



Desk Assignment/Seating Arrangement Western Passport Center



March 15, 2010
Negotiated Agreement between
PPT/WPC and NFFE FL 1998

This *Desk Assignment/Seating Arrangement* is negotiated in accordance with Article 12 and Article 4 of the Master Agreement between Passport Services and NFFE Local 1998, effective July 20, 2009. The purpose of this agreement is to establish a set of guidelines to which current and future *Desk Assignment/Seating Arrangement* will be performed.

1. If possible Adjudication teams will be assigned to a specific section on the adjudication floor near their immediate supervisor.
2. Adjudicators will have the opportunity to choose their desk in the section assigned to their team.
 - a. The order in which this will be done will be according to seniority in Passport Services.
 - b. Seniority in Passport Services will be determined by the employee's EOD in passport services.
 - c. In the event there is a tie in seniority, Management shall use a random method (e.g., coin flip) to break the tie. The Union shall witness the tie breaker.
3. Time: Employees will be given one and a half hour (1 ½) to move to their new desk. This time will normally be taken during the last one and a half hours (1 ½) of the employee's shift.
4. Notice: In the event of an impending move, Management will provide 48 hours notice to the employee or adjudication teams that will be relocated.

For Management:

Robert A. Perry
[Signature]

For the Union:

Art M. Keef
[Signature]