



▲▲ GWÀGHĀ SĪDÓ?Í SĪDÓ-DĪ
TSÚŪT'ÍNÀ NATION CEO OFFICE

403-238-6140
9911 CHIILA BLVD.,
TSUUT'INA NATION, AB
T3T 0E1

INTEROFFICE MEMORANDUM

TO: All Departments

FROM: Jerry Simon, Chief Executive Officer

CC: Head Chief & Minor Chiefs, Human Resources, Finance

DATE: February 11, 2025

RE: **OFFICE CLOSURE - Family Day February 17, 2025**

In accordance with the Human Resources Policy and Procedure Manual, the Nation recognizes Family Day as a general holiday. Please be advised that the Administration office will be closed **Monday, February 17, 2025**.

Based on operational need some Nation programs, essential services and companies may be required to operate on this day. If you require further clarification, please contact your respective Executive Director.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jerry Simon", is written over a horizontal line.

Jerry Simon
Chief Executive Officer

