




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

The Navajo Nation | Yideeskáądi Nitsáhákees

MEMORANDUM

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

FROM: 
Dr. Buu Nygren, *President*
THE NAVAJO NATION

DATE: January 18, 2023

SUBJECT: **One (1) Hour Winter Weather Early Release**

This memorandum serves as an official notification that all Navajo Nation Executive Branch employees, permanent and temporary, are granted **one (1) hour of Administrative Leave** from 4:00 p.m. to 5:00 p.m. today, Wednesday, January 18, 2023

Due to winter weather road conditions, we there will be a one-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 during this winter season. Should you have immediate questions, please contact Chief of Staff Patrick Sandoval at (928) 871-7000. Thank you.

XC: *Legislative Branch*
Judicial Branch
OPVP File