### RESOLUTION OF THE

### BUDGET AND FINANCE COMMITTEE

### OF THE NAVAJO NATION COUNCIL

23RD NAVAJO NATION COUNCIL - First Year, 2015

#### AN ACTION

RELATING TO BUDGET AND FINANCE COMMITTEE; APPROVING THE AMENDMENT AND RESTATEMENT OF THE NAVAJO NATION MASTER INVESTMENT POLICY

#### BE IT ENACTED:

Section One. Findings

- A. The Budget and Finance Committee, established as a standing committee of the Navajo Nation Council, shall exercise oversight authority including but not limited to budget, finance, investment, bonds, contracting, insurance, audits, accounting, taxes, loans, for the purpose to coordinate, oversee(,) regulate the fiscal, financial, investment, contracting and audit policies of the Navajo Nation. 2 N.N.C. §300(A), (C)(1).
- B. The Office of the Controller and the Navajo Nation Investment Committee by Resolution No. NNICJU-01-15, adopted June 12, 2015, recommends the approval and adoption of the Amended and Restated Policy with the approval and adoption of the investment guidelines. Resolution No. NNICJU-01-15 attached as Exhibit A.
- C. In exercising its authority under 2 NNC Section 300(A), the Budget and Finance Committee has adopted the Navajo Nation Master Investment Policy and Procedures (the "2008 Policy") to provide investment management personnel with policy guidance for investing the Navajo Nation's financial resources. The Policy was last amended and restated in 2008, pursuant to Resolution No. BFJA-01-08 of the Budget and Finance Committee, adopted on January 24, 2008.

The Budget and Finance Committee has final authority to review, reaffirm, modify and approve the Policy from time to time.

- D. Pursuant to Section 1.1, Section 4.3(a), Section 4.8(a) and Section 22 of the Policy, the Navajo Nation Investment Committee (the "Investment Committee"), upon the advice of its investment consultant, currently RVK Inc. (the "Investment Consultant"), may recommend modifications to the Policy for approval and adoption by the Budget and Finance Committee.
- E. The Budget and Finance Committee, upon the recommendation of the Investment Committee and the Investment Consultant, has reviewed the Amended and Restated Policy and has determined that it is in the best interests of the Navajo Nation to amend and restate the 2008 Policy as reflected in the Amended and Restated Policy. Attached hereto as Exhibit B and B-1 (the "Amended and Restated Policy").
- F. Section 21 of the proposed Amended and Restated Policy directs the Investment Committee, along with the Investment Consultant and appropriate advisors as needed, to develop investment guidelines for each asset class of permitted investments (the "Asset Class Guidelines") to provide guidance to the Navajo Nation's investment managers concerning the management of The Budget and Finance Committee, upon Nation's funds. the Investment Committee and the Investment recommendation of Consultant and other advisors to the Navajo Nation, has reviewed the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy, and has determined that it is in the best interests of the Navajo Nation to approve and adopt the Asset Class Guidelines.

## Section Two. Approval

- A. The Budget and Finance Committee approves the Amended and Restated Policy in its entirety as set forth in Exhibit B attached hereto.
- B. The Budget and Finance Committee approves the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy.
- C. The Amended and Restated Policy as set forth in Exhibit B, including the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy, shall become effective immediately upon adoption of this Resolution by the Budget and Finance Committee.

### CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Budget and Finance Committee of the Navajo Nation Council at a duly called meeting held at Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 2 in favor, 0 opposed, this 23<sup>rd</sup> day of June, 2015.

Seth Damon, Chairperson

Budget and Finance Committee

Motion: Tom T. Chee

Second: Dwight Witherspoon



### THE NAVAJO NATION

### MASTER INVESTMENT POLICIES

### Section 1. Introduction and Scope

1.1 Introduction. The Master Investment Policy and Procedures (hereinreferredtoasthe "Policy") and the corresponding Sub-Policies covering specific funds (herein referred to as "Sub-Policies" defined below in Section 20) of the Navajo Nation (herein referred to as "TNNthe "Nation") provide management personnel the Parties (defined below in Section 3.1) with policy guidance for investing TNNthe Nation's financial resources. The Policies provide the framework for TNNthe Nation's execution of its fiduciary responsibility to tribal responsibilities to Nation members, employees, and other beneficiaries of Tribal the Nation's funds.

This Policy will be reviewed as needed by TNN, the Nation acting through the Nation's Investment Committee (the "Investment Committee") and the Budget and Finance Committee of TNNthe Navaio Nation Council (hereinreferred to asthe "B&F Committee"). Adoption of this Policy and any subsequent modifications to the Policy requires recommendation by the Investment Committee and to the B&F Committee for the B&F Committee's approval by the B&F Committee.

1.2 Scope - Funds and Accounts. The scope of thethis Policy and its Sub-Policies applies to all investable funds of TNNthe Nation, being short, intermediate and or long-term, or managed internally or externally.

Accounts are classified into funds pursuant to GAAP in accordance with specified activities and objectives. The <u>funds are as followsNation's existing funds include the following funds organizedinthefollowingfour(4)fundclassifications(the "FundClassifications"):</u>

### GENERAL FUND

### SPECIAL REVENUE FUNDS

- Grant Fund
- Chapter Government Nation Building Fund (1982ClaimsFundand1986 Claims Fund)
- Navajo Dam Escrow Fund
- Scholarship Fund (Navajo Engineering and Construction Trust Fund for Scholarships and Financial Assistance and the Diné Higher Education Grant Fund)
- Navajo Rehabilitation Trust Fund
- Navajo Tourism Fund
- Land Acquisition Fund
- Environmental Protection Agency Fund
- Navajo Trust Fund (PhoenixIndianSchool)
- Tax Suspense Funds
- Oil & Gas Development SpecialRevenue Fund
- Navajo Forestation Fund
- Local Governance Trust Fund
- Capital Outlay <u>MatchFundingSpecialRevenue</u> Fund

- Sales Tax Trust Fund
- NavajoNation Road Fund

### FIDUCIARY FUNDS

### Pension Trust Funds:

- Retirement Fund
- Deferred Retirement Fund
- Nihibeeso Retirement Fund

# Nonexpendable Trust Funds:

- NavajoNation Permanent Fund
- Handicapped Services Trust Fund
- Vocational Education Trust Fund
- Senior Citizens Services Trust Fund
- Navajo Academy Preparatory School, Inc. Trust Fund
- Veteran's Navajo Nation Veterans Trust Fund

### Síhasin Fund

### PROPRIETARY FUNDS

- Business and Industrial Development Fund
- Loan Fund
- Group Health Self Insurance Fund
- Property & Casualty Insurance Fund (InsuranceServicesFund)
- Worker's Compensation Insurance Fund (InsuranceServicesFund)
- Contingency Management Fund
- Navajo Times
- Fleet Management
- Duplicating Services
- Office Supply Center
- Navajo Air Transportation
- Employee Housing
- Parks and Recreation
- Archaeology
- Tribal Ranches

The administrative responsibility for the retirement accounts (i.e., the defined benefit, the 401(k) and the deferred compensation plans) rests with the committees or boards established in the respective plan documents. The responsibilities of the Investment Committee are to oversee investment policy and managers policies and Investment Managers (defined below) for all of the above named funds.

1.3 Additional Funds. From time—te—time TNNthe Nation designates financial resources into new funds. All such funds will be classified into the categories listed in subsection Fund Classifications identified in Section 1.2 above, or into a new category Fund Classification if appropriate. Such classification will be determined by the The Controller shall assign the

appropriate Fund Classification for new funds in accordance with GAAP criteriagenerally accepted accounting principles ("GAAP").

1.4 Pooling of Funds. Each fundelassification FundClassification will be managed as an individual pool to take advantage of economies of scale when making investment purchases and to simplify the investment process, unless comingling of the funds specifically cannot be commingled is prohibited. Except for cash in certain restricted and special funds, TNNthe Nation will consolidate cash balances from all funds, regardless of Fund Classification, to maximize investment earnings. Investment income will be allocated to the funds based on their respective participation in the aggregate investment and in accordance with generally accepted accounting principles. Funds which cannot be commingled GAAP. Funds prohibited from comingling will be managed separately (i.e.g., Retirement Funds).

The Controller may, atusing his/or her discretion professional judgement, establish more than one cash management fund. On anannual quarterly basis, the Controller shall report the status and performance of the internal cash managed management fund(s) to the Investment Committee. The Controller shall report to the B&F Committee the establishment of any new cash management fund.

# Section 2. General Objectives

- 2.1 Investment Objectives and Priorities. All The Nations hall investall available funds shall be invested subject to the following objectives and priorities:
  - a) Safety of principal. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
  - b) Liquidity requirements of anticipated and unanticipated expenditures.
  - c) Yield.
  - d) Recognition of differing objectives and needs of various fund portfolios.
  - e) Conformance with <u>Tribal Nation</u> law and other <u>pertinent applicable</u> legal restrictions.
  - f) Maximization of the total rate of return on investment consistent with the foregoing objectives.
  - g) Diversification by asset type, security, and investment manager in order to smooth the volatility of quarterly returns.
- 2.2 Short-Term Funds. Short The Nationshall investits short-term funds shall integrate in a manner that integrates safety, liquidity, and yield as defined by (a)—(c) below. Short The Nation's short-term funds shall include:
  - The General Fund:
  - The Grant Fund;
  - Proprietary Funds;
  - Cash Thecash portion of the long-term funds; and

- AndanyAny other short-term funds that may be added.
- a) Safety. Safety TheNationshalltreatsafety of principal isas the foremost objective of the short-term investment portfolio. Investments The Nation shall be undertakenundertake investments in a manner that seeks to ensure the preservation of capital in the overall short-term investment portfolio. The Nation's objective will be to mitigate eredit risk and interest rate risk Credit Risk (defined below) and Interest Rate Risk (defined below).
  - i) Credit risk TNNwillminimizecreditrisk,i.e.,the Risk-The risk of loss due to failure of the security issuer or backer by ("Credit Risk") will be minimized by the Nationas follows:
    - a) Limitinginvestments Investments will be limited to the safest types of securities;
    - b) ProperInvestmentmanagerswillconductproper due diligence of investmentmanagers; on investments; and
    - c) Diversifyingthe The short-term investment portfolio sothat will be diversified to minimize potential losses on individual securities will be minimized.
  - ii) Interest <a href="raterisk RateRisk">raterisk RateRisk</a> TNN <a href="TheNation">TheNation</a> will minimize the risk that the market value of securities in the short-term investment portfolio will fall due to changes in general interest rates ("Interest Rate Risk") by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations. Operating funds will be invested primarily in shorter-term securities, money market mutual funds, or similar investment pools.
- b) Liquidity. The short-term investment portfolio shall remain sufficiently liquid to meet all operating requirements: of the Nation. This is will be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities investments with active secondary markets (dynamic liquidity).
- c) Yield. The short-term investment portfolio shall be designed withtheobjective of attaining to attain a market rate of return, taking into account the Nation's investment risk constraints and liquidity needs. Yield includes interest from bonds and dividends from common and/or preferred stocks.
- 2.3 Long-Term Funds. Long <u>TheNationshallfocusitslong</u>-term funds <u>willfocus</u> on capital growth <u>and</u>, <u>TheNation</u>'slong-termfunds include:
  - Special Revenue Funds (withexceptionofexcludingthe Grant Fund);
  - Fiduciary Funds:and
  - AndanyAny other long-term funds that may be added.

Capital Growth. The longerNation's long-term investment portfolio shall be designed with the objective of protecting to protect principal while earning a rate of return that will meet or exceed the rate of inflation to preserve the fund assets and to ensure that sufficient reserves will be available to cover future cash requirements. Capital growth is generally achieved by investing prudently in a wide range of asset classes in order to achieve proper diversification. Since these funds will focus on long-term capital appreciation some short-term volatility including loss of principal may be experienced.

### Section 3. Standards of Care

- 3.1 Prudence. All participants in the Nation's investment process shall act responsibly as custodians of the public trust. The standard of prudence to be applied by the officers of TNN and external service providers shall be the "prudent investor" rule, defined as follows: The Controller and the Investment Staff (defined below in Section 4.4), the Investment Committee and its members, the B&F Committee and its members, the Investment Consultant (defined below in Section 4.8), the Investment Managers (defined below in Section 4.6), the Financial Advisor (defined below in Section 4.9). Special Counsel (defined below in Section 4.10), and any other consultants engaged by the Nation to assist in the Nation's investment program (collectively, the "Parties"), shall follow the "prudent investor" rule in investing or advising the Nation concerning the investment of the Nation's funds. The "prudent investor" rule provides that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."
- 3.2 Code of Ethics. Members of The Controller: the Investment Committee, and its members: and the B&F Committee and staffits members shall comply with all aspects of TNN the Navajo Nation Ethics in Government Law found forth in 2 NNC Section N.N.C. § 3741 et seq. (the "Ethics Code").

### Section 4. Delegation of Authority

TNN The Nation shall adhere to, and maintain, a highly structured and organized process infor implementing its investment programs.

- 4.1 Budget and Finance Committee. Pursuantto2NNCSection372(A),theB&FCommittee is authorized to coordinate, oversee The B&F Committee is vested with oversight authority with respect to the Nation's investments pursuant to 2 N.N.C. § 300.C (established in Navajo Nation Council Resolution Nos. CO-45-12 and CJA-03-13). Title Two also authorizes the B&F Committee to coordinate, oversee, and regulate fiscal, financial,the investment, contracting and audit policies of TNN. In exercising its 2 NNC Section 372 (A) authority policies of the Nation, Id. at § 300.C.1, and places a duty on the B&F Committee to protect the interests of the Navajo people through the prudent management of the financial reserves of the Nation, Id. at § 300.C.4. Pursuant to the aforementioned statutory authority and obligation, the B&F Committee has final authority to approve this Policy and all TNN Nation investment policies, and to reaffirm the Policy and obligation investment policies.
- **4.2** Investment Committee: The Investment Committee will consist of:

- a) The Controller; pursuantto 12NNCSection 203, the Controller, who shall serve as Chairman of the Investment Committee pursuant to 12 N.N.C. § 203.I:
- b) The Attorney General:
- c) The Auditor General:
- d) President's APresidential Appointee:
- e) <u>The Chairman, Budget&Finance of the B&F</u> Committee; and
- f) Budget&FinanceAnadditionalB&F Committee Member.
- 4.3 Investment Committee Responsibilities. The Investment Committee is an advisory group to the B&F Committee in the management of TNNthe Nation's investment programs. At a minimum, the Investment Committee will meet once a quarter within sixty (60) days after the quarter ends. The Chairperson of the Investment Committee shall schedule meetingmeetings of the Investment Committee as necessary to insure compliance with thethis Policy, and to protect the investments of the TNNNation. The Investment Committee's responsibilities shall include, but are not be limited to the following:
  - a) Recommend totheB&FCommittee all modifications ofto the Policy,
    Sub-policies Policies, and ManagerAssetClass Guidelines totheB&FCommittee.
  - b) Determine strategies and monitor results for all funds listed <u>above</u> in Section 1.2 (Scope Funds and Accounts). The Investment Committee shall include in its deliberations such topics as: economic outlook, portfolio diversification and maturity structure, potential risks to <u>TNNthe Nation</u>'s funds, authorized depositories, brokers and dealers, and the target rate of return on the investment portfolio.
  - c) Select the <u>investmentconsultant(hereinreferredtoas"consultant")Investment</u> <u>Consultant</u>, subject to approval of the <u>consultant Investment Consultant</u>'s contract by the B&F Committee.
  - d) Accept or reject the consultant Investment Consultant's recommendations for money managers and custodians Investment Managers and Custodians (defined below in Section 4.7), subject to the approval bythe B&FCommittee of each money investment manager and custodial contract bythe B&FCommittee.
  - e) Select specialty service providers to assist with the selection, feasibility, management, and oversight of direct investments in real estate and other <u>direct\_investments</u> requiring additional expertise-<u>including private equity and venture capital.</u>
  - f) Receive quarterly reports from the <u>consultant InvestmentConsultant</u> regarding the performance of <u>moneyinvestment</u> managers and receive <u>periodic reports</u> from individual <u>moneyinvestment</u> managers <u>periodically</u>.

