

NAVAJO NATION BAND Program FY2018 CONTRACTUAL AGREEMENT

As an official member of the Navajo Nation Band (NNB) program, I understand and agree:

To abide by, obey all rules & regulations set forth by the NNB Plan of Operation; including reading and understanding thoroughly all written and verbal announcements, statements, updates, etc. through manuals, emails, letters, etc. issued by the Navajo Nation, the Navajo Division of Human Resources (NDHR) and the NNB Administration. And, that I have provided all means of contact information. It is also my responsibility to contact the NNB Administration should I require information, have any questions and/or concerns, to report changes or need assistance.

To abstain from the use of and not be under the influence of Alcohol and/or Drugs (not prescription) while in uniform and in the service of my duties as an NNB member. NNB observes a NO-tolerance policy.

To be reimbursed, I must arrive early or on time of scheduled time and sign-in. It is also my responsibility to complete (in FULL) a General Claim Form (GCF), signed by myself and turned in to the NNB Administrative Coordinator at the conclusion of the performance. Missed claims are not retroactive.

To actively attend most or all NNB activities. I will commit to be involved in its entirety and participate fully until released. If **Musician**, I agree to practice on my own and be fully prepared and knowledgeable of all assigned music. If **Auxiliary** (Banner carrier, Color guard, and Water carrier), I agree to arrive prepared and to assist where needed. If **Twirler/Drum Major**, I agree to practice on my own as well as attend group rehearsals and to have prepared synchronized group routines as well as individual routines.

That I am able to comply with the financial requirements such as providing my own musical instrument; equipment; and/or supplies; uniform; Navajo jewelry; and shall maintain and keep all in good repair and/or working/clean condition. (Applies to all – NNB-issued and non-issued - instruments, uniform and equipment, where applicable.) Also includes costs regarding transportation, meals, etc. that may occur in the course of any NNB activity.

To immediately inform and report to NDHR any health issues that may hinder my participation in NNB activities. Includes any temporary or permanent situation(s) which may pose a liability to the Navajo Nation if any incident/accident should occur.

By signing this agreement I have read, understood and agree to comply and adhere to all of the conditions. If I violate any item outlined above, I may be subjected to immediate dismissal; or suspension from NNB activities; and/or temporary or permanent termination of my membership. If terminated, I will be required to immediately return all NNB-issued instruments, equipment, uniform shirt and patches.

Signature: _____

Date: _____

ACKNOWLEDGEMENT:

NN Division of Human Resources Representative

Date: _____