

MEMORANDUM OF UNDERSTANDING**REGARDING SAFETY AND HEALTH****BETWEEN THE NOAA OFFICE OF GENERAL COUNSEL
AND THE NOAA ATTORNEYS GUILD**

Management and the Union each agree to designate a representative to work in partnership on safety and health issues at the NOAA facilities located in Silver Spring, Maryland. The names of the safety and health representatives will be publicized to the bargaining unit and to the Facilities Management officials. When a safety or health concern arises, in addition to reporting it to the immediate supervisor of the affected area, these representatives should be contacted as soon as possible. The representatives will be responsible for interacting with Facilities Management to gather all pertinent information on the matter at hand and will then be responsible for briefing Management and Union leadership.

- A. The representatives will meet as needed when situations arise and on a regular quarterly basis. Minutes of each meeting will be taken and submitted to Management and Union leadership. The minutes will be made available to bargaining unit employees upon request.
- B. The parties recognize that for the protection of employees certain emergency situations may require management to take immediate action prior to notifying the health and safety representatives.

Margaret F Hayes
Margaret F. Hayes for
Management, NOAA Office of
General Counsel

12/6/99
Date

Marguerite Matera
Marguerite Matera for
the NOAA Attorneys Guild

Nov. 22, 1999
Date