

**RESOLUTION OF THE
RESOURCES AND DEVELOPMENT COMMITTEE
Of the 23rd Navajo Nation Council---Second Year 2016**

AN ACTION

**RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE; APPROVING THE
PLAN OF OPERATION FOR THE GENERAL LAND DEVELOPMENT DEPARTMENT
WITHIN THE DIVISION OF NATURAL RESOURCES**

BE IT ENACTED:

SECTION ONE. AUTHORITY

A. The Resources and Development Committee (RDC) is established as a standing committee of the Navajo Nation Council with oversight committee for the Division of Natural Resources. 2 N.N.C. § 500(A); 2 N.N.C. § 501(C)(1).

B. The Resources and Development Committee is empowered to grant final approval for Plans of Operation for the Division of Natural Resources. 2 N.N.C. § 501(B)(2)(g).

SECTION TWO. FINDINGS

A. The Executive Director of the Navajo Nation Division of Natural Resources (DNR) has submitted proposed amended plans of operation for approval by the Resources and Development Committee for all of its departments with the exception of the Navajo Nation Museum plan of operation which was recently amended. See, Memorandum of Executive Director dated August 23, 2016 attached as Exhibit A.

B. The Executive Director has submitted significant changes to the DNR departmental structure including the creation of the General Land Development Department which is the subject of this legislation.

C. The proposed Plan of Operation for the Navajo Nation Division of Natural Resources General Land Development Department is attached as Exhibit B.

SECTION THREE. APPROVING THE PLAN OF OPERATION FOR THE GENERAL LAND DEVELOPMENT DEPARTMENT WITHIN THE NAVAJO NATION DIVISION OF NATURAL RESOURCES

The Navajo Nation hereby approves the amended Plan of Operation for the Navajo Nation Division of Natural Resources General Land Development Department, attached as Exhibit B.

CERTIFICATION

I, hereby, certify that the foregoing resolution was duly considered by the Resources and Development Committee of the 23rd Navajo Nation Council at a duly called meeting at Navajo Department of Transportation, (Navajo Nation) Tse Bonito, New Mexico, at which quorum was present and that same was passed by a vote of 5 in favor, 0 opposed, 1 abstained this 25th day of October, 2016.

A handwritten signature in black ink, appearing to read 'Ben Bennett', with a long horizontal line extending from the end of the signature.

**Benjamin Bennett, Vice-Chairperson
Resources and Development Committee
Of the 23rd Navajo Nation Council**

**Motion: Honorable Jonathan Perry
Second: Honorable Leonard Pete**

Document No. 005992Date Issued: 05/17/2016

JUL 20 2016

SECTION 164 REVIEW FORMTitle of Document: Rev. Plans of Oper. for all DNR Depts. Contact Name: BECKER, BIDTAH NELLIEProgram/Division: DIVISION OF NATURAL RESOURCESEmail: bidtahnbecker@navajo-nsn.gov Phone Number: 928-871-6592Division Director Approval for 164A: B. Becker see memo dated 6/3/2016

Check document category; only submit to category reviewers. Each reviewer has a maximum 7 working days, except Business Regulatory Department which has 2 days, to review and determine whether the document(s) are sufficient or insufficient. If deemed insufficient, a memorandum explaining the insufficiency of the document(s) is required.

Section 164(A) Final approval rests with Legislative Standing Committee(s) or Council

☒	Statement of Policy or Positive Law:								
	1. OAG:	<u>[Signature]</u>	Date:	<u>7/27/16</u>	☒	☐			
☐	IGA, Budget Resolutions, Budget Reallocations or amendments: (OMB and Controller sign ONLY if document expends or receives funds)								
	1. OMB:	_____	Date:	_____	☐	☐			
	2. OOC:	_____	Date:	_____	☐	☐			
	3. OAG:	_____	Date:	_____	☐	☐			

Section 164(B) Final approval rests with the President of the Navajo Nation

☐	Grant/Funding Agreement or amendment:								
	1. Division:	_____	Date:	_____	☐	☐			
	2. OMB:	_____	Date:	_____	☐	☐			
	3. OOC:	_____	Date:	_____	☐	☐			
	4. OAG:	_____	Date:	_____	☐	☐			
☐	Subcontract/Contract expending or receiving funds or amendment:								
	1. Division:	_____	Date:	_____	☐	☐			
	2. BRD:	_____	Date:	_____	☐	☐			
	3. OMB:	_____	Date:	_____	☐	☐			
	4. OOC:	_____	Date:	_____	☐	☐			
	5. OAG:	_____	Date:	_____	☐	☐			
☐	Letter of Assurance/M.O.A./M.O.U./Other agreement not expending funds or amendment:								
	1. Division:	_____	Date:	_____	☐	☐			
	2. OAG:	_____	Date:	_____	☐	☐			
☐	M.O.A. or Letter of Assurance expending or receiving funds or amendment:								
	1. Division:	_____	Date:	_____	☐	☐			
	2. OMB:	_____	Date:	_____	☐	☐			
	3. OOC:	_____	Date:	_____	☐	☐			
	4. OAG:	_____	Date:	_____	☐	☐			



NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ	
06-03-16	420 pm
DATE / TIME	
☒ 7 Day Deadline	
DOC #:	005992
SAS #:	
UNIT:	NRU

☐ RESUBMITTAL

*** FOR NNDOJ USE ONLY - DO NOT CHANGE OR REVISE FORM. VARIATIONS OF THIS FORM WILL NOT BE ACCEPTED. ***

CLIENT TO COMPLETE

DATE OF REQUEST: 6/3/2016 ENTITY/DIVISION: DNR
 CONTACT NAME: Biddah N Becker DEPARTMENT: DNR
 PHONE NUMBER: 6592 E-MAIL: biddah.n.becker@navajo-nsn.gov
 TITLE OF DOCUMENT: Plans of Operation Doc # 5992
 Call Biddah if you have any questions

DOJ SECRETARY TO COMPLETE

DATE / TIME IN UNIT: 06/06/16 8:30 AM
 REVIEWING ATTORNEY/ADVOCATE: Sage Garland, Allison Parks, Veronica
 DATE / TIME OUT OF UNIT: 7.28.16 @ 3:30 pm

DOJ ATTORNEY / ADVOCATE COMMENTS

Plans of operation were reviewed by Allison Parks, Sage Garland and Veronica Blackhat. Plans were reviewed and edits made. Legally sufficient.

REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
		Veronica Blackhat	7/27/16 2:28 pm

DOJ Secretary Called: Mallory Jones for Document Pick Up on 7.28.16 at 3:15 By: B

PICKED UP BY: (PRINT) DATE / TIME:

COMPLETED



THE NAVAJO NATION

RUSSELL BEGAYE
JONATHAN NEZ



MEMORANDUM

TO: Alton Shepherd, Chairman
Resources and Development Committee
Navajo Nation Council

FR: 
Biddah N. Becker, Executive Director
Division of Natural Resources

DT: August 23, 2016

RE: Revised Plans of Operation for Division of Natural Resources (DNR) and DNR Departments

I am pleased to submit revised plans of all operation for the DNR Administration and all the departments within DNR with the exception of the Museum. The Museum's plan of operation was recently revised and upon review it was determined that no revisions were necessary. The Museum's is included in the attached binder so that the Committee may review it.

There are two significant changes to the DNR departmental structure reflected in the updated plans of operation: (1) the merger of the Historic Preservation Department and the Archeology Department to create the Heritage and Historic Preservation Department and (2) the creation of the General Land Development Department. Accordingly, there will be the following thirteen Departments within the Division of Natural Resources:

1. Administration, also known as the Division of Natural Resources
2. Agriculture
3. Abandoned Mine Lands (AML) / Uranium Mill Tailings Remediation Act (UMTRA)
4. Fish and Wildlife Department
5. Forestry Department
6. General Land Development Department
7. Heritage and Historic Preservation Department
8. Minerals Department
9. Museum
10. Navajo Land Department
11. Navajo Parks and Recreation Department
12. Resources Enforcement
13. Water Resources Department

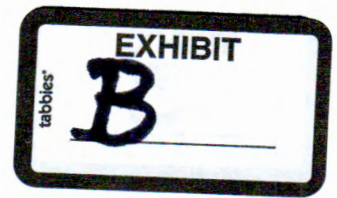
Finally, there is significant additional language added to the plans of operation for the Department of Agriculture and the Navajo Land Department. The goal of the additional language is to clarify the Department of Agriculture's role in working with the District Grazing Officials, the Land Board Members, and the Farm Board Members and to modernize the management of the Navajo Land Department through such means as the Navajo Land Title Database.

Please contact me if with any questions or concerns at bidtahnbecker@navajo-nsn.gov.

Division of Natural Resources

P.O. Box 9000, Window Rock, AZ 86515

Telephone: (928) 871-6592/3; Fax: (928) 871-7040; Website: www.dnrnavajo.org



Navajo Nation
General Land Development Department
Plan of Operation

GENERAL LAND DEVELOPMENT DEPARTMENT

PLAN OF OPERATION

I. ESTABLISHMENT

The General Land Development Department is hereby established within the Division of Natural Resources, Executive Branch of the Navajo Nation Government.