- g) Receive quarterly reports from the Controller'sOffice regarding the status of each fund's investment, which reconciles to the consultant Investment Consultant's report.
- 4.4 Controller's Responsibility. Authoritytomanagetheinvestmentprogramisgrantedtothe Controller and derived from the following: 12 NNC Section 203, Responsibility for The Controller is vested with the authority to pursue the administration and management of the Nation's investment programs, and the Controller has a responsibility to the B&F Committee to properly execute and operate the Nation's investment program, 12 N.N.C. § 203.I. The Controller may delegate the execution authority to his or her staff (the "Investment Staff") to assist in the operation of the Nation's investment programisdelegated to the. The Controller and the Financial Services staff, who Investment Staff shall act in accordance with established written procedures and internal controls for the management and operation of the investment program consistent with this Policy. No person may engage in an investment transaction with respect to any of the funds listed in Section 1.2 (Scope - Funds and Accounts) except as provided under the terms of this Policy. The Controller shall be responsible for all transactions undertaken with respect to those funds and shall establish a system of controls to regulate the activities of subordinate officials. Responsibilities should the Investment Staff. The Controller's responsibilities include, but are not be limited to the following
  - a) safekeeping; Safekeeping;
  - b) <u>deliveryvs.Deliveryversus</u> payment;
  - c) investment accounting;
  - d) repurchase Repurchase agreements;
  - e) wire Wire transfer agreements; and
  - f) <u>collateral/depository agreements.</u>
- 4.5 Staff Responsibilities-of the Controller's Staff. Investment Staff of the Office of the Controller aremay be retained, directed, and authorized by the Controller to support and maintain the integrity of the Nation's investment program. In striving forto attain quality investment management quality, it is the policy of the Office of the Controller to attract and retain qualified investmentstaff investment Staff and to promote, encourage, and provide continuing education and professional development for the staff investment Staff.
- 4.6 Duties of the Investment Managers. Dutiesofthe The Investment Managers shall' duties include, but are not be limited to, the following:
  - a) Provide TNNtheNation with a written agreement to invest within the guidelines established by this policy and the corresponding managerasset class guidelines and shall committocomplywiththeNation's Ethics Code as affirmed inwriting.
  - b) Provide TNNtheNation with proof of liability and fiduciary insurance coverage.

- c) Be a <u>SEC-Securities and Exchange Commission ("SEC")</u> Registered Investment Advisor under the 1940 Act, and recognized as providing demonstrated expertise over a number of years in the management of institutional assets.
- d) Adhere to the investment management style concepts and principles for which they were hiredareengaged by TNNtheNation.
- e) Execute all transactions for the benefit of TNNtheNation with brokers and dealers qualified to execute institutional orders on an ongoing basis at the best net cost to TNNthe Nation and, where appropriate, facilitate the recapture of commissions on behalf of TNNtheNation.
- f) Reconcile monthly accounting, transaction, and asset summary data with eustodianCustodian valuations and communicate and resolve any significant discrepancies with TNN's consultant and custodianthe Nation's Investment ConsultantandCustodian.
- g) Report in writing to the Controller and consultant InvestmentConsultant on all significant matters pertaining to their firm's ownership, investment style and philosophy, changes in personnel, significant client departures and periods of underperformance.
- h) Vote the proxies of invested companies as they deem appropriate. The Investment Committee reserves its right to exercise its proxy rights when it so chooses.
- 4.7 Duties of Custodians. Duties of Thecustodian's (the "Custodian shall") duties include, but are not be limited to the following:
  - Provide complete global custody and depository services for the designated TNN Nation accounts.
  - b) Provide an audited monthly report of the investment activities conducted by the investmentmanagers InvestmentManagers.
  - c) Provide monthly and year-end accounting statements for all funds, including all transactions.
  - d) Collect all interest income and dividends and principal realization and properly report it in monthly statements.
  - e) Reconcile monthly accounting, transaction, and asset summary data and communicate and resolve any significant discrepancies with TNN's consultant and managers the Nation's Investment Consultant and Investment Managers.
- 4.8 Duties of the Investment Consultant. The investment consultant (the "Investment Consultant") must be independent of all managers and custodians, with no conflicts of interests with any current or prospective service providers to TNN. Duties of the investment consultant shall the Nation. The Investment Consultant's duties include, but are not limited to, the following:
  - a) Make recommendations to the Controller, Investment Committee and B&F Committee regarding investment policy and strategic asset allocation. The <u>Investment Consultant</u>

- <u>shall make</u> recommendations regarding reaffirmation and modification of these Policies shall beatleast on an annual basis.
- b) Assist TNNtheNation in the selection of qualified investment managers, and assist in the oversight of existing managers, including monitoring changes in personnel, ownership, and the investment process.
- c) Assist intheselection with Request for Information ("RFI") research and summary due diligence of a qualified custodian (s) and a securities lending agent agents.
- d) Negotiate fee arrangements and other contract terms with the investment managers on behalf of TNNtheNation.
- e) Negotiate and arrange for brokerage and custodial services.
- f) Prepare a quarterly performance report including performance attribution on all TNN's managersthe Nation's Investment Managers, funds, and total assets, including a check on the Investment Managers' guideline compliance and adherence to investment style and discipline.
- g) Render Handle special projects at the request of the Investment Committee.
- h) Handle certain other matters, primarily reporting, as described elsewhere in this Policy and Sub-Policies and ManagerAssetClass Guidelines.
- i) Report proxy votes as needed to the Investment Committee.
- <u>4.9</u> Duties of the Financial Advisor. The financial advisor (the "Financial Advisor") must be independent of the Investment Consultant, all managers and custodians, with no conflicts of interest with any current or prospective service providers to the Nation. The Financial Advisor's duties shall include, but not be limited to, the following:
  - a) <u>MakerecommendationstotheController.theInvestmentCommittee.andtheB&F</u> <u>Committeeregardingdirectandspecializedinvestments.</u>
  - b) <u>HandlespecialprojectsattherequestoftheOfficeoftheController.theInvestment</u> <u>Committee,andtheB&FCommittee.</u>
- 4.10 Appointment and Duties of Special Counsel. The Controller may recommend to the Attorney
  General of the Navajo Nation Department of Justice (the "Attorney General") engagement of
  special counsel ("Special Counsel") with specialized expertise with respect to investment
  matters, including private equity, alternative investments, restructuring, hedging and mergers and
  acquisitions, to advise the Nation on investment matters. Duties of Special Counsel shall be
  established in an attorney contract negotiated and executed by the Attorney General pursuant to
  the Attorney General's authority and duties set forth in 2 N.N.C. § 1963.B. Duties of Special
  Counselmavinclude, butshallnotbelimited to, the following:
  - a) AdvisetheOfficeoftheController.theInvestmentCommittee.andtheB&FCommittee on legal matters concerning investment policy and investment opportunities, including both directandpassive investments.

- <u>AssisttheNationintheselectionofadvisors.consultants.managersandotherservice</u> providers, including the preparation of requests for proposals and the evaluation of proposals.
- AssisttheNationinthenegotiationoffeearrangementsandcontractterms.including dispute resolution, jurisdiction, governing law, protection of confidential information and intellectual property and other agreement provisions, consistent with the laws and policiesoftheNation.
- d) <u>HandlespecialprojectsattherequestoftheOfficeoftheController,theInvestment</u> Committee,theB&FCommittee,andtheDepartmentofJustice.

# Section 5. Asset Allocation Guidelines and Rebalancing Policy

The target asset allocation guidelines and time parameters for achieving target allocations are outlined in the Sub-Policy established for each separate fund. Such Sub-policies shall be approved by the B&F Committee upon recommendation by the Investment Committee.

## Section 6. Cash Holdings

It is the policy of TNNthe Nation for equity managers Investment Managers to be fully invested at all times, except in anticipation of large withdrawals. Equity managers Investment Managers should maintain less than five percent (5%) of their portfolios in cash equivalents. Fixed income managers Investment Managers can maintain higher cash balances (e.g., as bar-bell strategies necessitate this exposure to cash). This Section does not apply to cash managers Investment Managers.

### Section 7. Pooled/Commingled Investments

- 7.1 Definition of Commingled Investments. Commingled investmentshallmean investments refer to investment instruments where there is a pooling of securities owned by multiple clients for diversification and cost benefits and therefore, investment managers cannot tailor the portfolio to suit client specific guidelines.
- 7.2 Mutual Fund Investments/Commingled Funds.
  - a) No investment <u>of Nation funds</u> shall be made in any mutual funds, <u>or</u> pooled institution portfolios that would contain more than <u>ten percent (10%)</u> of the total portfolio valued at market in restricted investments.
    - b) With the approval of the Investment Committee, TNNtheNation may invest in a diversified mutual fund or commingled fund as long as it is registered under the Securities Act of 1933 and Investment Company Act of 1940, as amended, and has qualified under applicable state registration requirements, if any, to sell shares in this state;. Any diversified mutual fund must be purchased at the current net asset value; and if a commingled/mutual fund is used as an investment, the prospectus or operating guidelines of that vehicle will be the operative policy.
  - e) The diversified mutual fund must be purchased at the current net asset value.

d) If a commingled/mutual fund is used as an investment, the prospectus or operating guidelines of that vehicle is the operative policy.

### Section 8. Permissible Investments

- 8.1 Asset Category Definitions. Investments must be made in accordance with accepted institutional investment practices of the Government Finance Officers Association (GFOA) and AIMR (Association of Investment Management Research ("AIMR"). Investments must be of high quality and well diversified. Managers Investment managers must exercise prudence in all matters and invest solely for the benefit of TNNtheNation.
  - a) Domestic Equity Common and Preferred Stocks. The emphasis of the common stockportfoliostock portfolio will be on high quality companies, which offer above-average returns as a protection against inflation. Securities should be publicly owned and traded actively enoughat a level sufficient to insure liquidity of the holdings without significantlysignificant adverse effects on price due to rapid sale. In certain circumstances, securities may be purchased in an initial public offering ("IPO") for companies and in sectors where it is reasonably anticipated that there is a high likelihood that there will be an active secondary market for the securities to insure liquidityoftheholdingswithoutsignificantadverseeffectsonthepriceduetorapidsale.
  - b) International Equity International equity managers concentrate on identifying companies or countries or both that offer competitive valuation levels and potential for capital appreciation. The countries will be developed and emerging markets and limited to the countries which are generally represented in by the EAFEMSCI All Country World(Ex.US) Index.
    - The objectives of the international equities are to diversify risk of the portfolio, and provide consistent returns above the international equity market. The fund will be actively managed and invested in a diversified portfolio of international equity securities.
  - Fixed-Income The primary role of the fixed-income portfolio is to provide a stable investment return and to generate income while diversifying the investment assets. In addition, the role of fixed-income is to provide a deflationary hedge. The fixed-income asset class will typically include the following components security types and the permissible investments for this asset classare further detailed in the Appendix:
    - Short/IntermediatePool-aportfoliothatprovidesexposuretosecurities having duration similar to the Lehman Brothers Govt/Corp Intermediate Index. Bonds, notes or other obligations of the United States government, its agencies, government-sponsored enterprises, corporations, or instrumentalities for which the credit of the United States government is pledged for the payment of the principal and interest.
    - ii) USCoreFixed Income-Securities, which provide exposure to the broad US-fixed-income, market including Treasury and government agency bonds, corporated ebt, mortgages, municipals and asset-backed securities with an overall duration similar to the Lehman Brothers Aggregate

- Index. Bonds, notes, or other obligations issued by a Native Nation or a state, or by their respective political subdivisions, that have received an investment grade bondrating.
- HighYield-Securities, which are ratedless than investment grade, or BBB yet which offer potential for price appreciation because of credit rating upgrades. Bonds, notes, commercial paper or other obligations of any corporation or ganized and operating within the United States.
- Non-USFixed Income fixed incomesecurities, which are issued by, developed non-US countries (limited to sovereign credits). Non-dollar bonds will be used to diversify the investment portfolio by offering investmentmanagers the ability to opportunistically buy securities, which offer greater yields relative to their US counterparts. Debt obligations of non-United States governmental or quasi-governmental entities, that may be denominated in foreign currencies; obligations, including but not limited to bonds, notes or commercial paper with an investment grade rating of any corporation organized outside of the United States. Currency transactions, including spot or cash basis currency transactions, forward contracts and buying or selling options or futures on foreign currencies, shall be permitted for the purposes of hedging foreign currency risk.
- v) SecuritiesissuedbytheNavajoNationGamingEnterprise.Collateralized obligations, including but not limited to mortgages, held in trust that: (1) are publicly traded and are registered by the SEC or other Self Regulatory Organization ("SRO") and (2) have underlying collateral that is either an obligation of the United States government or has received an investment grade ratingfromanationallyrecognizedratingagency.
- DiversifiedInflationStrategies("DIS"). TheinvestmentobjectiveofDISistoprovide total returns and capital appreciation exceeding inflation by a premium (e.g. CPI + 5%) as measured by the appropriate custom inflation index. The primary role of the DIS allocation is to hedge against the erosion of asset values due to inflation and to diversify portfolio risks. The DIS asset class may include but is not limited to master limited partnerships, royalty trusts, infrastructure, treasury inflation protected securities ("TIPS"),realestate/REITs,naturalresources.commodities,andcurrencies.
- HedgeFunds/GlobalTacticalAssetAllocation("GTAA") Hedge fund and GTAA
  strategies are designed to provide returns similar to publicly traded equities but with
  significantly lower volatility. Additionally, these strategies should exhibit low
  correlations to the traditional asset classes in the portfolio. Investments in hedge funds
  and GTAA strategies can be made via fund of fund, direct investments, and mutual fund
  vehicles. The hedge fund/GTAA asset class may include but is not limited to strategy
  types including long/short equity, long/short credit, distressed, risk-parity, macro, and
  relativevalue.
- d) Cash Equivalents. Interest Cashequivalentsareinterest bearing securities, which that maximize liquidity and safety of principal. The following types of cash equivalents are eligible for investment:

- i) Certificates of Deposit, which ("CDs") that are onehundred percent (100%) federally, insured or collateralized with government or government agency securities with a market value of at least one hundred and two percent (102%) of the face amount value of the certificate. Preference placement in Certificates of Deposits CDs may be granted to those Financial Institutions who financial institutions that are supportive of TNN the Nation's fiscal objectives (i.e.g., loans, lease/purchase agreement agreements, check cashing fee waiverwaivers, etc.);
- ii) United States Treasury Bills;
- iii) Repurchase Agreements acquired under an Investment-Committee \_approved master agreement;
- iv) Commercial Paper of the highest three grades as rated by a nationally recognized rating agency; and
- v) Commercial Bank Trust Department commingled liquidity funds specifically approved by the <a href="Investment">Investment</a> Committee. <a href="Maturities should be short enough that funds can be liquidated with no loss of principal.">Maturities should be short enough that funds can be liquidated with no loss of principal.</a>

Maturities should be short enough that funds can be quickly liquidated with no lossofprincipal.

- e) Real Estate. The <u>realestate</u> investment objectives are to provide the client with total return, capital appreciation, protection against inflation risk, and consistent returns as measured by the appropriate real estate index. External investment management firms that have demonstrated a favorable record in managing real estate portfolios will actively manage <u>theNation</u> funds-<u>invested in real estate</u>. The <u>Primaryprimary</u> role of the real estate portfolio is to generate income while diversifying the investment assets. The real estate asset class <u>willmay</u> include <u>butisnotlimitedto</u> the following <u>components</u>:
  - i) Core Commingled Real estate Estate Commingled pools and/or Real Estate Investment Trusts (REITs) appropriate for institutional investors including diversification by property type and geographic location. If investment is made via a commingled vehicle, the prospectus or operating guidelines of that vehicle isshall be the operative policy. Otherwise, the manager will be expected to conform to the following portfolio characteristics and guidelines.
  - ii) Realpropertylocated in the States of Arizona, Colorado, New Mexico and Utah that is reasonably expected to increase in value and provide income to the fund comparable to the return from a highly rated real estate investment trust. Non-Core Real Estate Investments in value-added and mezzanine debt.
  - iii) Maximumallocationtoanyone-propertytypewillbelimitedto55%of thefund.
  - iv) Maximum allocation to any one geographical region will be limited to 40% of the fund.

iii) v)Maximumleveragepermittedis30%oftotalportfoliovalueat market.Firstlien mortgages and other debt instruments, and direct real estate equity/outrightownership.

This Section 8.1(eg) shall not apply to the Land Acquisition Fund.

- f) AlternativeInvestments.
- PrivateEquity. TheinvestmentobjectivesofPrivateEquityaretoprovidetheNation with total return, capital appreciation, and protection against inflation risk with an expected return premium above public equity markets as measured by an internal rate of return ("IRR") based on the S&P 500 (e.g., S&P 500 + 5%). External investment management firms that have demonstrated a favorable long-term record in managing private equity investments will actively manage such investments held by the Nation. A diverse array of strategies that provide either return enhancement and/or diversification benefits, shall be sought across multiple vintage years. Such strategies, accessed through fund of fund, co-investment, or direct partnership vehicles, may include but are not limited to, leveraged buyouts, secondaries, distressed debt, venture capital, special situations, and other opportunistic strategies.
- i) Commingled fund of fund vehicles including investments in private equity, distressed debt, venture, special situations, and absolute return strategies. Direct Investments. Direct investment of Nation funds in emerging growth, pre IPO and other non-public companies through various investment structures (e.g., a partnership or joint venture), either equity or debt based, is permitted subject to investment and operational due diligence by the Investment Committee or its designee. The Nation shall not invest in a direct investment that has a projected annual rate of return in any year of less than theten(10)vearaveragerateofreturnoftheMasterTrustportfolio.
  - Partnership vehicles including investments in private equity, distressed debt, venture, and special situations
- OtherInvestments. Otherinvestments, including entertainment investments and professional sports franchises, subject to the limitations of Section 11 below.
- HighYieldInvestments. NotwithstandinganythingtothecontraryinthisSection8, investments which offer potential for higher returns and price appreciation, including but not limited to investments in early stage companies, real estate development projects and other ventures where there are substantial upside returns but also greater risks; provided that such investments shall not be made in the Nation, an enterprise of the Nation or any affiliates thereof, and the aggregate purchase amount of such investments shall not exceedintheaggregate 1% of the assets in the Master Trustatthetime of investment.

