

# 103rd Fighter Wing - CT ANG

## Presentation to the BRAC Commission

### 6 July 2005



Fidelis Et Alertus - Faithful and Alert



HEADQUARTERS 103rd FIGHTER WING (ANG)  
100 NICHOLSON ROAD  
EAST GRANBY, CONNECTICUT 06026-9309

29 June 2005

MEMORANDUM FOR BRAC COMMISSION

FROM: COL DANIEL L. PEABODY

SUBJECT: Certification Letter

1. The enclosed package contains information for your consideration regarding the Bradley ANG Base realignment under the current BRAC proposal.
2. I certify to the best of my knowledge and belief the information provided herein is accurate and complete.



DANIEL L. PEABODY, COL, CTANG  
Commander, 103d Fighter Wing

# **Contents**

**1. Briefing Manuscript**

**2. Data Entry Errors**

**3. BRAC Process Shortfalls**

**4. A-10 Basing Proposal**

**TAB - A**

BRAC REGIONAL MEETING SCRIPT  
TESTIMONY OF  
BRIGADIER GENERAL THADDEUS J. MARTIN  
ADJUTANT GENERAL, CONNECTICUT  
BRAC COMMISSION HEARING  
BOSTON, MA  
JULY 6, 2005

I am Brigadier General Thad Martin, Adjutant General for the Connecticut National Guard, testifying today as a state commissioner. My testimony is provided to show Bradley Air National Guard Base's true military value is higher than currently portrayed in the DoD BRAC recommendation. I will also introduce a better plan for meeting the nation's needs for the A-10.

Submitted for the record are folders containing the background data to support statements addressed in my testimony. Data in those folders has been certified per the instruction of BRAC Analyst, Mr. Brad McRee.

My testimony addresses the Data Entry Errors, which masked our true military value, the Air National Guard A-10 basing proposal, and BRAC Process Shortfalls that discount the advantages inherent in Bradley and other small installations.

The first Data Entry Error is on DoD question number eight, Ramp and Apron Space. The nebulous nature of the question left open the interpretation of owned versus accessible.

The question was worded in part "Complete the following tables for Ramp/Apron space. Include only the ramps/aprons which are owned/controlled by the installation OPR which the installation has access to but may not own." The question attempts to further explain how to allow for both owned and accessible ramp space. But, the question lacked clarity regarding how to enter the data.

The actual data entered highlights the confusion. Only nine installations reported "accessible" ramp space at all, while just six reported both "owned and accessible" so an omission of one, or the other, did not stand out for scrutiny during the certification process.

Clarity issues aside, the result in our case was that only "Own/Controlled" data was entered. At over 99 thousand square yards the ramp can accommodate 36 A-10s, two

full squadrons. This comprises one quarter of the complete ramp and apron space available for our use. The other three quarters allowed by question 8 are pictured here.

By reporting what is available under “the joint use agreement” as accessible, the total square yards exceed 442 thousand square yards. The net result of that calculation changes the installation from earning 25 points in Air Force formula 8, to earning 100 points, increasing the SOF/CSAR MCI score 3.5 points.

Looking at the SOF/CSAR MCI list, the BRAC recommendation created or retained these 10 facilities for the A-10. As you can see, Bradley’s military value rated 1/10th of a point below the lowest scoring remaining A-10 installation. That 1/10th of a point is the military value justification for moving the A-10s. So starting with Bradley ranked 98th, with an overall MCI of 35.4, and then adding the corrected 3.5 points, Bradley moves from 98th to 81st in military value. Therefore, with the military value corrected for formula #8, Bradley becomes one of the ten top scoring facilities for the A-10.

Taking full credit for available ramp space affects other calculations as well. The ability to park C-17s was used as a yardstick to determine an installation’s ability to support large-scale mobility deployments. You would expect an International Airport to do well in this category; but, only space for three C-17s on the Guard ramp, along with our A-10s, was counted by DoD question 1241.

This additional ramp space accommodates 20 transient C-17s without impacting the terminal areas or the Army Guard ramp. Bradley can also de-ice large aircraft and there is substantial fire protection and rescue support, should an emergency arise. Maximum on Ground credit only requires 10 of these 20 parking spaces.

This correction earns the maximum points, which equals 2.64.

In addition to the 3.5 points from Ramp/Apron space, the additional 2.64 increases Bradley’s overall score to 41.54 and moves us further up the A-10 list. Among all 154 rated Air Force installations Bradley now rates 66th.

Among Guard A-10 units, we move to second in military value. If the Air Force and DoD had used correct data for Bradley, and ranked us accordingly, the Military Value based recommendation would have been different. The BCEG scenario examined Bradley as a candidate for supporting the new basing structure.

In scenario S101J the Air Force determined Bradley could park 36 A-10s.

The same scenario estimated the costs to robust Bradley and concluded that the costs were zero. Therefore, Bradley CAN support 18 A-10s, as we did from 1980 to 1994, at NO ADDITIONAL cost.

The stated justification to move and retire A-10s from Bradley in Volume 5, Part 1, was the military value. With Bradley's military value corrected, the recommendation should change accordingly.

Our purpose is not to suggest you close any other A-10 unit, instead the best choice is to maintain 5 Guard units with 18 PAA each. This will allow the right number of units to support AEF requirements and provide 36 A-10s in the region. The Air Force has acknowledged that "for stand alone reserve component units, 18 aircraft is an acceptable fit because reserve component organizations have higher experience levels." The average pilot at Bradley has 2500 A-10 hours, and 137 combat hours. Our A-10 maintenance personnel have an average of 14.8 years of maintenance experience.

The infrastructure for this proposal already exists. The Guard end strength does not change so the manpower authorizations are not a limiting factor, and A-10 weapon system funding supports the same 356 aircraft in the fleet today, to well beyond 2011.

A stated Air Force goal for BRAC 2005 is to reset forces in a strategic way and support 10 equally capable AEFs. After BRAC there will only be 11 A-10 flying units of which only 9 are available to support the 10 AEFs. Retaining one additional combat coded A-10 Squadron fixes the AEF problem and only requires the BRAC Commission to change the Bradley realignment recommendation.

Aligning both Bradley and Barnes to 18 PAA A-10 units, does more than support this region. It will better provide for AEF requirements with 10 combat coded units supporting 10 AEFs and will NOT COST MORE!

In each of your A-10 basing folders is a supporting proposal from the A-10 Weapons System Council. The proposal calls for five Guard A-10 units remaining post BRAC.

Now that we have explained how Bradley's military value was incorrectly scored, and provided an optimal A-10 basing proposal, we will point out additional shortfalls in the BRAC measurement criteria.

In both the BCEG minutes and the BRAC recommendation the Air Force assumed that Bradley's A-10 pilot and maintenance experience, could simply move with 9 aircraft up to Massachusetts. That is simply not accurate.

Movement of National Guard Technicians and Airmen across State borders will be subject to the discretion of the State Adjutant General for the gaining State. It is a clear example of a lack of coordination by the Air Force with TAGs.

The reality of the current BRAC proposal, is that over five hundred Massachusetts Air Guard members from Otis will be offered employment at Barnes ahead of Bradley's A-10 qualified personnel.

In base closings, technicians may register into the Priority Placement Program for reemployment up to 2 years prior to the effective date. So if the DoD recommendations become law in 2006, a Bradley airman on a 2007 reduction schedule would have no advantage over an Otis airman on a 2008 reduction schedule.

Those Massachusetts airmen also have an advantage since the adjutant general must approve Guard members transferring from out of state to gain military membership. A requirement for excepted service.

Another reality is bargaining units represent technician guard members by organization. I have enclosed copies of the union contracts for the record. The hiring priority in the current contract gives first priority to Barnes' excepted technicians, Second Priority to any member of the Massachusetts Air Guard, and Third Priority to personnel eligible for membership.

The result of this miscalculation could create an estimated \$26 million dollar bill just to transition F-15 pilots to A-10s. Followed by a reduced combat capability for three to five years as transitioning pilots become competent in a new weapons system.

There are some other hidden costs. Under scenario S101J, when the decision to close Bradley was briefed to the BCEG, the estimated Barnes MILCON costs were \$18.3 mil. In later scenario slides the costs are removed without explanation. It appears these were MILCON related to upgrade Barnes to accommodate 24 A-10s. This same capacity exists at Bradley today at no cost.

The unique relationship Bradley enjoys with the state does not fit under any of the BRAC criteria. The area around the airfield is controlled by the state through the airport

authority. When the unit requested land to increase setback for anti-terrorism force protection 14 acres were made available for our use.

In formula 1205.1 the 14 acres would add .19 to overall MCI for the Base. But the figure could not be added because the land is not on the current lease. A letter offering the land is submitted for the record.

The formulas 1205.2 and 1205.1 (related to buildable acres), are illogical in the BRAC context. An Air Force stated goal for BRAC is “eliminating excess physical capacity.” If the goal is to divest from excess capacity and infrastructure through BRAC, then awarding points for excess capability seems contrary to that goal. For example, Bradley can accommodate 36 A-10s. The base is efficiently sized for the current mission, and based on the Air Force scenario we reviewed earlier, can expand operations for a larger squadron at no cost. The Air Force BRAC process credits “buildable acres” space to build a second runway in formula 1205.2, yet having a second runway, as Bradley does, does not. It appears potential is worth more than existing capability.

Side by side comparisons of the capabilities of 3 Guard A-10 units leads one to draw a different conclusion than the one drawn through the BRAC. You will see the airfield with the most capability and lowest cost, was rated lower in mil value. When our corrected data is accounted for, that incongruity is corrected.

This slide shows a side-by-side comparison of three Northeast Guard A-10 units. Here are the main points:

- The state owned, financed and operated facility provides far more capability at less cost to the Military.
- Bradley has a 24-hour Air Traffic Control approach and tower facility, capable of launching any sized aircraft.
- Bradley offers multiple Instrument Landing Systems for redundancy and 3 runways for A-10 contingency operations.
- There are no weight limitations for heavy transport aircraft on any surface at Bradley.
- Bradley has the highest category crash and recovery rating.
- Bradley has a dedicated 24-hour airfield perimeter security, TSA supervision and could be assisted in the event of a terrorist attack.
- All this at approximately \$1M less per year in cost to the military.

Simply stated, DOD saves more money, enjoys redundant layers of security and maintains a higher level of readiness by basing A-10's at Bradley. The facts speak for themselves.

I urge you as commissioners to use your authority to:

- First, from the certified data provided, add the additional points to Bradley's SOF/CSAR MCI and correct Bradley's military value.
- Next, adopt the Air National Guard's A-10 Weapon System Council proposal to retain five combat coded A-10 units to better support the needs of the nation.
- Finally, consider the Air Force BRAC process shortfalls in your deliberations as having had a significant impact on the recommendations relating to all ANG units.

As the BRAC commission you have asked for the facts. In the case of Bradley Air National Guard Base the facts demand combat coded A-10s remain in CT. Thank you.

**TAB – B**

## **Data Entry Errors (Supporting Data)**

<b>BRAC Data Corrections</b>	<b>Supporting Material</b>
Data Entry Errors (WIDGET 28.8)	Official Certification Memorandum
Data Entry Errors (WIDGET 39.1241)	Official Certification Memorandum
Joint Use Property	Airport Joint Use Agreement
Bradley ANG Base Lease Property to 2050	Joint Use Lease



HEADQUARTERS 103rd FIGHTER WING (ANG)  
 100 NICHOLSON ROAD  
 EAST GRANBY, CONNECTICUT 06026-9309

29 June 2005

MEMORANDUM FOR BRAC COMMISSION

FROM: COL DANIEL L. PEABODY

SUBJECT: Data Entry Errors

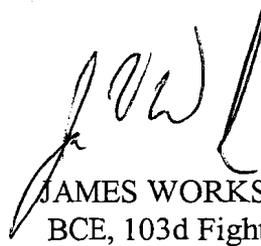
1. Please input the following data into the WIDGET model and recalculate Bradley's ANG military value.
2. The original data submitted failed to reflect the accessible ramp space at Bradley Airport as defined by our Joint Use Agreement. This revised data is our true ramp space.
3. WIDGET Question 28.8: **Complete the following tables for ramp/apron which are owned/controlled by the installation OPR which the installation has access to but may not own. "Controlled" Include land/property used by DoD under lease, license, permit, etc. " Access" Includes land property for which and agreement/easement is in effect between the DoD and the owner (such as ANG/AFRC use of civilian airports), but primary control rests with the owner, not DoD. Identify all non-contiguous ramps. These are ramps which are pavement areas larger than 2,750 square yard, connected to other airfield pavement areas by a taxiway. For example, a large ramp area which has a hangar or row of hangars constructed on it would then be considered two ramp areas. Number all ramp areas in sequential fashion if no alpha-numeric scheme adopted by the installation**

1. Ramp Identifier	2. Area (SY)	3. PCN	4. PCI	5. Date (ddmmmyyyy)	6. Restrictions (1) (50 Char max)	7. Own/controlled or Access only to runway? ("O" or "A")	8. Closed (yes/no)	9. Serviceable (2) (Yes/No)	10. Pavement Type (Rigid/flexible)
A01	78400	N/A	68	15-Aug-97	N/A	O	No	Yes	Rigid
A02	12800	N/A	72	15-Aug-97	N/A	O	No	Yes	Rigid
A03	8239	N/A	61	15-Aug-97	N/A	O	No	Yes	Rigid
De-ice pad	61558	68		10-Mar-05	N/A	A	No	Yes	Flexible
Terminal	200000	68		10-Mar-05	N/A	A	No	Yes	Flexible
East Cargo	72917	68		10-Mar-05	N/A	A	No	Yes	Flexible
Rwy 24 Hold Pad	8333	68		10-Mar-05	N/A	A	No	Yes	Flexible

Source Name: ANG/CETSC Airfield Pavement Condition Report, Aug 1997  
KBDL Airfield Suitability Report, Scott AFB, March 2005

Functional Point of Contact Certification

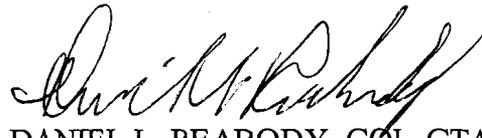
In accordance with Section 2903(c)(5) of Defense Base Closure and Realignment Act of 1990, Public Law 101-510 as amended, I certify to the best of my knowledge and belief the information provided herein is accurate and complete.

A handwritten signature in black ink, appearing to read 'J. Works', with a long, sweeping flourish extending to the right.

