

MEMORANDUM OF AGREEMENT

National Treasury Employees Union (NTEU), Chapter 52, and the Internal Revenue Service hereby agree to the following amendment to the Alternative Work Schedules/Staggered Work Hours Agreement dated December 6, 1999 for the offices formerly covered by the South Texas District. This amendment pertains to employees working for Field Assistance of the Wage & Investment Operating Division in the Taxpayer Assistance Centers (TAC).

A. During the period from January 1 to April 30 of each calendar year, the following Flexitour with Credit Hours tours of duty are available:

Available Credit Hours (AM)	Available Tours of Duty	Available Credit Hours (PM)
6:45 — 7:15	7:15 AM — 4:00 PM	4:00 — 6:00
6:30 — 7:30	7:30 AM — 4:15 PM	4:15 — 6:15
6:45 — 7:45	7:45 AM — 4:30 PM	4:30 — 6:30
6:30 — 8:00	8:00 AM — 4:45 PM	4:45 — 6:45
6:45 — 8:15	8:15 AM — 5:00 PM	5:00 — 7:00
6:30 — 8:30	8:30 AM — 5:15 PM	5:15 — 7:15
6:45 — 8:45	8:45 AM — 5:30 PM	5:30 — 7:30
7:00 — 9:00	9:00 AM — 5:45 PM	5:45 — 7:45
7:15 — 9:15	9:15 AM — 6:00 PM	6:00 — 8:00

B. During the period from May 1 to December 31 of each calendar year, the following Flexitour with Credit Hours tours of duty are available:

Available Credit Hours (AM)	Available Tours of Duty	Available Credit Hours (PM)
6:30 — 7:30	7:30AM — 4:15 PM	4:15 — 6:15
6:45 — 7:45	7:45 AM — 4:30 PM	4:30 — 6:30
6:30 — 8:00	8:00 AM — 4:45 PM	4:45 — 6:45
6:45 — 8:15	8:15 AM — 5:00PM	5:00 — 7:00

All tours of duty will be available to all employees provided the hours of public operation are covered. For example, if the public hours of operation for a post of duty during the filing season are 7:30 AM to 5:30 PM, then coverage will be required for that time frame. Volunteers will be solicited to provide this coverage. Employees at each post of duty are encouraged to work out tour of duty schedule changes to prevent any involuntary tour assignments. When there are not enough volunteers, the least senior employee(s), using EOD, will be required to work the tour of duty to provide this coverage. Any unresolved hardship issues identified by the employee will be addressed jointly by management and NTEU.

_____/s/_____
01/10/01
M. E. (Penny) Son
Field Assistance
Territory Manager
Area 5, Territory 1

_____/s/_____
01/10/01
Thomas W. Jones
President NTEU, Chapter 52