### Section 9. Prohibited Investments

The following investments are prohibited in separate account situations (i.e., not mutual or commingled funds). Should a prohibited transaction occur it should be reported immediately to the Controller, who will report it at the next Investment Committee meeting where ithe Investment Committee will be decideddecide how to proceed.

- 9.1 Self-Dealing Transactions. Moneymanagerscannot InvestmentManagersshallnot purchase or hold any security or other investment that is issued by a corporation where the money management with which the Investment Manager's firm may have has any type of ownership relationship.
- **9.2** Floating Rate Securities. Floating rate securities, the interest rate of which does not reset as a result of changes in one or more reference interest rates. Examples of prohibited floating rate securities are those whose interest rate reset are based on an index of commodities or equity securities.
- 9.2 9.3 Individual CDsCD's and Time Deposits. Individual CDs and Time Deposits mayshall not exceed \$100,000applicable Federal Depository Insurance Corporation ("FDIC") deposit insurance limits unless they are one hundred percent (100%) collateralized by eligible securities or fully covered by a surety bond.
- 9.3 9.4 Letter Stock. Letter stock and other unregistered equity securities are prohibited, provided however, memberships. Memberships in limited liability companies and, partnership interests, corporations or other ownership in connection with hedge funds, venture capital, private equity, and real estate investments are not prohibited.
- 9.5 Commodities.Commoditiesorcommoditycontractsareprohibited.
- 9.6 Other Shortsales, warrantsormargintransactionsare prohibited.
- 9.7 Natural Resources. Natural resource properties such a soil, gas or timber are prohibited.
- 9.8 Litigation with TNN. TNNwillthe Nation. The Nation prefers not to invest in a company with which it is involved in litigation or a major contractual dispute. The Office of the AttorneyGeneral will review the list of securities held by the investment managers and notify the managers if they purchase a prohibited investment and instruct them to liquidate the security in an order lymanner.
- 9.5 General Prohibitions. No investment may be made in any enterprise of the Nation for the purpose of allowing that enterprise to make a direct or indirect investment in any entity or project that is not wholly owned and managed by the Nation or an enterprise of the Nation for the purpose of allowing that enterprise to make a direct or indirect investment in any entity or project that is not wholly owned and managed by the Nation or an enterprise of the Nation for the purpose of allowing that enterprise to make a direct or indirect investment in any entity or project that is not wholly owned and managed by the Nation or an enterprise of the Nation for the purpose of allowing that enterprise to make a direct or indirect investment in any entity or project that is not wholly owned and managed by the Nation or an entity or project that is not wholly owned and managed by the Nation or an entity or project that is not wholly owned and managed by the Nation or an entity or project that is not wholly owned and managed by the Nation or an entity or project that is not wholly owned and managed by the Nation or an entity or project that is not wholly owned and managed by the Nation of the Nati

### Section 10. Derivatives Policy

Investments in derivatives shall be consistent with the Policy set forth in this document.

- a) No derivatives are permitted whose value fluctuates as a multiple of any underlying security.
- b) Investments in derivatives shall be unleveraged investments.
- c) No investment shall be made in any newly formed instrument without the consent of the Investment Committee.
- d) Futures, forwards, and options are permitted only if they are used in a defensive hedging manner, i.e., to control the volatility of a currency.

# Section 11. Concentration and Diversification Guidelines Pertaining to the Overall Investment Program

# 11.1 Pertaining to the Overall Investment Program.

- a) Not more than two and one half percent (2.5%) of the outstanding common shares of any <u>public</u> corporation shall be owned by <u>TNNtheNation</u>.
- b) Aninvestmentinprivatelyheldcompaniesorjointventures,includingentertainment investments and professional sports franchises, may not exceed ten percent (10%) of the valueoftheMasterTrustatthetimeoftheinvestment.

### Section 12. Collateralization

In accordance with the GFOA-recommended Practice on the Collateralization of Public Deposits, full collateralization will be required on non-negotiable certificates of deposit CDs. Repurchase agreements shall be consistent with the GFOA-Recommended Practice on Repurchase Agreements.

For deposit type instruments investments managed internally, adequate collateral over the Federal Depository Insurance Corporation FDIC Insurance limit must be obtained to protect the assets of TNNthe Nation. Acceptable collateral is limited to U.S. Treasury and agency securities. The minimum acceptable limit is onehundredandtwopercent (102%) of assets.

### Section 13. Safekeeping/Custody

13.1 Safekeeping Policy. The Controller with notification of the B&F Committee shall contract with an authorized safekeeping agent(s) for safekeeping securities owned by TNNthe Nation as part of its investment portfolio or held as collateral to secure certificates of deposits CDs or repurchase agreements. All securities transactions shall be conducted on a delivery versus a payment basis to the Controller's safekeeping bank or to the Office of the Controller's office, custodian or safekeeping agency(s) shall have custody of all securities purchased or held and all evidence of deposits and investments.

To protect against potential fraud and embezzlement, the assets of TNNthe Nation shall be secured through third-party custody and safekeeping procedures. Bearer instruments shall be held only through

third-party institutions. Collateralized securities such as repurchase agreements shall be purchased using the delivery vs.versus payment procedure. Unless prevailing practices or economic circumstances dictate otherwise, ownership shall be protected through third-party custodial safekeeping. The independent auditor shall review safekeeping procedures annually. The independent auditor shall conduct periodic audits of safekeeping and custodial systems.

# Section 14. Voting of Proxies Voting of Proxies

The Investment Committee allows investment managers to vote proxies with the parameter that the managers keep the Investment Committee apprised of controversial proxies prior to voting those proxiesandreportresultsquarterly.

To the extent that investments include ownership rights, such as the voting of proxies, such ownership rightsshallbeexercisedaccordingtothevehicletype:

- Separately Managed Accounts. Proxy votes for securities held in separately managed accounts shall be exercised by the Manager in its discretion. Each Manager shall keep accurate written records as to the exercise of such ownership rights and shall report in writing to the Investment CommitteeorOfficeoftheControlleruponrequest
- 14.2 Commingled Investments. For proxy votes issued by mutual funds, commingled trusts, limited partnerships, and other commingled investments; the consultant will provide voting guidance and recommendationstotheNationuponrequest.

### Section 15. Securities Lending

A securities lending program may be implemented by the master **custodian** or an outside independent securities lending agent. The belief is that this program will provide additional income without incurring additional risk. For all securities lent, liquid financial assets of the highest quality will be held as collateral in amounts equal to or greater than the value of securities lent. Cash, U.S. Treasury Bills and Notes, and A-1 or P-1 rated Commercial Paper are acceptable collateral.

Supervision of the lending program by the Investment Committee shall include:

- a) Procedures to review the creditworthiness of all borrowers;
- b) Requirements for full collateralization of all loans;
- c) Other methods and procedures required by the Investment Committee for securing the lending program.

### Section 16. Commission Recapture Program

The Office of the Controller'soffice assisted by the investment consultant shall monitor the commission recapture and discount brokerage programs to insure that investment managers provide the best effort to meet their commission recapture guidelines. The quality of execution should never be jeopardized.

<u>Investment</u> Managers may utilize brokers who provide the best net trade (discount brokerage) for their transactions.

The Office of the Controller'soffice assisted by the Investment AdvisorConsultant shall report, at least annually, to the Investment Committee and the B&F Committee the investment managersInvestment Managers' adherence to the commission recapture guidelines.

### Section 17. Trades and Exchanges

17.1 Allowance to Sell or Exchange Securities. Investment managers Managers and the Office of the Controller soffice may sell or exchange securities in the course of daily management of specific funds. Such trades may be executed to raise cash, to shift maturity, to change asset mix, to enhance yield, and to improve quality. The goal of all such trades is to maximize portfolio performance while minimizing risk.

- a) The Officeofthe Controller soffice and all investmentmanagers Investment

  Managers will take advantage of security swap opportunities to improve portfolio yield.
- b) To account for market fluctuations and volatility, the Officeofthe Controller'soffice or its agent (independent pricing agent) will mark to market all securities at least monthly. If a significant market event takes place during the month that impacts the value of the portfolio, the Office of the Controller'soffice or its agent will mark the portfolio to market to determine the impact on the portfolio.

TNN officials responsible for investment portfolio reporting should The Controller shall determine the market value of all securities in the portfolio on at least a quarterly basis. These values should shall be obtained from a reputable and independent source and the Investment Consultant shall make a report made to the Investment Committee at least quarterly by the consultant. The report shall include the market value and unrealized gain or loss of the securities in the portfolio.

# Section 18. Procedures for Selecting and Reviewing Investment Managers

- 18.1 Review Process. TNN TheNation's investments willshall be managed by professional money managers Investment Managers except to the extent the Investment Committee specifically delegates investment authority for CashManagementcash management portfolios to the Office of the Controller. When it is decided that an investmentmanagerInvestment Manager(s) is to be hired, the Investment AdvisorConsultant shall solicit qualified proposals in compliance with the Navajo Business Opportunity Act. 5 N.N.C. §201 et seq. (the "Business Opportunity Act"). The Controller and Investment AdvisorConsultant will select at least fourtwo finalists to make an oral presentation to the Investment Committee. The Investment Committee will evaluate the finalists and select the investmentmanagerInvestment Manager(s) best suited to meet TNNthe Nation's investment needneeds. Evaluation factors will include the finalists' one-year, five-year and ten-year performance record and the associated risks taken to achieve the returns, the quality and stability of the investment personnel of each company, adherence to philosophy/style, and the fees charged by each company.
- The B&F Committee shall approve the investmentmanager Investment Manager (s) selected by the Investment Committee. When presenting the selected investment manager Investment Manager (s) to the B&F Committee for approval, the Investment Committee shall include a summary of the finalists not selected and the evaluation factors and ranking utilized in the selection process. A contract with the investmentmanager Investment Manager (s) selected by

the Investment Committee and approved by the B&F Committee will be executed pursuant to TNNapplicableNationcontractapproval procedures.

- 18.3 18.2 Selection Criteria for Investment Managers. Criteria will be established for each managerInvestment Manager search undertaken by TNNthe Nation and will be tailored to TNNthe Nation's needs and priorities. In general, eligible managersInvestment Managers will possess attributes including, but not limited to, the following:
  - a) The firm ortheprincipal of the firm, must be experienced in managing money for institutional clients, family offices or other sophisticated investors in the asset class/product category/investment style specified by TNN the Nation and its consultant Investment Consultant.
  - b) The firm must be AIMRCFAInstitute compliant.
  - c) The firm must have a minimum five-year history (three \_year for small cap stocks) with the desired investment style, demonstrate and demonstrated continuity of key personnel, and must offer a reasonable fee schedule; shorter-term histories will be considered for entire portfolio management teams that have portable track records from predecessor firms.
  - d) The firm must display a record of stability in retaining and attracting qualified investment professionals, as well as a record of managing asset growth effectively, both in gaining and retaining clients.
  - e) The firm must have an asset base sufficient to accommodate TNNtheNation's portfolio. In general, managers should have a least \$500 million of discretionary institutional assets under management, and TNNthe Nation's portfolio should make up no more than ten percent(10%) of the firm's total asset base.
  - f) The firm must demonstrate adherence to the investment style sought by TNNtheNation, and adherence to the firm's stated investment discipline.
  - g) The firm's fees should be competitive with industry standards for the product category.
  - h) The firm must comply with the "Duties of the Investment Managers" outlined in subsection 4.6 and conform to AIMR-(Association of Investment Management Research) standards for performance reporting.
- 18.4 Criteria for Investment Manager Termination. TNN's TheNation reserves the right to terminate amanager an Investment Manager. Grounds for termination may include, but are not limited to, the following:
  - a) Failure to comply with the guidelines agreed upon for the management of TNNthe

    Nation's funds, including holding restricted securities and conducting prohibited transactions.
  - b) Failure to achieve performance objectives specified in the manager Investment

    Manager's guidelines. Managers who fall into the bottom quartile on TNNthe Nation's consultant peer universe for three consecutive quarters will be placed on a "watch list."

The watch list is not an automatic termination, but a red flag for TNN's consultant and the Nation's Investment Consultant, the Controller, and the Investment Committee alerting them to conduct further due diligence and to understand the underperformance. The Investment Committee will have the discretion at any time to take a manager an Investment Manager off the watch list once they are comfortable that the manager Investment Manager's problems have been resolved.

- c) Significant deviation from the manager Investment Manager's stated investment philosophy style, and/or process.
- d) Loss of key personnel or significant ownership changes that create instability in an organization.
- e) Evidence of illegal or unethical behavior by the <u>investmentmanagementInvestment</u> Manager's firm.
- f) Lack of willingness to cooperate with reasonable requests by TNNand/orTNN's eonsultantthe Nation or the Nation's Investment Consultant for information, meetings, or othermaterials.
- g) Loss of confidence by the Investment Committee, the Controller and TNN's consultant orthe Nation's Investment Consultant.
- h) A change in <u>TNNtheNation</u>'s asset allocation program which necessitates a shift of assets to another asset class or style.

The presence of any one or a combination of these factors will be carefully reviewed by the Controller, the Investment Committee, and TNN's consultant the Nation's Investment Consultant, but will not necessarily result in an automatic termination.

- 18.5 18.4 Performance Monitoring. The Controller shall monitor monthly statements and receive quarterly, audited performance reports from the consultant. The consultant Investment Consultant. The Investment Consultant shall monitor at least quarterly the track record of each managerInvestment Manager under contract to determine whether or not that managerInvestment Manager is performing up to the standard required by the benchmark of performance specified in the manager'Investment Manager's contract and shall report those finding to the Investment Committee. If at any time the standard required is not being met, the Controller with the assistance of the investmentconsultantInvestment Consultant shall make a report of that fact to the Investment Committee and give a recommendation to the Investment Committee. The Investment Committee will then determine what action will be taken by the Controller.
- 18.5 Manager Alerts. Investment managers Managers are to provide the Investment Committee and the Investment Advisor Consultant with written notice of any material changes in their respective firms (i.e., change in personnel, ownership and policy, etc.).
- **18.6 Termination**. The decision to terminate an investmentmanagerInvestmentManager shall be by majority vote of the Investment Committee present at the meeting.

## Section 19. Navajo Preference

- 19.1 Adherence to Navajo Nation Laws, Rules and Regulations. All parties Parties shall comply with all applicable laws, rules or and regulations of the Navajo Nation, including, without limitation, the Navajo Preference in Employment Act (NPEAthe "Preference in Employment Act"), 15 N.N.C. Sections 601 et seq., and the Navajo Nation Business Opportunity Act (CAP 37 02)(NNBPL),5N.N.C. Sections 201 et seq. (asamended by CAP 37 02). The terms and provisions of the NPEA and NNBPL Preference in Employment Act and the Business Opportunity Act are specifically incorporated herein, and become a part of this Policy; and breach by any party Party of any terms and provisions of such laws shall constitute a breach of this Policy and provide grounds for the suspension or termination or other remedy as specified in the NPEA and NNBPL, and Preference in Employment Act, the Business Opportunity Act, or this Policy.
- 19.2 Navajo/Native American Promotion Policy It is the policy of the Nation to support and promote the growth and development of Navajo and/or and other Native American owned and controlled firms in accordance with the Preference in Employment Act and to the degree permitted by applicable federal laws.
- 19.3 Identification of Qualified Navajo/Native American Firms The Investment

  AdvisorConsultant shall make reasonable efforts to identify and bring to the attention of the Investment Committee and the B&F Committee qualified Navajo and other Qualifiedqualified Native American owned and controlled investment management and brokerage firms. The phrase "owned and controlled" shall be defined by 5 N.N.C. §202(J) 202.J of the NNBOABusiness Opportunity Act and shall not include "fronts" as defined in 5 N.N.C. §202(F)202.F of the NNBOABusiness Opportunity Act. The phrase "qualified" as it applies to investmentmanagers Investment Managers shall be defined by this Policy, including, but not limited to, §§Sections 18.1- and 18.2 of this Policy and shall include desired rates of return. The phrase "qualified" as it applies to brokerage firms shall incorporate the standards set forth by the Government Finance Officers Association guidelines (GFOA)GFOA and shall include participation in commission recapture programs, if appropriate.
- 19.4 Qualified Navajo/Native American Investment Managers Preference The investment Investment Committee and the B&F Committee shall give preference to qualified Navajo and other qualified Native American owned and controlled investment management firms, whenever such qualified firms are available, when selecting new and/or successor investment managers. Such preference is not intended to and shall not dilute or negate adherence to this Policy, including, but not limited to the Investment Objectives and Priorities identified in §Section 2.1 of this Policy. Consistent with 5 N.N.C. §201(D)201.D of the NNBOABusiness Opportunity Act, such preference is not intended to require the selection of unqualified Navajo or other unqualified Native American investment managers.
- 19.5 Qualified Navajo/Native American Brokerage Firm Preference— The Investment Managers, current and future, shall make reasonable efforts to direct, under the restrictions identified below, a minimum of twenty percent (20%) of the transactional execution of the Nation's investment funds to qualified Navajo and other qualified Native American owned and controlled brokerage firms identified by the Investment AdvisorConsultant under subsectionSection 19.3 above, whenever such qualified firms are available. Such direction or preference should never jeopardize the quality of execution. Such direction or preference is also

not intended to and shall not dilute or negate adherence to this Policy, including, but not limited to, the Investment Objectives and Priorities identified in <u>§Section</u> 2.1 of this Policy and the Duties of the Investment Manager identified in <u>§Section</u> 4.6 of this Policy. Consistent with 5 N.N.C. §201(D) 201.D of the <u>NNBOABusiness Opportunity Act</u>, such preference is not intended to require the Investment Managers to utilize unqualified Navajo or other unqualified Native American brokerage firms.

