

**IRS and NTEU Chapter 52
Memorandum of Understanding
Austin Federal Building Key Card System**

Preamble

This agreement outlines provisions agreed upon between the Internal Revenue Service (IRS) and the National Treasury Employees Union (NTEU) Chapter 52 governing the use of the Key Card System at the Austin Federal office building.

IRS and NTEU Chapter 52 recognize that the Key Card System is intended to be used to enhance the security and safety of IRS employees, other building occupants, and IRS property and materials. Management has determined that the Key Card System is not intended for routine use as a tracking device for time and/or attendance purposes, and is not intended to have an adverse impact on employees.

Any implementation guidelines will be disclosed, in writing, and discussed with employees in formal meetings within 30 days of the implementation of the Key Card System, in accordance with the provisions of NORD V, Article 8 Section 1.

Provisions

1. Management will provide NTEU Chapter 52, to the extent allowed by law, any work product, records, reports, or other written documents, including any on computer; with the exception of information collected as a result of an investigation that could lead to a disciplinary or adverse action, or any security audit. The release of information related to disciplinary and adverse actions will be in accordance with the provisions of NORD V or 5 U.S.C 7114, as appropriate.
2. Management will provide the Chapter with a list of the type of information that will be collected from the security system, along with an explanation of it's intended use.
3. Management will notify the Chapter of any changes to the type of information collected by the system in accordance with notification provisions of NORD V.
4. The Chapter agrees to provide a list of Union representational access needs to management. Appropriate access to bargaining unit areas will be provided to NTEU.
5. Management and NTEU Chapter 52 agree to revisit this agreement in 60 days to address any unforeseen changes in working conditions prompted by the implementation of the Key Card System.

Duration

1. This agreement becomes effective upon approval by the Head of the Agency, or 31 days from the last signature date, whichever is earlier. It will remain in effect until the expiration of NORD V.

/s/
Paul Cordova
Senior Commissioner's Representative

Date: 02/16/01

/s/
Thomas W. Jones
President, NTEU Chapter 52

Date: 02/14/01