JAMES WORKS, LTC, CTANG  
BCE, 103d Fighter Wing

Answer Provider Certification

In accordance with Section 2903(c)(5) of Defense Base Closure and Realignment Act of 1990, Public Law 101-510 as amended, I certify to the best of my knowledge and belief the information provided herein is accurate and complete.

A handwritten signature in black ink, appearing to read 'Daniel L. Peabody', with a long, sweeping flourish extending to the right.

DANIEL L. PEABODY, COL, CTANG  
Commander, 103d Fighter Wing



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SUBJECT: Data Entry Errors

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2. The original data submitted failed to reflect the accessible ramp space at Bradley Airport as defined by our Joint Use Agreement. This revised data is our true MOG for C-17s and C-5s.
3. WIDGET Question 39.1241: **For installations with active runways, what is the installations parking MOG (maximum on ground) for C-17's using surveyed/approved transient ramps? For C-5s?**

C-17 MOG (Count) - 20

C-5 MOG (Count) - 12

Source Name: AMC's ASRR, FEB 2004

BCE Parking Plan for C-17/C-5 MOG, March 2005

Functional Point of Contact Certification

In accordance with Section 2903(c)(5) of Defense Base Closure and Realignment Act of 1990, Public Law 101-510 as amended, I certify to the best of my knowledge and belief the information provided herein is accurate and complete.

JAMES WORKS, LTC, CTANG  
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A handwritten signature in black ink, appearing to read "Daniel L. Peabody". The signature is fluid and cursive, with the first name being the most prominent.

DANIEL L. PEABODY, COL, CTANG  
Commander, 103d Fighter Wing

**Based on Bradley's Revised Ramp Square Yardage of 442,247.**

**Formula Sheet for Bradley IAP AGS**

**MCI: SOF / CSAR**

<b>Formula</b>	8.00
<b>Title</b>	Ramp Area and Serviceability
<b>Criterion</b>	Condition of Infrastructure
<b>Attribute</b>	Key Mission Infrastructure
<b>Formula</b>	<p>If installation has no runway or no active runway, or no serviceable, suitable runway then score 0 pts.</p> <p>Total the square yardage of every serviceable ramp at the installation. See OSD Question 8, column 9 to determine serviceability. (N/A means not serviceable.) See OSD Question 8, column 2 for the square yardage of that ramp.</p> <p>If the total square yards of serviceable ramp is <math>\geq 240,000</math>, get 100 points.</p> <p>Otherwise, if the total square yards of serviceable ramp is <math>\geq 139,000</math>, get 75 points.</p> <p>Otherwise, if the total square yards of serviceable ramp is <math>\geq 60,000</math>, get 25 points.</p> <p>Otherwise, get 0 points.</p> <p>Example:</p> <p>The installation has three ramps, Alpha, Bravo and Charlie. Alpha and Bravo are both fully serviceable and active; Charlie is not serviceable because of major sinkholes that have developed. Alpha has 50,000 square yards, Bravo has 20,000 square yards, and Charlie has 200,000 square yards, for a total of 70,000 serviceable square yards of ramps. This number is between 60,000 and 139,000, so it falls into the 25 point range.</p>
<b>Source</b>	FLIP; AFCESA Pavement Evaluation/Condition Report/Survey; Existing Record Drawings or Physical Verification; Base Real Property Records
<b>Formula Score</b>	100 This is the unweighted formula's score for this base on a 0 to 100 scale. A score of 100 equals the Max Points once the weighting for this formula is applied.
<b>Max Points</b>	4.67 This is the maximum number of points this formula can contribute to the overall MCI score.
<b>Earned Points</b>	4.67 This is the number of points this formula did contribute to the overall MCI score for this base.
<b>Lost Points</b>	0 The difference between Max Points and Earned Points.

Supporting Data		
Section	Question	Field
1	Air/Space Operations	9 . Runways
1	Air/Space Operations	9 .7 Length
1	Air/Space Operations	9 .8 Width
1	Air/Space Operations	9 .15 Serviceable (5)
28	Real Property	8 . Ramp/Apron Space
28	Real Property	8 .2 Area
28	Real Property	8 .9 Serviceable (2)

**Based on Bradley's Revised Available Ramp Space 20 C-17s and 12 C-5As are capable of being parked on the airfield.**

**Formula Sheet for Bradley IAP AGS**

**MCI: SOF / CSAR**

<b>Formula</b>	1241.00
<b>Title</b>	Ability to Support Large-Scale Mobility Deployment
<b>Criterion</b>	Contingency, Mobilization, Future Forces
<b>Attribute</b>	Mobility/Surge
<b>Formula</b>	<p>Check installation's parking MOG for C-17 equivalents using surveyed/approved transient parking ramps.</p> <p>If installation has no runway or no active runway, or no serviceable, suitable runway then score 0 pts.</p> <p>Find the total number of C-17 MOGs. See OSD Question 1241, column 1 for this data.</p> <p>If the total is <math>\geq 10</math>, get 100 points. Otherwise, get 0 points.</p> <p>Example:</p> <p>There are a total of 3 C-17 MOGs. 3 is between 0 and 10, so the score is 0 points.</p>

<b>Source</b>	ASR (Airfield Suitability Report)	
<b>Formula Score</b>	100	This is the unweighted formula's score for this base on a 0 to 100 scale. A score of 100 equals the Max Points once the weighting for this formula is applied.
<b>Max Points</b>	2.64	This is the maximum number of points this formula can contribute to the overall MCI score.
<b>Earned Points</b>	100	This is the number of points this formula did contribute to the overall MCI score for this base.
<b>Lost Points</b>	0	The difference between Max Points and Earned Points.

Supporting Data		
Section	Question	Field
1	Air/Space Operations	9 . Runways
1	Air/Space Operations	9 .7 Length
1	Air/Space Operations	9 .8 Width
1	Air/Space Operations	9 .15 Serviceable (5)
39	Airfield Management	1241 . Ramp - Transient Capability
39	Airfield Management	1241 .1 C-17 MOG

2

Agreement No. 2.19-01(04)

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# **AIRPORT JOINT USE AGREEMENT**

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BETWEEN

**THE STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION**

AND

**UNITED STATES OF AMERICA**

AND

**THE STATE OF CONNECTICUT  
MILITARY DEPARTMENT**

**BRADLEY INTERNATIONAL AIRPORT  
WINDSOR LOCKS, CONNECTICUT  
FILE NO. 5600-177**

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## AIRPORT JOINT USE AGREEMENT

THIS AGREEMENT made and entered into this 12 day of March, 2004, by and between the STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION, acting by and through its Bureau of Aviation and Ports ("State"); and the UNITED STATES OF AMERICA, acting by and through the Chief, National Guard Bureau, and the STATE OF CONNECTICUT MILITARY DEPARTMENT, acting by and through its Adjutant General (collectively, "Government").

### RECITALS

A. The State owns and operates Bradley International Airport ("Airport"), located in the Towns of Windsor Locks, East Granby, Suffield, and Windsor, in the County of Hartford and State of Connecticut.

B. Title 49, United States Code, Chapter 471, "Airport Development," (49 U.S.C. Sections 47101-47129), provides that each of the Airport's facilities developed with financial assistance from the United States Government and each of the Airport's facilities usable for the landing and taking off of aircraft always will be available without charge for use by Government aircraft in common with other aircraft, except that if the use is substantial, the Government may be charged a reasonable share, proportionate to the use, of the cost of operating and maintaining the facilities used.

C. The Government requires substantial use of the flying facilities at the Airport for the Connecticut Air National Guard ("CTANG"), as well as for other occasional transient government aircraft.

D. The State is agreeable to such substantial use, in common with other users of the Airport, of the flying facilities by the Government under this Agreement.

E. The Commissioner of Transportation, as provided in Sections 13b-4, 13b-23, and 13b-39 of the General Statutes of Connecticut, as revised, is authorized to enter into this Agreement.

F. The Government and the State desire to provide for the delineation of responsibility for operation and maintenance of the flying facilities jointly used in common with others at the Airport, and to establish the Government's reasonable share, proportional to such use, of the cost of operating and maintaining such jointly used flying facilities.

## **AGREEMENT:**

### **1. DEFINITIONS**

For purposes of this Agreement, the jointly used flying facilities of the Airport are the runways, taxiways, lighting systems, navigational aids, markings and appurtenances open to public use and use by the Government, including all improvements and facilities pertaining thereto and situated thereon and all future additions, improvements, and facilities thereto as may be added or constructed from time to time ("Jointly Used Flying Facilities"). The Jointly Used Flying Facilities do not include land areas used exclusively by the Government or the terminal buildings, hangars, aircraft parking aprons and ramps, or other areas or structures used exclusively by the State or its lessees, permittees, or licensees for civilian or commercial purposes.

### **2. JOINT USE**

Subject to the terms and conditions of this Agreement, the Government shall have the use, in common with other users of the Airport, present and prospective, of the Jointly Used Flying Facilities, together with all necessary and convenient rights of ingress and egress to and from the Air National Guard installation and other Government facilities located on the Airport. Routes for ingress and egress for the Government's employees, agents, customers and contractors shall not unduly restrict the Government in its operations.

### **3. STATE RESPONSIBILITIES**

The State will be responsible for the following services and functions, to standards in accordance with Paragraph 6 below:

a. Furnishing all personnel, materials and equipment required in the rendering of the services to be provided under the Agreement.

b. Performing any and all maintenance of the Jointly Used Flying Facilities, including but not limited to:

(1) Joint sealing, crack repair, surface repairs, airfield markings and repair or replacement of damaged sections of airfield pavement;

(2) Runway and taxiway lighting and the regulators and controls therefor;

(3) Beacons [unless beacons are declared optional for the Airport by the Federal Aviation Administration ("FAA")], obstruction lights, wind indicators;

(4) Grass cutting and grounds care, drainage, and dust and erosion control of unpaved areas, adjacent to runways and taxiways;

(5) Sweeping runways and taxiways;

(6) Controlling insects and pests;

(7) Removing snow, ice and other hazards from runways and taxiways within a reasonable time after such runways and taxiways have been so encumbered, and removing snow and ice from the aircraft parking apron and sanding the ramp on the portion of the Airport occupied by the CTANG within a reasonable time after such areas have been encumbered by snow and/or ice in accordance with existing longstanding procedures at the Airport.

c. Furnishing utilities necessary to operate the Jointly Used Flying Facilities.

d. Removing disabled aircraft as expeditiously as possible, subject to the rules and regulations of the National Transportation Safety Board, in order to minimize the time the Jointly Used Flying Facilities, or any part thereof, would be closed because of such aircraft.

#### **4. GOVERNMENT RESPONSIBILITIES**

The Government will be responsible for the following:

a. Removing disabled Government aircraft as expeditiously as possible in order to minimize the time the Jointly Used Flying Facilities, or any part thereof, would be closed because of such aircraft.

b. Subject to availability of appropriations therefor, repairing within a reasonable time damage to the Jointly Used Flying Facilities to the extent that such damage is caused solely by Government aircraft operations and is in excess of the fair wear and tear resulting from the military use contemplated under this Agreement.

c. Maintaining security of the Jointly Used Flying Facilities along the common boundary of the Government exclusive use land areas to prevent intentional and unintentional incursions of unauthorized persons, vehicles, and animals from the Government exclusive use land areas into the Jointly Used Flying Facilities in accordance with applicable federal legal requirements.

#### **5. PAYMENTS**

a. In consideration of and for the faithful performance of this Agreement, and subject to the availability of Federal appropriations, the Government shall pay to the State as its proportionate share of operating and maintaining the Jointly Used Flying Facilities, an amount each year of One Hundred Forty Seven Thousand Three Hundred and Sixty Dollars

(\$147,360.00), payable in equal quarterly installments of Thirty Six Thousand Eight Hundred and Forty Dollars (\$36,840.00) each.

b. Payments for the periods set out in Paragraph 5a above shall be made upon submission of appropriate bills to the Government as designated in Paragraph 5c below; provided, however, that if during the term of this Agreement, sufficient funds are not available through the annual appropriations at the beginning of any fiscal year to carry out the provisions of this Agreement, the Government will so notify the State in writing.

c. Bills for the payments provided hereunder shall be directed to:

Comptroller  
State Military Department  
360 Broad Street  
Hartford, Connecticut 06105-3780

or to such other address as the Government may from time to time provide to the State in writing.

d. All payments called for herein shall be made by check payable to Treasurer, State of Connecticut, and addressed to:

CONN Department of Transportation  
Bureau of Aviation and Ports  
Financial Unit  
2800 Berlin Turnpike  
P.O. Box 317546  
Newington, Connecticut 06131-7546

e. Either party may request renegotiation if either party, at the request or with the formal concurrence of the other, as the case may be, provides services not contemplated by this Agreement, or reduces or eliminates services it undertakes to provide under this Agreement.

## **6. AIRFIELD MANAGEMENT**

a. The State agrees that maintenance of the Jointly Used Flying Facilities shall, at all times, be in accordance with FAA standards for the operation of a commercial airport and operation of jet aircraft.

b. The Government agrees that any markings and equipment installed by it pursuant to Paragraph 7 of the Agreement shall not be in conflict with FAA standards and shall be subject to the prior review of the State.

**7. GOVERNMENT RESERVED RIGHTS**

The Government reserves the right, at its sole cost and expense and subject to Paragraph 6b above, to:

a. Provide and maintain in the Jointly Used Flying Facilities airfield markings required solely for military aircraft operations.

b. Install, operate and maintain in the Jointly Used Flying Facilities any and all additional equipment, necessary for the safe and efficient operation of military aircraft including but not limited to arresting systems and navigational aids.

**8. FIRE PROTECTION AND CRASH RESCUE**

The parties to this Agreement have entered into a separate reciprocal fire protection agreement, which sets forth each party's responsibilities of fire protection and crash rescue services.

**9. RECORDS AND BOOKS OF ACCOUNT**

The State agrees to keep records and books of account, showing the actual cost to it of all items of labor, materials, equipment, supplies, services, and other expenditures made in fulfilling the obligations of this Agreement. The Comptroller General of the United States or any of his or her duly authorized representatives shall, until the expiration of three (3) years after final payment, have access at all times to such records and books of account, or to any directly pertinent books, documents, papers, and records of any of the State's contractors or subcontractors engaged in the performance of and involving transactions related to this Agreement. The State further agrees that representatives of the Air Force Audit Agency or any other designated representative of the Government shall have the same right of access to such records, books of account, documents and papers as is available to the Comptroller General.

**10. TERM**

This Agreement shall be effective for a term of five (5) years beginning October 1, 2003, and ending September 30, 2008.

