



THE
NAVAJO
NATION

Division of General Services

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Employee Housing Program

MANAGED BY
VICI-TRC/SD/FAI

JOE W. BILEY, JR.
VICE-CHIEF

MEMORANDUM

EHP011 - 005

TO: All Navajo Nation Tenants
Employee Housing Program

FROM: 
Kimberly J. Masterson, Program Supervisor
Employee Housing Program/DGS

DATE: October 27, 2010

SUBJECT: Preparation and Winterization Information

This memorandum will serve as notification to all Navajo Nation Tenants to keep your thermostat at 70 to keep your homes at a warm temperature during the cold winter season; this will help from your water freezing.

Those that live in mobile homes keep your water dripping during the days and nights, so that your water lines does not freeze and cause a water line breakage.

Make sure that you notify someone when you are out of town for more than a couple days, to prevent water lines freezing.

Let's be proactive and mindful in keeping our homes safe, warm and work orders at a minimal this winter season on waterline breakage.

Reminder; on weekdays after 5:00 pm and on weekends please call the Stand by at (928) 309-8769 or the front desk at (928) 871-7684. I recommend that you program the numbers in your personal cell phones for future use. And please use your alarms when away from home, at night and even while home during the day.

The Employee Housing Program now has a website you may refer to: www.nahhp.navajonrg.org for your convenience. In the future, the program will notify tenants for upcoming notices, inspections, events and training/In-Services for your convenience.

Your communication, cooperation and coordination is appreciated. Any questions, you may contact Employee Housing Program at (928) 871-7684. Thank you.

cc: DISTRIBUTION
Lindsay Hermal, Maintenance Technician Supervisor
Ceresa/PIR