19.6 Compliance — The lack of substantial compliance with subsections 19.3 Sections 19.1 through 19.5 shall be grounds for termination. The Investment Committee, with the assistance of the Investment Advisor Consultant, shall report, annually, to the B&F Committee on theparties and TNN's compliance by the Parties with the provisions of subsections 19.3 Sections 19.1 through 19.5 above.

### Section 20. Sub-Policies

The Investment Committee, along with the <u>investment consultant</u>, will develop specific investment policies (<u>"Sub-Policies"</u>) for each fund, which will include any unique or specific investment objectives for a particular fund; its asset allocation to cash, bonds and stocks; any specific investment restrictions, the fund spending policy; and the investment expectations forthefund.

The investment objectives, asset allocation guidelines, and other specific investment information will be covered for each fund within TNNthe Nation's investment program under the Sub-Policies and must be approved by the Investment Committee togointoeffect.

# Section 21. Manager Asset Class Guidelines

The Investment Committee, along with the investment consultant Investment Consultant and other appropriate advisors as needed, will develop specific investment guidelines for each asset class or investment manager ("Asset Class Guidelines"), which will include objectives, general guidelines, diversification, return expectations, and prohibited practice. The practices. Specific investment guidelines for asset classes are included in the Appendix and shall be approved by the B&F Committee upon recommendation by the Investment Committee.

As a general matter such guidelines will recognize that investments are managed for total return and with very little cash flow responsibility and that all investments are available for long-term investment, and shall be managed in a diversified and prudent manner subject to the stated guidelines contained within this Policy.

Sector and security selection, portfolio structure and timing of purchases and sales are delegated to the Investment Manager subject to the Investment Manager's contract. Transactions that involve a broker acting as a "principal" and "agent" where such broker or dealer is also the Investment Manager who is making the transaction are prohibited. For separately managed investments, transactions shall be executed on the basis of "best price and execution" for the sole benefit of the Nation, Investment Managers of commingled funds, limited partnerships, or mutual funds will have full discretion over the portfolio management decisions taking into consideration the guidelines established by the funds' respective partnership agreements and fund prospectuses. Any material violation of these Asset Class Guidelines is to be corrected immediately upon discovery and reported to the Investment Consultant and theInvestmentCommitteeinatimelymanner.

### Section 22. Amendments

This policy Policy may be amended as necessary from time- to- time upon recommendation of the Investment Committee and approval of the B&F Committee.

	Date:
	<u>Bate.</u>
<u>TheNavajoNationInvestmentCommittee</u>	Date:
cylastupdated:	

# Document comparison by Workshare Compare on Tuesday, June 16, 2015 9:44:02 AM

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Description	#761582620v11 <usa> - OHS Comments_Navajo Nation 2015 Master Investment Policy Amendments</usa>	
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# LEGISLATIVE SUMMARY SHEET Tracking No. 0206-15

**DATE:** June 17, 2015

TITLE OF RESOLUTION: AN ACTION RELATING TO BUDGET AND FINANCE COMMITTEE; APPROVING THE AMENDMENT AND RESTATEMENT OF THE NAVAJO NATION MASTER INVESTMENT POLICY

**PURPOSE:** This resolution, if approved, will amend the Nation's Master Investment Policy as recommended by the Budget and Finance's Investment Committee.

This written summary does not address recommended amendments as may be provided by the standing committee. The Office of Legislative Counsel requests each committee member to review the proposed resolution in detail.

Website Posting Time/Date: SEROM WOLLS
Posting End Date: LASTONS

Eligible for Action: LASTONS

PROPOSED NAVAJO NATION COUNCIL RESOLUTION

23<sup>rd</sup> NAVAJO NATION COUNCIL – First Year, 2015

INTRODUCED BY

(Prime Sponsor)

TRACKING NO. 0206-15

AN ACTION

RELATING TO BUDGET AND FINANCE COMMITTEE; APPROVING THE AMENDMENT AND RESTATEMENT OF THE NAVAJO NATION MASTER INVESTMENT POLICY

BE IT ENACTED:

# Section One. Findings

- A. The Budget and Finance Committee, established as a standing committee of the Navajo Nation Council, shall exercise oversight authority including but not limited to budget, finance, investment, bonds, contracting, insurance, audits, accounting, taxes, loans, for the purpose to coordinate, oversee(,) regulate the fiscal, financial, investment, contracting and audit policies of the Navajo Nation. 2 N.N.C. §300(A), (C)(1).
- B. The Office of the Controller and the Navajo Nation Investment Committee by Resolution No. NNICJU-01-15, adopted June 12, 2015, recommends the approval and adoption of the Amended and Restated Policy with the approval and adoption of the investment guidelines. Resolution No. NNICJU-01-15 attached as Exhibit A.
- C. In exercising its authority under 2 NNC Section 300(A), the Budget and Finance Committee has adopted the Navajo Nation Master Investment Policy and Procedures (the "2008 Policy") to provide investment management personnel with policy guidance for investing the Navajo Nation's financial resources. The Policy was last

amended and restated in 2008, pursuant to Resolution No. BFJA-01-08 of the Budget and Finance Committee, adopted on January 24, 2008. The Budget and Finance Committee has final authority to review, reaffirm, modify and approve the Policy from time to time.

- D. Pursuant to Section 1.1, Section 4.3(a), Section 4.8(a) and Section 22 of the Policy, the Navajo Nation Investment Committee (the "Investment Committee"), upon the advice of its investment consultant, currently RVK Inc. (the "Investment Consultant"), may recommend modifications to the Policy for approval and adoption by the Budget and Finance Committee.
- E. The Budget and Finance Committee, upon the recommendation of the Investment Committee and the Investment Consultant, has reviewed the Amended and Restated Policy and has determined that it is in the best interests of the Navajo Nation to amend and restate the 2008 Policy as reflected in the Amended and Restated Policy. Attached hereto as Exhibit B (the "Amended and Restated Policy").
- F. Section 21 of the proposed Amended and Restated Policy directs the Investment Committee, along with the Investment Consultant and other appropriate advisors as needed, to develop specific investment guidelines for each asset class of permitted investments (the "Asset Class Guidelines") to provide guidance to the Navajo Nation's investment managers concerning the management of the Nation's funds. The Budget and Finance Committee, upon the recommendation of the Investment Committee and the Investment Consultant and other advisors to the Navajo Nation, has reviewed the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy, and has determined that it is in the best interests of the Navajo Nation to approve and adopt the Asset Class Guidelines.

# Section Two. Approval

A. The Budget and Finance Committee approves the Amended and Restated Policy in its entirety as set forth in Exhibit B attached hereto.

- B. The Budget and Finance Committee approves the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy.
- C. The Amended and Restated Policy as set forth in Exhibit B, including the Asset Class Guidelines included as Appendices A through G of the Amended and Restated Policy, shall become effective immediately upon adoption of this Resolution by the Budget and Finance Committee.



# RESOLUTION OF THE NAVAJO NATION INVESTMENT COMMITTEE

Recommending to the Budget and Finance Committee the amendment and restatement of the Navajo Nation Master Investment Policy and Procedures.

### WHEREAS:

- 1. Pursuant to 2 NNC Section 301(A), the Budget and Finance Committee of the Navajo Nation Council (the "Budget and Finance Committee") is authorized to coordinate, oversee and regulate fiscal, financial, investment, contracting and audit policies of the Navajo Nation; and
- 2. In exercising its authority under 2 NNC Section 301(A), the Budget and Finance Committee has adopted the Navajo Nation Master Investment Policy and Procedures (the "Policy") to provide investment management personnel with policy guidance for investing the Navajo Nation's financial resources. The Budget and Finance Committee has final authority to review, reaffirm, modify and approve the Policy from time to time; and
- 3. Pursuant to Section 1.1, Section 4.3(a), Section 4.8(a) and Section 22 of the Policy, the Navajo Nation Investment Committee (the "<u>Investment Committee</u>"), upon the advice of its investment consultant, currently RVK Inc. (the "<u>Investment Consultant</u>"), may recommend modifications to the Policy for approval and adoption by the Budget and Finance Committee; and
- 4. The Policy was last amended and restated in 2008, pursuant to Resolution No. BFJA-01-08 of the Budget and Finance Committee, adopted on January 24, 2008; and
- 5. The Investment Committee, upon the advice of the Investment Consultant and other advisors to the Navajo Nation, has reviewed the Policy and has determined that it is in the best interests of the Navajo Nation to amend and restate the Policy and recommends the approval by the Budget and Finance Committee of the Amended and Restated Master Investment Policies in substantially the form attached hereto as Exhibit A (the "Amended and Restated Policy"); and
- 6. Section 21 of the proposed Amended and Restated Policy directs the Investment Consultant to develop specific investment guidelines for each asset class of permitted investments to provide guidance to the Navajo Nation's investment managers concerning the management of the Nation's funds. The Investment Committee, upon the advice of the Investment Consultant and other advisors to the Navajo Nation, has reviewed the proposed guidelines included as Appendices A through G of the Amended and Restated Policy, and has determined that it is in the best interests of the Navajo Nation to approve and adopt such guidelines.

### NOW THEREFORE BE IT RESOLVED THAT:

- 1. The Investment Committee recommends to the Budget and Finance Committee the approval and adoption of the Amended and Restated Policy in its entirety, as set forth in Exhibit A, attached hereto.
- 2. The Investment Committee recommends to the Budget and Finance Committee that it approves the investment guidelines included as Appendices A through G of the Amended and Restated Policy.
- 3. The Investment Committee hereby recommends to the Budget and Finance Committee that the Amended and Restated Policy as set forth in Exhibit A, including the investment guidelines included as Appendices A through G of the Amended and Restated Policy, become effective immediately upon approval and adoption by the Budget and Finance Committee.

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### **NNICJU-01-15**

### **CERTIFICATION**

I hereby certify that the foregoing resolution was duly considered by the Navajo Nation Investment Committee, at a duly called special meeting at Window Rock, Arizona, at which a quorum was present and that same was passed by a vote of 5 in favor and 0 opposed, this 12<sup>th</sup> day of June 2015.

Robert Willie

Presiding Chairman

Navajo Nation Investment Committee

Motion: Seth Damon Second: Ethel Branch

Vote: 5-0

# EXHIBIT B

#### THE NAVAJO NATION

#### MASTER INVESTMENT POLICIES

#### Section 1. Introduction and Scope

1.1 Introduction. The Master Investment Policy and Procedures (the "Policy") and the corresponding Sub-Policies covering specific funds (defined below in Section 20) of the Navajo Nation (the "Nation") provide the Parties (defined below in Section 3.1) with policy guidance for investing the Nation's financial resources. The Policies provide the framework for the Nation's execution of its fiduciary responsibilities to Nation members, employees, and other beneficiaries of the Nation's funds.

This Policy will be reviewed as needed by the Nation acting through the Nation's Investment Committee (the "Investment Committee") and the Budget and Finance Committee of the Navajo Nation Council (the "B&F Committee"). Adoption of this Policy and any subsequent modifications require recommendation by the Investment Committee to the B&F Committee for the B&F Committee's approval.

1.2 Scope - Funds and Accounts. The scope of this Policy and its Sub-Policies applies to all investable funds of the Nation, being short, intermediate, or long-term, or managed internally or externally.

Accounts are classified into funds pursuant to GAAP in accordance with specified activities and objectives. The Nation's existing funds include the following funds organized in the following four (4) fund classifications (the "Fund Classifications"):

#### GENERAL FUND

#### SPECIAL REVENUE FUNDS

Grant Fund

Chapter Government Nation Building Fund (1982 Claims Fund and 1986 Claims Fund)

Navajo Dam Escrow Fund

Scholarship Fund (Navajo Engineering and Construction Trust Fund for Scholarships and Financial Assistance and the Diné Higher Education Grant Fund)

Navajo Rehabilitation Trust Fund

Navajo Tourism Fund

Land Acquisition Fund

Environmental Protection Agency Fund

Navajo Trust Fund (Phoenix Indian School)

Tax Suspense Funds

Oil and Gas Development Special Revenue Fund

Navajo Forestation Fund

Local Governance Trust Fund

Capital Outlay Match Funding Special Revenue Fund

Sales Tax Trust Fund

Navajo Nation Road Fund

#### FIDUCIARY FUNDS

#### Pension Trust Funds:

Retirement Fund Deferred Retirement Fund Nihibeeso Retirement Fund

#### Nonexpendable Trust Funds:

Navajo Nation Permanent Fund Handicapped Services Trust Fund Vocational Education Trust Fund Senior Citizens Services Trust Fund Navajo Preparatory School, Inc. Trust Fund Navajo Nation Veterans Trust Fund Síhasin Fund

#### PROPRIETARY FUNDS

Business and Industrial Development Fund
Loan Fund
Group Health Self-Insurance Fund
Property & Casualty Insurance Fund (Insurance Services Fund)
Worker's Compensation Insurance Fund (Insurance Services Fund)
Contingency Management Fund
Navajo Times
Fleet Management
Duplicating Services
Office Supply Center
Navajo Air Transportation
Employee Housing
Parks and Recreation
Archaeology
Tribal Ranches

The administrative responsibility for the retirement accounts (i.e., the defined benefit, the 401(k) and the deferred compensation plans) rests with the committees or boards established in the respective plan documents. The responsibilities of the Investment Committee are to oversee investment policies and Investment Managers (defined below) for all of the above-named funds.

- 1.3 Additional Funds. From time to time the Nation designates financial resources into new funds. All such funds will be classified into the Fund Classifications identified in Section 1.2 above, or into a new Fund Classification if appropriate. The Controller shall assign the appropriate Fund Classification for new funds in accordance with generally accepted accounting principles ("GAAP").
- 1.4 Pooling of Funds. Each Fund Classification will be managed as an individual pool to take advantage of economies of scale when making investment purchases and to simplify the investment process, unless comingling of the funds is prohibited. Except for cash in certain restricted funds, the Nation will consolidate cash balances from all funds, regardless of Fund

Classification, to maximize investment earnings. Investment income will be allocated to the funds based on their respective participation in the aggregate investment and in accordance with GAAP. Funds prohibited from comingling will be managed separately (e.g., Retirement Funds).

The Controller may, using his or her professional judgement, establish more than one cash management fund. On a quarterly basis, the Controller shall report the status and performance of the internal cash management fund(s) to the Investment Committee. The Controller shall report to the B&F Committee the establishment of any new cash management fund.

#### Section 2. General Objectives

- **2.1 Investment Objectives and Priorities**. The Nation shall invest all available funds subject to the following objectives and priorities:
  - a) Safety of principal. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
  - b) Liquidity requirements of anticipated and unanticipated expenditures.
  - c) Yield.
  - d) Recognition of differing objectives and needs of various fund portfolios.
  - e) Conformance with Nation law and other applicable legal restrictions.
  - f) Maximization of the total rate of return on investment consistent with the foregoing objectives.
  - g) Diversification by asset type, security, and investment manager in order to smooth the volatility of quarterly returns.
- **Short-Term Funds.** The Nation shall invest its short-term funds in a manner that integrates safety, liquidity, and yield as defined by (a)–(c) below. The Nation's short-term funds include:

The General Fund;

The Grant Fund;

Proprietary Funds;

The cash portion of long-term funds; and

Any other short-term funds that may be added.

- a) Safety. The Nation shall treat safety of principal as the foremost objective of the short-term investment portfolio. The Nation shall undertake investments in a manner that seeks to ensure the preservation of capital in the overall short-term investment portfolio. The Nation's objective will be to mitigate Credit Risk (defined below) and Interest Rate Risk (defined below).
  - i) Credit Risk The risk of loss due to failure of the security issuer or backer ("Credit Risk") will be minimized by the Nation as follows:
    - a) Investments will be limited to the safest types of securities;

- b) Investment managers will conduct proper due diligence on investments; and
- c) The short-term investment portfolio will be diversified to minimize potential losses on individual securities.
- ii) Interest Rate Risk The Nation will minimize the risk that the market value of securities in the short-term investment portfolio will fall due to changes in general interest rates ("Interest Rate Risk") by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations. Operating funds will be invested primarily in shorter-term securities, money market mutual funds, or similar investment pools.
- b) Liquidity. The short-term investment portfolio shall remain sufficiently liquid to meet all operating requirements of the Nation. This will be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Since all possible cash demands cannot be anticipated, the portfolio should consist largely of investments with active secondary markets (dynamic liquidity).
- c) Yield. The short-term investment portfolio shall be designed to attain a market rate of return, taking into account the Nation's investment risk constraints and liquidity needs. Yield includes interest from bonds and dividends from common and preferred stocks.
- **2.3 Long-Term Funds**. The Nation shall focus its long-term funds on capital growth. The Nation's long-term funds include:

Special Revenue Funds (excluding the Grant Fund); Fiduciary Funds; and Any other long-term funds that may be added.