**11. TERMINATION**

a. This Agreement may be terminated by the Government at any time by giving at least thirty (30) days' notice thereof in writing to the State.

b. (1) The Government, by giving written notice to the State, may terminate the right of the State to proceed under this Agreement if it is found, after notice and hearing by the

Secretary of the Air Force or his or her duly authorized representative, that gratuities in the form of entertainment, gifts, or otherwise, were offered or given by the State, or any agent or representative of the State, to any officer or employee of the Government with a view toward securing this Agreement or securing favorable treatment with respect to the awarding or amending, or the making of any determinations with respect to the performing of such agreement, provided that the existence of the facts upon which the Secretary of the Air Force or his or her duly authorized representative makes such findings shall be an issue and may be reviewed in any competent court.

(2) In the event this Agreement is terminated as provided in subparagraph 11b(1) above, the Government shall be entitled to pursue the same remedies against the State as it could pursue in the event of a breach of the Agreement by the State and in addition to any other damages to which it may be entitled by law, the Government shall be entitled to exemplary damages in an amount (as determined by the Secretary of the Air Force or his or her duly authorized representative) which shall be not less than three (3) or more than ten (10) times the costs incurred by the State in providing any such gratuities to any such officer or employee.

(3) The rights and remedies of the Government provided in subparagraph 11b(2) above shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

## **12. GENERAL PROVISIONS**

a. **Compliance with Law.** The State shall comply with all Federal, state and local laws, rules and regulations applicable to the activities conducted under this agreement.

b. **Assignment.** The State shall neither transfer nor assign this Agreement without the written consent of the other party, which shall not be unreasonably withheld or delayed.

c. **Liability.** Except as otherwise provided in this Agreement, neither party shall be liable for damages to property or injuries to persons arising from acts of the other in the use of the Jointly Used Flying Facilities or occurring as a consequence of the performance of responsibilities under this Agreement.

d. **Third Party Benefit.** No member or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this Agreement if made with a corporation for its general benefit.

e. **Entire Agreement.** It is expressly agreed that this written instrument embodies the entire financial arrangement and agreement of the parties regarding the use of the Jointly Used Flying Facilities by the Government, and there are no understandings or agreements, verbal or otherwise, between the parties in regard to it except as expressly set forth herein. Specifically, no

landing fees or other fees not provided in this Agreement will be assessed by the State against the Government in the use of the Jointly Used Flying Facilities during the term of this Agreement.

f. **Modification.** This Agreement may only be modified or amended by mutual agreement of the parties in writing and signed by each of the parties hereto.

g. **Waiver.** The failure of either party to insist, in any one or more instances, upon the strict performance of any of the terms, conditions, covenants, or provisions of this Agreement shall not be construed as a waiver or relinquishment of the right to the future performance of any such terms, conditions, covenants, or provisions. No provision of this Agreement shall be deemed to have been waived by either party unless such waiver be in writing signed by such party.

h. **Paragraph Headings.** The brief headings or titles preceding each Paragraph and subparagraph are merely for purposes of identification, convenience, and ease of reference, and will be completely disregarded in the construction of this Agreement.

### **13. MAJOR REPAIRS AND NEW CONSTRUCTION**

Major repair projects and/or new construction projects required for the Jointly Used Flying Facilities (collectively, "Joint Use Projects") are not included under this Agreement. Any Government contribution to Joint Use Projects shall be the subject of separate negotiations and written agreement between the State and the Government at such time as the work is required. Any Government participation in the costs of Joint Use Projects is subject to the availability of Federal funds for such purpose at the time the work is required.

### **14. NOTICES**

No notice, order, direction, determination, requirement, consent or approval under this Agreement shall be of any effect unless it is in writing and addressed as provided herein.

a. **Written communications to the State shall be addressed to:**

Commissioner of Transportation  
Connecticut Department of Transportation  
2800 Berlin Turnpike, P.O. Box 317546  
Newington, Connecticut 06131-7546

b. Written communications to the Government shall be in duplicate with copies to the United States of America and the State of Connecticut addressed respectively, as follows:

To the United States of America:

ANG/CE  
3500 Fetchet Avenue  
Andrews AFB, Maryland 20762-5157

To the State of Connecticut Military Department:

The Adjutant General  
360 Broad Street  
Hatford, Connecticut 06105-3780

## 15. STATE CIVIL RIGHTS PROVISIONS

The Office of the Attorney General of the State of Connecticut has directed that, pursuant to the requirements of Connecticut General Statutes ("C.G.S.") 4a-60, as amended by Public Act ("P.A.") 89-253, Section 2, and Section 16 of P.A. 91-58, as amended by Section 8 of P.A. 91-407, certain nondiscrimination and affirmative action provisions must be incorporated verbatim in all formal agreements, contracts, leases, licenses and similar documents to which the Connecticut Department of Transportation is a signatory party. These State of Connecticut nondiscrimination and affirmative action provisions are set out below in this paragraph. Notwithstanding the foregoing, the parties to this Agreement recognize and acknowledge that in the absence of the express, unambiguous Congressional waiver of Federal supremacy, the United States of America is not subject to any law, regulation, or requirement of the State of Connecticut, including the nondiscrimination and affirmative action provisions set out below. The parties further specifically understand and agree that nothing in this Paragraph 15 or anything else in the Agreement constitutes or shall be construed to constitute a waiver of Federal supremacy or sovereign immunity.

### STATE OF CONNECTICUT NON-DISCRIMINATION AND AFFIRMATIVE ACTION PROVISIONS

- a. For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or

regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For the purpose of this section, "Commission" means the Commission on Human Rights and Opportunities.

- b. (1) The second party agrees and warrants that in the performance of this Agreement the second party will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by the second party that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or the State of Connecticut. The second party further agrees to take affirmative action to ensure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including but not limited to, blindness, unless it is shown by such second party that such disability prevents performance of the work involved.
- (2) The second party agrees, in all solicitations or advertisements for employees placed by or on behalf of the second party, to state that it is an "affirmative action-equal opportunity employer" in accordance with the regulations adopted by the Commission.
- (3) The second party agrees to provide each labor union or representative of workers with which the second party has a collective bargaining agreement or other contract or understanding and each vendor with which the second party has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers of a representative of the second party's commitment under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The second party agrees to comply with each provision of this section and C.G.S. 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to C.G.S. 46a-56, 46a-68e, and 46a-68f.
- (5) The second party agrees to provide the Commission with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the second party as relate to the provisions of this section and C.G.S. 46a-56. If this Agreement is a public works contract, the second party agrees and warrants that it

will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

- c. Determination of the second party's good faith efforts shall include but shall not be limited to the following factors: The second party's employment and subcontracting policies, patterns, and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- d. The second party shall develop and maintain adequate documentation, in a manner prescribed by the Commission, or its good faith efforts.
- e. The second party shall include the provisions of subsection (b) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The second party shall take such action with respect to any subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. 46a-56, as amended by Section 5 of P.A. 89-253; provided if the second party becomes involved, and may request the State of Connecticut to enter in any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.
- f. The second party agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.
- g. Pursuant to Sections 4a-60a of the C.G.S.,
  - (1) The second party agrees and warrants that in the performance of the contract the second party will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;
  - (2) The second party agrees to provide each labor union or representative of workers with which the second party has a collective bargaining agreement or other contract or understanding and each vendor with which the second party has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the second party's commitments under this section, and to post copies of the notice in conspicuous place available to employees and applicants for employment;

(3) The second party agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Section 46a-56 of the C.G.S.;

(4) The second party agrees to provide the Commission with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the second party which relate to the provisions of this section and Section 46a-56 of the C.G.S.

- h. The second party shall include the provisions of subsections (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provision shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The second party shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Section 46a-56 of the C.G.S.; provided, if the second party becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the second party may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

**[Balance of page intentionally left blank]**



WITNESSES:

STATE OF CONNECTICUT  
MILITARY DEPARTMENT

SIGN: Margaret E. Wolk  
PRINT: MARGARET E. WOLK

BY: William A. Cugno  
Major General William A. Cugno  
The Adjutant General

SIGN: Francis J. Evon, Jr  
PRINT: FRANCIS J. EVON, JR

DATE: 2/2/04

STATE OF CONNECTICUT }  
COUNTY OF HARTFORD }

ss: Hartford February 2, A.D., 2004  
Month Day

Personally appeared for the State of Connecticut Military Department, Major General William A. Cugno, Signer and Sealer of the foregoing instrument and acknowledged the same to be the free act and deed of the State of Connecticut Military Department, and his free act and deed as The Adjutant General, before me.

My Commission Expires: INDEFINITE

Timothy B. Tomczak  
NOTARY PUBLIC  
Timothy B. Tomczak, Legal Assistance Officer  
03/CPT, Judge Advocate, ARNG  
HHD STARC CTARNG  
Hartford, CT 06105

This Agreement is approved as to form, pursuant to Sections 13b-4, 13b-23 and 13b-39 of the General Statutes of Connecticut.

William B. Rick Date: 4/2/04  
Attorney General  
State of Connecticut

UNITED STATES OF AMERICA

BY: [Signature]  
Chief, National Guard Bureau 20 APR 04

YELLOW  
CE READ  
CEP READ  
CEPR READ  
STYBK

SEP 10 2004

MEMORANDUM FOR AFRPA/RE

ATTENTION: Zannetta Williams  
1700 North Moore Street  
Arlington, VA 22209-2802

FROM: ANG/CEPR  
3500 Fetchet Avenue  
Andrews AFB MD 20762-5157

SUBJECT: Extend Term 19 Years, Lease DACA51-5-95-116 & License DACA51-3-97-102,  
Bradley IAP (ANG), CT

This action requests amendment of the Lease and License at Bradley IAP, CT to extend the termination date by nineteen (19) years.

Request POC at New England COE assigned to this action advise [ronald.peters@ang.af.mil](mailto:ronald.peters@ang.af.mil) upon receipt of this package.

Lease DACA51-5-95-116 grants approximately 144.19 acres from the State of Connecticut, Department of Transportation to the United States Government. License DACA51-3-97-102 conveys the use of the land to the State of Connecticut for National Guard purposes and such other aviation purposes as the Government may require. Both instruments expire 30 June 2031.

The Unit, the 103rd FW, requests that the Lease and License be amended to extend the term by 19 years to 30 June 2050 (Atch 1). The signature of the Wing Commander reflects Facilities Board approval.

Consent from the Airport Authority for the extension to 2050 is shown in Atch 2.

No drawings are submitted since land area and description are not impacted by this action.

The Environmental Manager (EM) has evaluated this action. The Air Conformity Statement appears on the AF 813 (Atch 3) and indicates that Bradley is not in an area in attainment. The Environmental Baseline Survey (EBS) (atrch 4) dated July 2002 has a re-certification to 10 September 2004.

Request AFRPA/RE issue a directive to the Corps of Engineers to renew Lease DACA51-5-95-116 & License DACA51-3-97-102 with a term extension of 19 years to 30 June 2050.

Request this action be coordinated with The Adjutant General (TAG), Connecticut or his/her representative and copies of the executed documents associated with this action (and their Exhibits) be provided this office.

The primary point of contact for this action to extend the Lease at the 103<sup>rd</sup> FW, Bradley IAP (AGS), CT by 19 years to 30 June 2050 is Base Civil Engineer, Lt Col Michael Lilya, DSN: 220-2377, Commercial (860) 292-2377 or Realty Specialist, Ms. Barbara Gallo, Commercial (860) 548-3285 (commercial of Ms Gallo is different than that of Lt Col Lilya). ANG/CEPR action is staffed by Ron Peters, DSN 278-8128, Commercial (301) 836-8128, e-mail ronald.peters@ang.af.mil.

SIGNED

PHILIP B. HENRY III  
Chief, Real Estate Branch

Attachments:

1. 103<sup>rd</sup> FW Request Ltr (4)
2. Consent from Airport (4)
3. AF Form 813 for Lease Extension w Air Conformity Statement (4)
4. Basewide EBS w Re-Certification (4)

cc:

TAG CT wo Atch  
USPFO CT wo Atch  
103<sup>rd</sup> FW wo Atch  
U.S. Army Engineer District, New England wo Atch

CEPR

CEVP

CEPD

STAFF COORDINATION:
<i>Adm - 105 of 09</i>
ON YELLOW PAGE
<i>John Peter 10/28/09</i>



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 103D FIGHTER WING (ANG)  
100 NICHOLSON ROAD  
EAST GRANBY, CONNECTICUT 06026-9309

30 June 2004

MEMORANDUM FOR: USPFO - CT  
ANG/CEPR  
IN TURN

FROM: 103CES/CE

SUBJECT: Request for Renewal of Bradley IAP Lease, DACA51-5-95-116, Expiration Date 30 June 2031

1. Bradley IAP is requesting a renewal of our present lease number DACA 51-5-95-116 which expires 30 June 2031. This renewal will be extended to the year 30 June 2050. Enclosed is a copy of the Bradley Board of Directors letter of concurrence dated 29 January 2004, see Attachment 1.

a. Renewal of Lease – DACA51-5-95-116

b. Lease agreement between The State of Connecticut, Department of Transportation and the United States of America

c. 30 June 2031 through 30 June 2050

d. Exclusive use of 144.19 acres of land, situated at Bradley International Airport, Town of East Granby, County of Hartford, State of Connecticut

2. Vicinity and locality maps are on file with NGB. There are no changes to these documents.

3. Environmental Baseline Survey is included in Attachment 2.

4. Environmental Impact Analysis Waiver (AF 813) can be found under Attachment 3.

5. Air Quality/Emissions Statement can be found under Attachment 3.

6. Point of Contact will be LTC Michael F. Lilya, BCE, DSN: 220-2377 or:

Barbara Gallo, Real Property  
Hartford Armory, Room 143  
360 Broad Street  
Hartford, CT 06105  
Tele.: 860-548-3285 Fax: 860-548-3281.

  
DANIEL R. SCACE, Colonel, CTANG  
Commander, 103FW

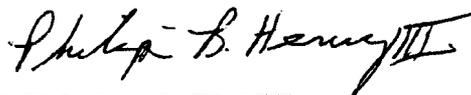
Attachments (5 copies ea)

1. Letter of Concurrence
2. Environmental Baseline Survey
3. Environmental Impact Analysis Waiver (AF813) w/ Air Conformity Statement

CC: TAG w/o attachments

AL-6 1

The primary point of contact for this action to extend the Lease at the 103<sup>rd</sup> FW, Bradley IAP (AGS), CT by 19 years to 30 June 2050 is Base Civil Engineer, Lt Col Michael Lilya, DSN: 220-2377, Commercial (860) 292-2377 or Realty Specialist, Ms. Barbara Gallo, Commercial (860) 548-3285 (commercial of Ms Gallo is different than that of Lt Col Lilya). ANG/CEPR action is staffed by Ron Peters, DSN 278-8128, Commercial (301) 836-8128, e-mail ronald.peters@ang.af.mil.