II. PURPOSE

The General Land Development Department (GLDD) administratively processes applications for land withdrawals, non-mineral leases, permits, and rights-of-way, on and across Navajo Nation lands, including any amendments, subleases, or assignments thereof.

III. ORGANIZATION

A. The General Land Development Department is a Department within the Division of Natural Resources (DNR) Executive Branch;

IV. PERSONNEL

A. There is hereby established the position of Department Manager of the General Land Development Department, who shall be selected, compensated, and serve pursuant to the provisions of the Navajo Nation Personnel Policies and Procedures Manual.

B. All personnel hired shall be compensated and managed pursuant to applicable Navajo Nation Personnel Policies and Procedures.

V. DUTIES, AUTHORITY AND RESPONSIBILITIES

The Department Manager is hereby authorized to:

- a. Oversee the GLDD development of applicable regulations, policies, and procedures;
- b. Establish short and long term goals through Division of Natural Resources' master plans;
- c. Manage and administer all delegations of authority from the Resources and Development Committee or the Executive Director of the Division of Natural Resources;
- d. Utilize and train staff in the use of the Navajo Nation System to store, access and process information, data, and documentation;
- e. Manage and supervise staff to complete processing of all application requirements for non-mineral leases, permits, and grants of rights-of-way for the use and occupancy of all

Navajo Nation lands, with the exception of homesite leases, residential leases, and energy-related rights-of-way ;

- f. Create, require, and manage all forms, applications, and records concerning leasing and permitting activities on Navajo Nation lands;
- g. Conduct, require, and process all reviews of, and draft dispositional recommendations for all applications for the grant of a non-mineral lease or issuance of a permit for the use or occupancy of all Navajo Nation lands;
- h. Work collaboratively with the Minerals Department concerning the grant of a right-of-way or energy-related rights-of-way on or across Navajo Nation lands through the Departments of the Division of Natural Resources. All substantive compliance approval reviews shall be conducted by relevant Departments within the Division of Natural Resources. The Environmental Reviewer responsibilities shall be conducted by the GLDD consistent with the Environmental Review Process set forth by the Navajo Nation General Leasing Regulations of 2013;
- i. Obtain, require, manage and record all land user consents for the issuance of mineral surface leases, permits, and rights-of-way on or across all Navajo Nation lands consistent with the requirements of the Navajo Nation laws, regulations, procedures, and policies including those governmental requirements codified at 16 N.N.C. § 1401 – 1403, with the exception of basic public infrastructure development, homesite leases, residential leases, and energy-related rights-of-way;
- j. Require land descriptions and computer generated survey plats, geographic information, and land title records for all non-mineral leases, permits and rights-of-ways on Navajo Nation lands in coordination with the Navajo Land Department, with the exception of homesite leases, residential leases, and energy-related rights-of-way;
- k. Conduct, manage, and administer intergovernmental relationships and liaisons with federal, state, county, other governmental organizations, as well as non-governmental, public or private entities, including individual members of the public, concerning non-mineral leases, permits, and rights-of-way on or across Navajo Nation lands, including individuals, managed by the GLDD;
- l. Insure the efficient management and administration of the General Land Development Department and be accountable for all funds appropriated to the Department, including submitting financial reports, progress reports, and preparing budgets; will be authorized to develop a proprietary account for all revenues; and
- m. In the first instance, collaboratively work with Department Managers to gain completion of compliance reviews of applications after a determination is made of unreasonable delay by the GLDD Manager. In the event that the unreasonable delay continues and the compliance review remains incomplete, the GLDD Manager shall notify the Executive Director of the Division of Natural Resources to obtain completion of the relevant

compliance review and for the issuance of sanctions; if necessary, which is in the discretion of the Executive Director.

III. LEGISLATIVE OVERSIGHT

- A. Pursuant to 2 N.N.C. § 501 (C), the Resources and Development Committee of the Navajo Nation Council is the oversight committee of the Division of Natural Resources, including the General Land Development Department.
- B. Pursuant to 2 N.N.C. §§ 501 (B) (2) and (3), the Resources and Development Committee is empowered to delegate its authority to approve and grant leases, rights-of-way, and permits for the use or development of Navajo Nation lands to the Division of Natural Resources and any of its Departments or Programs.

VII. AMENDMENTS

This Plan of Operation may be amended from time to time by the Resources and Development Committee of the Navajo Nation Council.

(Updated: October 26, 2016)

General Land and Development Department Organizational Chart

Need Additional Funding for New positions