Capital Growth. The Nation's long-term investment portfolio shall be designed to protect principal while earning a rate of return that will meet or exceed the rate of inflation to preserve the fund assets and to ensure that sufficient reserves will be available to cover future cash requirements. Capital growth is generally achieved by investing prudently in a wide range of asset classes in order to achieve proper diversification. Since these funds will focus on long-term capital appreciation some short-term volatility including loss of principal may be experienced.

#### Section 3. Standards of Care

3.1 Prudence. All participants in the Nation's investment process shall act responsibly as custodians of the public trust. The Controller and the Investment Staff (defined below in Section 4.4), the Investment Committee and its members, the B&F Committee and its members, the Investment Consultant (defined below in Section 4.8), the Investment Managers (defined below in Section 4.6), the Financial Advisor (defined below in Section 4.9), Special Counsel (defined below in Section 4.10), and any other consultants engaged by the Nation to assist in the Nation's investment program (collectively, the "Parties"), shall follow the "prudent investor" rule in investing or advising the Nation concerning the investment of the Nation's funds. The "prudent investor" rule provides that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in

the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

3.2 Code of Ethics. The Controller; the Investment Committee and its members; and the B&F Committee and its members shall comply with the Navajo Nation Ethics in Government Law set forth in 2 N.N.C. § 3741 et seq. (the "Ethics Code").

#### Section 4. Delegation of Authority

The Nation shall adhere to, and maintain, a highly structured and organized process for implementing its investment programs.

- 4.1 Budget and Finance Committee. The B&F Committee is vested with oversight authority with respect to the Nation's investments pursuant to 2 N.N.C. § 300.C (established in Navajo Nation Council Resolution Nos. CO-45-12 and CJA-03-13). Title Two also authorizes the B&F Committee to coordinate, oversee, and regulate the investment policies of the Nation, *Id.* at § 300.C.1, and places a duty on the B&F Committee to protect the interests of the Navajo people through the prudent management of the financial reserves of the Nation, *Id.* at § 300.C.4. Pursuant to the aforementioned statutory authority and obligation, the B&F Committee has final authority to approve this Policy and all Nation investment policies, and to reaffirm or modify this Policy and all Nation investment policies.
- **4.2 Investment Committee.** The Investment Committee will consist of:
  - a) The Controller, who shall serve as Chairman of the Investment Committee pursuant to 12 N.N.C. § 203.I;
  - b) The Attorney General;
  - c) The Auditor General;
  - d) A Presidential Appointee;
  - e) The Chairman of the B&F Committee; and
  - f) An additional B&F Committee Member.
- 4.3 Investment Committee Responsibilities. The Investment Committee is an advisory group to the B&F Committee in the management of the Nation's investment programs. At a minimum, the Investment Committee will meet once a quarter within sixty (60) days after the quarter ends. The Chairperson of the Investment Committee shall schedule meetings of the Investment Committee as necessary to insure compliance with this Policy, and to protect the investments of the Nation. The Investment Committee's responsibilities include, but are not limited to, the following:
  - a) Recommend to the B&F Committee all modifications to the Policy, Sub-Policies, and Asset Class Guidelines.
  - b) Determine strategies and monitor results for all funds listed above in Section 1.2 (Scope Funds and Accounts). The Investment Committee shall include in its deliberations such topics as: economic outlook, portfolio diversification and maturity structure, potential

- risks to the Nation's funds, authorized depositories, brokers and dealers, and the target rate of return on the investment portfolio.
- c) Select the Investment Consultant, subject to approval of the Investment Consultant's contract by the B&F Committee.
- d) Accept or reject the Investment Consultant's recommendations for Investment Managers and Custodians (defined below in Section 4.7), subject to the approval of each investment manager and custodial contract by the B&F Committee.
- e) Select specialty service providers to assist with the selection, feasibility, management, and oversight of direct investments in real estate and other direct investments requiring additional expertise, including private equity and venture capital.
- f) Receive quarterly reports from the Investment Consultant regarding the performance of investment managers and receive periodic reports from individual investment managers.
- g) Receive quarterly reports from the Controller regarding the status of each fund's investment, which reconcile to the Investment Consultant's report.
- 4.4 Controller's Responsibility. The Controller is vested with the authority to pursue the administration and management of the Nation's investment programs, and the Controller has a responsibility to the B&F Committee to properly execute and operate the Nation's investment program. 12 N.N.C. § 203.I. The Controller may delegate the execution authority to his or her staff (the "Investment Staff") to assist in the operation of the Nation's investment program. The Controller and the Investment Staff shall act in accordance with established written procedures and internal controls for the management and operation of the investment program consistent with this Policy. No person may engage in an investment transaction with respect to any of the funds listed in Section 1.2 (Scope Funds and Accounts) except as provided under the terms of this Policy. The Controller shall be responsible for all transactions undertaken with respect to those funds and shall establish a system of controls to regulate the activities of the Investment Staff. The Controller's responsibilities include, but are not limited to, the following
  - a) Safekeeping;
  - b) Delivery versus payment;
  - c) Investment accounting;
  - d) Repurchase agreements;
  - e) Wire transfer agreements; and
  - f) Collateral/depository agreements.
- 4.5 Responsibilities of the Controller's Staff. Investment Staff of the Office of the Controller may be retained, directed, and authorized by the Controller to support and maintain the integrity of the Nation's investment program. In striving to attain quality investment management, it is the policy of the Office of the Controller to attract and retain qualified Investment Staff and to promote, encourage, and provide continuing education and professional development for the Investment Staff.

- **Duties of the Investment Managers**. The Investment Managers' duties include, but are not limited to, the following:
  - a) Provide the Nation with a written agreement to invest within the guidelines established by this policy and the corresponding asset class guidelines and shall commit to comply with the Nation's Ethics Code as affirmed in writing.
  - b) Provide the Nation with proof of liability and fiduciary insurance coverage.
  - c) Be a Securities and Exchange Commission ("SEC") Registered Investment Advisor under the 1940 Act, and recognized as providing demonstrated expertise over a number of years in the management of institutional assets.
  - d) Adhere to the investment management style concepts and principles for which they are engaged by the Nation.
  - e) Execute all transactions for the benefit of the Nation with brokers and dealers qualified to execute institutional orders on an ongoing basis at the best net cost to the Nation and, where appropriate, facilitate the recapture of commissions on behalf of the Nation.
  - f) Reconcile monthly accounting, transaction, and asset summary data with Custodian valuations and communicate and resolve any significant discrepancies with the Nation's Investment Consultant and Custodian.
  - g) Report in writing to the Controller and Investment Consultant on all significant matters pertaining to their firm's ownership, investment style and philosophy, changes in personnel, significant client departures, and periods of underperformance.
  - h) Vote the proxies of invested companies as they deem appropriate. The Investment Committee reserves its right to exercise its proxy rights when it so chooses.
- **4.7 Duties of Custodians.** The custodian's (the "Custodian") duties include, but are not limited to, the following:
  - a) Provide complete global custody and depository services for the designated Nation accounts.
  - b) Provide an audited monthly report of the investment activities conducted by the Investment Managers.
  - c) Provide monthly and year-end accounting statements for all funds, including all transactions.
  - d) Collect all interest income and dividends and principal realization and properly report it in monthly statements.
  - e) Reconcile monthly accounting, transaction, and asset summary data and communicate and resolve any significant discrepancies with the Nation's Investment Consultant and Investment Managers.

- 4.8 Duties of the Investment Consultant. The investment consultant (the "Investment Consultant") must be independent of all managers and custodians, with no conflicts of interests with any current or prospective service providers to the Nation. The Investment Consultant's duties include, but are not limited to, the following:
  - a) Make recommendations to the Controller, Investment Committee, and B&F Committee regarding investment policy and strategic asset allocation. The Investment Consultant shall make recommendations regarding reaffirmation and modification of these Policies on an annual basis.
  - b) Assist the Nation in the selection of qualified investment managers, and assist in the oversight of existing managers, including monitoring changes in personnel, ownership, and the investment process.
  - c) Assist with Request for Information ("RFI") research and summary due diligence of qualified custodian(s) and securities lending agents.
  - d) Negotiate fee arrangements and other contract terms with the investment managers on behalf of the Nation.
  - e) Negotiate and arrange for brokerage and custodial services.
  - f) Prepare a quarterly performance report including performance attribution on all the Nation's Investment Managers, funds, and total assets, including a check on the Investment Managers' guideline compliance and adherence to investment style and discipline.
  - g) Handle special projects at the request of the Investment Committee.
  - h) Handle certain other matters, primarily reporting, as described elsewhere in this Policy and Sub-Policies and Asset Class Guidelines.
  - i) Report proxy votes as needed to the Investment Committee.
- **4.9 Duties of the Financial Advisor.** The financial advisor (the "Financial Advisor") must be independent of the Investment Consultant, all managers and custodians, with no conflicts of interest with any current or prospective service providers to the Nation. The Financial Advisor's duties shall include, but not be limited to, the following:
  - a) Make recommendations to the Controller, the Investment Committee, and the B&F Committee regarding direct and specialized investments.
  - b) Handle special projects at the request of the Office of the Controller, the Investment Committee, and the B&F Committee.
- 4.10 Appointment and Duties of Special Counsel. The Controller may recommend to the Attorney General of the Navajo Nation Department of Justice (the "Attorney General") engagement of special counsel ("Special Counsel") with specialized expertise with respect to investment matters, including private equity, alternative investments, restructuring, hedging and mergers and acquisitions, to advise the Nation on investment matters. Duties of Special Counsel shall be established in an attorney contract negotiated and executed by the Attorney General pursuant to

the Attorney General's authority and duties set forth in 2 N.N.C. § 1963.B. Duties of Special Counsel may include, but shall not be limited to, the following:

- a) Advise the Office of the Controller, the Investment Committee, and the B&F Committee on legal matters concerning investment policy and investment opportunities, including both direct and passive investments.
- b) Assist the Nation in the selection of advisors, consultants, managers and other service providers, including the preparation of requests for proposals and the evaluation of proposals.
- c) Assist the Nation in the negotiation of fee arrangements and contract terms, including dispute resolution, jurisdiction, governing law, protection of confidential information and intellectual property and other agreement provisions, consistent with the laws and policies of the Nation.
- d) Handle special projects at the request of the Office of the Controller, the Investment Committee, the B&F Committee, and the Department of Justice.

#### Section 5. Asset Allocation Guidelines and Rebalancing Policy

The target asset allocation guidelines and time parameters for achieving target allocations are outlined in the Sub-Policy established for each separate fund. Such Sub-Policies shall be approved by the B&F Committee upon recommendation by the Investment Committee.

#### Section 6. Cash Holdings

It is the policy of the Nation for equity Investment Managers to be fully invested at all times, except in anticipation of large withdrawals. Equity Investment Managers should maintain less than five percent (5%) of their portfolios in cash equivalents. Fixed income Investment Managers can maintain higher cash balances (e.g., as bar-bell strategies necessitate this exposure to cash). This Section does not apply to cash Investment Managers.

#### Section 7. Pooled/Commingled Investments

7.1 Definition of Commingled Investments. Commingled investments refer to investment instruments where there is a pooling of securities owned by multiple clients for diversification and cost benefits and, therefore, investment managers cannot tailor the portfolio to suit client-specific guidelines.

#### 7.2 Mutual Fund Investments/Commingled Funds.

- a) No investment of Nation funds shall be made in any mutual funds or pooled institution portfolios that would contain more than ten percent (10%) of the total portfolio valued at market in restricted investments.
  - b) With the approval of the Investment Committee, the Nation may invest in a diversified mutual fund or commingled fund as long as it is registered under the Securities Act of 1933 and Investment Company Act of 1940, as amended, and has qualified under applicable state registration requirements. Any diversified mutual fund must be purchased at the current net asset value; and if a commingled/mutual fund is used

as an investment, the prospectus or operating guidelines of that vehicle will be the operative policy.

#### Section 8. Permissible Investments

- 8.1 Asset Category Definitions. Investments must be made in accordance with accepted institutional investment practices of the Government Finance Officers Association (GFOA) and Association of Investment Management Research ("AIMR"). Investments must be of high quality and well diversified. Investment managers must exercise prudence in all matters and invest solely for the benefit of the Nation.
  - a) Domestic Equity Common and Preferred Stocks. The emphasis of the common stock portfolio will be on high quality companies, which offer above-average returns as a protection against inflation. Securities should be publicly traded at a level sufficient to insure liquidity of the holdings without significant adverse effects on price due to rapid sale. In certain circumstances, securities may be purchased in an initial public offering ("IPO") for companies and in sectors where it is reasonably anticipated that there is a high likelihood that there will be an active secondary market for the securities to insure liquidity of the holdings without significant adverse effects on the price due to rapid sale.
  - b) International Equity International equity managers concentrate on identifying companies or countries or both that offer competitive valuation levels and potential for capital appreciation. The countries will be developed and emerging markets and generally represented by the MSCI All Country World (Ex. US) Index.
  - c) Fixed-Income The primary role of the fixed-income portfolio is to provide a stable investment return and to generate income while diversifying the investment assets. In addition, the role of fixed-income is to provide a deflationary hedge. The fixed-income asset class will typically include the following security types and the permissible investments for this asset class are further detailed in the Appendix:
    - i) Bonds, notes or other obligations of the United States government, its agencies, government-sponsored enterprises, corporations, or instrumentalities for which the credit of the United States government is pledged for the payment of the principal and interest.
    - ii) Bonds, notes, or other obligations issued by a Native Nation or a state, or by their respective political subdivisions, that have received an investment grade bond rating.
    - iii) Bonds, notes, commercial paper or other obligations of any corporation organized and operating within the United States.
    - iv) Debt obligations of non-United States governmental or quasi-governmental entities, that may be denominated in foreign currencies; obligations, including but not limited to bonds, notes or commercial paper with an investment grade rating of any corporation organized outside of the United States. Currency transactions, including spot or cash basis currency transactions, forward contracts and buying or selling options or futures on foreign currencies, shall be permitted for the purposes of hedging foreign currency risk.

- v) Collateralized obligations, including but not limited to mortgages, held in trust that: (1) are publicly traded and are registered by the SEC or other Self Regulatory Organization ("SRO") and (2) have underlying collateral that is either an obligation of the United States government or has received an investment grade rating from a nationally recognized rating agency.
- d) Diversified Inflation Strategies ("DIS"). The investment objective of DIS is to provide total returns and capital appreciation exceeding inflation by a premium (e.g. CPI + 5%) as measured by the appropriate custom inflation index. The primary role of the DIS allocation is to hedge against the erosion of asset values due to inflation and to diversify portfolio risks. The DIS asset class may include but is not limited to master limited partnerships, royalty trusts, infrastructure, treasury inflation protected securities ("TIPS"), real estate/REITs, natural resources, commodities, and currencies.
- e) Hedge Funds/Global Tactical Asset Allocation ("GTAA") Hedge fund and GTAA strategies are designed to provide returns similar to publicly traded equities but with significantly lower volatility. Additionally, these strategies should exhibit low correlations to the traditional asset classes in the portfolio. Investments in hedge funds and GTAA strategies can be made via fund of fund, direct investments, and mutual fund vehicles. The hedge fund/GTAA asset class may include but is not limited to strategy types including long/short equity, long/short credit, distressed, risk-parity, macro, and relative value.
- f) Cash Equivalents. Cash equivalents are interest bearing securities that maximize liquidity and safety of principal. The following types of cash equivalents are eligible for investment:
  - i) Certificates of Deposit ("CDs") that are one hundred percent (100%) federally insured or collateralized with government or government agency securities with a market value of at least one hundred and two percent (102%) of the face value of the certificate. Preference placement in CDs may be granted to those financial institutions that are supportive of the Nation's fiscal objectives (e.g., loans, lease/purchase agreements, check cashing fee waivers, etc.);
  - ii) United States Treasury Bills;
  - iii) Repurchase Agreements acquired under an Investment Committee-approved master agreement;
  - iv) Commercial Paper of the highest three grades as rated by a nationally recognized rating agency; and
  - v) Commercial Bank Trust Department commingled liquidity funds specifically approved by the Investment Committee.

Maturities should be short enough that funds can be quickly liquidated with no loss of principal.

g) Real Estate. The real estate investment objectives are to provide the client with total return, capital appreciation, protection against inflation risk, and consistent returns as measured by the appropriate real estate index. External investment management firms

that have demonstrated a favorable record in managing real estate portfolios will actively manage Nation funds invested in real estate. The primary role of the real estate portfolio is to generate income while diversifying the investment assets. The real estate asset class may include but is not limited to the following:

- i) Core Real Estate Commingled pools and Real Estate Investment Trusts (REITs) appropriate for institutional investors including diversification by property type and geographic location. If investment is made via a commingled vehicle, the prospectus or operating guidelines of that vehicle shall be the operative policy.
- ii) Non-Core Real Estate Investments in value-added and mezzanine debt.
- iii) First-lien mortgages and other debt instruments, and direct real estate equity/outright ownership.

