

MEMORANDUM OF AGREEMENT (MOA) on  
AFI 10-218  
Personnel Accountability in Conjunction with Disasters (31 Oct 2006)

1. American 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 MOA regarding subject Instruction as it applies to bargaining unit members in matters covered by the Master Labor Agreement (MLA) between the Parties.
2. The parties appreciate the importance of accounting for employees after a natural disaster or national emergency and therefore agree to the implementation of AFI 10-218, subject to the following:
  - a. Pre-planning databases may be offered to prepare for evacuations; however employees will be informed that submitting personal information is strictly voluntary. Such a database will contain only pertinent information (e.g. planned evacuation destination and contact information) regarding the employee and persons the employee chooses to identify as family members or co-habitants. When real world circumstances are such that advanced notification of administrative leave is granted, employees will identify their evacuation information as determined by the Installation Commander. The information will be kept strictly private. Employees will be given the opportunity to update or delete any volunteered information at any time.
  - b. Employees will be provided a card containing the three phone numbers or websites to contact after an evacuation. Employees will be expected to make contact as soon as is practical after reaching their evacuation destination or a suitable place of safety.
3. All remedies available under the MLA or 5 U.S.C. Chapter 71 are available to the Parties if either party believes the other has failed to comply with any of the requirements of this MOA.

  
26 JUNE 2007  
FOR THE EMPLOYER/DATE

  
26 JUN 2007  
FOR THE UNION/DATE