



THE JICARILLA APACHE NATION

P.O. BOX 507 • DULCE, NEW MEXICO • 87528-0507

RESOLUTION OF THE LEGISLATIVE COUNCIL

ADMINISTRATIVE & FINANCE SUPPORT/Human Resources

RE: Approval of the Human Resources Manual Revisions

Resolution No.: 2020-R-054-02 (corrected 3/2/2020)

WHEREAS, the Jicarilla Apache Nation (“Nation”) is a federally recognized Indian Tribe organized under the Indian Reorganization Act of June 18, 1934 (25 U.S.C. §476) and under its Revised Constitution the Legislative Council has full power and authority to act for the Nation; and

WHEREAS, the Human Resource Department (“HR”) along with Valliant, Inc. (“HR Consultants”), Legal Counsel and suggestions/recommendations provided by Department Directors and employees of the Nation have now completed the revisions to the Human Resources Manual (“Manual”); and

WHEREAS, amendments to subject areas include:

- Retains and updates Policies and Procedures contained in the Manual
- Consistent with the J.A.N.C. Title 19, Ordinances, and Resolutions
- Suggestions and questions frequently asked by Nation Employees given consideration
- Backgrounds regarding suitability standards and the Indian Child Protection & Family Violence Act
- Social Media, Electronic Media, and Workplace Bullying
- Anti-Harassment and Sexual Harassment
- Grievance Process
- Drug/Alcohol Policy and Test Procedures
- Document structured to aid in easier referencing, user friendly
- Other areas of the Manual have been updated and reworded for a more accurate and consistent management practice; and

WHEREAS, the Director of the Human Resources along with HR Consultants and members of the HR Staff now present the Manual with the appropriate changes to the Legislative Council for approval; and



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WHEREAS, after discussion, the Legislative Council has determined it is in the best interest of the Nation to approve the Human Resources Manual with the provisions and to be reviewed in 30 days for any other revisions or amendments.

NOW, THEREFORE, BE IT RESOLVED, the Legislative Council of the Jicarilla Apache Nation hereby approves the revised Human Resources Manual.



President of the Nation – Darrell Paiz

CERTIFICATION

The foregoing Resolution was enacted upon by the Legislative Council of the Jicarilla Apache Nation on the 21th day of February, 2020, by a vote of 6 for, 2 against, 0 abstain, at a duly called meeting at which a quorum of the Legislative Council members were present.

ATTEST:



Secretary of the Nation – Merldine Oka