



THE  
NAVAJO  
NATION

*Employee Benefits Program*



Ben Shelly  
President

Rex Lee Jim  
Vice President

## MEMORANDUM

TO: All Eligible Navajo Nation Regular Status Employees

FROM: Navajo Nation Employee Benefits Program

DATE: June 15, 2012

SUBJECT: **Special Enrollment Period**-Affirmation of Common Law Marriage

The office of Employee Benefits Program administers the employee benefits for group health insurance, group life insurance and disability insurance for eligible employees, and an option of dependent coverage for health and life insurance. For eligibility purposes, the Plan recognizes a spouse by common law marriage pursuant to Title IX of the Navajo Nation Code.

During our **Special Enrollment Period, July 2, 2012, through August 31, 2012**, all qualified participating employees of the Navajo Nation Employee Benefit Plan may elect enrollment of their common law spouse by utilization of the attached Affirmation of Common Law Marriage form. Please review the Affirmation of Common Law Marriage Procedures that is attached along with the Plan Document provisions for implementing the adding of a common law spouse.

We are available to assist you on all matters relating to employee benefits. Additionally, our offices are available for scheduling of orientations or meetings, and available to answer questions relating to the Navajo Nation Employee Benefits Plan. We may be contacted at our office, (928) 871-6300. Thank you.

### ATTACHMENT

xc: DISTRIBUTION  
Virgil Brown, Jr., Division of General Services Director  
Jefferson Tsosie, Insurance Services Department Manager  
Arita Yazzie, Department of Justice Tribal Advocate