This Section 8.1(g) shall not apply to the Land Acquisition Fund.

- h) Private Equity. The investment objectives of Private Equity are to provide the Nation with total return, capital appreciation, and protection against inflation risk with an expected return premium above public equity markets as measured by an internal rate of return ("IRR") based on the S&P 500 (e.g., S&P 500 + 5%). External investment management firms that have demonstrated a favorable long-term record in managing private equity investments will actively manage such investments held by the Nation. A diverse array of strategies that provide either return enhancement or diversification benefits shall be sought across multiple vintage years. Such strategies, accessed through fund of fund, co-investment, or direct partnership vehicles, may include but are not limited to leveraged buyouts, secondaries, distressed debt, venture capital, special situations, and other opportunistic strategies.
- Direct Investments. Direct investment of Nation funds in emerging growth, pre IPO and other non-public companies through various investment structures (e.g., a partnership or joint venture), either equity or debt based, is permitted subject to investment and operational due diligence by the Investment Committee or its designee. The Nation shall not invest in a direct investment that has a projected annual rate of return in any year of less than the ten (10) year average rate of return of the Master Trust portfolio.
- j) Other Investments. Other investments, including entertainment investments and professional sports franchises, subject to the limitations of Section 11 below.
- k) High Yield Investments. Notwithstanding anything to the contrary in this Section 8, investments which offer potential for higher returns and price appreciation, including but not limited to investments in early stage companies, real estate development projects and other ventures where there are substantial upside returns but also greater risks; provided that such investments shall not be made in the Nation, an enterprise of the Nation or any affiliates thereof, and the aggregate purchase amount of such investments shall not exceed in the aggregate 1% of the assets in the Master Trust at the time of investment.

#### Section 9. Prohibited Investments

The following investments are prohibited in separate account situations (i.e., not mutual or commingled funds). Should a prohibited transaction occur it should be reported immediately to the Controller, who will report it at the next Investment Committee meeting where the Investment Committee will decide how to proceed.

- **9.1 Self-Dealing Transactions**. Investment Managers shall not purchase or hold any security or other investment that is issued by a corporation with which the Investment Manager's firm has any type of ownership relationship.
- 9.2 Individual CD's and Time Deposits. Individual CDs and Time Deposits shall not exceed applicable Federal Depository Insurance Corporation ("FDIC") deposit insurance limits unless they are one hundred percent (100%) collateralized by eligible securities or fully covered by a surety bond.
- **9.3 Letter Stock.** Letter stock and other unregistered equity securities are prohibited. Memberships in limited liability companies, partnership interests, corporations or other ownership in connection with hedge funds, venture capital, private equity, and real estate investments are not prohibited.
- **9.4 Litigation with the Nation**. The Nation prefers not to invest in a company with which it is involved in litigation or a major contractual dispute.
- 9.5 General Prohibitions. No investment may be made in any enterprise of the Nation for the purpose of allowing that enterprise to make a direct or indirect investment in any entity or project that is not wholly owned and managed by the Nation or an enterprise of the Nation.

#### Section 10. Derivatives Policy

Investments in derivatives shall be consistent with the Policy set forth in this document.

- a) No derivatives are permitted whose value fluctuates as a multiple of any underlying security.
- b) Investments in derivatives shall be unleveraged investments.
- c) No investment shall be made in any newly formed instrument without the consent of the Investment Committee.
- d) Futures, forwards, and options are permitted only if they are used in a defensive hedging manner, i.e., to control the volatility of a currency.

### Section 11. Concentration and Diversification Guidelines Pertaining to the Overall Investment Program

a) Not more than two and one half percent (2.5%) of the outstanding common shares of any public corporation shall be owned by the Nation.

b) An investment in privately held companies or joint ventures, including entertainment investments and professional sports franchises, may not exceed ten percent (10%) of the value of the Master Trust at the time of the investment.

#### Section 12. Collateralization

In accordance with the GFOA-recommended Practice on the Collateralization of Public Deposits, full collateralization will be required on non-negotiable CDs. Repurchase agreements shall be consistent with the GFOA-Recommended Practice on Repurchase Agreements.

For deposit type instruments investments managed internally, adequate collateral over the FDIC Insurance limit must be obtained to protect the assets of the Nation. Acceptable collateral is limited to U.S. Treasury and agency securities. The minimum acceptable limit is one hundred and two percent (102%) of assets.

#### Section 13. Safekeeping/Custody

The Controller with notification of the B&F Committee shall contract with an authorized safekeeping agent(s) for safekeeping securities owned by the Nation as part of its investment portfolio or held as collateral to secure CDs or repurchase agreements. All securities transactions shall be conducted on a delivery versus payment basis to the Controller's safekeeping bank or to the Office of the Controller. The Office of the Controller, custodian, or safekeeping agency(s) shall have custody of all securities purchased or held and all evidence of deposits and investments.

To protect against potential fraud and embezzlement, the assets of the Nation shall be secured through third-party custody and safekeeping procedures. Bearer instruments shall be held only through third-party institutions. Collateralized securities such as repurchase agreements shall be purchased using the delivery versus payment procedure. Unless prevailing practices or economic circumstances dictate otherwise, ownership shall be protected through third-party custodial safekeeping. The independent auditor shall review safekeeping procedures annually. The independent auditor shall conduct periodic audits of safekeeping and custodial systems.

#### Section 14. Voting of Proxies

To the extent that investments include ownership rights, such as the voting of proxies, such ownership rights shall be exercised according to the vehicle type:

- 14.1 Separately Managed Accounts. Proxy votes for securities held in separately managed accounts shall be exercised by the Manager in its discretion. Each Manager shall keep accurate written records as to the exercise of such ownership rights and shall report in writing to the Investment Committee or Office of the Controller upon request
- **14.2** Commingled Investments. For proxy votes issued by mutual funds, commingled trusts, limited partnerships, and other commingled investments; the consultant will provide voting guidance and recommendations to the Nation upon request.

#### Section 15. Securities Lending

A securities lending program may be implemented by the master Custodian or an outside independent securities lending agent. The belief is that this program will provide additional income without incurring additional risk. For all securities lent, liquid financial assets of the highest quality will be held as

collateral in amounts equal to or greater than the value of securities lent. Cash, U.S. Treasury Bills and Notes, and A-1 or P-1 rated Commercial Paper are acceptable collateral.

Supervision of the lending program by the Investment Committee shall include:

- a) Procedures to review the creditworthiness of all borrowers;
- b) Requirements for full collateralization of all loans;
- c) Other methods and procedures required by the Investment Committee for securing the lending program.

#### Section 16. Commission Recapture Program

The Office of the Controller assisted by the Investment Consultant shall monitor the commission recapture and discount brokerage programs to insure that Investment Managers provide the best effort to meet their commission recapture guidelines. The quality of execution should never be jeopardized.

Investment Managers may utilize brokers who provide the best net trade (discount brokerage) for their transactions.

The Office of the Controller assisted by the Investment Consultant shall report, at least annually, to the Investment Committee and the B&F Committee the Investment Managers' adherence to the commission recapture guidelines.

#### Section 17. Trades and Exchanges

Investment Managers and the Office of the Controller may sell or exchange securities in the course of daily management of specific funds. Such trades may be executed to raise cash, to shift maturity, to change asset mix, to enhance yield, and to improve quality. The goal of all such trades is to maximize portfolio performance while minimizing risk.

- a) The Office of the Controller and all Investment Managers will take advantage of security swap opportunities to improve portfolio yield.
- b) To account for market fluctuations and volatility, the Office of the Controller or its agent (independent pricing agent) will mark to market all securities at least monthly. If a significant market event takes place during the month that impacts the value of the portfolio, the Office of the Controller or its agent will mark the portfolio to market to determine the impact on the portfolio.

The Controller shall determine the market value of all securities in the portfolio on at least a quarterly basis. These values shall be obtained from a reputable and independent source and the Investment Consultant shall make a report to the Investment Committee at least quarterly. The report shall include the market value and unrealized gain or loss of the securities in the portfolio.

#### Section 18. Procedures for Selecting and Reviewing Investment Managers

- 18.1 Review Process. The Nation's investments shall be managed by professional Investment Managers except to the extent the Investment Committee specifically delegates investment authority for cash management portfolios to the Office of the Controller. When it is decided that an Investment Manager(s) is to be hired, the Investment Consultant shall solicit qualified proposals in compliance with the Navajo Business Opportunity Act, 5 N.N.C. §201 et seq. (the "Business Opportunity Act"). The Controller and Investment Consultant will select at least two finalists to make an oral presentation to the Investment Committee. The Investment Committee will evaluate the finalists and select the Investment Manager(s) best suited to meet the Nation's investment needs. Evaluation factors will include the finalists' one-year, five-year and ten-year performance record and the associated risks taken to achieve the returns, the quality and stability of the investment personnel of each company, adherence to philosophy/style, and the fees charged by each company.
- 18.2 The B&F Committee shall approve the Investment Manager(s) selected by the Investment Committee. When presenting the selected Investment Manager(s) to the B&F Committee for approval, the Investment Committee shall include a summary of the finalists not selected and the evaluation factors and ranking utilized in the selection process. A contract with the Investment Manager(s) selected by the Investment Committee and approved by the B&F Committee will be executed pursuant to applicable Nation contract approval procedures.
- 18.3 Selection Criteria for Investment Managers. Criteria will be established for each Investment Manager search undertaken by the Nation and will be tailored to the Nation's needs and priorities. In general, eligible Investment Managers will possess attributes including, but not limited to, the following:
  - a) The firm, or the principal of the firm, must be experienced in managing money for institutional clients, family offices or other sophisticated investors in the asset class/product category/investment style specified by the Nation and its Investment Consultant.
  - b) The firm must be CFA Institute compliant.
  - c) The firm must have a minimum five-year history (three-year for small cap stocks) with the desired investment style and demonstrated continuity of key personnel, and must offer a reasonable fee schedule; shorter-term histories will be considered for entire portfolio management teams that have portable track records from predecessor firms.
  - d) The firm must display a record of stability in retaining and attracting qualified investment professionals, as well as a record of managing asset growth effectively, both in gaining and retaining clients.
  - e) The firm must have an asset base sufficient to accommodate the Nation's portfolio. In general, managers should have a least \$500 million of discretionary institutional assets under management, and the Nation's portfolio should make up no more than ten percent (10%) of the firm's total asset base.
  - f) The firm must demonstrate adherence to the investment style sought by the Nation, and adherence to the firm's stated investment discipline.

- g) The firm's fees should be competitive with industry standards for the product category.
- h) The firm must comply with the "Duties of the Investment Managers" outlined in subsection 4.6 and conform to AIMR standards for performance reporting.
- **18.4 Criteria for Investment Manager Termination**. The Nation reserves the right to terminate an Investment Manager. Grounds for termination may include, but are not limited to, the following:
  - a) Failure to comply with the guidelines agreed upon for the management of the Nation's funds, including holding restricted securities and conducting prohibited transactions.
  - b) Failure to achieve performance objectives specified in the Investment Manager's guidelines. Managers who fall into the bottom quartile on the Nation's consultant peer universe for three consecutive quarters will be placed on a "watch list." The watch list is not an automatic termination, but a red flag for the Nation's Investment Consultant, the Controller, and the Investment Committee alerting them to conduct further due diligence to understand the underperformance. The Investment Committee will have the discretion at any time to take an Investment Manager off the watch list once they are comfortable that the Investment Manager's problems have been resolved.
  - Significant deviation from the Investment Manager's stated investment philosophy, style, or process.
  - d) Loss of key personnel or significant ownership changes that create instability in an organization.
  - e) Evidence of illegal or unethical behavior by the Investment Manager's firm.
  - f) Lack of willingness to cooperate with reasonable requests by the Nation or the Nation's Investment Consultant for information, meetings, or materials.
  - g) Loss of confidence by the Investment Committee, the Controller, or the Nation's Investment Consultant.
  - h) A change in the Nation's asset allocation program which necessitates a shift of assets to another asset class or style.

The presence of any one or a combination of these factors will be carefully reviewed by the Controller, the Investment Committee, and the Nation's Investment Consultant, but will not necessarily result in an automatic termination.

18.5 Performance Monitoring. The Controller shall monitor monthly statements and receive quarterly, audited performance reports from the Investment Consultant. The Investment Consultant shall monitor at least quarterly the track record of each Investment Manager under contract to determine whether or not that Investment Manager is performing up to the standard required by the benchmark of performance specified in the Investment Manager's contract and shall report those finding to the Investment Committee. If at any time the standard required is not being met, the Controller with the assistance of the Investment Consultant shall make a report of that fact to the Investment Committee and give a recommendation to the Investment Committee. The Investment Committee will then determine what action will be taken by the Controller.

- 18.6 Manager Alerts. Investment Managers are to provide the Investment Committee and the Investment Consultant with written notice of any material changes in their respective firms (i.e., change in personnel, ownership and policy, etc.).
- **18.7 Termination**. The decision to terminate an Investment Manager shall be by majority vote of the Investment Committee present at the meeting.

#### Section 19. Navajo Preference

- 19.1 Adherence to Navajo Nation Laws, Rules and Regulations. All Parties shall comply with all applicable laws, rules and regulations of the Nation, including, without limitation, the Navajo Preference in Employment Act (the "Preference in Employment Act"), 15 N.N.C. § 601 et seq., and the Business Opportunity Act. The terms and provisions of the Preference in Employment Act and the Business Opportunity Act are specifically incorporated herein, and become a part of this Policy; and breach by any Party of any terms and provisions of such laws shall constitute a breach of this Policy and provide grounds for the suspension or termination or other remedy as specified in the Preference in Employment Act, the Business Opportunity Act, or this Policy.
- 19.2 Navajo/Native American Promotion Policy. It is the policy of the Nation to support and promote the growth and development of Navajo or other Native American owned and controlled firms in accordance with the Preference in Employment Act and to the degree permitted by applicable federal laws.
- 19.3 Identification of Qualified Navajo/Native American Firms. The Investment Consultant shall make reasonable efforts to identify and bring to the attention of the Investment Committee and the B&F Committee qualified Navajo and other qualified Native American owned and controlled investment management and brokerage firms. The phrase "owned and controlled" shall be defined by 5 N.N.C. § 202.J of the Business Opportunity Act and shall not include "fronts" as defined in 5 N.N.C. § 202.F of the Business Opportunity Act. The phrase "qualified" as it applies to Investment Managers shall be defined by this Policy, including, but not limited to, Sections 18.1 and 18.2 of this Policy and shall include desired rates of return. The phrase "qualified" as it applies to brokerage firms shall incorporate the standards set forth by the GFOA and shall include participation in commission recapture programs, if appropriate.
- 19.4 Qualified Navajo/Native American Investment Managers Preference. The Investment Committee and the B&F Committee shall give preference to qualified Navajo and other qualified Native American owned and controlled investment management firms, whenever such qualified firms are available, when selecting new or successor investment managers. Such preference is not intended to and shall not dilute or negate adherence to this Policy, including but not limited to the Investment Objectives and Priorities identified in Section 2.1 of this Policy. Consistent with 5 N.N.C. § 201.D of the Business Opportunity Act, such preference is not intended to require the selection of unqualified Navajo or other unqualified Native American investment managers.
- 19.5 Qualified Navajo/Native American Brokerage Firm Preference. The Investment Managers, current and future, shall make reasonable efforts to direct, under the restrictions identified below, a minimum of twenty percent (20%) of the transactional execution of the Nation's investment funds to qualified Navajo and other qualified Native American owned and controlled brokerage firms identified by the Investment Consultant under Section 19.3 above, whenever such qualified firms are available. Such direction or preference should never jeopardize the quality of execution. Such direction or preference is also not intended to and shall not dilute or negate adherence to this Policy, including, but not limited to, the Investment Objectives and Priorities

identified in Section 2.1 of this Policy and the Duties of the Investment Manager identified in Section 4.6 of this Policy. Consistent with 5 N.N.C. § 201.D of the Business Opportunity Act, such preference is not intended to require the Investment Managers to utilize unqualified Navajo or other unqualified Native American brokerage firms.

19.6 Compliance. The lack of substantial compliance with Sections 19.1 through 19.5 shall be grounds for termination. The Investment Committee, with the assistance of the Investment Consultant, shall report annually to the B&F Committee on compliance by the Parties with the provisions of Sections 19.1 through 19.5 above.

#### Section 20. Sub-Policies

The Investment Committee, along with the Investment Consultant, will develop specific investment policies ("Sub-Policies") for each fund, which will include any unique or specific investment objectives for a particular fund; its asset allocation to cash, bonds and stocks; any specific investment restrictions; the fund spending policy; and the investment expectations for the fund.

The investment objectives, asset allocation guidelines, and other specific investment information will be covered for each fund within the Nation's investment program under the Sub-Policies and must be approved by the Investment Committee to go into effect.