PHILIP B. HENRY III  
Chief, Real Estate Branch

Attachments:

1. 103<sup>rd</sup> FW Request Ltr (4)
2. Consent from Airport (4)
3. AF Form 813 for Lease Extension w Air Conformity Statement (4)
4. Basewide EBS w Re-Certification (4)

cc:

TAG CT wo Atch

USPFO CT wo Atch

103<sup>rd</sup> FW wo Atch

U.S. Army Engineer District, New England wo Atch

**TAB – C**

## **BRAC Process Shortfalls (Supporting Data)**

<b>Shortfalls</b>	<b>Supporting Material</b>
Hiring Across State Lines (CTANG Members To MAANG)	Priority Placement Program Fact Sheet Massachusetts ANG Union Contract
Retraining Cost	Talking Paper
MILCON	BCEG Meeting Minutes
Land Available	Bradley Airport Board Of Directors (Letter)
State Comparison	See Comparison Table Of Contents



### **Priority Placement Program (PPP)**

References: DoD Directive 1400.20, "DoD Program for Stability of Civilian Employment," DoD 1400.25-M, Civilian Personnel Manual, Subchapter 1800, "DoD Priority Placement Program," DoD Priority Placement Program (PPP) Operations Manual

The Priority Placement Program (PPP) enables eligible displaced employees to receive mandatory placement rights for Department of Defense (DoD) jobs within their selected geographic area of availability. The PPP, which is widely recognized as the most effective program of its kind in the Federal Government, serves to reduce the adverse effects of reduction in force (RIF), transfer of function, and base realignment and closure (BRAC), and assists the Department of Defense in retaining its skilled employees.

If you're serving on a permanent appointment, you may be eligible to register in the PPP if you're being involuntarily separated or demoted through no fault of your own. Assuming you meet the basic eligibility requirements, you may register when you receive a specific written notice of separation or demotion. If you're being affected by RIF, your commander or activity head has the authority to approve registration up to 1 year prior to the RIF effective date, provided that the circumstances allow for early registration. The commander or activity head may also obtain approval for up to 1 additional year of early registration, but this is normally granted only for closing installations.

To be eligible for a specific vacancy, you must be well qualified for the position. "Well qualified" means you're able to successfully perform all required duties after a reasonable orientation period and without any significant training.

There are three priority levels in the PPP, and each priority reflects the severity of the specific displacement action. The highest priority (Priority 1) is for employees being separated by RIF without a job offer. Other employees are registered with lower priorities. When you're referred through the PPP, your priority will determine whether the recruiting agency can fill the job from non-PPP sources. Your priority will also determine the order in which offers are made if more than one PPP registrant is referred.

If you accept a PPP offer from a DoD installation outside of your commuting area, the Department will reimburse your moving expenses based on the provisions of the DoD Joint Travel Regulations, Volume 2. However, you may only register for jobs in other areas if you're being separated due to RIF or as a result of declining relocation outside of your commuting area. If you decline relocation outside your commuting area, you can only register for areas that are closer than the location of the position you declined.

Your supporting human resources office can advise you regarding your PPP eligibility.

Prepared by: CARE Division, DoD Civilian Personnel Management Service  
Last revised: 6/28/05

**11 JUNE 2004**

**Personnel**

**ASSIGNMENTS WITHIN THE  
AIR NATIONAL GUARD**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**NOTICE:** This publication is available digitally on the AFDPO WWW site at:  
<http://www.e-publishing.af.mil>.

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OPR: ANG/DPFOM (SMSgt T. Pague)  
Supersedes ANGI 36-2101, 20 December 1994

Certified by: NGB/CF (Col D. Larrabee)  
Pages: 52  
Distribution: F

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This instruction establishes procedures for the assignment and utilization of members of the Air National Guard (ANG). References to units and members of the ANG pertain only to organizations and persons having federal recognition. Unless otherwise indicated, instructions and procedures indicated herein apply equally to officers and airmen. The paperwork Reduction of 1974 as amended in 1996 affects this instruction.

**SUMMARY OF REVISIONS**

**This document is substantially revised and must be completely reviewed.**

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<b>Chapter 2—ASSIGNMENT INSTRUCTIONS AND PROGRAMS</b>	<b>5</b>
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## Chapter 3

### REASSIGNMENT PROCEDURES

**3.1. Reassignment of Personnel Serviced by the Military Personnel Flight or Between Units Located in the Same State:** Reassignment of a member between units serviced by the same MPF or between units located in the same state must have the concurrence of both gaining and losing unit commanders or be directed by higher authority. This action will normally be initiated by the gaining unit IAW instructions contained in AFCSM 36-699.

3.1.1. Only in mission essential unique situations will enlisted members in grades technical sergeant through chief master sergeant be reassigned to a UMDG position that will cause an excess or overgrade condition for reasons not outlined elsewhere in this instruction. Each request to place an enlisted member in excess or overgrade under this Paragraph must be fully justified in writing by TAG and forwarded to ANG/DP for review. Such assignments will last no longer than 12 months and must be approved by TAG See ANGI 36-2503, for voluntary reduction to fill a specific vacancy.

3.1.1.1. No enlisted member (regardless of their grade) will be reassigned as an excess or overgrade to create a vacancy to permit the promotion of another ANG member.

3.1.2. Only in rare mission essential and unique situations as approved by ANG/DP will officers in grades of colonel be reassigned to a UMDG position that will cause an excess or overgrade condition for reasons not outlined elsewhere in this instruction. Such assignments will last no longer than 12 months. Each request to place an officer in the grade of colonel in excess or overgrade status under this Paragraph must be fully justified in writing by TAG and forwarded to ANG/DP for review.

3.1.2.1. No officer will be reassigned as an excess or overgrade solely to create a vacancy to permit the promotion of another officer.

3.1.2.2. ANG members will not be reassigned from a lower graded UMDG position to a higher graded UMDG position for the purpose of promotion, with the intention of returning the member back to their previous held position which will cause the member to become overgrade or excess.

3.1.3. The Military Personnel Flight (MPF) will monitor reassignment actions within their serviced units to ensure that excess and overgrade situations do not occur as a result of reassignments except as authorized by this instruction. Unit commanders will exercise due care in making reassignments, giving primary consideration to mission needs and ANG requirements. MPFs will make every effort to balance excesses and shortages among serviced units and make periodic recommendations to unit commanders (especially wing/group commanders) on appropriate actions to be taken.

### 3.2. Reassignments to Another Component:

3.2.1. Release of a member to another component or another state will be authorized only with concurrence of the appropriate gaining and losing commander/AG. Requests should not be automatically approved, but be evaluated on an individual basis with judgment made on the merits of each situation.

3.2.2. Requests for release from assignment to allow enlistment or appointment in another component or ANG unit of another state will be processed IAW instructions contained in ANGI 36-2005, ANGI 36-2002, AFI 36-3209, AFI 36-2004, *Inter-service Transfer of Officers on the Active Duty List to the United States Air Force (USAF)*, and AFI 36-2115. If the individual fails to affiliate with another unit within the prescribed time limits, the commander will initiate separation action, IAW the procedures

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From the U.S. Code Online via GPO Access  
[wais.access.gpo.gov]  
[Laws in effect as of January 2, 2001]  
[Document not affected by Public Laws enacted between  
January 2, 2001 and January 22, 2002]  
[CITE: 10USC10216]

TITLE 10--ARMED FORCES

Subtitle E--Reserve Components

PART I--ORGANIZATION AND ADMINISTRATION

CHAPTER 1007--ADMINISTRATION OF RESERVE COMPONENTS

Sec. 10216. Military technicians (dual status)

(a) In General.--(1) For purposes of this section and any other provision of law, a military technician (dual status) is a Federal civilian employee who--

(A) is employed under section 3101 of title 5 or section 709(b) of title 32;

(B) is required as a condition of that employment to maintain membership in the Selected Reserve; and

(C) is assigned to a civilian position as a technician in the administration and training of the Selected Reserve or in the maintenance and repair of supplies or equipment issued to the Selected Reserve or the armed forces.

(2) Military technicians (dual status) shall be authorized and accounted for as a separate category of civilian employees.

(b) Priority for Management of Military Technicians (Dual Status).--

(1) As a basis for making the annual request to Congress pursuant to section 115(g) of this title for authorization of end strengths for military technicians (dual status) of the Army and Air Force reserve components, the Secretary of Defense shall give priority to supporting authorizations for military technicians (dual status) in the following high-priority units and organizations:

(A) Units of the Selected Reserve that are scheduled to deploy no later than 90 days after mobilization.

(B) Units of the Selected Reserve that are or will deploy to relieve active duty peacetime operations tempo.

(C) Those organizations with the primary mission of providing direct support surface and aviation maintenance for the reserve components of the Army and Air Force, to the extent that the military technicians (dual status) in such units would mobilize and deploy in a skill that is compatible with their civilian position skill.

(2) For each fiscal year, the Secretary of Defense shall, for the high-priority units and organizations referred to in paragraph (1), seek to achieve a programmed manning level for military technicians (dual status) that is not less than 90 percent of the programmed manpower structure for those units and organizations for military technicians (dual status) for that fiscal year.

(3) Military technician (dual status) authorizations and personnel shall be exempt from any requirement (imposed by law or otherwise) for reductions in Department of Defense civilian personnel and shall only be reduced as part of military force structure reductions.

(c) Information Required To Be Submitted With Annual End Strength Authorization Request.--(1) The Secretary of Defense shall include as part of the budget justification documents submitted to Congress with the budget of the Department of Defense for any fiscal year the following information with respect to the end strengths for military technicians (dual status) requested in that budget pursuant to section 115(g) of this title, shown separately for each of the Army and Air Force reserve components:

(A) The number of military technicians (dual status) in the high priority units and organizations specified in subsection (b)(1).

(B) The number of technicians other than military technicians (dual status) in the high priority units and organizations specified in subsection (b)(1).

(C) The number of military technicians (dual status) in other than high priority units and organizations specified in subsection (b)(1).

(D) The number of technicians other than military technicians (dual status) in other than high priority units and organizations specified in subsection (b)(1).

(2) (A) If the budget submitted to Congress for any fiscal year requests authorization for that fiscal year under section 115(g) of this title of a military technician (dual status) end strength for a reserve component of the Army or Air Force in a number that constitutes a reduction from the end strength minimum established by law for that reserve component for the fiscal year during which the budget is submitted, the Secretary of Defense shall submit to the congressional defense committees with that budget a justification providing the basis for that requested reduction in technician end strength.

(B) Any justification submitted under subparagraph (A) shall clearly delineate the specific force structure reductions forming the basis for such requested technician reduction (and the numbers related to those reductions).

(d) Unit Membership Requirement.--(1) Unless specifically exempted by law, each individual who is hired as a military technician (dual status) after December 1, 1995, shall be required as a condition of that employment to maintain membership in--

(A) the unit of the Selected Reserve by which the individual is employed as a military technician; or

(B) a unit of the Selected Reserve that the individual is employed as a military technician to support.

(2) Paragraph (1) does not apply to a military technician (dual status) who is employed by the Army Reserve in an area other than Army Reserve troop program units.

(e) Dual Status Requirement.--(1) Funds appropriated for the Department of Defense may not (except as provided in paragraph (2)) be used for compensation as a military technician of any individual hired as a military technician (dual status) after February 10, 1996, who is no longer a member of the Selected Reserve.

(2) Except as otherwise provided by law, the Secretary concerned may pay compensation described in paragraph (1) to an individual described in that paragraph who is no longer a member of the Selected Reserve for a period up to 12 months following the individual's loss of membership in the Selected Reserve if the Secretary determines that such loss of membership was not due to the failure of that individual to meet military standards.

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[Laws in effect as of January 2, 2001]  
[Document not affected by Public Laws enacted between  
January 2, 2001 and January 22, 2002]  
[CITE: 32USC709]

TITLE 32--NATIONAL GUARD

CHAPTER 7--SERVICE, SUPPLY, AND PROCUREMENT

Sec. 709. Technicians: employment, use, status

(a) Under regulations prescribed by the Secretary of the Army or the Secretary of the Air Force, as the case may be, and subject to subsections (b) and (c), persons may be employed as technicians in--

- (1) the administration and training of the National Guard; and
- (2) the maintenance and repair of supplies issued to the National Guard or the armed forces.

(b) Except as authorized in subsection (c), a person employed under subsection (a) must meet each of the following requirements:

- (1) Be a military technician (dual status) as defined in section 10216(a) of title 10.
- (2) Be a member of the National Guard.
- (3) Hold the military grade specified by the Secretary concerned for that position.
- (4) While performing duties as a military technician (dual status), wear the uniform appropriate for the member's grade and component of the armed forces.

(c) (1) A person may be employed under subsection (a) as a non-dual status technician (as defined by section 10217 of title 10) if the technician position occupied by the person has been designated by the Secretary concerned to be filled only by a non-dual status technician.

(2) The total number of non-dual status technicians in the National Guard is specified in section 10217(c)(2) of title 10.

(d) The Secretary concerned shall designate the adjutants **general** referred to in section 314 of this title to employ and administer the technicians authorized by this section.

(e) A technician employed under subsection (a) is an employee of the Department of the Army or the Department of the Air Force, as the case may be, and an employee of the United States. However, a position authorized by this section is outside the competitive service if the technician employed in that position is required under subsection (b) to be a member of the National Guard.

(f) Notwithstanding any other provision of law and under regulations prescribed by the Secretary concerned--

(1) a person employed under subsection (a) who is a military technician (dual status) and otherwise subject to the requirements of subsection (b) who--

(A) is separated from the National Guard or ceases to hold the military grade specified by the Secretary concerned for that position shall be promptly separated from military technician (dual status) employment by the **adjutant general** of the jurisdiction concerned; and

(B) fails to meet the military security standards established by the Secretary concerned for a member of a reserve component under his jurisdiction may be separated from

employment as a military technician (dual status) and concurrently discharged from the National Guard by the **adjutant general** of the jurisdiction concerned;

(2) a technician may, at any time, be separated from his technician employment for cause by the **adjutant general** of the jurisdiction concerned;

(3) a reduction in force, removal, or an adverse action involving discharge from technician employment, suspension, furlough without pay, or reduction in rank or compensation shall be accomplished by the **adjutant general** of the jurisdiction concerned;

(4) a right of appeal which may exist with respect to paragraph (1), (2), or (3) shall not extend beyond the **adjutant general** of the jurisdiction concerned; and

(5) a technician shall be notified in writing of the termination of his employment as a technician and, unless the technician is serving under a temporary appointment, is serving in a trial or probationary period, or has voluntarily ceased to be a member of the National Guard when such membership is a condition of employment, such notification shall be given at least 30 days before the termination date of such employment.

