



December 17, 2012

To: **ALL NAVAJO NATION DEPARTMENTS/PROGRAMS**

From: Vivian A. Begay
Vivian A. Begay, Fleet Coordinator
Fleet Management Department

RE: **2013 WRIGHT EXPRESS ORIENTATION**

All Navajo Nation Employee who have **NOT** attended the Wright Express Orientation will need to attend the scheduled orientation. Those individuals that had their PIN number terminated or rehired which resulted in Personnel Action Form (PAF) cancellation **MUST** be re-orientated. Fleet Management Policy and Procedures on the usage of the card will be discussed and each employee will be receiving a PIN number.

The following is a list of dates for Window Rock Fleet Management WEX orientation. The orientation will take place at Window Rock Fleet Management conference room beginning at 9:00 a.m.

January 10, 2013
March 14, 2013
May 9, 2013
July 11, 2013
September 12, 2013
November 14, 2013

To sign up for the orientation or have questions, I can be reached at (928) 871-6426. Thank You.

Xc: Fleet Management Department ~ Administration/all agency
Distribution