THE NAVAJO NATION

BEN SHELLY PRESIDENT
REX LEE JIM VICE PRESIDENT

MEMORANDUM

TO: **ALL EXECUTIVE BRANCH EMPLOYEES**
Executive Branch

FROM: Sherrick Roanhorse, Chief of Staff
Office of the President and Vice President

DATE: March 19, 2012

SUBJECT: *2-Hour Delay*

Due to dangerous winter road conditions, there will be a 2-hour delay for Executive Branch Employees today, Monday, March 19, 2012. **All Executive Branch Employees are hereby granted up to two (2) hours of Administrative Leave effective today, Monday, March 19, 2012, from 8 – 10 a.m.**

While this leave applies to most Executive Branch Employees, those who are emergency personnel, political appointees, and essential personnel are exempt, unless arrangements are authorized by your immediate supervisor.

Thank you for your hard work and service to the Navajo people. If you should have further questions, please call (928) 871-7000.

cc: Ben Shelly, President
Rex Lee Jim, Vice President
Johnny Naize, Speaker
Herb Yazzie, Chief Justice
Sharon Clahchischilliage, Chief of Staff, Office of the Speaker
Ed Martin, Administrator, Supreme Court
Bernadette Bernally, Director, Personnel Management Department
Darren Tungovia, Director, Judical Branch Human Resources Department
Division Directors

POST OFFICE BOX 7440 / WINDOW ROCK, NAVAJO NATION, ARIZONA / 86515 / TELEPHONE: (928) 871-7000 / FAX: (928) 871-4025