(g) Sections 2108, 3502, 7511, and 7512 of title 5 do not apply to a person employed under this section.

(h) Notwithstanding sections 5544(a) and 6101(a) of title 5 or any other provision of law, the Secretary concerned may prescribe the hours of duty for technicians. Notwithstanding sections 5542 and 5543 of title 5 or any other provision of law, such technicians shall be granted an amount of compensatory time off from their scheduled tour of duty equal to the amount of any time spent by them in irregular or overtime work, and shall not be entitled to compensation for such work.

(i) The Secretary concerned may not prescribe for purposes of eligibility for Federal recognition under section 301 of this title a qualification applicable to technicians employed under subsection (a) that is not applicable pursuant to that section to the other members of the National Guard in the same grade, branch, position, and type of unit or organization involved.

(Aug. 10, 1956, ch. 1041, 70A Stat. 614; Pub. L. 87-224, Sec. 2, Sept. 13, 1961, 75 Stat. 496; Pub. L. 90-486, Sec. 2(1), Aug. 13, 1968, 82 Stat. 755; Pub. L. 92-119, Sec. 2, Aug. 13, 1971, 85 Stat. 340; Pub. L. 96-513, title V, Sec. 515(5)-(7), Dec. 12, 1980, 94 Stat. 2937; Pub. L. 103-160, div. A, title V, Secs. 523(a), 524(c), (d), Nov. 30, 1993, 107 Stat. 1656, 1657; Pub. L. 103-337, div. A, title X, Sec. 1070(b)(2), (d)(5), Oct. 5, 1994, 108 Stat. 2856, 2858; Pub. L. 104-106, div. A, title X, Sec. 1038(a), Feb. 10, 1996, 110 Stat. 432; Pub. L. 105-85, div. A, title V, Sec. 522(c), Nov. 18, 1997, 111 Stat. 1735; Pub. L. 106-65, div. A, title V, Sec. 524, Oct. 5, 1999, 113 Stat. 599.)

Historical and Revision Notes

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**104th Fighter Group**  
**Massachusetts Air National Guard**  
Barnes Air National Guard Base  
Westfield, Massachusetts 01085-1385



Agreement Between  
**The Adjutant General**

of

**MASSACHUSETTS**

and

Western Massachusetts Chapter  
Association of Civilian Technicians  
Local 39

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ARTICLE 1

GENERAL PROVISIONS

SECTION 1. Recognition and Coverage

The unit to which this Agreement is applicable is composed of all eligible employees of the Massachusetts Air National Guard, at Barnes Municipal Airport, Westfield, Massachusetts excluding personnel as prescribed by law. The EMPLOYER hereby recognizes the ASSOCIATION as the exclusive representative of the unit as defined.

a. The ASSOCIATION accepts the responsibility for and agrees to represent in good faith the interests of all employees in the unit without discrimination and without regard to membership in the ASSOCIATION.

b. The ASSOCIATION recognizes the EMPLOYER'S designated representatives (hereinafter referred to as "Management" or the "Supervisor") to act within the limits delegated to them in his behalf.

SECTION 2. Rights of the Employee

It is agreed that Federal employees have been and shall be protected in the exercise of the right, freely and without fear of penalty or reprisal, to form, join and assist a labor organization, or to refrain from such activity. Nothing in this Agreement shall require an employee to become or to remain a member of the ASSOCIATION or to pay money to the organization except pursuant to a voluntary, written authorization by a member for the payment of dues through payroll deductions.

a. Any employee, regardless of membership in the ASSOCIATION, may bring matters of personal concern to the attention of appropriate officials in accordance with applicable laws, rules, regulations and established agency policies and choose his own representative in a grievance or appellate action except when presenting a grievance under a negotiated procedure or as prescribed by law.

b. The employee shall be protected by the EMPLOYER and the ASSOCIATION from coercion, restraint, interference and discrimination regulated to membership or nonmembership in the ASSOCIATION.

c. If requested by the employee, the EMPLOYER will assist the employee in filing Classification Appeals in accordance with current regulations and the Federal Personnel Manual.

SECTION 3. Rights and Responsibilities of the EMPLOYER

In the administration of all matters covered by the Agreement, officials and employees are governed by existing or future laws and regulations of appropriate authorities, including applicable policies set forth in the Federal Personnel Manual, and all other directives and policies in existence at the time this Agreement is approved; and by subsequently published agency policies and

ARTICLE 1

GENERAL PROVISIONS

regulations required by law or by the regulations of appropriate authorities; or authorized by the terms of a controlling agreement at a higher agency level.

a. Management Rights - In accordance with Section 7106 of the Statute, Public Law 95-454, Management officials of the agency retain the following rights:

(1) to determine the mission, budget, organization, number of employees and internal security practices of the agency; and

(2) in accordance with applicable laws:

(a) to hire, assign, direct, layoff and retain employees in the agency, or to suspend, remove, reduce in grade or pay, or take other disciplinary action against such employees;

(b) to assign work, to make determinations with respect to contracting out, and to determine the personnel by which agency operations shall be conducted;

(c) with respect to filling positions, to make selections for appointments from:

1. among properly ranked and certified candidates for promotion; or

2. any other appropriate source; and

(d) to take whatever actions may be necessary to carry out the agency mission during emergencies.

b. The above rights will not limit an employee's right to express dissatisfaction concerning procedures employed by Management in the exercise of their rights. It is also understood that the exercise of such rights shall be subject to appeal and grievance procedures where applicable as prescribed by laws, regulations and policies, and the negotiated grievance procedure provided in this or a supplementary agreement, as it relates to the interpretation of the application of this Agreement.

ARTICLE 2

EMPLOYER-ASSOCIATION COOPERATION

SECTION 1.

The parties agree to meet at reasonable times and confer in good faith with respect to personnel policies and practices and matters affecting working conditions which are within the discretion of the EMPLOYER.

a. Conferences or meetings may be requested by either the ASSOCIATION or the EMPLOYER.

b. If a topic to be discussed requires research by either party, the party requesting the conference or presenting the topic shall provide a written summary of the subject matter to the other party at least three (3) workdays prior to a scheduled conference.

c. Meetings will be limited to one (1) representative from the ASSOCIATION and one (1) from MANAGEMENT unless mutually agreed to include an additional member from each side.

d. Conferences scheduled under the provisions of this Article will be conducted during normal work hours without charge to leave to authorized ASSOCIATION representatives. Upon request, official time may be granted to ASSOCIATION representatives to do research in preparation for these conferences. MANAGEMENT agrees to prepare a Memorandum for Record summarizing any agreements reached or any actions to be taken by either party as a result of these conferences.

e. A representative of the National Organization may attend official conferences when the issues to be resolved at these conferences have been elevated to the level of The Adjutant General. A representative of the National Organization may attend other official conferences as requested by the ASSOCIATION or the Air Commander upon advance written notification of at least three (3) workdays to the Air Commander or his designated representative.

SECTION 2.

The parties agree to work in establishing energy consciousness among all employees. Energy conservation will be an important item for discussion and energy saving ideas will be encouraged and implemented as far as is practicable and nondiscriminatory at this installation.

SECTION 3.

The EMPLOYER agrees to provide space for a total of ten bulletin boards uniform in size (not to exceed 4' x 4') in the maintenance, supply and administrative areas for the display of ASSOCIATION literature, correspondence, notices, etc, consistent with existing laws and regulations. Literature posted by the ASSOCIATION will not

ARTICLE 2

EMPLOYER-ASSOCIATION COOPERATION

violate any law, applicable provisions of this Agreement or the security of the activity. Enforcement of this section of this Agreement will be the responsibility of the ASSOCIATION on a routine basis to insure removal of any libelous or damaging material.

SECTION 4.

a. In accordance with the provisions of applicable regulations and upon request by the ASSOCIATION, the EMPLOYER may make space available for ASSOCIATION meetings outside regular work hours. It is understood by both parties that the ASSOCIATION will comply with all security rules applicable to the area and will perform such housekeeping duties as necessary.

b. The EMPLOYER agrees to provide, as available, the use of suitable office space for the ASSOCIATION to file its records pertinent to this agreement. The space may be used for authorized private discussions of employee problems between employee(s) and the ASSOCIATION subject to the agreements in Article 3, Section 3. The ASSOCIATION agrees that the use of this space during working hours, as authorized herein, shall be kept to the absolute minimum to assure the least disruption of work on the part of the principals involved.

SECTION 5.

The existing on-base publication distribution office and system may not be used for reproduction or distribution of the ASSOCIATION'S literature to employees. The distribution of the ASSOCIATION'S publications and other materials will be the responsibility of the ASSOCIATION at the ASSOCIATION'S expense.

SECTION 6.

The EMPLOYER agrees to reproduce sufficient copies of this Agreement so that the ASSOCIATION can distribute a copy to each current and future employee. Five extra copies will also be provided to the ASSOCIATION for its use.

SECTION 7.

The ASSOCIATION agrees to provide the EMPLOYER with a list of Officers of the ASSOCIATION and a list of Stewards identified with the work area or group that each Steward represents. Both lists will be supplemented as changes occur.

SECTION 8.

Any activities performed by an employee relating to the internal business of the ASSOCIATION (including the solicitation of membership, elections of labor organization officials, collection of dues, etc) shall not be performed during the time the employee is in

ARTICLE 2

EMPLOYER-ASSOCIATION COOPERATION

a duty status. It is understood by the ASSOCIATION that work breaks (rest periods) are official time and cannot be used to conduct internal ASSOCIATION business.

SECTION 9.

The ASSOCIATION is authorized to use the on-base publication system designated by MANAGEMENT for reproduction of the following:

a. Information or material which is of mutual concern to both parties of this Agreement.

b. Information or material the ASSOCIATION needs in its duties as exclusive representative for the members of the bargaining unit.

c. The ASSOCIATION agrees to provide at its expense all supplies required by the ASSOCIATION for duplicating purposes.

d. The ASSOCIATION agrees not to reproduce publications which are normally available through the Publications Distribution Office.

SECTION 10.

Weight management, drug testing and AIDS testing during the technician workweek will be administered in accordance with governing directives.

ARTICLE 3

ASSOCIATION REPRESENTATION

SECTION 1.

The EMPLOYER agrees to recognize all duly designated ASSOCIATION officers and stewards (hereinafter collectively referred to as ASSOCIATION Representatives). The number of Stewards required has been determined as those necessary to adequately represent all employees within a work area, shift and/or building as designated by the ASSOCIATION.

SECTION 2.

Upon prior coordination and approval of the supervisor concerned, a reasonable amount of normal duty time, without charge to leave or loss of pay, will be made available for the following purposes:

- a. For ASSOCIATION representatives to confer with employees on matters pertaining to working conditions.
- b. For conferences between MANAGEMENT and ASSOCIATION representatives.
- c. To represent employees at hearings, panels, surveys and other meetings away from the local installation and other occasions when approved by the EMPLOYER.
- d. For employees and/or their representative when presenting appeals and grievances.

SECTION 3.

An ASSOCIATION representative who needs to leave his/her assigned work area for a reasonable period during work hours in connection with the purposes listed in Section 2, shall first obtain permission from his/her immediate supervisor. The supervisor will authorize this time provided no compelling work requirement or emergency situation exists. Upon return to his/her work area, the ASSOCIATION representative will so advise his/her supervisor. Supervisors will record all time used by ASSOCIATION representatives in the performance of representational functions in accordance with current directives. Such information should be used in terms of its impact on agency operations and effective employee representation. For informational purposes, employees are entitled to review his/her record with their supervisor prior to submission.

SECTION 4.

An ASSOCIATION representative, authorized to act under Section 3 shall not enter a work area, other than his/her own, without obtaining permission from a supervisor responsible for that work area. The responsible supervisor will assure timely contact for consultation between the employee and the ASSOCIATION representative.

ARTICLE 3

ASSOCIATION REPRESENTATION

SECTION 5.

There will be no restraint, interference, coercion or discrimination shown an ASSOCIATION representative or an employee in the exercise of the rights assured in this Agreement.

SECTION 6.

Excused absences may be granted to ASSOCIATION officials for attendance at ASSOCIATION-sponsored, agency-sponsored or U.S. Government-sponsored training conferences which are mutually beneficial to management and the labor organization as follows:

- a. Executive Council Officers, not to exceed eight (8) individuals, may be allowed up to four (4) days per calendar year; two (2) days of which will be ASSOCIATION-sponsored training.
- b. Shop stewards may be allowed up to two (2) days per calendar year of ASSOCIATION-sponsored training.

SECTION 7.

Excused absences may be granted to ASSOCIATION officials for attendance at ASSOCIATION-sponsored legislative lobbying sessions. Up to two (2) days per calendar year may be provided for two ASSOCIATION representatives.

SECTION 8.

The Chapter Secretary or Treasurer may be provided a reasonable amount of official time to prepare reports required by Federal agencies.

SECTION 9.

Requests for Administrative Leave for purposes identified in Sections 6, 7 and 8 above will be submitted through the Air Commander to The Adjutant General, ATTN: MAAR-FTS-LR (SPMO) at least ten (10) work days in advance. Requests for training will contain an outline of the course of instruction.

ARTICLE 4

BASIC WORK WEEK AND HOURS OF WORK

SECTION 1.

a. The basic work week will normally consist of five (5) consecutive (8 hour) days each calendar week. Tours of duty are as follows:

Basic Shift	0730-1600
Late Shift	0830-1700
Night Flying Shift	1200-2030 (1230-2100)

b. The EMPLOYER agrees to consult with the ASSOCIATION prior to implementing any major changes to the tour of duty, as described in Section 1a above.

c. Supervisors will insure that all employees are afforded a continuous 30-minute lunch/dinner period as normally scheduled or as near to the regular schedule as possible in light of ongoing operational requirements. Overlapping lunch periods are authorized to provide continuous coverage of all areas during the work day. When a supervisor determines that time off for lunch is not possible, a lunch period of 20 minutes or less may be counted as work time for which compensation is allowed. Where such an on-the-job lunch period is in effect, technicians must spend the time in close proximity to their work area and be available for work. Employees will not leave the work area prior to the end of the official work day without the supervisor's approval.

