



MEMORANDUM

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

FROM : 
Ben Manuelito, Department Manager III
Fleet Management Department

DATE : September 26, 2017

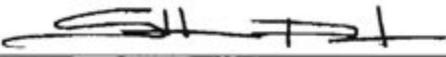
SUBJECT : Fleet Vehicles & Automobile Insurance

For policy year beginning October 01, 2017, Risk Management issued a memorandum dated September 22, 2017, indicating that all Navajo Nation vehicles are required to maintain proof of financial responsibility (insurance) as mandated by law and if requested by any Law Enforcement Agency having jurisdiction. Additionally, the Navajo Nation Motor Vehicles Operator's Handbook, Section 2.2 Management, requires that each vehicle must have a properly executed Vehicle Assignment Form, Proof of Insurance and exercise safe vehicle operation.

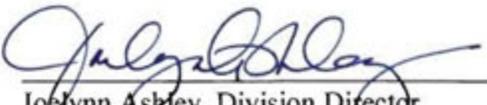
Fleet Management conferred with Risk Management to ensure that all vehicle operators be able to show proof of financial responsibility effective October 01, 2017, and agreed to circumvent usage of vehicles not insured; as follows: *If an assigned vehicle remains uninsured after October 31, 2017, deactivation of fuel cards will occur, as this action will reduce or eliminate the potential for loss and liability to the Navajo Nation.* Please ensure that your division, department, program, and Branch complete and submit the necessary Underwriting Exposure Summary packet to Risk Management for insurance coverage and remit premiums prior to this date. Therefore, any affected vehicles should be parked until the foregoing has been completed, otherwise personal liability may be at risk. Please take appropriate and responsible action as soon as possible so as not to impact services you provide.

If you should have any questions concerning the packet please contact Risk Management at (928) 871-6335. Thank you for your understanding and cooperation.

CONCURRENCE:


Shawnevan Dale, Program Supervisor I
Risk Management Program

ACKNOWLEDGED:


Joclynn Ashley, Division Director
Division of General Services

xc: Immanuel Harlan Charley, Department Manager II, ISD
Arita Yazzie, Advocate, DOJ