



USDA Forest Service – Alaska Region

National Federation of Federal Employees – Local 251

Emergency Furlough Recall Procedures Agreement

The following constitutes an Agreement between the USDA Forest Service, Alaska Region, (Management) and the National Federation of Federal Employees, Local 251 (Union). Management and the Union are referred to as the “parties”. This Agreement documents recall procedures for Bargaining Unit Employees (BUE’s) of the end of the furlough consistent with Item #4 of the “Emergency Furlough of Employees Due to Absence of Agency Appropriations” MOU dated March 31, 2011 between the USDA Forest Service and the National Federation of Federal Employees.

The parties agree:

1. Management will use an emergency contact list and/or send a request to each of their employees for a phone number or personal e-mail address for their supervisor to use to contact them to notify them of the end of the furlough. The list will be annually updated.
2. Management will use the information provided by the employee to contact them regarding the end of the furlough, if provided. If no contact information was provided, it is the employee’s responsibility to use the resources and contact information provided in their furlough notice, and noted below, to determine when the furlough ends.
3. Employees must return to work on their next regular duty day following notice or knowledge of the end of the furlough. Employees unable to report to work on their next regular duty day must contact their supervisor and request leave in accordance with Article 20 procedures.
4. Management will establish a toll free telephone number, which will provide employees with the latest updates and return to work information as needed.
5. This Agreement becomes effective on the date of the final signature to this Agreement. It will remain in effect unless either party requests to renegotiate or terminate its provisions, new policies or regulations render it ineffective, or the Master Agreement terminates, whichever comes first.
6. Either Party may terminate this agreement and/or request, consistent with midterm negotiations under Article 11 of the Master Agreement, to re-open or re-negotiate the agreement.

Employees are encouraged to use the following resources for up to date information:

Alaska Region Office Closure number (toll free): 866-573-5029

*OPM Website: www.opm.gov.

*USDA OP Center: <http://www.dm.usda.gov/beprepared/>. This site will be updated daily at midnight.

*USDA Employee Information Line (toll free): 1-800-932-1902
Television, radio, and internet.

*These sites are noted in the Employee Furlough Notice.

Agreed to:

Management:

Union:

<u>Rebecca S. Nourse</u>	<u>2/2/2018</u>	<u>Nancy Soriano</u>	<u>2/2/2018</u>
Name	Date	Name	Date