

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**THE NATIONAL TREASURY EMPLOYEES UNION (NTEU)**

**AND**

**THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS OR DEPARTMENT), ADMINISTRATION FOR CHILDREN AND FAMILIES (ACF), FOOD AND DRUG ADMINISTRATION (FDA), HEALTH RESOURCES AND SERVICES ADMINISTRATION (HRSA), NATIONAL CENTER FOR HEALTH STATISTICS (NCHS), OFFICE OF THE SECRETARY/ADMINISTRATION ON AGING/PROGRAM SUPPORT CENTER (OS/AOA/PSC), AND THE SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA)**

**TO SETTLE THE MARCH 11, 2010, NATIONAL GRIEVANCES OVER ACF, FDA, HRSA, OS/AOA/PSC, AND SAMHSA'S DENIAL OF OFFICIAL TIME AND REIMBURSEMENT OF REASONABLE TRAVEL AND PERDIEM EXPENSES**

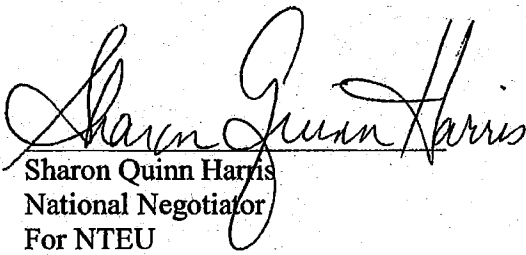
On March 11, 2010, NTEU filed National grievances, alleging that ACF, FDA, HRSA, OS/AOA/PSC, NCHS and SAMHSA (collectively "the Department") denied official time and reasonable travel and per diem expenses for NTEU represented HHS employees to attend the NTEU Legislative Conference in violation of the agreement between NTEU and each of the above-referenced agencies. The parties resolve to settle the March 11, 2010 National grievances as follows:

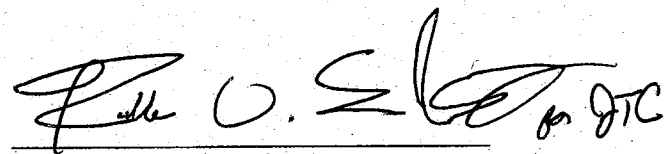
1. The Department agrees that in addition to the official time previously granted in an email from Celeste Buchanan dated February 25, 2010, for employees to travel to and from the Legislative Conference, any credit hours, leave without pay (LWOP), annual leave, and/or compensatory time used by employees to attend the Conference shall be converted to official time up to and including 20.5 hours. Employees shall submit a request to convert any credit hours, LWOP, annual leave and/or compensatory time used to official time to their supervisors.
2. The Department agrees to reimburse HRSA employees who attended the Legislative Conference 50% of their travel and per diem. In addition, FDA employees who traveled outside the commuting area to attend the Conference will be reimbursed 50% of their travel and per diem. FDA employees who traveled within the commuting area will be reimbursed 100% of their travel expenses. In the event an NTEU Chapter has reimbursed a HRSA and/or FDA employee attendee for travel and/or per diem, the Department shall reimburse the Chapter instead of the employee. Employee requests for reimbursement shall be submitted to the employee's supervisor. Chapter requests for reimbursement shall

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be submitted to the Janyce Wilkins, HHS Labor Relations Specialist, Labor and Employee Relations, Workforce Division.

3. NTEU agrees to withdraw the National Grievances.
4. This Settlement Agreement constitutes the entire agreement between the parties, and there are no other representations or obligations except those enumerated above. This agreement will not become effective until the last date on which the parties have obtained all signatures on the signature lines below:

  
Sharon Quinn Harris  
National Negotiator  
For NTEU

  
Jacqueline Thomas Clay  
Director, Labor & Employee Relations  
For HHS

Date: 5-18-10

Date: 18 May 10