MEMORANDUM

TO : DIVISIONS, DEPARTMENTS, PROGRAM AND BRANCHES
THE NAVAJO NATION

FROM : _____
Ben Manuelito, Department Manager III
Fleet Management Department

DATE : May 23, 2014

SUBJECT : Use of Navajo Nation Vehicles – Fairs / 4th of July Celebration

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Pursuant to 2 N.N.C. § 3551 *et seq.*, the Motor Vehicle Review Board (MVRB) has responsibility and authority to authorize the assignment of Navajo Nation vehicles.

Conditions of assignment may include, but are not limited to, issuance of insurance, hours of permissible use, authorized drivers, parking requirements, decals, special equipment, and take home authorization. Branch Chiefs have primary responsibility to require directors and management to ensure that assigned Navajo Nation vehicles are used in accordance with the requirements of the Motor Vehicle Operator's Handbook.

Should your Division, Department, Program, or Branch anticipate using Navajo Nation vehicles during upcoming agency Fair(s) or 4th of July celebration, you must obtain authorization from the MVRB. Also, these activities are annual events, and the MVRB encourages good planning and avoid seeking consideration at the last moment. The next scheduled MVRB meeting is June 11, 2014, at 9:00 AM, and the second Wednesday each month thereafter. Any unauthorized use of Navajo Nation vehicles may warrant suspending or revoking a Navajo Nation Motor Vehicle Operator's Permit or vehicle assignment.

Moreover, the MVRB advises careful and thoughtful planning with regard to Navajo Nation resources being expended for such events and reminds everyone that use of Navajo Nation vehicles is for official-use-only, emphasizing lawful, prudent, and safe vehicle operation. Vehicle usage by Law Enforcement, Fire & Rescue, and Emergency Medical Services, to maintain life support and as first responders during such events does not require MVRB approval.

Please contact the Office Specialist at (928) 871-6425 for additional information required, i.e., written justification, daily schedule, list of vehicle(s) and authorized driver(s).