

MEMORANDUM OF UNDERSTANDING BETWEEN THE NATIONAL
TREASURY EMPLOYEES UNION (NTEU) AND THE FOOD AND DRUG
ADMINISTRATION (FDA)

NTEU and FDA agree to the following concerning the reorganization in the Office of Therapeutics Research and Review (OTRR):

1. OTRR acknowledges the benefits of single occupancy offices for its review staff, excluding support staff (e.g., Secretaries, Consumer Safety Technicians, etc.). If, because of the limited space available to OTRR, it becomes necessary for bargaining unit employees currently in the Division of Application Review and Policy (DARP) to share office space, OTRR will consult with NTEU and the employees on how to equitably assign bargaining unit employees to shared office space, taking into account the employees' preferences, conveniences and potential hardships. If employees are required to share office space, OTRR will notify, within a reasonable period of time, the Office of Management, CBER, of its need for additional space to provide single occupancy offices to its employees. OTRR will keep NTEU apprised of its on-going efforts to obtain the needed additional space.
2. For current Division of Application Review and Policy (DARP) employees being reassigned to divisions headquartered at the NIH campus, OTRR will solicit volunteers who are willing to relocate to the NIH campus. If OTRR relocates additional bargaining unit employees, it will do so in the order of reverse seniority among employees reassigned to a particular division, based on the employees' employment time in DARP.
3. Bargaining unit employees currently in the Division of Application Review and Policy (DARP) will be allowed to change their flexiplace schedules, with prior approval from their supervisor, to accommodate any hardships caused by a relocation to the NIH campus.
4. OTRR will distribute all work equitably and fairly.

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Approving Officials:

Jay P. Siegel

Jay P. Siegel
Director, OTRR

Center for Biologics Evaluation and Research
Food and Drug Administration

10-6-98
Date

Kathryn T. Vengazo

Kathryn T. Vengazo

Director, Division of Ethics and Labor Management
Relations
Office of Human Resources and Management Services
Food and Drug Administration

10/13/98
Date

Greg Shavers (JF for)

Greg Shavers

National Treasury Employees Union

10/2-198
Date

