

IRS and NTEU Chapter 46  
Memorandum of Understanding

Federal Building Key Card Systems

Preamble

This agreement outlines provisions agreed upon between the Internal Revenue Service (IRS) and the National Treasury Employees Union (NTEU) Chapter 46 governing the use of the Key Card Systems in all Federal Buildings located in Chapter 46 representational area.

IRS and NTEU Chapter 46 recognize that all Key Card Systems are intended to be used, to enhance the security and safety of IRS employees, other building occupants, and IRS property and materials. Management has determined that all Key Card Systems are not intended for routine use as a tracking device for time and/or attendance purpose, and are not intended to have an adverse impact on employees.

Any implementation guidelines will be disclosed, in writing, and discussed with employees in formal meetings within 30 days of the implementation of the Key Card Systems, in accordance with the provisions of NORD V, Article 8 Section 1.

Provisions

1. Management will provide NTEU Chapter 46, to the extent allowed by law, any work product, records, reports, or other written documents, including any on computer; with the exception of information collected as a result of an investigation that could lead to a disciplinary or adverse action, or any security audit. The release of information related to disciplinary and adverse actions will be in accordance with the provisions of NORD V or 5 V.S.C. 7114, as appropriate.
2. Management will provide NTEU Chapter 46 with a list of the type of information that will be collected from the security systems, along with an explanation of its intended use.

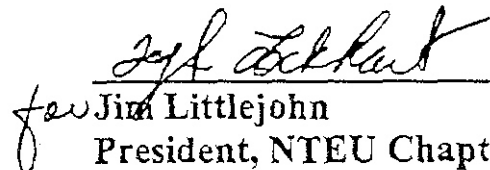
3. Management will notify NTEU Chapter 46 of any changes to the type of information collected by the systems in accordance with notification provisions of NORD V.
4. The Chapter agrees to provide a list of Union representational access needs to management. Appropriate access to bargaining unit areas will be provided to NTEU.
5. Management and NTEU Chapter 46 agree to revisit this agreement in 60 days to address any unforeseen changes in working conditions prompted by the implementation of the Key Card Systems.

Duration

1. This agreement becomes effective upon approval by the Head of the Agency, or 31 days from the last signature date, whichever is earlier. It will remain in effect until expiration of NORD V.

\_\_\_\_\_  
(To Be determined By  
Management)

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
for Jim Littlejohn  
President, NTEU Chapter 46

4-26-01  
Date