

# Negotiated Seating Agreement Connecticut Passport Agency

## Negotiated Agreement between PPT/CT and NFFE FL 1998

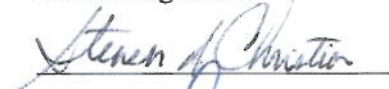

This local agreement between Connecticut Passport Agency Management and Union representatives was negotiated pursuant to Article 12, Section 16 of the Master Agreement Between Passport Services, U.S. Department of State, and the National Federation of Federal Employees (NFFE) Local 1998, IAMAW, AFL-CIO dated July 2009. This local agreement may change upon the establishment of a new negotiated agreement between Passport Services and NFFE.

**Purpose:** To establish desk assignments/seating arrangements at the new work location in Stamford


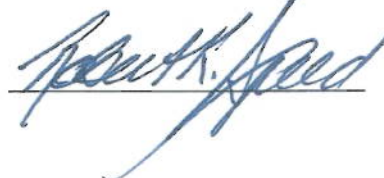
### Seating Arrangement:

1. The process of employee desk assignment will be done by seniority in Passport Services. The person with most seniority shall pick first from any cubicle in the adjudication section, the person with the least seniority shall pick last. Each will choose from the remaining adjudication cubicles. In instances where there is a tie in seniority, and two or more employees desire the same desk, then Service Computation Date shall be used.
2. Employees will move to their new desks upon arrival at the new space in Stamford, Connecticut.
3. Each year, there will be an open season during the last three weeks of January. During open season, any vacant seats can be claimed based on seniority.
4. Prior to open season, the agency will request an updated seniority list from HR. The list will be shared with the bargaining unit employees. Once seat selections have been made, the Union will notify Management.
5. Employees shall be given a reasonable amount of work time in order to relocate to a new desk, and to leave their old desk in an acceptable state for anyone moving to that location.
6. No employee may be unwillingly displaced from their desk.
7. New employees who start work during the year will be assigned to an empty desk, if available.

For Management:

For the Union:

  
  
Rob Arnold  
NFFE 1998