



MESCALERO Apache TRIBE

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MEMORANDUM

TO: Tribal Directors
FROM: Loren Gallerito, Tribal Administrator
DATE: April 21, 2020
RE: Access to Tribal Offices

Good morning everyone. For safety purposes, Directors and other employees that have been furloughed are prohibited from accessing Tribal offices (Administrative Offices, Empowerment Complex, Tribal Courts, etc.).

The Tribal Administration appreciates that you are taking personal time out of your day to help your programs even though you are not getting paid and have been furloughed. However, due to the public health emergency, the Tribe must limit access to Tribal offices.

If you feel that you must perform some duty and this requires you to enter Tribal offices, then please notify me first. I will determine whether the duty is necessary, if another employee can perform such duty, and if you must access Tribal offices to perform such duty. If you are aware of some deadline related to grant funding, then plan to notify me well ahead of that deadline. I can be reached via email at lgallerito@mescaleroapachetribe.com or cell phone at 973-3255.

Security will turn away anyone that has not received permission. No exceptions will be made.

Thank you for your cooperation. Together we can help keep our community safe.