

**Memorandum of Understanding
Between The
National Air Traffic Controllers Association, AFL-CIO
And The
Federal Aviation Administration**

This Agreement is entered into by and between the National Air Traffic Controllers Association, AFL-CIO (“NATCA” or “Union”) and the Federal Aviation Administration (“FAA” or “Agency”), collectively known as “the Parties.” This Agreement represents the complete understanding between the Parties at the national level concerning the coordination and scheduling of background security investigation interviews (including but not limited to interviews regarding access to classified information/security clearances, suitability, and eligibility to occupy a sensitive position) in response to the heightened reinvestigation requirements of the Revised Federal Investigative Standards and is applicable to all NATCA Bargaining Unit Employees (“employees”).

Section 1. All security investigation activities, including establishing an e-QIP account, shall be conducted on duty time. Background investigation security interviews shall be conducted at the employee’s FAA facility/office in a private location.

Section 2. For employees who do not have a personal workstation with a computer and printer access, the Agency will provide a computer and printer for the purpose of using e-QIP in a private location mutually agreeable to both Parties at the local level. e-QIP is accessible from the public Internet.

Sections 3 and 4 shall only apply to employees covered by the April 7, 2011 and June 2, 2013 Collective Bargaining Agreements:

Section 3. When an employee is subject to a background investigation , he or she will receive an email from FAA Security instructing him/her to submit the required information to the appropriate OPM website within fifteen (15) days. The email will also contain contact information for the FAA Personnel Security Specialist (PSS) who can authorize additional time to submit the information, if necessary.

Section 4. If an employee does not respond to the email notice within the fifteen (15) days, FAA PSS will contact the employee’s first-level manager to determine the employee’s availability to respond. If the employee is on leave, deployed on military duty, in training or otherwise unavailable to respond to the email, the manager shall advise FAA PSS of the employee’s unavailability and indicate when the employee will be available. In accordance with the employee’s anticipated availability, the employee will be issued another email with a new timeframe for submission.

Section 5, 6 and 7 shall only apply to employees covered by the July 24, 2016 Collective Bargaining Agreement:

Section 5. The facility Air Traffic Manager shall provide the name and contact information for the Agency facility point of contact (POC) for security investigations to each employee subject to a background investigation.

Section 6. The Agency POC within the facility shall be notified by the PSS via email when an employee in that facility is subject to a security investigation interview. The POC shall provide the subject employee with a phone number to obtain a code to access e-QIP.

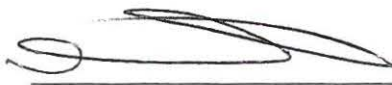
Section 7. If an employee is contacted directly by the investigator, the employee may either provide the investigator with the Agency facility POC name and contact information, or provide the Agency facility POC the name and contact information of the investigator. The Agency facility POC and the investigator, in consultation with the employee, shall be responsible for scheduling the interview date, time, and location during the employee's duty time in the employee's facility.

Section 8. Nothing in this Agreement waives any rights employees and the Union would otherwise have under the NATCA/FAA Collective Bargaining Agreements, Memoranda of Understanding, applicable laws, rules, regulations and past practice.

Section 9. This Agreement shall remain in full force and effect for the life of the currently applicable Collective Bargaining Agreement.

Signed this 21st day of November 2016.


For NATCA:



Dean Iacopelli

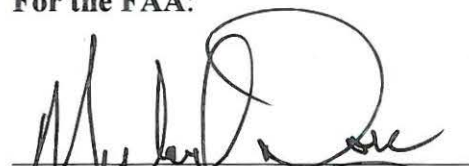


Phil Barbarello

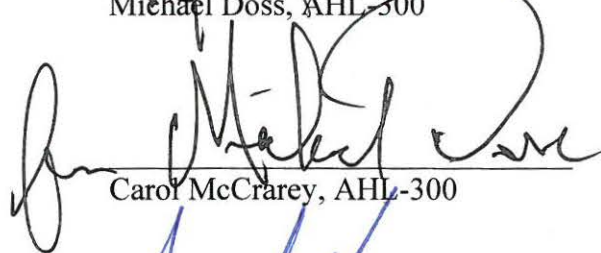


Ryan Smith

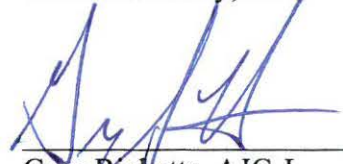
For the FAA:



Michael Doss, AHL-300



Carol McCrerey, AHL-300



Greg Ricketts, AJG-L