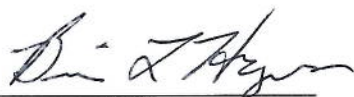


**MEMORANDUM OF AGREEMENT (MOA) on
AFI 36-3803 Personnel Accountability in Conjunction with
Natural Disasters and National Emergencies**

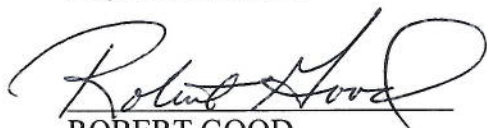
This MoA replaces the "AFI 10-218 Personnel Accountability in Conjunction with Disasters MoA" dated 26 June 2007.

1. The 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 Memorandum of Agreement regarding subject instruction as it applies to bargaining unit employees 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 36-3803, 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 notified via standard recall procedures in the event of an evacuation and will be expected to make contact as soon as is practical after reaching their evacuation destination or a suitable place of safety. They can receive up-to-date information concerning the evacuation and return to duty location information by contacting AFPAAS via the internet at <https://afpaas.af.mil>, or by calling the AFPC Personnel Readiness (PRC) cell at 1-800-435-9941.
3. All remedies available under the MLA or 5 U.S.C. Chapter 71 will remain available to the Parties if concerns cannot be cooperatively resolved.

For Management / Date



BRIAN HAYES
Chief, Personnel Readiness
HQ AFMC/A1RR



ROBERT GOOD
Labor Relations Specialist
HQ AFMC/A1KL

For the Union/Date



TROY TINGEY
President
AFGE Council 214



ANDREW POWELL
Executive Assistant
AFGE Council 214