

**RESOLUTION OF THE  
WHITE MOUNTAIN APACHE TRIBE OF THE  
FORT APACHE INDIAN RESERVATION**

**WHEREAS**, the Tribal Council on this day has discussed the Tribal accounts receivable; and

**WHEREAS**, the Tribal Council is concerned with identifying procedures that will be of benefit to both the Tribe and its employees, to alleviate Tribal accounts receivable; and

**WHEREAS**, the Tribal Council has determined that it is beneficial to allow Tribal employees to use accumulated annual leave in excess of 40 accrued hours to pay off Tribal debts (employee to maintain 40 hours of annual leave); and other personal debts if they have no outstanding Tribal debts; and

**WHEREAS**, the pay off of Tribal/Personal debts will not apply to Hondah Casino and FATCO employees due to these enterprises having their own personnel policies and procedures; and

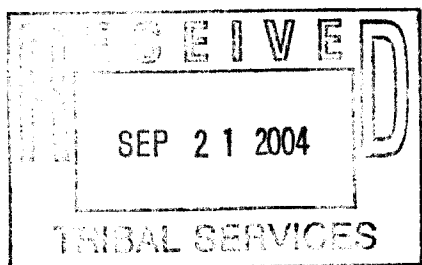
**WHEREAS**, the redemption of leave hours will be processed on the form attached hereto.


**BE IT RESOLVED** by the Tribal Council of the White Mountain Apache Tribe that it hereby approves the limited use of accrued annual leave hours to pay off Tribal debts and personal debts if the individual qualifies; and authorizes the Tribal Controller's Office to process supplemental annual leave voucher payments to be applied to Employee Tribal or Personal debt using a form substantially similar to that attached hereto.

**BE IT FURTHER RESOLVED** by the Tribal Council of the White Mountain Apache Tribe that the Employee's timekeeper and personnel specialist, payroll department and accounts receivable technician confirm that the leave hours are accurate and that any discrepancy shall result in non-use of leave to pay Tribal/Personal debts.

**BE IT FURTHER RESOLVED** by the Tribal Council of the White Mountain Apache Tribe that this program shall cover payment of authorized Tribal/Personal debts and employees may not reduce accrued annual leave below 40 hours under the program, and that the program will expire on April 30, 2005, unless extended by the Tribal Council.

The foregoing resolution was on SEPTEMBER 9, 2004 duly adopted by a vote of EIGHT for and ZERO against by the Tribal Council of the White Mountain Apache Tribe, pursuant to authority vested in it by Article IV, Section 1 (a), (b), (h), (s), (t), and (u) of the Constitution of the Tribe, ratified by the Tribe September 30, 1993, and approved by the Secretary of the Interior on November 12, 1993, pursuant to Section 16 of the Act of June 18, 1934 (48 Stat. 984).



  
Chairman of the Tribal Council

**ACTING**   
Secretary of the Tribal Council

The following are Departments or Enterprises where annual leave will be used to pay off Tribal Debts.

1. Apache Enterprise
  - a. Apache Auto
  - b. Tire Shop
  - c. AR for items purchased at Apache Enterprise Stores (Jewelry, Electronics, Etc.
  
2. Cibecue Commercial Center
  - a. Grocery Bill
  - b. Tire Shop
  
3. Whiteriver Commercial Center
  - a. Variety Store
  - b. Doxol
  - C. Restaurant – Parties/Catering
  
4. Agriculture/Farm
  - a. Feed, Hay, supplies
  
5. Hondah Home Center
  - a. Outstanding bills
  - b. Purchase of supplies, etc.
  
6. Chaghache Day Care Center
  
7. Central Business Office
  - a. Pay off any outstanding Payroll Advances
  - b. Pay voluntary contributions for emergency donations
  
8. Cellular One
  - a. Payment of cell phone bills
  - b. Purchase of phone or cases
  
9. Public Works, Solid Waste, Utility
  - a. Pay outstanding Accounts Receivables
  - b. Rental of bins, porter johns, water tanks
  
10. Hondah Casino
  - a. Outstanding bills for parties, weddings, etc.
  
11. FATCO
  - a. Lumber

# USING EARNED ANNUAL LEAVE BALANCE TO PAY DEBTS OWED

The SUPERVISOR'S SIGNATURE provided on the Annual Leave Slip Form authorizes this employee to use Annual Leave Hours to pay Debts owed to the WMAT.

Employee \_\_\_\_\_  
 Employed at: \_\_\_\_\_ Dept. No. \_\_\_\_\_  
 Social Security# -- -- \_\_\_\_\_ WHERE YOU WORK AT

Pursuant to WMAT Resolution# \_\_\_\_\_ approved May \_\_\_\_\_, 200 (resolution good until April 30, 200, unless extended by the WMAT Tribal Council) I can use my accrued annual leave hours available to pay debt(s) owed to the WMAT. I understand I can use this method of payment provided I have more than 80 hours of Annual Leave remaining and that I further understand that I must retain 80 hrs of Annual leave. (e.g. If you have 100 hrs AL, you can use 20 hrs, leaving you with 80 hrs.)

Hondah Casino and FATCO employees not eligible to use AL to pay debts due to their Personnel Policies.

**I have read and understand the above statement.**

SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_

Annual Leave Balance is \_\_\_\_\_ as of \_\_\_\_\_, \_\_\_\_\_, 200  
 Request to use \_\_\_\_\_ Hours to reduce debts I owe.

Request to apply against the amounts owed listed below.

Amount _____	Location _____
Amount _____	Location _____
Amount _____	Location _____
Total _____	

**Calculating Payoff:** Your Annual Leave Hours (to be used) times your hourly pay rate, from that Gross Amount deduct taxes, social security, and other required deductions. Then, after required deductions are taken out, the remaining amount (Net Pay) will be applied to what you owe. See Below.

**SECTION BELOW IS FOR ADMINISTRATION USE ONLY!**

**GROSS PAY**

Required Deductions	
FIT (Fed Inc Tax)	( _____ )
FICA (Social Security)	( _____ )
Medicare	( _____ )
State Tax (if applicable)	( _____ )
Pension	( _____ )

Employees under a Grants/Contracts Program, will need to have this form approved by the Grants & Contracts Office.

Net Amount - after required deductions--> \_\_\_\_\_ ;<-- Amt to be applied towards bill(s) owed.

Tribal Business Office APPROVES DISAPPROVES Date \_\_\_\_\_, 200  
 \_\_\_\_\_ Authorized Signature

Attached--> AL Balance printed \_\_\_\_\_, 200. Provided by \_\_\_\_\_ Office Employee  
 attached--> AR Balance printed \_\_\_\_\_, 200. Provided by \_\_\_\_\_ Office Employee

Your signed Annual Leave Slip must be ATTACHED to this form along with a copy of your accrued annual leave hours and also have attached, your Accounts Receivable statement, showing how much you owe.