

THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: _0259-21_

SPONSOR: Vince R. James

TITLE: An Action Relating to the Budget and Finance Committee; Rescinding BFJA-04-20 as it Relates to the Travel Policies Manual for Navajo Nation Officials and Employees; Reinstating the Travel Policies and Procedures Approved in BFJA-01-02

Date posted: December 06, 2021 at 4:56PM

Digital comments may be e-mailed to comments@navajo-nsn.gov

Written comments may be mailed to:

**Executive Director
Office of Legislative Services
P.O. Box 3390
Window Rock, AZ 86515
(928) 871-7586**

Comments may be made in the form of chapter resolutions, letters, position papers, etc. Please include your name, position title, address for written comments; a valid e-mail address is required. Anonymous comments will not be included in the Legislation packet.

Please note: This digital copy is being provided for the benefit of the Navajo Nation chapters and public use. Any political use is prohibited. All written comments received become the property of the Navajo Nation and will be forwarded to the assigned Navajo Nation Council standing committee(s) and/or the Navajo Nation Council for review. Any tampering with public records are punishable by Navajo Nation law pursuant to 17 N.N.C. §374 *et. seq.*

LEGISLATION SUMMARY SHEET

TRACKING NO. 0259-21

DATE: December 6, 2021

TITLE OF LEGISLATION: AN ACTION RELATING TO THE BUDGET AND FINANCE COMMITTEE; RESCINDING BFJA-04-20 AS IT RELATES TO THE TRAVEL POLICIES MANUAL FOR NAVAJO NATION OFFICIALS AND EMPLOYEES; REINSTATING THE TRAVEL POLICIES AND PROCEDURES APPROVED IN BFJA-01-02

PURPOSE OF THIS LEGISLATION: to rescind the 2020 Travel Polices Manual approved in BFJA-04-20 and reinstate the Navajo Nation Employees' Travel Policy and Procedures Handbook approved in BFJA-BFJA-01-02.

OLC No. 21-499-1

5-DAY BILL HOLD PERIOD: Waived

Website Posting Time/Date:

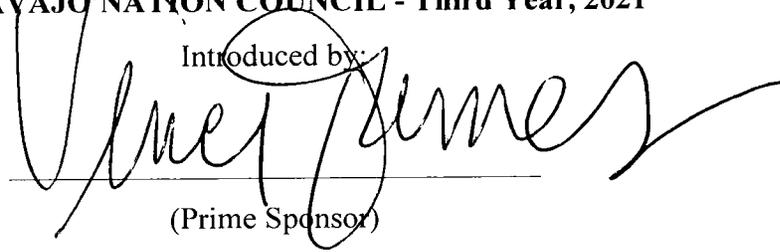
Posting End Date: December 11, 2021

Eligible for Action: December 12, 2021

PROPOSED STANDING COMMITTEE RESOLUTION

24th NAVAJO NATION COUNCIL - Third Year, 2021

Introduced by:



(Prime Sponsor)

Tracking No. 0259-21

AN ACTION

**RELATING TO THE BUDGET AND FINANCE COMMITTEE; RESCINDING
BFJA-04-20 AS IT RELATES TO THE TRAVEL POLICIES MANUAL FOR
NAVAJO NATION OFFICIALS AND EMPLOYEES; REINSTATING THE
TRAVEL POLICIES AND PROCEDURES APPROVED IN BFJA-01-02**

BE IT ENACTED:

SECTION ONE. AUTHORITY

A. The Budget and Finance Committee is a standing committee with the authority to promulgate policies and regulations concerning wages, expenditure reimbursements, and fringe benefits for Navajo Nation officials and employees. 2 N.N.C. §301(B)(8).

B. In 2019, the Office of the Controller developed new travel policies and procedures for Navajo Nation officials and employees, titled: "Travel Policies Manual." This new Manual was approved by the Budget and Finance Committee in January 2020 via Resolution No. BFJA-04-20. **EXHIBIT 1.**

C. The Budget and Finance Committee has oversight authority over the Office of the Controller. 2 N.N.C. §301(B)(13).

SECTION TWO. FINDINGS

A. In January 2020, via Resolution No. BFJA-04-20, the Budget and Finance Committee

1 approved the Controller's newly developed Travel Policies Manual. BFJA-04-20
2 rescinded the old employee travel policies and procedures previously approved in
3 Resolution No. BFJA-01-02. BFJA-01-02 with the old procedures is attached hereto as
4 **EXHIBIT 2.**

5 B. Since the new Travel Policies Manual was adopted in January 2020, Navajo Nation
6 Council delegates and Navajo Nation employees have encountered numerous problems
7 whenever attempting to get travel advances approved, obtaining reimbursements for
8 travel expenses, using their personal vehicles to travel, and incurring other costs while
9 traveling. These problems have resulted in the unnecessary loss of personal finances on
10 the part of delegates and employees due to official travel necessary for them to perform
11 their job duties for the Navajo Nation.

12 C. Prior to January 2020, the use of the old "NAVAJO NATION EMPLOYEES' TRAVEL
13 POLICY AND PROCEDURES HANDBOOK" approved in Resolution No. BFJA-01-02
14 (EXHIBIT 2) was much simpler and easier to follow, and use of the old Handbook
15 resulted in fewer problems and financial issues for Navajo Nation officials and
16 employees who needed to travel.

17 D. Due to the problems experienced with the new Travel Policies Manual approved in
18 BFJA-04-20, there is an urgent need to return to the old travel policies and procedures,
19 and the Navajo Nations finds that implementing the old pre-2020 procedures is in the
20 best interest of the Navajo Nation.

21
22 **SECTION THREE. RESCINDING BFJA-04-20 AS IT RELATES TO THE**
23 **TRAVEL POLICIES MANUAL APPROVED THEREIN; REINSTATING THE**
24 **TRAVEL POLICIES AND PROCEDURES APPROVED IN BFJA-01-02**

25 A. The Navajo Nation hereby rescinds those portions of Resolution No. BFJA-04-20
26 related to the Travel Policies Manual adopted in BFJA-04-20.

27 B. The Navajo Nation hereby reinstates "THE NAVAJO NATION EMPLOYEES' TRAVEL
28 POLICY AND PROCEDURES HANDBOOK" attached as Sub-Exhibit A to Resolution
29 No. BFJA-01-02. **EXHIBIT 2.**

1 **SECTION FOUR. DIRECTIVES**

2 Except as may be provided otherwise in applicable Navajo Nation or federal laws,
3 regulations, or contract/agreement terms, as of January 1, 2022 all Navajo Nation
4 governmental divisions, departments, programs, offices, officials, and employees shall
5 immediately implement and comply with the “THE NAVAJO NATION EMPLOYEES’
6 TRAVEL POLICY AND PROCEDURES HANDBOOK” (see Sub-Exhibit A to the attached
7 **EXHIBIT 2**) in their handling of all matters related to official travel by Navajo Nation
8 officials and employees; and compliance with such Handbook shall be mandatory unless
9 and until the Budget and Finance Committee by resolution amends or rescinds any
10 provision(s) therein.

11
12 **SECTION FIVE. EFFECTIVE DATE**

13 This legislation shall become effective upon certification by the Budget and Finance
14 Committee, pursuant to 2 N.N.C. §301(B)(8).

15
16 **SECTION SIX. SAVING CLAUSE**

17 If any provision of this legislation is determined invalid by the Navajo Nation Supreme
18 Court, or by a Navajo Nation District Court without appeal to the Navajo Nation Supreme
19 Court, those provisions of this legislation not determined invalid shall remain the law of the
20 Navajo Nation.