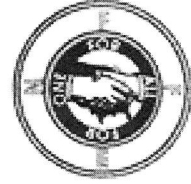




**Memorandum of Understanding for
Designated Smoking Area(s) for the
WO Headquarters
05/01/14**



The following constitutes a Memorandum of Understanding (MOU) between the United States Forest Service, hereafter referred to as "management" and the National Federation of Federal Employees, Forest Service Council, hereafter referred to as "Union." Management and the Union hereafter are referred to as the "parties." The provisions of this MOU apply to Bargaining Unit Employees located in the Washington Metropolitan DC area.

The parties agree to the following:

- I. **Scope:** The provisions of this MOU apply to Bargaining Unit Employees in the Washington, DC metropolitan area, Forest Service Headquarters Building. These Bargaining Units are represented by Locals 1919, 2196, 2197, 2200, 5300, and the Enterprise Program Bargaining Unit. The parties agree that the scope of this MOU will be limited to Bargaining Unit Employees in the Washington DC Metropolitan area Forest Service Headquarters Building only. If at any point there is a desire or need to expand the scope, a separate MOU will be negotiated prior to implementation.
- II. **Introduction:** The WO Headquarters, known as the Yates Building, has recently been renovated. Changes to the building require newly designated smoking area(s). The purpose of this document is to put in place these designated smoking area(s) for the WO Headquarters.
- III. **Principles:** The parties share a common interest to ensure respectful and equitable sharing of amenities available in and around the building, including the smoking area(s).
- IV. **Guidelines:** Designated smoking area(s) must comply with existing laws, regulations, and policies set forth by the federal government, GSA, USDA, and the Forest Service, as well as be in compliance with the negotiated collective bargaining agreement known as the Master Agreement.
- V. **Specifics Regarding Designated Smoking Area(s):** In accordance with EO13058, effective 6/19/09, smoking is banned in courtyards and within 25 feet of doorways on GSA-controlled properties. Agency heads shall evaluate the need to restrict smoking in order to protect workers and visitors from environmental tobacco smoke and may need to restrict smoking in doorways, in courtyards and in front of air ducts. For most of the building, 25 feet from doors, vents and windows that open, places the smoker beyond the edge of the sidewalk. The new location of the Child Development Center and playground further restrict the location. The former location near the loading dock creates a situation of smoke venting into the building when doors are open due to the new open floor plan on the first floor. The parties agree the appropriate location is in the back parking lot, near space 20. Signage will be installed to alert smokers of the new location and a map (similar to attached) will be made available. In addition, "No Smoking" signs will be posted in the old location to alert employees of the new location.
- VI. **Communication and Transparency:** This MOU will be distributed to WO Staffs by a jointly agreed communication to All WO Employees, posted in the appropriate place on our web pages, and distributed periodically to all managers and employees.
- VII. **Master Agreement:** No terms or any part of the MOU may override or conflict with the Master Agreement between NFFE and the FS.
- VIII. **No Modifications Allowed:** Modification of these procedures by sub-units is not authorized.

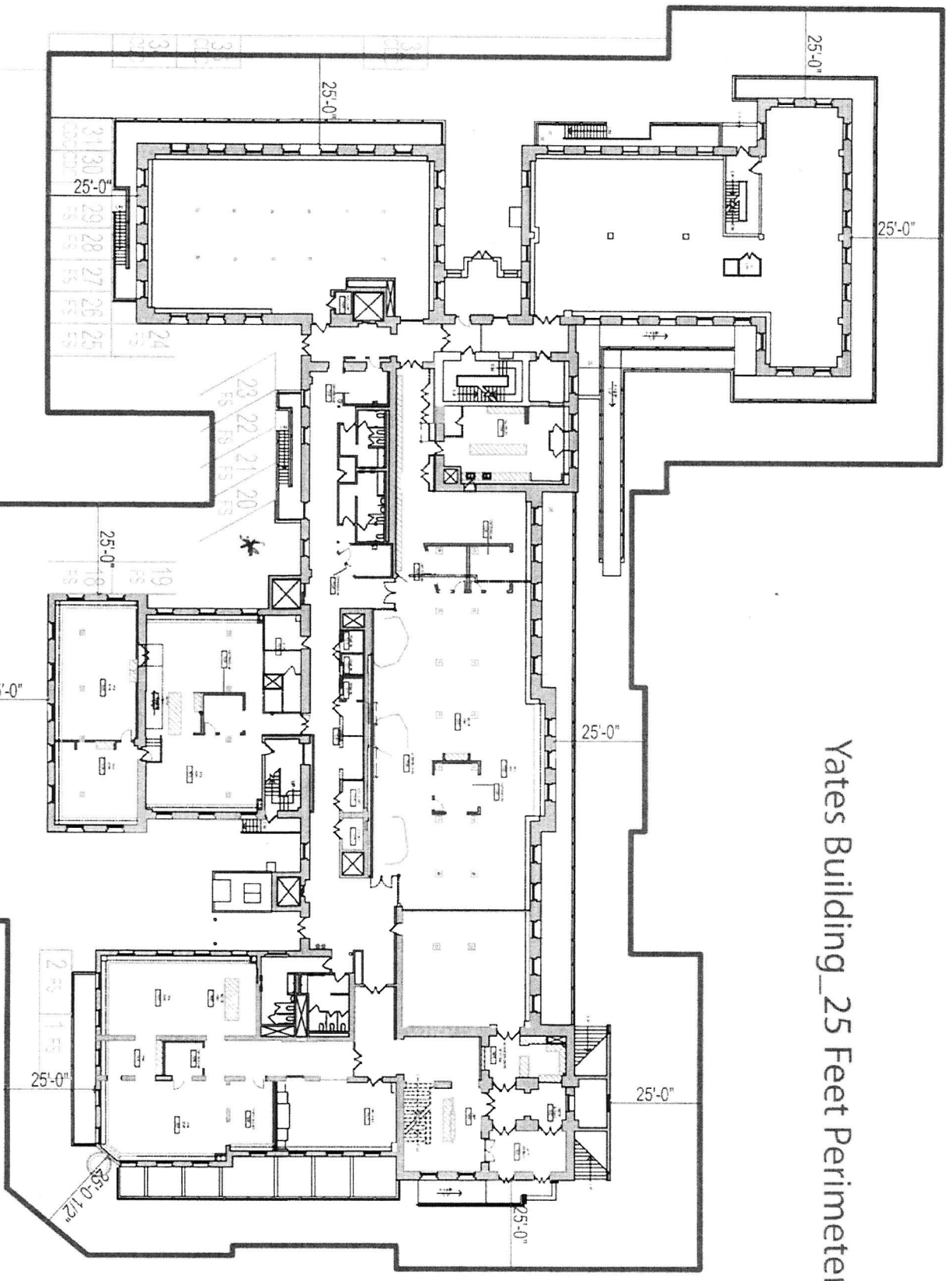
MOU-Designated Smoking Area(s) for WO Headquarters

- IX. Duration:** The terms and conditions of this MOU shall be effective upon the date of signing. If either party wishes to modify its terms, written notification of a desire to reopen it must be provided to the other party per Article 11 of the Master Agreement. This MOU may be terminated by mutual agreement of the parties.

/s/ Janine Lago
**J. LENISE LAGO, Deputy Chief
Business Operations**

/s/ Debra A. Kaufman
**DEBRA A. KAUFMAN, Vice President for WO Units
NFFE Forest Service Council**

Yates Building_25 Feet Perimeter



* Smoking