

MEMORANDUM OF UNDERSTANDING – DUES ALLOTMENTS
NFFE Organizational Structure Changes and Blanket Dues Amount Changes

This Memorandum of Understanding (MOU) is between the USDA – Forest Service (Management) and the National Federation of Federal Employees – Forest Service Council of Locals (NFFE-FSC), hereafter referred to as “the Parties”.

The purpose of this MOU is to document agreed upon procedures and arrangements for communication between the Parties of, and Management’s data entry processing of, changes in NFFE-FSC Local dues rates and NFFE-FSC Local structures. The purpose also is to facilitate timely and accurate payroll deduction of union membership dues under the separate provisions of the MOU between the Department of Agriculture and the National Federation of Federal Employees, Federal District 1, dated December 10, 2004, and further identified as “Appendix B” of the Master Agreement between the Parties.

The Parties agree:

By Pay Period 23 each year, the NFFE FSC Secretary Treasurer shall notify the WO HCM Program Manager for Pay, Attendance & Leave by officially signed letter of any changes to the dues rate for each of its locals and the effective date of that change. The official letter will serve as a blanket authorization for the changes and will override the previous dues rates on the National Finance Center (NFC) data base. A Standard default dues rate for the year will be specified and Exception dues rates for certain FSC Locals may also be specified in the letter if they are greater than the standard. Normally, NFFE will request changes to occur during the first Pay Period of the new calendar year.

Management agrees to notify the NFC in a timely manner to ensure that the dues changes are effective in Pay Period 1.

In the event that a new Local is chartered, the President of the FSC, NFFE-IAMAW will notify the Washington Office Human Capital Management (WO-HCM) Program Manager for Pay, Attendance & Leave (with a cc to the Albuquerque Service Center (ASC) HCM Labor Relations Officer) of the following information.

1. When the election was held,
2. the election results,
3. the list of members with Social Security numbers,
4. the amount of dues members will have withheld,
5. the Local number assigned by NFFE-IAMAW,
6. the list of Local officers and
7. the Local’s address.

In the event that the NFFE-FSC merges two or more Locals, the President of the FSC will inform the WO –HCM Program Manager for Pay, Attendance & Leave (with a cc to the ASC-HCM Labor Relations Officer) of the following information.

1. All Locals involved in the merger,
2. which Local(s) will merge in which Local(s),
3. the correct dues amount for the remaining Local,
4. an updated list of all members in the remaining Local(s) with Social Security numbers,
5. a list of the officers of the remaining Local(s),
6. the address for the remaining Local(s) and
7. an alternate, intermediate contact for the Local(s) if a new election of officers needs to be held.
- 8.

The Parties acknowledge that Article 39 and Appendix B of the Master Agreement also cover provisions of dues allotments, and nothing in this MOU is meant to conflict with those terms; if so the Master Agreement prevails.

This MOU becomes effective upon the signature of the last Party below and will remain in effect until either Party requests to open the MOU for renegotiations.

For Management: /s/ Kathleen D. Burgers
Date: 02/07/08

For Union: /s/ Eric B. Plimmer
Date: 02-07-08