



THE
NAVAJO
NATION

FLEET MANAGEMENT • P.O. BOX 608 • WINDOW ROCK, ARIZONA 86515 • (928)871-6425 • Fax (928)

JOE SHIRLEY, JR.
PRESIDENT

BEN SHELLY
VICE-PRESIDENT

December 29, 2008

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

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

RE: **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 am.

- ❖ **January 20, 2009**
- ❖ **February 17, 2009**
- ❖ **March 17, 2009**
- ❖ **April 21, 2009**
- ❖ **May 19, 2009**
- ❖ **June 16, 2009**
- ❖ **July 21, 2009**
- ❖ **August 18, 2009**
- ❖ **September 15, 2009**
- ❖ **October 20, 2009**
- ❖ **November 16, 2009**
- ❖ **December 15, 2009**

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

xc: Fleet Management Department ~ Administration/All agencies
Distribution