

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION
AND THE
FEDERAL AVIATION ADMINISTRATION**

This Memorandum of Understanding ("MOU" or "Agreement") is entered into by the National Air Traffic Controllers Association ("NATCA or "Union") and the Federal Aviation Administration ("FAA" or "Agency"), collectively referred to as the "Parties." This Agreement represents the understanding between the Parties regarding the initial implementation and use of the Agency's Training Enterprise Application and Management ("TEAM") documentation system.

Section 1. The Parties agree to implement and use TEAM at the facilities listed in Appendix A. Appendix A contains the facilities identified by the Parties at the national level that have met the TEAM configuration checklist requirements and can transition to TEAM. By mutual consent of the Parties at the national level, additional facilities may be added to Appendix A.

Section 2. The use of Safety Suite will be discontinued after all facilities identified in Appendix A have been determined by the Parties at the national level to have successfully transitioned to TEAM.

Section 3. Bargaining unit employees (BUEs) who are required to use TEAM shall have access to a computer and/or electronic training device (ETD) in order to complete electronic On the Job Training Instruction (OJTI) forms.

Section 4. The Agency will ensure that ETDs interface with TEAM for the purpose of sharing information between devices.

Section 5. BUEs providing OJTI may review training documentation associated with employees for whom they are providing such training on computers in locations designated for training purposes. The Agency will ensure all facilities have a computer accessible to BUEs during all hours of operation for this purpose.

Section 6. During the transition to TEAM and thereafter, the FAA will comply with FAA Order JO 3120.4 for disposition of records and reports. However, the provisions of Chapter 5, paragraph 4b "Note," are not applicable to NATCA BUEs.

Section 7. The FAA will supply BUEs in an electronic medium, their reports and records retained under FAA Order JO 3120.4 within seven (7) days of such request by the employee.

Section 8. Any BUE who is currently receiving OJT shall have access to training documentation in an FAA approved electronic Archive. If the training documentation is retained in hard copy, BUE's, including those providing OJTI, will continue to have access in that format during the transition to TEAM.

Section 9. Prior to implementation of TEAM at the facility level, BUEs will receive training on all information necessary to access and use TEAM.

Section 10. NATCA representatives will have the same level of access to BUEs' training information in TEAM as they currently have to the records the TEAM system is replacing.

Section 11. BUEs designated by the Union to participate on a Training Review Board will have access to all relevant training documentation.

Section 12. This Agreement does not constitute a waiver of any right guaranteed by law, rule, regulation, or CBA on behalf of either Party.

Section 13. This Agreement shall remain in full force and effect for the duration of the applicable Collective Bargaining Agreement.

Signed this 21st day of February 2019.

For NATCA:



Dean Iacopelli
NATCA Chief of Staff

For the Agency:



Abigail Smith
AJI-2



Tom Adcock
NATCA National Training Representative



Patrick McGlone
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APPENDIX A

1. ASE
2. BFL
3. BJC
4. BNA
5. CLT
6. COS
7. CPR
8. CVG
9. D01
10. DEN
11. DVT
12. FSM
13. FFZ
14. HSV
15. HUF
16. JAN
17. L30
18. LAS
19. LBB
20. LIT
21. LVK
22. M03
23. MEM
24. MLI
25. MOB
26. MYF
27. OAK
28. ORF
29. P50
30. PCT
31. PHX
32. PUB
33. RNO
34. SAT
35. SCT
36. SDL
37. TUS
38. VGT
39. ZME