

MEMORANDUM OF UNDERSTANDING BETWEEN
NATIONAL TREASURY EMPLOYEES UNION CHAPTER 282
AND THE FOOD AND DRUG ADMINISTRATION

This Memorandum of Understanding (MOU) stipulates an agreement between the National Treasury Employees Union (NTEU) Chapter 282 and the Food and Drug Administration (FDA) concerning the loss of parking spaces resulting from the termination of leased space at 12721 Twinbrook Parkway, Rockville, MD.

1. Hanging parking permits will be issued to FDA employees with an official duty station of 12709 and 12725 Twinbrook Parkway.
2. Each Office within the Center for Devices and Radiological Health will be provided with three parking permits. Normally, the Program Management Office will administer these permits. Employees within the office will use these permits when they have an official need to park at 12709 or 12725 Twinbrook Parkway. In addition each employee working for CDRH's Office of Science and Technology, informally called the 'Standards Program Coordination Staff' will be provided a permit.
3. At least forty-eight hours prior to the termination of the lease, a broadcast electronic mail message will be sent to all FDA bargaining unit employees in the Washington D.C. commuting area advising of the loss of the parking spaces and the potential adverse impact resulting from the loss. FDA management will be encouraged to post this message in buildings in addition to the electronic notice.
4. CDRH staff will monitor the parking lots at 12709 and 12725 Twinbrook parkway.
5. The first three times a car without a valid parking permit is found parked in either lot, the car will be issued a warning notice. After three warnings, cars without valid permits will be towed. CDRH will maintain documentation of warning notices provided and cars towed for at least six months.
6. NTEU will have the opportunity to review and approve the language proposed for the broadcast electronic mail message.
7. Any FDA employees that routinely parked in the lot at 12721 Twinbrook Parkway (e.g. employees in OMS/OFACS) will be reimbursed for parking and local travel in accordance with current practices, policies and statutes.

Gay B. Raymond 8/22/00
For NTEU

David R. Warner 8/22/00
For CDRH

For OFACS