SECTION 2.

Work schedules will be posted by the EMPLOYER not less than one week in advance unless such scheduling would handicap the unit from meeting mission requirements or that costs would be substantially increased. Work schedules may be of two (2) to four (4) pay period durations. Technicians will be scheduled equitably for Saturday or afternoon shiftwork. Technicians may be allowed to swap shifts with other technicians whom MANAGEMENT considers to be qualified in that area. Such swaps may be made based on mission requirements and MANAGEMENT discretion and must be coordinated and approved prior to the posting of the work schedule. The EMPLOYER agrees to consider requests from any employee to temporarily adjust his or her work schedule because of personal and/or family problems (ie, single parents, sickness in the immediate family).

SECTION 3.

The EMPLOYER agrees to permit each employee short rest periods in each daily tour of duty. Rest periods will not exceed 15 minutes

ARTICLE 4

BASIC WORK WEEK AND HOURS OF WORK

during each 4 hours of continuous work. Supervisors will schedule rest periods to allow continuous coverage and to meet operational requirements in their area of responsibility.

SECTION 4.

All shift differential, holiday pay, and Sunday premium pay will be paid in accordance with law, regulation or the Federal Personnel Manual.

SECTION 5.

The EMPLOYER may authorize an employee, who is enrolled in a civilian educational program which is related to his/her technician position or which would enhance their performance or improve their qualifications for promotion potential, to temporarily modify his/her work schedule in order to attend a course of instruction not normally conducted during non-duty hours. The EMPLOYER will attempt to accommodate the technician consistent with mission requirements.

ARTICLE 5

LEAVE ADMINISTRATION

SECTION 1. Annual Leave

Annual Leave will be administered in accordance with existing laws, rules and regulations. Every reasonable attempt consistent with the workload will be made to satisfy the desires of the employees with respect to the approval of Annual Leave.

a. Any dispute between employees within the same functional area desiring the same time will be resolved by granting leave time to the employee with the earliest receipted SF-71.

b. Every reasonable effort will be made consistent with mission requirements, to grant upon request, two (2) consecutive weeks of Annual Leave to eligible employees. All efforts will be made to grant leave periods of longer duration upon specific request of eligible employees. The EMPLOYER agrees that if leave cannot be scheduled to suit the desires of an employee an alternate period will be scheduled through consultation with the employee.

c. The EMPLOYER will assure that all employees are given the opportunity for a reasonable vacation period for using all leave which cannot be carried forward to the next leave year.

d. Employees dissatisfied with the administration of their Annual Leave may have the matter resolved under the grievance procedures established in this Agreement.

e. The EMPLOYER agrees to allow short periods of Annual Leave. Employees are expected to submit requests for periods of more than one day of Annual Leave at least three (3) work days in advance, if possible. When an employee submits a request for short periods of Annual Leave for other than an emergency reason, his/her first level supervisor will attempt to inform the employee of acceptance or denial within four hours. Annual Leave may be granted for miscellaneous reasons in hourly increments to permit employees to discharge minor personal obligations that cannot be accomplished during non-working hours.

f. Normally, request for unscheduled Annual Leave will be made to the first line supervisor not later than 1/2 hour after the start of the scheduled work shift. When the first line supervisor cannot be reached the request will be made to the person (non-bargaining unit member) designated by the first line supervisor to act on his/her behalf.

g. Annual Leave may be advanced, not to exceed the amount of leave which a technician can accrue in the current leave year, by written request to the first line supervisor. Such requests shall normally be submitted at least 30 days in advance of the period requested.

ARTICLE 5

LEAVE ADMINISTRATION

h. A technician may cancel previously requested and approved leave at any time.

SECTION 2. Sick Leave

a. Sick leave is authorized to be used for dental, optical and doctor appointments including reasonable travel time as necessary for both local and non-local appointments. Sickleave for these purposes should be requested as far in advance as possible. It may be authorized verbally or may require acceptable evidence. It is the responsibility of the immediate supervisor to determine whether absences are properly chargeable to sick leave. Medical certificates may be required under the following conditions:

(1) For absences in excess of three (3) workdays.

(2) For absences of short periods at frequent intervals whenever there is reason to believe that the sick leave privilege is being abused. In such cases the technician will be advised in writing that medical certificates will be required to support any future grant of sick leave regardless of duration.

(3) When a sufficiently large number of personnel report as sick in one day so as to interfere with mission requirements.

b. Employees not reporting for work because of reasons falling within the scope of sick leave will advise their first line supervisor not later than 1/2 hour after the start of the scheduled workshift. When the first line supervisor cannot be reached, the request will be made to the person (non-bargaining unit member) designated by the first line supervisor to act on his/her behalf. If both individuals are not available, then the request will be made to the second line supervisor. If unable to notify his/her supervisor within the 1/2 hour because of extenuating circumstances, the employee shall give notice as soon as possible, normally not later than the close of the work day.

c. It is agreed that the EMPLOYER may require a medical certificate for an employee's fitness for work if he/she has suffered a disabling injury or illness and if he/she has been on extended sick leave.

d. Limited sick leave may be granted to an employee by the EMPLOYER when a death in the immediate family causes the individual to be incapacitated due to illness which is caused by grief and bereavement. A medical certificate from a physician will be required by the EMPLOYER to verify the need for such sick leave.

SECTION 3. Compensatory Time

Compensatory time will be documented in accordance with applicable regulations. Compensatory time must be utilized within thirteen (13) pay periods following the pay period in which it was earned.

ARTICLE 5

LEAVE ADMINISTRATION

Subject to workload and mission requirements, compensatory time off will be granted at the employee's request. If not used within the thirteen (13) pay periods, it will be forfeited.

SECTION 4. Court Leave

a. A technician is entitled to leave without loss or reduction in pay, leave to which he/she is otherwise entitled, credit for time or service for his/her performance rating, during a period of absence with respect to which he/she is summoned in connection with a judicial proceeding, by a court of higher authority responsible for the conduct of that proceeding, to serve:

(1) as a juror; or

(2) as a witness on behalf of any party in connection with any judicial proceeding to which the United States, the District of Columbia or a state or local government is a party.

b. A technician is performing official duty during the period with respect to which he/she is summoned, or assigned by his/her agency to:

(1) testify or produce official records on behalf of the United States or District of Columbia; or

(2) testify in his/her official capacity or produce official records on behalf of a party other than the United States or the District of Columbia.

c. When an employee is excused or released by the court for any day or portion thereof, he/she will be expected to return to duty or be charged with annual leave or leave without pay. Normally, when less than four (4) hours remain in the workday or returning to duty would create a hardship the employee will not be expected to return to duty or to take leave.

SECTION 5. Absence for Maternity Reasons

a. The granting of sick leave for maternity reasons shall be governed by current regulations. Maternity leave is a period of approved absence for incapacitation related to pregnancy and confinement. It is chargeable to sick leave or any other combination of sick leave, annual leave, and leave without pay.

b. An employee should report pregnancy as soon as it is known so that steps can be taken to protect her health or improve her working conditions, if necessary, and so that necessary staffing adjustments may be planned.

ARTICLE 5

LEAVE ADMINISTRATION

c. When there is doubt of her ability to continue to perform the duties of her position safely, the EMPLOYER may require her to furnish a medical certificate authorizing continued work and should take whatever precautionary measures that appear necessary.

d. Authorized length of absence for purposes of maternity leave will be determined by the employee, her physician and her supervisor on an individual basis.

e. After delivery and recuperation, she may desire a period of adjustment or need time to make arrangements for the care of her child. Annual leave, when available, or leave without pay may be granted to cover this additional leave requirement.

SECTION 6. Family and Medical Leave

The EMPLOYER and the ASSOCIATION hereby mutually recognize the potential benefits to employees resulting from the enactment of the Family and Medical Leave Act of 1993. Therefore, the EMPLOYER agrees to consider employees' request for leave for periods up to one (1) year using annual and/or a combination of compensatory time accrued and LWOP.

Leave and/or unpaid leave will be granted for any of the following reasons:

a. To care for employee's child after birth, or placement for adoption or foster care;

b. To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or

c. For a serious health condition that makes the employee unable to perform his/her job.

The employee may be required to provide advance leave notice and medical certification and may be denied leave if, in certain circumstances, advance leave notice is not submitted to the EMPLOYER. Under normal situations, thirty (30) days advance notice shall be provided if the need for leave is foreseeable. The EMPLOYER may require medical certification to support a request for leave because of a serious health condition and may require second or third opinions (at the EMPLOYER'S expense) and a fitness for duty report to return to work.

SECTION 7. Excused Absences

The EMPLOYER may grant funeral leave to an employee to attend the funeral for an immediate relative who dies as a result of wounds, disease or injury incurred as a member of the Armed Forces in a combat zone.

ARTICLE 5

LEAVE ADMINISTRATION

SECTION 8. Unexcused Absences

When an employee does not report for work and fails to notify the first line supervisor, or in his/her absence, the person (non-bargaining unit member) designated by the first line supervisor to act on his/her behalf, or the second line supervisor of the absence, he/she will be carried in an AWOL status until the supervisor approves or denies the unscheduled leave. If the leave is approved, the AWOL will be changed to leave status as requested by the employee.

SECTION 9. Military Leave

The EMPLOYER will grant military leave to employees in accordance with FPM, Chapter 630, Subchapter 9.

SECTION 10. Adjustment of Work Schedule for Religious Observances

Employees may elect to work compensatory overtime - hour for hour - for the purpose of taking off without charge to leave when personal religious beliefs require that the employee abstain from work during certain periods of the day or week. However, the EMPLOYER may disapprove the compensatory arrangement if it interferes with the accomplishment of the mission, but the EMPLOYER is generally expected to accommodate the employee's request.

SECTION 11. Community Service

a. When an employee performs volunteer duties as a certified firefighter or ambulance crew member, emergency annual leave or administrative leave (at the EMPLOYER'S discretion) may be authorized, not to exceed one day per incident, providing:

(1) The emergency incident began prior to the beginning of the employee's normal workday.

(2) The actual hours of volunteer service are certified, in writing, by the individual in charge at the emergency incident.

b. When the emergency incident is found to be under control and the employee's continued presence is no longer needed, an additional one hour time period, plus commuting time, will be authorized prior to reporting to the workplace. The employee will, through another family member or co-worker, make every reasonable attempt to inform his/her supervisor of any such participation in an emergency incident.

c. If an emergency incident occurs during normal duty hours, an employee may, subject to supervisory approval, depart from the workplace to assist in the emergency. Any such approved departure will be in an approved chargeable leave status (ie, annual, compensatory, LWOP) or administrative leave at the EMPLOYER'S discretion.

ARTICLE 5

LEAVE ADMINISTRATION

d. In the event that too many technicians in any one shop belong to a fire company or ambulance crew, the supervisor of each shop may limit the number of personnel allowed to respond to the emergency, so as not to disrupt operations. In no case will it exceed more than four people basewide without prior approval of the Air Commander.

e. Technicians who are either certified volunteer firefighters or ambulance crew members must inform their supervisor of the technician's volunteer status. A roster in the following format will be used, with a copy provided to the Air Commander and will be recertified on an annual basis as of 1 January to be received not later than 31 January.

TECHNICIAN'S NAME	FIRE CO/AMBULANCE CORPS NAME	POSITION HELD	MEMBERSHIP EXPIRES
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ARTICLE 6

HOLIDAYS

SECTION 1.

The following are identified as holidays for the purpose of pay and leave of National Guard Technicians:

NEW YEAR'S DAY  
MARTIN LUTHER KING DAY  
PRESIDENT'S DAY  
MEMORIAL DAY  
INDEPENDENCE DAY  
LABOR DAY  
COLUMBUS DAY  
VETERANS' DAY  
THANKSGIVING DAY  
CHRISTMAS DAY

Any other day designated as a holiday by Federal Statute or Executive Order.

SECTION 2.

All days listed above, in addition to any designated by law, regulation or Executive Order will be non-work days for employees while performing in a technician status. Employees who may be required to work on a holiday will receive holiday pay in accordance with applicable regulations.

SECTION 3.

Holiday work will be scheduled fairly and equitably among employees necessary to cover the situation and to deal with emergencies or essential operational commitments. Once scheduled to work a holiday, the EMPLOYER will provide as much advance notice as possible to the employee before any cancellation/change is made.

SECTION 4.

Holidays that fall on Saturday or Sunday will be observed in accordance with applicable regulations. Except as dictated by mission requirements, work schedules will be adjusted so that all personnel will have the opportunity to receive a 3-day holiday weekend.

ARTICLE 7

OVERTIME WORK

SECTION 1.

It is agreed that overtime work will only be scheduled for essential mission requirements and emergencies and not normally on a regular basis.

a. Irregular or occasional overtime is overtime performed on an intermittent or occasional basis, even though planned or scheduled in advance of the performance.

b. Regular overtime is overtime which is scheduled in advance for specific periods of stated days and which will continue for an extended period (at least one pay period).

SECTION 2.

Should work be required during any period other than an employee's normal work schedule or any normally compensated holiday, it will be assigned fairly and equitably among only those having the skill necessary, as determined by MANAGEMENT, to complete the required mission.

SECTION 3.

The EMPLOYER will normally notify an employee three (3) days in advance of scheduling an overtime assignment but will not schedule overtime with less than four (4) hours notification unless unforeseen circumstances occur. If an employee is scheduled for overtime and the overtime assignment is not required, the employee may receive compensatory work for no less than one (1) hour if the assignment is canceled with less than one (1) hour's notice. When necessary to schedule work outside the normally scheduled workday, such work shall be implemented with consideration of the following factors:

a. Voluntary assignments.

b. Seniority.

c. All employees will participate on an equal basis predicate on required skills.

d. An employee, upon request, may be released from an overtime assignment if the employee identifies a qualified replacement acceptable to MANAGEMENT.

ARTICLE 7

OVERTIME WORK

SECTION 4.

An employee recalled to work will receive compensatory time for no less than two (2) hours.

SECTION 5.

If a grievance with regard to the distribution and assignment of overtime work reaches the formal stage, the designated representative of the grievant may review existing records of such overtime work, subject to Privacy Act restrictions.

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

SECTION 1.

The EMPLOYER and the ASSOCIATION recognize the importance of settling disagreements and misunderstandings promptly, fairly and in an orderly manner. To accomplish this, every effort will be made to settle grievances at the lowest level of supervision. Technicians may present their grievances without fear of restraint, coercion, discrimination or reprisal. The purpose of this Article is to provide for a mutually acceptable method for the prompt and equitable settlement of bargaining unit technician grievances, ASSOCIATION grievances and EMPLOYER initiated grievances.

