



GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMTON SALUT PUPBLEKO YAN SETBISION SUSIAT



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**PROCESSING CENTER SECTION TO RE-OPEN TO ACCEPT HEALTH
CERTIFICATE AND SANITARY PERMIT RENEWAL APPLICATIONS**

The Division of Environmental Health (DEH) of the Department of Public Health and Social Services (DPHSS) is re-opening its Processing Center Section (PCS) to accept all applications for Health Certificates and the Guam Controlled Substances Registration, and renewal applications for Sanitary Permit. PCS will also be accepting requests for disinterment/reinternment, and rescheduling the Food Safety Health Certificate Training Courses that were cancelled due to Typhoon Mawar.

Effective June 19, 2023 through June 30, 2023, the PCS will operate daily, Monday through Sunday, except Government of Guam holidays, from 8:00 am to 6:00 pm.

DPHSS would also like to remind the public of the following:

- Health Certificates expiring from May 22, 2023 to June 23, 2023 will continue to be valid until June 23, 2023.
- Refresher and Interim Food Safety Health Certificate Training Courses scheduled from May 22, 2023 to June 9, 2023 will be rescheduled to another date with no additional fee.
- Employers with employees who possess an *Interim-New Health Certificate* are reminded that a manager with a Manager's Certification must oversee these employees to ensure supervision in food safety practices while at work.

General information for the public regarding PCS' reopening:

- Expect longer wait times due to the high volume of customers.
- Sanitary Permits will be processed and issued in 3-5 days. PCS will notify the applicant when Sanitary Permits are ready to be picked up.
- Sanitary Permit renewal application must include a copy of the current Sanitary Permit; the application will not be accepted if incomplete.
- To expedite the renewal of Sanitary Permits, PCS recommends check payments accompany the applications. Only cash or check payments are accepted at this time. Checks are to be made payable to: Treasurer of Guam.

- Applications for a new Sanitary Permit must still be submitted at the Business License and Permitting Center, located at the Department of Public Works in Upper Tumon.
- The Sanitary Permit renewal fee for this year is \$368.00 for one to ten employees and \$5 for each employee thereafter.

The Business License and Permit Center is open and a DEH representative will be available to accept new applications for Sanitary Permits on Mondays and Fridays from 8:00 am to 12:00 pm and 1:00 pm to 4:00 pm.

Sanitary Permit renewal applications and Guam Controlled Substances Registration applications will no longer be accepted at the Guam Environmental Public Health Lab in Dededo. The Lab will be utilized as the second venue to host the Food Safety Health Certificate Training Courses.

Please refer to the enclosed, “Frequently Asked Questions,” for additional information.

Please contact the Division of Environmental Health at (671) 922-2529/30/31/32/35, or via email at dphss-deh@dphss.guam.gov, for any questions.

DPHSS would like to thank the community for their patience and understanding.


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