

Memorandum of Understanding  
Between  
USDA-Forest Service, Mt. Hood National Forest  
And National Federation of Federal Employees, Forest Service Council

This Memorandum of Understanding (MOU) is between the National Federation of Federal Employees, hereafter referred to as "Union," and Region 6, Mt. Hood National Forest, hereafter referred to as "Management." Management and the Union, collectively, constitute "the Parties."

The MOU pertains to the impact and implementation and appropriate arrangements for the installation and use of security cameras and badge readers at the Mt. Hood NF Supervisor and Clackamas River Ranger District (CRRD) office in Sandy, OR in accordance with 5 USC 7106 Management Rights, including the right to determine the internal security practices of the Agency.

The Parties agree to the following:

1. The primary purpose of the security cameras and badge readers are for ensuring employees and public safety by monitoring external safety, security, and criminal threats to Forest Service employees, visitors, buildings, fleet, and equipment by capturing images and date of unauthorized individuals, burglary suspects, and/or any criminal activity and by providing deterrence to such activities and unauthorized access to the property.
2. Camera images or reader information will not be used for the monitoring of employee conduct, performance, behavior, or time and attendance, except when there is reasonable suspicion of misconduct.
3. Images from the security cameras will be secured and will be stored on site up to 60 days, unless they are part of an ongoing internal or external investigation or subsequent law enforcement or administrative action. Forest Service Law Enforcement or Management will maintain custodial responsibilities for long-term archiving of the images related to an investigative case(s) or action(s) and the images shall be maintained in a secure and locked device. Access to images shall be limited to the Forest Supervisor, appropriate District Ranger, Law Enforcement Officer or designee for official and legally ordered purposes.
4. Camera images and reader information may be viewed and used by authorized management officials under number 5 for internal investigations and/or criminal investigations, or for system maintenance or at any time management deems appropriate for the safety and security of employees. Privacy Act and agency confidentiality policies will be followed. If requested by the Union, management would provide camera images in regards to an accident or injury. If the Union/employee makes a report, the camera images from that day/time will be preserved.

5. Camera will not be located in areas such as rest rooms, wellness room, break areas, or areas where there is a reasonable expectation of privacy for employees. If camera cannot be redirected from these areas will be blocked out of the images and recordings.
6. Monitors will not be located in common areas. They should be located in individual work areas of the individuals that have a need to monitor the images for safety, security, or for front desk assistance.
7. Security camera sign will be posted outside of the buildings at all entrances.

The MOU takes effect upon the Parties final signature.

The MOU will expire on September 12, 2022. Should any Policy, Directive, Rule or Regulation render it ineffective, or either party elects to withdraw its provisions and/or re-negotiate the MOU, the party wishing to reopen the MOU should notify the other party via email or letter. Discussions/negotiations should start no later than 30 days after notice has been given.

**KAREN SCHROYER** Digitally signed by KAREN  
SCHROYER  
Date: 2020.04.10 12:41:03 -07'00'  
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Management Representative Signature Date

**ERIN KIDWELL** Digitally signed by ERIN  
KIDWELL  
Date: 2020.04.10 12:14:41 -07'00'  
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Union Representative's Signature Date