

**NAVAJO NATION ENVIRONMENTAL PROTECTION AGENCY
AIR AND TOXICS DEPARTMENT
PLAN OF OPERATION**

I. ESTABLISHMENT

The Air and Toxics Department is hereby established as a department within the Navajo Nation Environmental Protection Agency of the Navajo Nation government.

II. PURPOSE

The Air and Toxics Department is established for the purpose of protecting the public health and the environment of the Navajo Nation through legislative proposals, obtaining funding, monitoring and data collection, permitting and rule making as authorized by Navajo Nation law, public education, and other appropriate means.

III. STAFFING AND ORGANIZATION

A. DEPARTMENT DIRECTOR

The Air and Toxics Department shall be administered by a Department Director, and the Department Director shall have overall supervisory authority over the department. The Department Director shall report directly to the Executive Director of the Navajo Nation Environmental Protection Agency.

B. PERSONNEL

The Department Director shall be responsible for all personnel decisions within the department. The Department Director is authorized to fill professional, technical, secretarial, and clerical positions as necessary to fulfill the purposes of the Air and Toxics Department. All departmental personnel shall be employed and compensated in accordance with Navajo Nation Personnel Policies and Procedures.

IV. AUTHORITY

The Air and Toxics Department shall have only such regulatory, monitoring, and enforcement authority as specifically delegated in writing by the Executive Director of the Navajo Nation Environmental Protection Agency under the laws of the Navajo Nation. The Air and Toxics Department is authorized to:

- (1) Oversee the activities of the Navajo Nation Environmental Protection Agency's programs for air quality, toxic substances, including radon, asbestos, and pesticides, and other programs which the Executive Director of the Navajo Nation Environmental Protection Agency deems necessary to accomplish the Department's purposes.
- (2) Formulate administrative and operating policies and procedures pertaining to the Department and the Department's programs.
- (3) Prepare development plans and annual budgets for the Department and the Department's programs.
- (4) Conduct periodic reviews of the Department and the Department's programs.
- (5) Negotiate contracts which must be submitted to the Executive Director of the Navajo Nation Environmental Protection Agency for final approval before seeking the approval of the appropriate committee or committees.
- (6) Seek funding and negotiate grants, which must be submitted to the Executive Director of the Navajo Nation Environmental Protection Agency for final approval before seeking the approval of the appropriate committee or committees.
- (7) Coordinate with Federal, State, Local, and Navajo Nation entities and agencies on matters regarding the protection of the public health and the environment of the Navajo Nation.
- (8) Conduct inspections and monitoring activities and collect data regarding the public health and the environment of the Navajo Nation.
- (9) Provide public education regarding the protection of the public health and the environment of the Navajo Nation.
- (10) Conduct any other activities relevant to the protection of the public health and the environment of the Navajo Nation.

V. LEGISLATIVE OVERSIGHT

Pursuant to 2 N.N.C. § 1926, the Resources Committee serves as the legislative oversight committee for the Navajo Nation Environmental Protection Agency, and consequently the Resources Committee shall serve as the legislative oversight committee for the Navajo Nation Environmental Protection Agency's Air and Toxics Department.

VI. AMENDMENTS

This Plan of Operation may be amended by the Government Services Committee of the Navajo Nation Council upon the recommendation of the Resources Committee of the Navajo Nation Council.