
General Fund	12,487
Federal Fund	8,649
CIP	135
Tax/EIP/ACTC - Checks	83,491
Tax/EIP/ACTC - ACH	47,165

DIVISION OF CUSTOMS SERVICES

Executive Order 2021-09 signed and promulgated on April 26, 2021 established the Division of Customs & 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 Services effort in line with its mission to safeguard our borders:

CONTROLLED SUBSTANCE

COCAINE	4.2g
METHAMPHETAMINE	443g
MARIJUANA	318.2g
MARIJUANA SEEDS	53.3g
THC	10.2g

COUNTERFEIT ITEMS

APPAREL	1,569pcs.
FOOTWEAR	73pcs.
BAGS	3pcs.
ELECTRONIC ITEMS	58pcs.
HOUSEHOLD GOODS	31pcs.
EYEWEAR	12pcs.

UNDECLARED/UNDERVALUED

CONSTRUCTION MATERIALS	118pcs.
AUTO PARTS	158pcs.

AGRICULTURAL ITEMS

PLANT MATERIALS	7LBS.
ANIMAL BY-PRODUCTS	8LBS

REVENUE COLLECTION

SAIPAN	\$32,289,824.42
TINIAN	\$51,169.61
ROTA	\$444,034.11

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 <https://ata.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 Applications	721
Renewals	3,301
Amendments	421

COMPLIANCE

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

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

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.

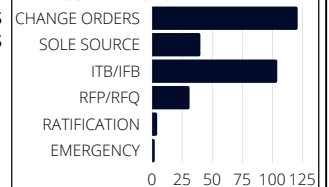
PROCESSED

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

INVENTORY/RECON

In-house Inventory	67
Reconciled Inventory	51

CONTRACTS AWARDED



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)	3,493 Employees
Accounts Payable	3,674 Vendors Paid
Travel	1,880 Official Travel

PASSPORT OFFICE

CATEGORIES	SAIPAN	TINIAN	ROTA
Minor passport	1049	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.

IT 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

Advance Child Tax Credit

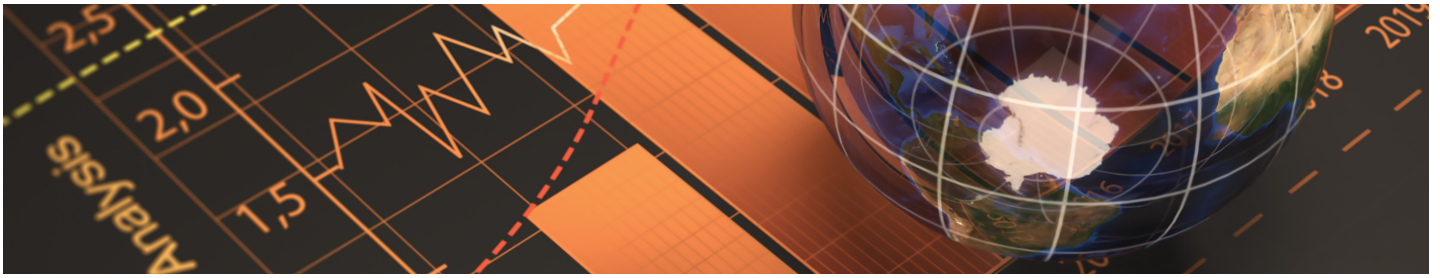
ctcup.dof.gov.mp
5,600 Registrations



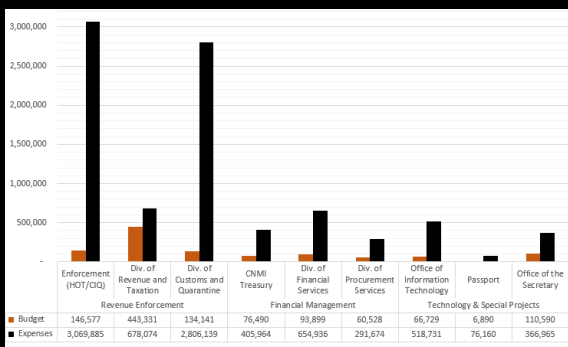
Commonwealth of the Northern Mariana Islands DEPARTMENT OF FINANCE

WHO WE ARE	1
PERFORMANCE	2
FINANCES	3
CHALLENGES	4

FISCAL YEAR 2021: CITIZEN-CENTRIC REPORT

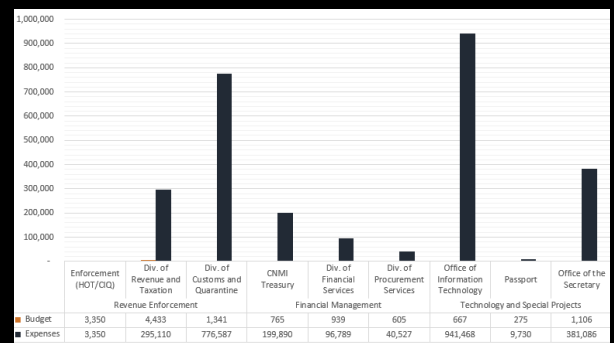


FY 2021: PERSONNEL



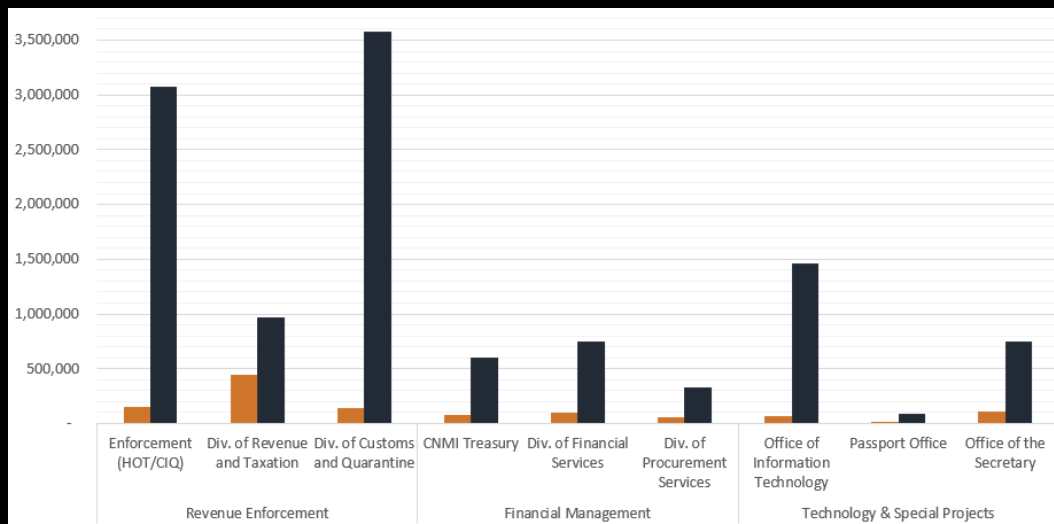
Public Law (PL) 21-35 allotted the CNMI Department of Finance \$992,599.00 for 163 Personnel for FY21. This amount was to provide \$15K per year for Revenue and Taxation Personnel of 29; \$1.7K per year for the Customs Personnel of 78; \$9.5k per year for CNMI Treasury personnel of 8; \$4.9k per year 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.

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.

FINANCIAL PERFORMANCE BUDGET VS. EXPENSES





FISCAL YEAR 2021: CITIZEN-CENTRIC REPORT



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 day-to-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 and Supply Service 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.

Economic Outlook

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 funded through an award from the U.S. Economic Development Administration (EDA). 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.