



The Navajo Nation
Yideeskáądi Nitsáhákees

DR. BUU NYGREN *PRESIDENT*
RICHELLE MONTOYA *VICE PRESIDENT*

MEMORANDUM

TO: Navajo Nation Executive Branch
Division, Program, & Department Employees

FROM:


Dr. Buu Nygren, *President*
THE NAVAJO NATION

DATE: February 22, 2023

SUBJECT: (4) Hour Winter Weather Early Release

This memorandum serves as an official notification that all Navajo Nation Executive Branch employees, permanent and temporary, are granted **Four (4) Hours of Administrative Leave** from 1:00 p.m. to 5:00 p.m. today, Wednesday, February 22, 2023. All employees may depart at 12:00 p.m. (Noon) during their respective lunch hours.

Due to winter weather road conditions, there will be a four-hour early release to ensure our employees are able to travel safely home. Drive carefully and notify proper authorities of any emergencies that may occur due to this weather. Essential service workers, first responders, and other emergency personnel will continue to follow their regular schedules, unless arrangements are made with an immediate supervisor.

Please check on our elderly and our vulnerable relatives to ensure they are in a warm place, are safe, and have the necessary supplies as we experience severe winter weather conditions. Should you have immediate questions, please contact Chief of Staff Patrick Sandoval at (928) 871-7244. Thank you.

XC: *Legislative Branch*
Judicial Branch
OPVP File