SECTION 2.

The procedures contained in this Article are the exclusive procedures for resolving grievances which fall within its coverage, provided such resolution is within the authority of the EMPLOYER and not otherwise excluded herein.

SECTION 3.

Grievance means any complaint by any bargaining unit technician in his/her technician status concerning any matter relating to the employment of the technician; by the ASSOCIATION concerning any matter relating to the employment of any bargaining unit technician, the exclusive bargaining unit, or the activity concerning the effect or interpretation, or a claim of breach of this Agreement; or any claimed violation, misinterpretation, or misapplication of any law, rule or regulation affecting employment except those matters excluded by Section 5 of this Agreement.

SECTION 4.

The ASSOCIATION may, on its own behalf or on behalf of any technician in the exclusive unit represented, present or process grievances. Furthermore, this Article assures bargaining unit technicians the right to present grievances on their own behalf so long as the exclusive representative is afforded the opportunity to exercise its right to be present during the resolution of the grievance. All questions of grievability and arbitrability will be resolved by the arbitrator before considering the merits of the grievance.

SECTION 5.

The negotiated grievance procedure contained in this Article does not apply with respect to any grievance concerning the following:

- a. Matters excluded by 5 U.S.C. 7121(c); or
- b. The provisions of 32 U.S.C. 709(e); or

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

c. Non-selection for appointment or promotion when the basis of the grievance is other than a procedural violation; or

e. Any matter pertaining to the separation of a temporary or indefinite technician; or

e. Any military matters.

SECTION 6.

For the purpose of this agreement, the following procedures apply in processing a grievance:

a. Step 1. The informal grievance shall be presented by a technician orally or in writing, or both, to his/her immediate supervisor. The technician may have the work area steward accompany the technician in presenting the grievance if he/she so desires or he/she may elect to handle the grievance himself/herself. Only one ASSOCIATION official or shop steward will represent a bargaining unit technician in the presentation of a grievance. The grievant will notify the EMPLOYER of the name of the ASSOCIATION representative. If the grievant changes representative, the change will be made know to the EMPLOYER, in writing, to the SPMO, before the new representative will be recognized. However, during the temporary absence of the designated representative, another steward or ASSOCIATION official may substitute for the absent representative. The informal grievance must be initiated and presented within ten work days of the incident giving rise to the grievance, or from the date the technician became or should reasonably have become aware of the incident. In order to avoid misunderstanding, the technician must make clear to the supervisor that an "informal grievance" is being presented at the initial presentation either orally or in writing.

(1) An informal grievance will identify the grieving technician(s) (on whose behalf) or, if submitted as an ASSOCIATION grievance, will identify technicians by name and will contain specific information to enable resolution with the parties concerned at the lowest possible level of supervision. It will also specify the remedy deemed acceptable.

(2) The immediate supervisor shall make a prompt effort to reach a settlement of the grievance at the informal stage. In order to attempt to resolve a problem before it becomes a formal grievance, the supervisor should meet with the affected technician and/or the steward within five (5) work days of grievance receipt or requested meeting in an effort to informally resolve the issue. The supervisor shall give his/her written decision within seven (7) work days from the date of the meeting.

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

b. Step 2. Formal Grievance Procedure

(1) If the aggrieved technician is dissatisfied with the decision reached through the informal procedure (Step 1), the grievance will be reduced to writing by the technician(s); or by the ASSOCIATION on the technician(s) behalf or on the ASSOCIATION's behalf, and submitted to the next major section supervisor within five (5) work days after receipt of the immediate supervisor's written decision on the informal grievance. The written formal grievance will be appropriately identified as such and will contain, as a minimum the following information:

(a) Specifics of the matter or incident of the formal grievance to include names, dates, times, places, a complete and factual statement of the event or events giving rise to the grievance to include names of witnesses if any.

(b) A statement that the informal step has been processed to include a summary of the efforts by parties concerned to informally resolve the issue.

(c) The date the informal grievance was initiated, the date of supervisor's reply, the date of formal grievance, the name and signature of technician(s), the position held and location of duty status.

(d) The decision of the first level supervisor at the informal stage of the grievance.

(e) The personal relief sought.

(2) The major section supervisor will review all material submitted by the grievant. He/She may call for an interview of the grievant accompanied by an ASSOCIATION representative. This supervisor shall render his/her decision in writing seven (7) work days following receipt of the formal grievance. All parties will cooperate by responding to a meeting, if requested, to try to resolve the issue through discussion at this stage. In the event a satisfactory settlement is reached at this step it shall be reduced to writing with copies furnished the parties concerned, including SPMO.

c. Step 3. If the grievance is not resolved at Step 2, the technician (or ASSOCIATION representative at the technician's request) may forward the formal grievance to the Air Commander within five (5) work days after receipt of the second level supervisor's written decision on the formal grievance and will contain the information required at Step 2. The Air Commander will follow those procedures established at Step 2 in an effort to resolve the grievance. In the event a satisfactory settlement is reached at this step it shall be reduced to writing with copies furnished parties involved, including the SPMO.

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

c. Step 4.

(1) If the grievance is not satisfactorily resolved at Step 3, the technician (or the ASSOCIATION representative at the technician's request) may forward the formal grievance to The Adjutant General within ten (10) work days after receipt of the decision at Step 3, to include copies of all previous correspondence and any other pertinent information or materiel. The Adjutant General will render his decision within 30 calendar days after receipt of the formal grievance at this stage of the grievance proceeding.

(2) When the grievance reaches Step 4, a formal grievance file will be maintained by the SPMO consisting of all correspondence pertinent to or generated in the matter and will be maintained and retained pursuant to governing files disposition regulations.

(3) If the grievance is not resolved at Step 4, the ASSOCIATION may, within 15 calendar days, inform the EMPLOYER that the grievance will be submitted to arbitration.

e. Step 5. Arbitration. If the ASSOCIATION and EMPLOYER fail to settle any grievance processed under the negotiated grievance procedure, such grievance may be submitted by either party to arbitration within 5 calendar days of the issuance of the final decision by the party against whom the grievance has been filed. Arbitration may be invoked only by the ASSOCIATION or the EMPLOYER. The moving party must notify the other party of its intent within the 15-day time limit.

(1) When arbitration is invoked by either party to this agreement as a result of a grievance, the moving party will, within 15 calendar days, request the Federal Mediation Conciliation Service to submit a list of five impartial persons qualified to act as arbitrators. Within 10 calendar days after receipt of the list, representatives of the EMPLOYER and the ASSOCIATION shall meet and attempt to agree upon an impartial arbitrator from the list submitted. Failing to agree, each party shall strike one name from the list; the name remaining after each has struck two times shall be the nominee. A coin toss will determine which party strikes first.

(2) The arbitrators fee and necessary per diem and travel expenses shall be borne equally by the EMPLOYER and the ASSOCIATION. The Arbitration hearing shall ordinarily be held during the regular day shift work hours of Monday thru Friday, and all employee appellants, employee witnesses and ASSOCIATION representatives shall be in pay status without charge to annual leave while participating in arbitration proceedings if they are otherwise in duty status.

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

(3) If the question before the arbitrator is one of grievability, arbitrability or timeliness, the arbitrator shall be limited to this determination and shall be prohibited from hearing the merits of the case until the threshold question is resolved.

(4) The arbitrator will be requested to render his/her decision as quickly as possible, but, in any event, not later than 30 calendar days after the conclusion of the hearing, unless the parties otherwise agree.

(5) If, for any reason, either party refuses to participate in the selection of an arbitrator, the Federal Mediation and Conciliation Service will be empowered to make a designation of an arbitrator to hear the case.

(6) The findings of the arbitrator will be final and binding on all parties concerned. Either party may file exceptions to an arbitrator's award with the Authority, under regulations prescribed by the Authority.

SECTION 7. The following procedures apply to grievances initiated by the EMPLOYER:

a. The grievance will be presented by the local agency official to an ASSOCIATION official, either orally or in writing, within ten (10) work days of the incident or of the date the incident becomes known. It will contain specific facts regarding the grievance to enable resolution by the parties.

b. The ASSOCIATION official will meet with the agency official within five (5) work days after receipt of the grievance in an effort to informally resolve the grievance.

c. The ASSOCIATION official will provide a written decision no later than 15 work days after the meeting.

d. If the grievance is not resolved at this step, it may be reduced to writing and the agency may forward the grievance to the ASSOCIATION president.

e. Within seven (7) work days, the parties will meet to attempt to resolve the grievance. A written decision will be rendered by the ASSOCIATION no later than 30 calendar days following the meeting.

f. If the grievance is not resolved in paragraph 7e above, the EMPLOYER may, within 15 calendar days, inform the ASSOCIATION that the grievance will be submitted to arbitration.

ARTICLE 8

GRIEVANCE/ARBITRATION PROCEDURES

SECTION 8. Termination of Grievances

a. If, at any time in the formal stage, the grievant freely chooses to terminate the grievance, he/she will do so by a written statement of termination to the ASSOCIATION with a signed copy to the EMPLOYER. Such a termination action will be binding on the technician, the ASSOCIATION and the EMPLOYER.

b. Failure to present a grievance within the time limits identified in Section 6 of this Article automatically terminates the grievance. Time limits may be extended by mutual agreement of the parties.

ARTICLE 9

SAFETY, HEALTH AND WELFARE

SECTION 1. The EMPLOYER and the ASSOCIATION agree that they have a mutual responsibility in the field of personnel safety.

SECTION 2. The EMPLOYER is responsible for providing and maintaining safe and healthy working conditions and for providing required protective equipment (as prescribed by AFOSH standards) including but not limited to the following:

a. Safety glasses, with side shield, prescription or otherwise, where wearing is required by regulations. Safety glasses with side shield will only be provided when adequate face shields or goggles are not available.

b. Permanent or portable eye wash, shower and ventilation as required by AFOSH standards in those areas where employees are exposed to fuel, acid or other hazardous contaminants.

c. First aid kit, fire extinguisher, fire blankets and stretchers will be provided as required by safety regulations.

d. Employees will be required to use protective equipment when a hazardous condition requires its use. This requirement becomes part of work performance and a condition of employment.

SECTION 3. Employees required to perform work under hazardous conditions, or required to lift items or operate machinery/equipment requiring a physical exertion beyond limits specified in applicable directives and position descriptions, will do so in accordance with procedures established by the Base Safety Council, Quality Assurance Branch or governing directives.

SECTION 4. The EMPLOYER and the ASSOCIATION agree that the availability of a person trained in the use of cardiopulmonary resuscitation (CPR) is a very valid safety precaution. It is agreed that every reasonable effort will be made to maintain certification in CPR in the following major functional areas: Maintenance, Resources, Operations and Support Services. It is further agreed that any administrative costs of initial or recertification will be borne by the EMPLOYER.

SECTION 5. When an employee feels that he/she is subject to conditions so severe that a short term exposure to such conditions would be detrimental to his/her health and safety, the EMPLOYER, if he concurs, shall grant the employee immediate relief from such unsafe or unhealthful conditions pending the permanent resolution of the problem. When immediate relief from such unsafe or unhealthful conditions is not possible, the employee or the ASSOCIATION shall file a hazard report (HR). An employee or group of employees who believe that they are being required to work under conditions which are unsafe or unhealthy beyond the normal circumstances inherent to the operation, will report such conditions to the appropriate

ARTICLE 9

SAFETY, HEALTH AND WELFARE

supervisor immediately. If the employee has a reasonable belief that his or her assigned task poses an imminent risk of death or serious bodily harm coupled with a reasonable belief that there is insufficient time to seek effective redress through normal hazard reporting and abatement procedures established in accordance with the applicable base safety regulations, they may decline to perform the assignment.

SECTION 6. The ASSOCIATION representatives recognize that they have a responsibility for being alert to observe unsafe conditions or practices, equipment and conditions as well as environmental conditions in their immediate areas that may pose a health hazard. Employees are responsible for observing all pertinent safety regulations and report any observed unsafe or unhealthy condition or acts to their immediate supervisor.

SECTION 7. Each branch shall have applicable safety manuals, directives, regulations and a list of all hazardous agents used on the job available to all employees.

SECTION 8. To the extent possible, the EMPLOYER agrees to provide an adequate lunch/coffee break area that does not conflict with other normal activities/work areas. The EMPLOYER agrees to assure the cleanliness of the provided lunch/coffee facility. The ASSOCIATION agrees to encourage efforts among employees of the need for maintaining the cleanliness of the break area.

SECTION 9. The EMPLOYER agrees to maintain published guidance on obtaining necessary emergency treatment for employees injured while performing official duties.

SECTION 10. Employees shall immediately report job connected injuries or occupational illnesses to their supervisor. Employees and supervisors shall insure that necessary forms are completed in accordance with the Federal Employees Compensation Act. Treatment will be arranged as required at either a military or civilian medical facility. Initial transportation will be arranged if necessary. An injured employee may be accompanied by another technician when necessary without charge to leave while being transported. Employees will be duly advised of their rights and options under the Federal Employees Compensation Act. Failure of an employee to file a report of an injury or accident may serve to nullify any future claim for compensation or treatment of that injury.

SECTION 11. It is acknowledged that certain tasks necessarily performed involve a degree of hazard. Employees who are required to perform duties of a hazardous nature, or handle, use or are potentially exposed to hazardous materials in the course of official duties will receive training on the specific hazards in their work area.

ARTICLE 9

SAFETY, HEALTH AND WELFARE

a. The EMPLOYER and the ASSOCIATION mutually recognize the hazards of working in extremely cold temperatures while, at the same time, acknowledge the necessity for accomplishing certain tasks to varying extents even in the most extreme temperatures. The ASSOCIATION acknowledges that it is the responsibility of each employee to insure the adequacy of cold weather gear worn and to make full and proper use of all such protective equipment prior to venturing out into extreme temperatures.

b. MANAGEMENT acknowledges that there are certain cold factors beyond which employees are incapable of performing sustained work.

c. The Equivalent Chill Temperature Chart (AFVA 161-1) will be used to determine the equivalent temperature. No outside work, except in sheltered areas, will be performed when the equivalent temperature falls below -25 degrees Fahrenheit and all outside work will cease when the equivalent temperature falls below -40 degrees Fahrenheit. Mission essential and/or emergency requirements will be performed without regard to the wind chill factor. Operations may be conducted at the direction of the responsible supervisor provided exposure is for brief periods of time.

d. It is realized that tolerances among individuals differ and that the type of outside work being accomplished affects the body heat generated by a worker. Therefore, common sense must be applied with regard to maximum exposure time.

e. If heating problems develop and the temperature drops below 55 degrees Fahrenheit in any heated administrative/shop area or 50 degrees Fahrenheit in any heated hangar for a period of two hours or more, the EMPLOYER agrees to provide an alternative work area. If no alternative work area is available and there is no expectation of heat restoration within a reasonable time, administrative leave may be granted for the affected employees subject to mission requirements.

f. Conversely, the same situation exists when working in extremely hot temperatures. Dismissal due to excessive heat in most work locations in Massachusetts should be rare. However, it is recognized that a few work locations in hot weather become unusually severe. It is agreed that working in unusually hot areas for extended periods of time can be tolerated only under the most urgent of operational necessities and then only with all available safety practices being used, such as another technician nearby as monitor, use of fans, etc. Normally, when the temperature in an unusually hot work area becomes excessive, the work will be relocated or rescheduled.