#### Section 21. Asset Class Guidelines

The Investment Committee, along with the Investment Consultant and other appropriate advisors as needed, will develop specific investment guidelines for each asset class or investment ("Asset Class Guidelines"), which will include objectives, general guidelines, diversification, return expectations, and prohibited practices. Specific investment guidelines for asset classes are included in the Appendix and shall be approved by the B&F Committee upon recommendation by the Investment Committee.

As a general matter such guidelines will recognize that investments are managed for total return and with very little cash flow responsibility and that all investments are available for long-term investment, and shall be managed in a diversified and prudent manner subject to the stated guidelines contained within this Policy.

Sector and security selection, portfolio structure and timing of purchases and sales are delegated to the Investment Manager subject to the Investment Manager's contract. Transactions that involve a broker acting as a "principal" and "agent" where such broker or dealer is also the Investment Manager who is making the transaction are prohibited. For separately managed investments, transactions shall be executed on the basis of "best price and execution" for the sole benefit of the Nation. Investment Managers of commingled funds, limited partnerships, or mutual funds will have full discretion over the portfolio management decisions taking into consideration the guidelines established by the funds' respective partnership agreements and fund prospectuses. Any material violation of these Asset Class Guidelines is to be corrected immediately upon discovery and reported to the Investment Consultant and the Investment Committee in a timely manner.

#### Section 22. Amendments

This Policy may be amended as necessary from time to time upon recommendation by the Investment Committee and approval by the B&F Committee.

ACKNOWLEDGED BY:		
	Date:	
	Date:	
The Navajo Nation Investment Committee		
Policy last updated:		
•, 2015		

## **Appendices A-G for Exhibit A**

#### Appendix A

#### Large Capitalization Domestic Equity

#### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

**A. Investment Objectives.** The investment objectives of the large cap domestic equity portfolio are to provide TNN with total return, capital appreciation, protection against inflation risk and consistent returns as measured by the appropriate benchmark. The funds will be actively managed by active external investment management firms that have a demonstrated favorable record in managing institutional equity portfolios. TNN shall employ diversification by investment style; value, core, and growth. The large cap domestic equity allocation is managed by several investment managers, and investment benchmark and peer universes are detailed in Section F of the guidelines.

#### B. Portfolio Characteristics and Guidelines.

- Investment in any one corporation shall not exceed 5% of the equity portfolio at the time of purchase, and will be sold to prevent the percentage from exceeding 7% at market valuation.
- Investment in any one corporation will not exceed 5% of the outstanding shares of that corporation.
- A single manager may not have more than 2.5 times the respective index weighting of their individual portfolio in any one industry category, i.e. if technology represents 15% of the S&P 500 Index, an investment manager cannot hold more than 37.5% of their portfolio in technology.
- No manager can invest more than 40% of their portfolio in any one industry sector as defined by the Global Industry Classification Standard (GICS).
- Investment in foreign domiciled companies will not exceed 15% of the portfolio at market value.
- C. Performance Objectives. Performance will be monitored on a monthly basis, and long-term performance will be reviewed on a quarterly basis. The measurement period for complete evaluation will typically be trailing three-year periods and a complete market cycle, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, investment managers' minimum period of evaluation shall be typically three to five years.

The performance objectives of the large capitalization domestic equity allocation are:

- Outperform the respective style benchmark (i.e. Russell 1000 Value Index), net of fees, over a market cycle, typically represented by three- and five-year time periods;
- Rank above the 50<sup>th</sup> percentile of a nationally recognized peer universe consisting of large capitalization managers possessing a similar style over a market cycle, typically represented by three- and five-year time periods;

- Outperform inflation plus a premium (net of fees), represented by CPI plus 600 basis points per annum over a market cycle;
- Passively managed investments will perform in-line with the appropriate benchmark (gross of fees).
- **D.** Investment Guidelines. Common stocks, preferred stocks and convertible stocks as defined in the Master Investment Policy. Also allowed are investments in securities issued by non-U.S. companies traded on U.S. exchanges (American Depository Receipts), as well as REITs (real estate investment trusts).

#### E. Investment Restrictions.

- Prohibited Investments TNN funds will not invest in options, futures, commodities, venture capital funds, private placement debt securities, floating rate securities, letter stock, natural resource properties or equity securities not traded on a national exchange, except as specifically approved by the Investment Committee.
- Prohibited Transactions Investment managers cannot buy or hold securities within which they have an ownership relationship with.
- Derivatives Restrictions Investments in derivatives shall be unleveraged investments. No derivatives are permitted whose values are tied to another security or whose value fluctuates as a multiple of any underlying security. Futures, forwards and options are permitted only if they are used in a defensive hedging manner, i.e. to control the volatility of a currency.

#### F. Current Investment Benchmarks.

Mandate	Benchmark	Peer Universe
Value	Russell 1000 Value Index	U.S. Large Cap Value Equity
Core	Russell 1000 Index / S&P 500 Index	U.S. Large Cap Core Equity
Growth	Russell 1000 Growth Index	U.S. Large Cap Growth Equity

Acknowledged By:		
	Date:	
Investment Manager		
	Date:	
The Navajo Nation		
Investment Committee		
	Date:	
The Navajo Nation		
Budget & Finance Committee		

#### Appendix B

#### Non-U.S. Equity

#### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

**A. Investment Objectives.** The objectives of the international equity portfolio are to provide TNN with total return, capital appreciation, and provide risk diversification, while providing consistent returns as measured by the appropriate benchmark. The international equity allocation is managed by several investment managers, and investment benchmark and peer universes are detailed in Section F of the guidelines.

#### B. Portfolio Characteristics and Guidelines.

- Investment in any one corporation shall not exceed 5% of the equity portfolio at the time of purchase, and will be sold to prevent the percentage from exceeding 7% at market valuation.
- Investment in any one corporation will not exceed 5% of the outstanding shares of that corporation.
- A single manager may not have more than two times the market weight of the two largest EAFE markets; no more than 25% of the portfolio in other major markets; and no more that 15% of the portfolio market value in any other individual country.
- No manager can invest more than 40% of their portfolio in any one industry sector as defined by the Global Industry Classification Standard (GICS).
- Normally, no more than 5% of the portfolio market value can be allocated to cash.
- C. Performance Objectives. Performance will be monitored on a monthly basis, and long-term performance will be reviewed on a quarterly basis. The measurement period for complete evaluation will typically be trailing three-year periods and a complete market cycle, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, a minimum period of evaluation shall be typically three to five years.

The performance objectives of the international equity allocation are:

- Outperform the respective benchmark (i.e. MSCI EAFE Index), net of fees, over a market cycle, typically represented by three- and five-year time periods;
- Rank above the 50<sup>th</sup> percentile of a nationally recognized peer universe consisting of international equity managers possessing a similar style over a market cycle, typically represented by three- and five-year time periods; Passively managed investments will perform in-line with the appropriate benchmark (gross of fees).
- **D.** Investment Guidelines. The portfolio assets may be invested in any equity or equity-related investment in a non-U.S. company, including marketable foreign securities, convertible

securities, warrants, rights and American Depository Receipts (ADRs), in foreign currencies or in U.S. dollars.

Foreign currency contracts are permitted for defensively hedging the market value of securities or an aggregation of securities held, proposed to be held or sold, or relating to foreign currency exchange rates. The total exposure of all hedges shall not exceed 100% of the total portfolio value, at market. The manager shall not short the currency of any country in which there is no underlying security exposure.

Investments in derivatives other than for the purpose of defensively hedging currency shall be prohibited.

#### E. Investment Restrictions.

- Prohibited Investments TNN funds will not invest in options, futures, commodities, venture capital funds, private placement debt securities, floating rate securities, letter stock, natural resource properties or equity securities not traded on a national exchange, except as specifically approved by the Investment Committee.
- Prohibited Transactions Investment managers cannot buy or hold securities within which they have an ownership relationship with.
- Derivatives Restrictions Investments in derivatives shall be unleveraged investments. No derivatives are permitted whose values are tied to another security or whose value fluctuates as a multiple of any underlying security. Futures, forwards and options are permitted only if they are used in a defensive hedging manner, i.e. to control the volatility of a currency

#### F. Current Investment Benchmarks.

Mandate	Benchmark	Peer Universe
Broad International Core (Passive)	Spliced Total International Stock Index	International Core Equity
Broad International Core (Active)	MSCI ACW Ex US Index	International Core Equity
Developed Core	MSCI EAFE Index	International Core Equity

Acknowledged By:		
	Date:	
Investment Manager		
	Date:	
The Navajo Nation		
Investment Committee		
	Date:	
The Navajo Nation		
Budget & Finance Committee		

#### Appendix C

#### Small/Mid ("SMID") Capitalization Domestic Equity

#### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

A. Investment Objectives. The investment objectives of the SMID cap domestic equity managers are to provide TNN with total return, capital appreciation, protection against inflation risk and consistent returns as measured by the appropriate benchmark. The funds will be actively managed by active external investment management firms that have a demonstrated favorable record in managing institutional equity portfolios. TNN shall employ diversification by investment style; value, core, and growth. The SMID cap domestic equity allocation is managed by several investment managers, and investment benchmark and peer universes are detailed in Section F of the guidelines.

#### B. Portfolio Characteristics and Guidelines.

- Investment in any one corporation shall not exceed 5% of the equity portfolio at the time of purchase, and will be sold to prevent the percentage from exceeding 7% at market valuation.
- Investment in any one corporation will not exceed 5% of the outstanding shares of that corporation.
- A single manager may not have more than 2.5 times the respective index weighting of their individual portfolio in any one industry category, i.e. if technology represents 15% of the Russell 2000, an investment manager cannot hold more than 37.5% of their portfolio in technology.
- No manager can invest more than 40% of their portfolio in any one industry sector as defined by the Global Industry Classification Standard (GICS).
- Investment in foreign domiciled companies will not exceed 15% of the portfolio at market value.
- C. Performance Objectives. Performance will be monitored on a monthly basis, and long-term performance will be reviewed on a quarterly basis. The measurement period for complete evaluation will typically be trailing three-year periods and complete a market cycle, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, investment managers' minimum period of evaluation shall be typically three to five years.

The performance objectives of the SMID capitalization domestic equity are:

- Outperform the respective style benchmark (i.e. Russell 2500 Growth Index), net of fees, over a market cycle, typically represented by three- and five-year time periods;
- Rank above the 50<sup>th</sup> percentile of a nationally recognized peer universe consisting of SMID capitalization managers possessing a similar style over a market cycle, typically represented by three- and five-year time periods.

**D.** Investment Guidelines. Common stocks, preferred stocks and convertible stocks as defined in the Master Investment Policy. Also allowed are investments in securities issued by non-U.S. companies traded on U.S. exchanges (American Depository Receipts), as well as REITs (real estate investment trusts).

#### E. Investment Restrictions.

- Prohibited Investments TNN funds will not invest in options, futures, commodities, venture capital funds, private placement debt securities, floating rate securities, letter stock, natural resource properties or equity securities not traded on a national exchange, except as specifically approved by the Investment Committee.
- Prohibited Transactions Investment managers cannot buy or hold securities with which they have an ownership relationship.

Derivatives Restrictions - Investments in derivatives shall be unleveraged investments. No derivatives are permitted whose values are tied to another security or whose value fluctuates as a multiple of any underlying security. Futures, forwards and options are permitted only if they are used in a defensive hedging manner, i.e. to control the volatility of a currency.

#### F. Current Investment Benchmarks.

Acknowledged By:

Mandate	Benchmark	Peer Universe
Value	Russell 2500 Value Index	U.S. SMID Cap Value Equity
Growth	Russell 2500 Growth Index	U.S. SMID Cap Growth Equity

Acknowledged by.		
	Date:	
Investment Manager		
	Date:	
The Navajo Nation		
Investment Committee		
	Date:	
The Navajo Nation		
Budget & Finance Committee		

#### Appendix D

#### Fixed-Income- Core / Core-Plus

#### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

- A. Investment Objectives. The investment objectives are to provide a stable income, safety of capital and consistent returns above the fixed income market as measured by the Barclays Aggregate Bond Index. The investment manager shall not take large duration bets, but rather will add value through issue selection, yield curve structure, convexity and sector rotation. The core/core plus fixed income allocation is managed by several investment managers, and investment benchmarks are detailed in Section H of the guidelines.
- B. **Investment Guidelines.** The following investment guidelines apply to the investment managers. Additional parameters within these guidelines, including benchmark characteristic constraints, may be further defined within the investment managers' contract with significantly tighter constraints for the risks described below.

These Investment and Operational Guidelines ("Guidelines") are not intended to cover every foreseeable situation. If, at any time, these Guidelines do not adequately cover an investment opportunity, the investment manager shall contact TNN for additional investment direction or to ask TNN whether an amendment to the Guidelines is appropriate

- C. **Investment Risk.** The following risks will be managed according to the following constraints:
  - 1) **Interest Rate Risk** will be controlled through duration management. Duration must be maintained within +/- 2 years of the Barclay's Aggregate Index on an option-adjusted or effective basis.
  - 2) Yield Curve Risk will be managed through close monitoring of key rate durations versus the Barclay's Aggregate Index at a portfolio level and within portfolio components.
  - 3) Convexity Risk will be managed through option-adjusted and scenario analyses.
  - 4) **Sector Risk** will be managed through maximum category /sector limits as set forth below. Sector and subsector ranges may be further defined within the manager's contract.
    - (a) Non-U.S. dollar securities. Maximum of 25%; maximum of 25% of non-U.S. dollar unhedged.
    - (b) Emerging Market Securities. Maximum of 15%.

(c) Extended Sector Allocations. Maximum of 30% in U.S. and non-U.S. non-investment grade securities and emerging market debt combined.

#### (d) Derivatives.

- 1. TBA's will be covered with cash or cash equivalents (investment grade securities with duration of less than one year).
- 2. Futures are allowed only if the underlying security is an authorized investment pursuant to the guidelines.
- 3. Interest Rate Futures and FX Forward Currency Contracts shall not be used to leverage the portfolio and cash equivalents shall be held equal to the notional amount, net of the margin required, of any long positions in the futures market.
- (e) Commingled Vehicles. Maximum of 15% in commingled vehicles.
- 5) Credit Risk will be controlled by requiring minimum credit ratings as outlined below. Credit risk will be actively managed through rigorous credit analysis. A downgrade of a security which creates a violation in the guidelines will require that the manager communicate the incident to TNN immediately and sell the security as soon as commercially reasonable unless the manager determines that, based on market conditions, a temporary delay is expected to provide a better return to TNN and obtains TNN approval to do so. In such instance, the manager must provide TNN supporting justification for that recommendation and a reasonable exit strategy.

The following are the minimum credit quality constraints:

- (a) At least 70% of the portfolio shall be invested in fixed-income securities with a quality rating of investment grade by the nationally recognized statistical rating organizations (NRSRO), such as Moody's, Standard & Poor's, or Fitch with no rating below investment grade.
- (b) The portfolio shall maintain a minimum weighted average credit quality of A- (S&P or Fitch) or A3 (Moody's). Where ratings differ among rating agencies, the middle of the Moody's, Standard & Poor's and Fitch ratings will be used to determine compliance with quality guidelines, so long as all three ratings exist. If two ratings are provided, the lower (more conservative) rating shall be used. If only one rating is provided, that rating shall be used.
- (c) The minimum credit quality of securities purchased for the portfolio shall be B3 by Moody's rating system/ B- by S&P or Fitch rating system, unless a lower rating is expressly authorized. Non-investment grade securities

- rated less than Baa3 (Moody's) or BBB- (S&P or Fitch) shall not exceed 30% of the portfolio
- (d) Securitized: All securitized product must be rated investment grade and the weighted average credit quality must be AA- (S&P or Fitch)/Aa3 (Moody's). Exceptions to credit quality constraints for individual residential mortgage backed securities may be authorized in manager's mandate with maximum limits defined.
- (e) Municipal Bonds: Municipal issues must be rated investment grade, at least BBB- (S&P or Fitch) or Baa3 (Moody's) using the middle rating of all three agencies or the lower of two agencies when only two are available.
- (f) Non U.S. Dollar Denominated Bonds: Both the issue and the issuer's national government (if the issuer is not the national government itself) must be rated at least A- (S&P or Fitch) or A3 (Moody's) using the middle rating of all three agencies or the lower of two agencies when only two are available.
- (g) High Yield or Non-Investment Grade Corporates: Corporate issues must be rated at least B- (S&P or Fitch) or B3 (Moody's).
- 6) Structure Risk will be managed through option-adjusted, scenario and prepayment variability analyses.
- 7) Reinvestment Risk will be managed through call risk and cash flow analyses.
- 8) Liquidity Risk will be managed through prudent investment of liquid securities. Issue size of permissible investments will be a consideration and should be sufficiently large enough to provide the liquidity necessary for accumulation and disposition of the securities.
- 9) Concentration Risk
  - (a) Issuer risk will be managed through the following limits.
    - 1. Investments in a single government related issuer (excluding U.S. Treasuries and U.S. Agencies) will not exceed 5% of the total market value of the Core / Core Plus FI and manager mandates.
    - 2. Investments in a single corporate issuer will not exceed 2% of the total market value of the Core / Core Plus FI and manager mandates.
    - 3. For asset-backed, non-agency mortgage-backed and commercial mortgage-backed securities, each separate trust (pool of assets) is

defined as a separate issuer and will not exceed 1.5% of the total market value of the Core/ Core Plus FI and manager mandates.

