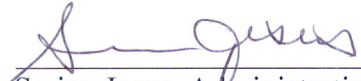




Memorandum

June 11, 2026

To : All Customers:
Navajo Nation Branches, Departments,
Chapters and Programs

From : 
Serina Jesus, Administrative Assistant
Office Supply Center, Office of the Controller

Subject : **Temporary Closure of Office Supply Center
July 1-8, 2026**

Office Supply Center will be closed, due to Quarterly Physical Inventory count. This is to update the FMIS with the actual counts of stocked items.

Therefore, the Office Supply Center will be closed from 8:00am, Wednesday, July 01, 2026, to 5:00pm, Wednesday, July 8, 2026. These days are crucial to accurately determine true office supply inventory. Supplies that are filled and completed can be picked up during the week.

Should you have any questions, please call me at extension 928-729-4103, or call Myron Tsosie, Delegated Program Manager, at 928-729-4000.

CONCURRENCE:


Myron S. Tsosie, Delegated Program Manager
Property Management/Supply Center/OOC



MEMORANDUM

TO: ALL CONCERNED

FROM: 
Myron S. Tsosie, Delegated Program Manager I
Property Management Department
Office of the Controller

DATE: November 21, 2025

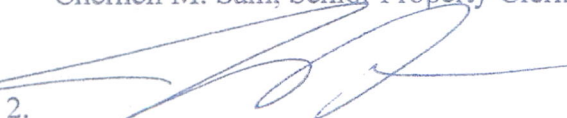
SUBJECT: STANDING DELEGATION OF AUTHORITY

This memorandum shall serve to inform you that when the Delegated Program Manager I of the Navajo Nation Property Management Department is on leave or on travel status, the following order of delegation will be in effect immediately. The individuals will be delegated the responsibility to sign any documents that are of a "routine nature" and all other documents considered "significantly questionable" will be referred to the Delegated Program Manager I upon return. This delegation shall remain in effect until rescinded or revised in writing.

Your utmost cooperation with the delegated individuals is greatly appreciated. Thank you.

ACKNOWLEDGEMENT:

1. 
Chernel M. Sam, Senior Property Clerk

2. 
Josef W. Coleman Jr., Senior Property Clerk