

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the Social Security Administration, herein referred to as Management or the Agency, and the American Federation of Government Employees, General Committee, herein referred to as the Union, regarding the Novel Influenza A virus (H1N1). The purpose of this MOU is to continue to provide for a safe and healthy work environment for bargaining unit employees during the H1N1 influenza season.

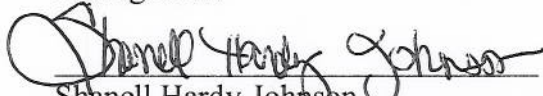
1. Management will develop and electronically provide to employees common Questions & Answers (Q & As) and updates related to H1N1 via an agency H1N1 national website.
2. At a minimum, the Q & As will remind employees of proper hygiene, agency leave donation program, FMLA and Workers' Compensation rights, agency sick leave policies, agency vaccine policies, local contact procedures for office closures, cleanup of claimant waste, agency procedures for disclosure of H1N1 incidents, and agency procedures for public contact employees who are pregnant or have underlying medical conditions.
3. The website will also contain an electronic mailbox for employee questions related to H1N1. AFGE will have access to the agency website as well as all other bargaining unit employees.
4. Management will inform employees of agency protocols in offices where employees have direct contact with members of the public with flu-like symptoms (i.e., Field, ODAR, OQP offices). Agency protocols include informing members of the public with flu-like symptoms of alternative contact methods to conduct agency business (e.g., 800 number, use of telephone, video technology, internet claims). This also applies to traveling employees who make visits to the public.
5. Management has elected to make N95 respirators available, upon request and subject to availability, to public contact employees in Field, ODAR, and OQP offices when involved in interviewing members of the public with flu-like symptoms. The use of an N95 respirator is completely voluntary.
6. Employees will be provided training on the steps and procedures for using N95 respirators via video-on-demand.
7. In accordance with OSHA requirements, employees who elect to use an N95 respirator will receive a copy of Appendix D to 29 CFR 1910.134, (Mandatory) Information for Employees Using Respirators When Not Required Under the Standard. Employees will also receive agency written guidance on the use of N95 respirators and will be required to sign an acknowledgement prior to receiving an N95 respirator.

8. The parties agree to continue monthly H1N1 conference calls at the national level to discuss ongoing H1N1 developments. This does not preclude updates to the current Health & Safety committees, as needed.
9. To ensure the health and safety of bargaining unit employees as well as to minimize any burden on the medical community, management has decided to normally not require medical documentation for absences over three (3) days and up to five (5) days when the employee is absent due to flu-like symptoms. Management may consider self certification for absences due to flu-like symptoms over five (5) days.
10. H1N1 vaccines will be treated as flu shots in accordance with Article 9, Section 6.A of the National Agreement.
11. Hand sanitizers and tissues will be provided in accordance with Article 9, Section 6.C of the National Agreement.
12. Management agrees to post signage on proper hygiene in public and employee work areas.
13. A copy of this MOU will be posted on the OLMER website in accordance with Article 4, Appendix A. IV. Management further agrees to post a link of the MOU to the H1N1 Q & As located on the agency national H1N1 website.
14. It is understood that no contractual or statutory rights of any bargaining unit employee, the Union, or Management are waived explicitly or implicitly by this Agreement.
15. This MOU is subject to agency head approval per 5 U.S.C. 7114(c). Should a provision be rendered invalid by agency head review, either party at its option may reopen negotiations only on the disapproved provision(s).
16. This MOU is only effective from October 8, 2009 until June 1, 2010, which is the traditional flu season.

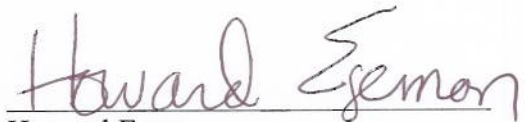
Dated this 8th day of October, 2009



Celene Coburn Wilson
Management



Shanell Hardy-Johnson
Management



Howard Egerman
Union



Richard Sorokas
Union