



GIACF NEWS BULLETIN

PACAIR PROPERTIES MANAGEMENT OFFICE

Mike Guerrero, Lease Specialist 642-1727/489-1380

John Rojas, Facilities Manager 898-0706

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UPCOMING EVENTS:

Rail Painting: Dec 10 -
Dec 31, 2018

Bush-cutting: Saturdays

Parking Ticketing
Machine/Card Reader
Install: Dec 13 - 15, 2018

FRIENDLY REMINDERS:

Smoking Policy: Smoking is prohibited anywhere along the facility not designated as a smoking area in accordance with Guam Public Law 33-121. Please advise all personnel, visitors, and customers not to smoke near the building. There are designated smoking shelters located in the lower parking lot.

Parking: Parking rules are strictly enforced here at the Guam Integrated Air Cargo Facility. Please advise all guests not to park in the fire lines, behind other cars, etc. Vehicles found in unauthorized parking areas will be towed at the owner's expense. Please help us keep the fire lanes and loading bays clear for safe loading and in the event of emergencies.

Visitor Screening: For everyone's safety, all visitors entering this facility are logged in and must provide a valid Driver's License prior to entry. Visitors without proper identification will be asked to park outside and walk/shuttle to the office they are visiting. We appreciate your cooperation in this matter.

New Tenant Lanes Coming Soon - Update

We experienced a delay with the arrival of components of our Parking Ticketing Machine and Card Reader equipment. The equipment has arrived and installation will begin December 13, 2018. We anticipate opening the second lane for exclusive use of our Tenants shortly after. There will be new signs posted at the facility entrance designating Visitor and Employee Entrance. All Tenant employees will be issued gate cards that will allow them to drive up to the machine on this lane, swipe their card for entry, and proceed into our secured facility. The gate card will be assigned specifically to every employee based on a list provided by all Tenants. The card will show the employee's name and company he/she works for at the Guard's security screen upon swiping at the gate entrance. The left lane will remain open for visitors. This will help solve the congestion at the gate while our Security screens all visitors allowing Tenants to have a separate free-flowing entry point. We request that all Tenants keep their Tenant Cards secured. Sharing Tenant Cards will be strictly prohibited as it compromises the safety and security of the employees in this facility. Lost or stolen Tenant Cards can be replaced at our Office for a fee of \$5.00.

Barbecuing in the Facility

With the holidays upon us, we have been receiving requests to have small gatherings and/or employee barbecues on the facility grounds. We want to re-iterate that any employee barbecue/party on the facility grounds must be approved through our office. For the safety of our facility and employees, we have put together the house keeping rules when deciding to plan an employee barbecue.

- Notify the PAP Management Office at least 48 hours prior for clearance and approval to use the common facility grounds (designated bbq area).
- All barbecuing activities must be done in the designated grass area beside the Mechanical Shop. No barbecuing is allowed near the facility.
- We request for all outdoor parties/barbecues to be scheduled on weekends when traffic congestion and tenant operations are significantly slower.
- Absolutely no alcohol is allowed on the premises.
- For fire safety, a handheld fire extinguisher must be present beside the barbecue grill.
- PAP Management Office and Security Personnel reserve the right to end any barbecue activity if the party employees or guests become disruptive or is caught disobeying the building safety rules.

Merry Christmas & Happy New Year!

As we close this year, Pacair Properties would like to thank each and every Tenant for a successful 2018. We appreciate your business and partnership. We are excited for the new year and will continue to work on improving and upgrading this facility so that you are all proud to work here. We wish everyone great success and prosperity in 2019. Merry Christmas and Happy Holidays!

IF YOU NOTICE ANYTHING SUSPICIOUS, PLEASE CONTACT THE SECURITY GUARD AT 642-1380 OR OUR OFFICE IMMEDIATELY.

