

**MEMORANDUM OF AGREEMENT (MOA)**

ON


**Air Force Wing Public Affairs Office Standard Organizational Structure**

## References:

- A. Memorandum Wing Public Affairs Standardization Policy, Dated 7 April 2015
- B. Wing Public Affairs Office Standardization Plan, Dated March 2015


1. The America Federation of Government Employees (AFGE) Council 214 and Air Force Materiel Command (AFMC), hereafter referred to as the Union and Management, hereby enter into this Memorandum of Agreement regarding subject restructure initiative as it applies to bargaining unit employees covered by the Master Labor Agreement (MLA) between the parties.
2. In 2009, the United States Air Force (USAF) Public Affairs (PA) attempted to complete a manpower study to evaluate and correct manning levels in the PA organization. This study failed due to no consistency in the office organization, duty titles or job descriptions, distribution of manpower resources, and office processes. In an effort to achieve a manpower standard, the USAF has concluded there is a need to standardize the organization of the PA offices. Concluding the organizational standardization, another manpower study will take place. USAF has tasked Management to complete these organizational standards throughout AFMC. The possible impacts to AFMC PA civilians are a migration to a standard core document, realignment to a different division in the PA office, and possible duty changes. This MOA implements the standardization of the PA Office, subject to the provisions outlined below.
3. AFMC BUE's will not be asked or forced to change duty stations as a result of this restructure. Any local changes of an employees work location will be bargained between the local Union and Wing.
4. Every reasonable effort will be made to avoid adversely affecting employees through adjustments to the employee's Position Description (PD). All changes will be accomplished in accordance with MLA, Article 17, Position Classification. If any new duties or assignments are added to an employee's PD, employee training will be given to ensure successful performance. This training may include on the job (OJT) training and/or school based training, depending on the nature of the newly designated duties and responsibilities.
5. All remedies available under the MLA or 5 U.S.C. 71 will remain available to the parties if concerns cannot be cooperatively resolved.

For Management / Date



RONALD FRY  
Public Affairs  
AFMC/PA


For the Union/Date

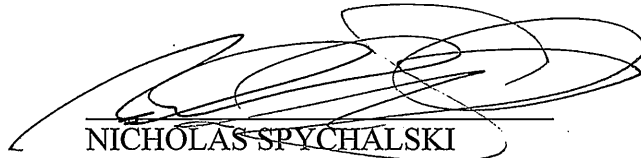


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(continued – AF Wing PA Standard Organizational Structure)

  
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