



May 11, 2018

The Department of State, Passport Services (Passport Services) and the National Federation of Federal Employees, Local 1998 (Local 1998) agree to the following terms concerning the changes relating to the Acquisition Review Panel.

The parties agree as follows

Physical presence and evidence documented on the physical presence calculator worksheet will be considered acceptable in place of notating that information on the passport application and/or the secondary evidence worksheet and will be printed out to become a part of the passport application.

The employer agrees to provide annual in-person training at each local agency regarding non-CCA derivative acquisition cases to include using the physical presence calculator. The specialist will have the ability to ask questions during the training.

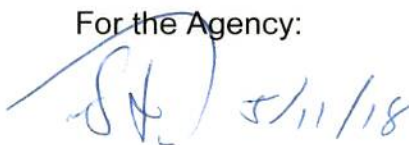
The Union will have the opportunity to offer feedback regarding this training before it is presented for consideration.

This agreement will be in effect for three years from the date of signing of this agreement. After that period, it can be renegotiated at the request of either party.

For the Union:

For the Agency:




 5/11/18