For purposes of these guidelines, the term "issuer" will mean a given entity and its affiliates.

- 10) Counterparty risk will be managed through diversification at the mandate level.
- **D.** Currency Risk. The portfolio may invest in non-dollar securities on a currency hedged or unhedged basis.
- **E. Permissible Investments.** The following are permissible investments for the Core Plus FI, subject to credit quality restrictions outlined above.U.S. Dollar Denominated Fixed Income Securities:
  - 1) U.S. Government securities: U.S. Treasury, Federal Agency, and governmentsponsored enterprise securities
  - 2) Supranational securities.
  - 3) Municipal bonds
  - 4) U.S. residential and commercial mortgage-backed securities either guaranteed by a Federal Agency or meeting the minimum credit ratings of A3 (Moody's) and A-(S&P of Fitch) including, but not limited to, mortgage pass-throughs (including fixed-rate, adjustable rate, TBA's and dollar rolls providing portfolio leverage is not created), and collateralized mortgage obligation tranches of low volatility.
  - U.S. and non-U.S. corporate debt securities rated at least Caa3 (Moody's) or CCC-(S&P or Fitch), however, not more that 25% of the account may be invested in U.S. and non-U.S. corporate debt securities rated less than Baa3 (Moody's) or BBB-(S&P or Fitch).
  - 6) U.S. asset-backed securities (ABS) including, but not limited to, credit cards, autos and home equity.
  - 7) Non-convertible preferred stocks.
  - 8) U.S. interest rate futures only for the purposes of (1) isolating interest rate risk from currency and credit risk, (2) handling cash flows more efficiently and (3) implementing the contractor's view on the direction of interest rates.
  - 9) Money market instruments rated A1/P1.
  - 10) 144A securities "with registration to follow." All U.S. dollar denominated and non-U.S. dollar denominated 144A securities combined shall not exceed 25% of the portfolio.

#### Non-U.S. Dollar Denominated Fixed Income Securities:

- 1) Non-dollar fixed income issues permitted for investments are limited to non-U.S. corporate debt securities, including capital securities and emerging market issues, Eurobonds, and sovereign debt issued by those governmental or quasigovernmental entities whose issues are included in commonly used and internationally recognized indices.
- Non-U.S. corporate debt securities rated at least Caa3 (Moody's) or CCC- (S&P or Fitch), however, not more that 25% of the account may be invested in U.S. and non-U.S. corporate debt securities rated less than Baa3 (Moody's) or BBB- (S&P or Fitch)
- Foreign mortgage-backed securities issued by G10 countries rated not less than A3 (Moody's) and A- (S&P or Fitch) and their respective agencies/official entities.
- 4) Non-U.S. interest rate futures for the purposes of (1) isolating interest rate risk from currency and credit risk, (2) handling cash flows more efficiently and (3) implementing the manager's view on the direction of interest rates.
- 5) FX forward currency contracts can be used for hedging, cross hedging, implementing currency positions where efficient and for the purpose of managing currency exposure. The aggregate notional amount of unhedged currency exposure outside the U.S. dollar will not exceed 25% of the portfolio.
- 6) 144A securities "with registration to follow." All U.S. dollar denominated and non-U.S. dollar denominated 144A securities combined shall not exceed 25% of the portfolio.
- 7) Supranational securities.

#### F. Investment Restrictions.

- 1) The use of short sales, margin purchases, or leverage is prohibited. Also prohibited are options or future contracts (except for interest rate futures the limited purposes described in E. above), commodities, direct real estate investments.
- It is the policy of the TNN that investment managers may not use derivatives to leverage the return on TNN's portfolio without the express approval of the Investment Committee. Managers will be required to report on a periodic basis (at least annually) to the Investment Committee on their use of derivatives for any purpose and to assure the Investment Committee of compliance with this policy.

#### G. Investment Guidelines and Constraints.

1) Portfolio Duration. Plus or minus 2 years of the Barclays Aggregate Bond Index.

- 2) Credit Quality Constraints:
  - a. Non-Investment Grade Securities 30%
  - b. Non-Investment Grade Corporate Debt 25%
- 3) Sector Specific Limits:
  - a. Mortgage Backed Issues 60%
  - b. Corporate Issues 40%
  - c. Corporate and Mortgage Backed Issues Combined: 80%
  - d. Commercial Mortgage Backed 5%
- 4) Foreign Issues Limit:
  - a. Non-U.S. Securities (Non-Dollar) 25%
  - b. 15% Emerging Market Issues
- 5) Issuer Concentration Limit:
  - a. Except for U.S. Government and Agency issues, no more than 5% of the portfolio will be invested in the security of a single issuer.
- **H. Performance Objectives.** The measurement period for complete evaluation will typically be trailing three-year periods and complete market cycles, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, a minimum period of evaluation shall be one year and more typically three to five years.

The performance objectives of the portfolio are:

- Core Managers: Outperform the respective index, net of fees, over a market cycle, typically represented by three- and five-year periods.
- Core-Plus Managers: Outperform the respective index, net of fees, over a market cycle, typically represented by three- and five-year periods.
- Rank above the 50th percentile of a nationally recognized peer universe consisting of core or core plus managers possessing a similar style over a market cycle, typically represented by three- and five-year time periods.

#### I. Current Investment Benchmarks.

Mandate	Benchmark	Peer Universe
Core	Barclays U.S. Aggregate Bond Index	U.S. Broad Market Core Fixed Income
Core Plus	Barclays U.S. Aggregate Bond Index	U.S. Core Plus Fixed Income

Acknowledged By:	
Investment Manager	Date:
The Navajo Nation Investment Committee	Date:
The Navajo Nation Budget & Finance Committee	Date:

#### Appendix E

#### **Low Duration Fixed Income**

#### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

Investment Objectives. The investment objectives of the low duration fixed income Α. portfolio are to provide a stable income, safety of capital and consistent returns above the fixed income market as measured by the Barclays U.S. 1-5 Year Government/Credit Index. The investment managers shall not take large duration bets, but rather will add value through issue selection, yield curve structure, convexity and sector rotation. The low duration fixed income allocation is managed by several investment managers, and investment benchmark and peer universes are detailed in Section F of the guidelines.

#### В. Portfolio Characteristics and Guidelines.

Plus or minus 20% of the Barclays U.S. 1-5 Portfolio Duration Year Government/Credit Index **Issuer Concentration** Except for U.S. Government and Agency issues, no more than 5% of the portfolio will be invested in the security of a single issuer. Average Credit Quality AA or better

Investment in Below Investment Grade Not Allowed

Investment in Non-U.S. Securities Maximum of 10% of portfolio at market

C. **Performance Objectives.** Performance will be monitored on a monthly basis, and longterm performance will be reviewed on a quarterly basis. The measurement period for complete evaluation will typically be trailing three-year periods and a complete market cycle, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, a minimum period of evaluation shall be typically three to five years.

The performance objectives of the low duration fixed income allocation are:

- Exceed the Barclays U.S. 1-5 Year Government/Credit Index, net of fees, over a market cycle, typically represented by three- and five-year time periods:
- Rank above the 50<sup>th</sup> percentile of a nationally recognized peer universe consisting of low duration fixed income managers over a market cycle, typically represented by three- and five-year time periods.
- D. **Investment Guidelines.** The portfolio assets may be invested in fixed income securities issued by U.S. corporations, U.S. government or its agencies or instrumentalities, which are traded on a National Securities Exchange or are otherwise readily marketable, mortgage and asset backed securities. Commercial mortgage backed securities are permitted, but shall comprise no more than 5% of the portfolio market value.

### E. Investment Restrictions.

- The use of short sales, margin purchases, or leverage is prohibited. Also prohibited are options or future contracts, commodities, direct real estate investments. Investment in mortgage interest only (IO) and principal only (PO) securities or their derivations are prohibited. Prohibited Investments TNN prefers not to invest in a company with which it is involved in litigation or a major contractual dispute.
- Derivatives Restrictions Investments in derivatives shall be unleveraged investments. No derivatives are permitted whose values are tied to another security or whose value fluctuates as a multiple of any underlying security. Futures, forwards and options are permitted only if they are used in a defensive hedging manner, i.e. to control the volatility of a currency.

### F. Current Investment Benchmarks.

Mandate	Benchmark	Peer Universe
Low Duration Fixed Income	Barclays U.S. Gov't/Credit 1-5 Year Bond Index	U.S. Short Duration Fixed Income

Acknowledged By:		
Investment Manager	Date:	
The Navajo Nation Investment Committee	Date:	
The Navajo Nation Budget & Finance Committee	Date:	

### Appendix F

#### **Core Real Estate**

### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

- A. Investment Objectives. The investment objectives of the core real estate portfolio are to provide total return, capital appreciation, protection against inflation risk and consistent returns as measured against the appropriate benchmark. The primary role of the real estate portfolio is to generate income while diversifying the investment assets by investing in commingled real estate funds that offer broad geographical diversification utilizing a wide range of property types. The core real estate allocation is managed by several investment managers, and investment benchmarks are detailed in Section D of the guidelines.
- **B.** Performance Objectives. The measurement period for complete evaluation will typically be trailing three-year periods and a complete market cycle- as represented by a trailing five-year period. Market cycles are defined to include both a rising and a declining market environment. Therefore, a minimum period of evaluation shall be typically three to five years.

The performance objectives of the core real estate allocation are:

- Outperform the NCREIF ODCE Index, net of fees, over a market cycle, typically represented by three- and five-year periods.
- **C.** Investment Guidelines. Delineated in commingled fund investment policy or prospectus.

#### D. Current Investment Benchmarks.

Mandate	Benchmark
Core Real Estate	NCREIF ODCE Index (Asset Weighted Average)

Acknowledged By:		
Investment Manager	Date:	
The Navajo Nation Investment Committee	Date:	
The Navajo Nation Budget & Finance Committee	Date:	

### Appendix G

## Absolute Return and Global Tactical Asset Allocation ("GTAA")

### STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEDURES

- A. Investment Objectives. The investment objectives of the absolute return/GTAA portfolio are to provide positive absolute returns, with low correlation to the equity and fixed income markets, with an emphasis on mandate flexibility and manager skill as opposed to maintaining a consistent mandate or market exposure. The primary role of the absolute return and GTAA allocation is to increase the expected return while reducing overall volatility. The absolute return and GTAA allocation is managed by several investment managers, and investment benchmarks are detailed in Section D of the guidelines.
- **B.** Performance Objectives. The measurement period for complete evaluation will typically be trailing three-year periods and complete market cycles, to be represented by a five-year trailing period. Market cycles are defined to include both a rising and a declining market environment. Therefore, a minimum period of evaluation shall be typically three to five years.

The performance objectives of the absolute return/GTAA allocation are:

- Outperform (net of fees) the return of a custom benchmark specific to the underlying product and/or strategy over a market cycle, typically represented by three- and five-year periods.
- C. Investment Guidelines. Acceptable investments for absolute return and GTAA strategies may include, but are not limited to, multiple equity and fixed income asset and sub-asset classes such as government bonds, real estate investment trusts, inflation-linked bonds, master limited partnerships, floating rate notes, foreign sovereign debt, emerging market equity, and cash. Investment managers are given full discretion to tactically allocate capital within the portfolios to generate alpha.

### D. Current Investment Benchmarks.

Mandate	Benchmark	
GTAA	All Asset Custom Index / Consumer Price Index + 5%	
GTAA	Westwood Custom Index	

Acknowledged By:		
Investment Manager	Date:	
The Navajo Nation Investment Committee	Date:	
The Navajo Nation Budget & Finance Committee	Date:	

18

Document	t No.	004185	Date Issued	d:06/1	16/20	15
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# NAVAJO NATION DEPARTMENT OF LUSTICE

DOCUMENT
REVIEW
REQUEST
FORM



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6-16-15 1140 Am			
DATE / TIME			
☐ ? Day Deadline			
DOC#: 00 4185			
SAS#:			

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

CLIENT TO COMPLETE				
CONTACT NAME: Justin Curley	DEPARTMENT: OOC  E-MAIL: Jucurley @ un ooc.			
TITLE OF DOCUMENT: SAS # 4185 NA	VICJU-01-15 RECEIVED			
DOJ SECRETARY TO	COMPLETE SON 1 0 2015 DEPARTMENT OF AUSTICE			
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### MEMORANDUM

TO:

Honorable Seth Damon

Navajo Nation Council

FROM:

Levon B. Henry, Chief Legislative Counsel

Office of Legislative Counsel

DATE:

June 17, 2015

**SUBJECT:** 

AN ACTION RELATING TO BUDGET AND FINANCE COMMITTEE;

APPROVING THE AMENDMENT AND RESTATEMENT OF THE

NAVAJO NATION MASTER INVESTMENT POLICY

Pursuant to your request, attached is the above-referenced proposed resolution and associated legislative summary sheet. Based on existing law and review of the documents submitted, the resolution as drafted is legally sufficient. However, as with all legislation, it is subject to review by the courts in the event of a challenge.

Please review the proposed resolution to ensure it is drafted to your satisfaction. If this proposed resolution is acceptable to you, please sign it where it indicates "Prime Sponsor", and submit it to the Office of Legislative Services for the assignment of a tracking number and referral to the Speaker.

If the proposed resolution is unacceptable to you, or if you have further questions, please contact me at the Office of Legislative Counsel and advise me of changes you would like made to the proposed resolution. You may contact me at (928) 871-7166. Thank you.



June 17, 2015

### **MEMORANDUM**

TO : Honorable Members

Budget and Finance Committee

FROM:

Hon. LoRenzo C. Bates, *Speaker* 23<sup>rd</sup> Navajo Nation Council

SUBJECT :

ASSIGNMENT OF LEGISLATION

Pursuant to 2 N.N.C § 164 (A)(4), this memorandum serves to inform and advise you that I assign the following legislation to the Budget and Finance Committee;

### Legislation No. 0206-15

# An Action Relating To Budget And Finance Committee; Approving The Amendment And Restatement Of The Navajo Nation Master Investment Policy

As the Committee assigned to consider the legislation, Legislation No. 0206-15 must be placed on the Budget and Finance Committee's agenda at the next regular meeting for final consideration.

ATTACHMENT: Legislation No. 0206-15

xc: Hon. Russell Begaye, President

The Navajo Nation

Bidtah Becker, Attorney General

Robert Willie, Controller

Dominic Beyal, Executive Director, OMB

Honorable Seth Damon, Council Delegate (Prime Sponsor)

# THE NAVAJO NATION LEGISLATIVE BRANCH INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: \_0206-15\_\_\_\_ SPONSOR: <u>Seth Damon</u>

TITLE: An Action Relating To Budget And Finance Committee; Approving The Amendment And Restatement Of The Navajo Nation Master Investment Policy

Date posted: June 17, 2015 at 5:58pm

Digital comments may be e-mailed to comments@navajo-nsn.gov

Written comments may be mailed to:

Executive Director
Office of Legislative Services
P.O. Box 3390
Window Rock, AZ 86515
(928) 871-7590

Comments may be made in the form of chapter resolutions, letters, position papers, etc. Please include your name, position title, address for written comments; a valid e-mail address is required. Anonymous comments will not be included in the Legislation packet.

**Please note**: This digital copy is being provided for the benefit of the Navajo Nation chapters and public use. Any political use is prohibited. All written comments received become the property of the Navajo Nation and will be forwarded to the assigned Navajo Nation Council standing committee(s) and/or the Navajo Nation Council for review. Any tampering with public records are punishable by Navajo Nation law pursuant to 17 N.N.C. §374 et. seq.

# THE NAVAJO NATION LEGISLATIVE BRANCH INTERNET PUBLIC REVIEW SUMMARY

LEGISLATION NO.: <u>0206-15</u>

SPONSOR: Honorable Seth Damon

TITLE: Relating To Budget And Finance Committee; Approving The Amendment And Restatement Of The Navajo Nation Master Investment Policy.

Posted: June 17, 2015 at 5:58 pm

5 DAY Comment Period Ended: <u>June 22, 2015</u>

Digital Comments received: No comments were received.

Policy Analyst
Office of Legislative Services

Date/Time

### 23<sup>nd</sup> NAVAJO NATION COUNCIL

First Year 2015

Mr. Speaker:

The BUDGET & FINANCE COMMITTEE to whom has been assigned

### NAVAJO LEGISLATIVE BILL # 0206-15:

An Action Relating to Budget and Finance Committee; Approving the Amendment and Restatement of the Navajo Nation Master Investment Policy Sponsored by Seth Damon and Tom Chee, Council Delegates

has had it under consideration and reports the same with the recommendation that It **Do Pass** with one (1) amendment.

1. On Page 2 line 14 insert the words "and B-1" after the letter "B"; Insert the redlined copy of the policy as "Exhibit B-1"

Respectfully submitted,

Seth Damon, Chairman

Adopted: Jagu Walkan
Legislative Advisor

Not Adopted:

Legislative Advisor

## 23 June 2015

The vote was **2** in favor **0** opposed Excused:

Absent: Mel R. Begay, Lee Jack, Sr.