SECTION 12. The ASSOCIATION agrees to designate a representative as a participating member of the Base Occupational Safety and Health

ARTICLE 9

SAFETY, HEALTH AND WELFARE

Committee. The designated ASSOCIATION representative will be familiar with Base Regulation 127-1, which outlines the policy and objectives of the EMPLOYER'S Occupational Safety and Health Program.

SECTION 13. Employees who suffer on-the-job injuries or occupational illnesses that result in time off from the job will be counseled by the EMPLOYER on Workmen's Compensation and other options available. The EMPLOYER will make every effort to expedite the required paper work.

SECTION 14.

a. The EMPLOYER will maintain a smoke free work environment in all enclosed buildings and work areas.

b. The EMPLOYER will make a reasonable effort to sponsor programs that will encourage technicians to discontinue use of tobacco products.

ARTICLE 10

REDUCTION-IN-FORCE PROCEDURES

SECTION 1.

It is agreed that a Reduction-in-Force (RIF) is a highly sensitive area of employer-employee relations and should be reviewed as part of the overall personnel management concern of the EMPLOYER and the ASSOCIATION to the extent that both parties become "people oriented" during a RIF. Mere literal adherence to the RIF procedures is insufficient. It is recognized by both parties that some employees may be adversely affected in any RIF. While it is agreed that the instructions outlined in TPR 351 will govern the procedures of a Reduction-in-Force, it is also agreed that the following areas are of special interest to the ASSOCIATION.

a. The SPMO or his designated representative will meet with the ASSOCIATION as soon as they are officially notified a RIF is imminent. This meeting shall include, but not be limited to, a discussion of the impact of the RIF, the procedures to be followed and, if necessary, areas suitable for impact bargaining.

b. The preclude elimination of eligible technicians during a RIF, efforts will be made to fill funded vacant positions with those personnel affected by the RIF who meet the qualifications criteria of TPR 351.

c. A Retention Register will be available at the installation for review by the ASSOCIATION and for employees who may wish to review their own position in their competitive level.

d. Before a technician can be released from his/her competitive level a specific notice must be issued at least 60 days in advance but not later than 90 days. Specific notices cannot be issued or made effective during the period 15 December through 3 January.

e. A competing technician may appeal to the State Adjutant General when he/she believes that the state incorrectly applied the provisions of TPR 351. He/She may submit an appeal once he/she receives a specific notice but no later than 30 calendar days before the effective date of the action.

f. Depending upon the nature of the appeal and the time required for his/her review, The Adjutant General will attempt to respond within 15 calendar days of receipt of a RIF appeal.

NOTE: The parties, having been advised that a new Technician Personnel Regulation (TPR) will soon be published by the National Guard Bureau, have mutually agreed to defer negotiations of new agreement language on this Article until such time as the new regulation has been issued.

ARTICLE 10

REDUCTION-IN-FORCE

Following implementation of the new TPR 351, either party to this agreement may initiate a request to the other to reconvene negotiations. The parties agree to convene in person or by telephone, within five (5) days to establish a mutually agreeable date for the commencement of negotiations.

ARTICLE 11

INCLEMENT WEATHER POLICY

SECTION 1.

All employees are to presume that their office or activity will be open each workday regardless of weather conditions.

SECTION 2.

When a decision has been made that all or part of the installation will be closed because of climatic or disaster conditions, the EMPLOYER will make reasonable attempts to notify affected employees through public communications media (ie, by public mass media if during non-duty hours) and employees will be excused from duty without loss of pay or charge to leave for the period that the installation or part thereof is closed. However, an employee cannot be administratively excused from duty unless scheduled to be on duty during the excused period. If an employee is on approved annual leave, compensatory time-off or sick leave during the period covered by administrative excusal, such absence must be charged to the leave account of the employee. If an employee is assigned to an uncommon tour of duty or a shift, which does not include the time period of excused absence, there is no entitlement to excusal.

SECTION 3.

If the local installation is not closed and yet the immediate area where an employee resides has been identified by State/Local officials to be "in a state of emergency", where travel may be impossible (power lines across main arteries, etc) the employee may be granted administrative leave. Incidents of this nature require approval of leave by the Air Commander or his designated representative.

SECTION 4.

The Employer agrees to publish a policy letter annually to inform employees of the notification procedures (ie, Audix, radio stations, television stations) to be used to notify employees of base closure/revised work hours due to severe climatic or disaster conditions.

ARTICLE 12

POSITION DESCRIPTION AND CLASSIFICATION

SECTION 1.

a. Technician duties will be assigned in accordance with the Technician Position Description of the assigned position.

b. The term "other duties as assigned", as used in the position description, means: duties reasonably related to the functional area and will, if possible, be at the same level that the individual is currently graded. Exceptions such as firefighting, security, mobility augmentee, snow removal are not included.

c. It is understood that there are vacancies that exist from time to time that cannot be filled due to manning/budgetary limitations. These duties may be equitably distributed among the remaining work force within the functional area.

d. It is also understood that these provisions do not interfere with or restrict MANAGEMENT'S right to assign work.

SECTION 2.

Copies of present and new position descriptions will be made available to employees concerned and to the ASSOCIATION upon written request.

SECTION 3.

a. A classification appeal is a written petition made by a technician or a group of technicians for a change in the classification of the position to which assigned. A technician may appeal:

(1) The grade, title or series of the position he/she officially occupies.

(2) The coverage of his/her position under the Federal Wage System or the General Schedule.

b. A technician may not appeal:

(1) A dispute with the supervisor concerning the description of duties.

(2) The contention that the classification of a technician's position is inconsistent with that of another position.

(3) A final classification assigned by the Office of Personnel Management (OPM).

(4) Official position classification standards.

ARTICLE 12

POSITION DESCRIPTION AND CLASSIFICATION

(5) Federal pay schedules and locality wage schedules.

(6) Changes in step rate resulting from personnel actions;

OR

(7) Personnel actions and questions of authorized duties and responsibilities.

SECTION 4.

A request for the redescription of a position description may be submitted at any time a technician believes that the major duties and responsibilities in the job description do not accurately describe the duties he/she actually performs or when the duties assigned to the position on a regular recurring basis are inconsistent with the position held by the technician.

SECTION 5.

An employee has the right to appeal the classification of the position to which he/she is officially assigned. Prior to filing an appeal the employee shall discuss the matter with the supervisor concerned. An ASSOCIATION representative may be present at the initial meeting if the employee so desires. The Support Personnel Management Office (SPMO) shall advise and assist employees on procedural aspects of filing classification appeals. The employee may designate a representative or representatives of his/her own choosing to assist in preparing the written appeal.

SECTION 6.

Employees are strongly encouraged to review their position description at least annually.

ARTICLE 13

DETAIL OF EMPLOYEE

SECTION 1.

It is understood that the EMPLOYER has the authority to detail or temporarily assign personnel to a different established position or to a pending one for a specified period of time, with the technician returning to his/her regular assignment at the conclusion of the detail.

SECTION 2.

The EMPLOYER can detail or temporarily assign an employee for a period of time not to exceed 120 days. The SF-52 will be prepared for detail of National Guard Technicians in accordance with current regulations.

a. Recording Details.

(1) All details in excess of 30 working days, excluding details to cover work of technicians who are on normal vacation periods and on Annual Active Duty for Training tours, will be reported on SF-52 and maintained as a permanent record in the Official Personnel Folders.

(2) This report is not required for the detail of Career-Conditional technicians who are being assigned to perform duties of a position that is either an identical additional position or a position of the same grade, series code and basic duties as the position to which he/she is regularly assigned.

(3) The agency is responsible for controlling the duration of the details and assuring that the details do not compromise the open, competitive principles of the Merit Placement Plan or the principles of job evaluation.

b. Details to Higher Grade Position.

(1) Except for brief periods, a technician should not be detailed to perform work of a higher grade unless there are compelling reasons to do so.

(2) If a detail for more than 120 days is made to a higher graded position, or for more than 120 days to a position within the bargaining unit with known promotional potential, it must be made under competitive promotion procedures as set forth in the Merit Placement Plan. No details of bargaining unit personnel will be made to supervisory or managerial positions unless made under competitive promotion procedures as set forth in the Merit Placement Plan, unless otherwise mutually agreed by the EMPLOYER and the ASSOCIATION.

ARTICLE 13

DETAIL OF EMPLOYEE

c. Temporary Promotion.

(1) Normally, a technician should be given a temporary promotion to the higher grade when a detail would exceed 120 days.

(2) Temporary promotions will be made in accordance with the Merit Placement Plan.

d. Details and/or temporary promotion to higher grade positions will not be used for training or evaluating a technician in the higher grade position. It may not be used, for example, to give a technician a trial period before permanent promotion to decide among candidates for permanent promotion, or to train a technician in higher duties. The EMPLOYER will provide the Association with a copy of the SF 50 effecting the temporary promotion of bargaining unit employees to supervisory/non-bargaining unit positions.

ARTICLE 14

DUES DEDUCTIONS

(9) Designate the specific payee to whom the Finance Officer will remit dues on a biweekly basis.

(10) Certify to the Base Comptroller any change in the amount to be deducted and its effective date, giving 30 days notice in advance of dues change.

(11) Provide the Civilian Pay Office with a signed Privacy Act Statement from all ASSOCIATION members on dues withholding.

SECTION 3. Dues Deduction

a. Western Massachusetts Chapter, ACT shall forward Standard Form 1187 to the Base Comptroller's office. These forms shall be properly completed, using social security number under "Identification Number", indicate unit of employment in "Agency" block, signed by the union officials designated to do so, and properly signed by the employee.

b. Comptroller shall deduct dues from the pay of all eligible employees who voluntarily authorize deductions.

c. Union dues shall be deducted from the employee's pay each biweekly payroll period when the following conditions have been met:

(1) The employee is a member in good standing with the ASSOCIATION.

(2) The employee's earnings are regularly sufficient to cover the amount of the allotment.

(3) The employee has voluntarily authorized such a deduction on Standard Form 1187.

(4) The appropriate local ASSOCIATION official has signed SF 1187.

d. Deduction of dues shall begin with the first pay period which occurs after receipt of the Standard Form 1187 by the Base Comptroller, provided that the SF 1187 is received not later than noon Wednesday preceding the beginning of the biweekly pay period.

e. Comptroller will remit dues withheld after each pay day to the designated office. The remittance shall be accompanied by a listing of participating employees from whose salary deductions have been made.

f. The ASSOCIATION shall submit a specimen signature of each current official authorized to certify dues and membership on SF 1187 to the Comptroller.

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ARTICLE 14

DUES DEDUCTIONS

SECTION 1. Definitions

a. Dues. The regular periodic assessment required to maintain a member in good standing in the ASSOCIATION.

b. Eligible Employee. A technician who is employed in the unit in which the labor organization has been accorded exclusive recognition and whose net salary after other legal and required deductions is regularly sufficient to cover the amount of an authorized allotment for Union dues.

c. EMPLOYER. The Adjutant General of Massachusetts.

d. ASSOCIATION. Western Massachusetts Chapter, ASSOCIATION of Civilian Technicians.

SECTION 2. Policies

a. Western Massachusetts Chapter ACT members who are eligible employees in the unit may make voluntary allotments for payment of dues from their pay to ASSOCIATION OF CIVILIAN TECHNICIANS, INC (ACT). Any allotment so made may be revoked, subject to the provisions herein.

b. Western Massachusetts Chapter ACT will be responsible for the following:

(1) Procure Standard Form 1187.

(2) Distribute Standard Form 1187 to members.

(3) Certify as to the amount of its biweekly dues.

(4) Assume all responsibilities for retroactive adjustment of dues.

(5) Submit completed Standard Form 1187 to the Base Comptroller.

(6) Inform and educate its members on the program for allotments for dues.

(7) Notify the Base Comptroller's office, in writing, when a member of Western Massachusetts Chapter, ACT is expelled or for any reason ceases to be a member in good standing.

(8) Inform its members fully of the conditions governing revocation of allotments.

ARTICLE 14

DUES DEDUCTIONS

on the first full pay period following 1 September of any year as explained in para (6) of this section.

b. Non-pay Status. When an employee is in a non-pay status for an entire pay period, no withholding will be made from future earnings for the period that the individual was in a non-pay status.

ARTICLE 14

DUES DEDUCTIONS

g. The amount of the union dues to be deducted each biweekly pay period shall remain as originally certified on such allotment forms until a change in the amount of such dues is certified to by the authorized official of the ASSOCIATION and such certification is transmitted to the Base Comptroller by the ASSOCIATION. Such change shall begin with the first pay period 15 days after receipt of the notice of change by the Base Comptroller, or at a later date if mutually agreed to by the parties.

SECTION 4. Termination and Revocation of Dues Deductions

a. An employee's voluntary allotment for payment of his/her union dues shall be terminated with the start of the first pay period following the pay period in which any of the following occur:

(1) Loss of exclusive recognition by Western Massachusetts Chapter, ACT.

(2) Separation of an employee from employment in the unit or upon promotion or other change to a position outside of the bargaining unit. Termination in such areas will be effective as of the end of the pay period in which the Base Comptroller is notified of the action.

(3) Receipt by the Base Comptroller of notice from the ASSOCIATION that the employee has been expelled or has ceased to be a member in good standing of the ASSOCIATION. Such notice shall be promptly forwarded by the ASSOCIATION to the Base Comptroller.

(4) When this Agreement for dues withholding is terminated or suspended by an appropriate authority outside Department of Defense.

(5) When the employee has been suspended from the ASSOCIATION.

(6) Allotment for the deduction of an employee's union dues may also be terminated when an employee submits a properly executed Standard Form 1188 to the Base Comptroller, through the ASSOCIATION. Standard Form 1188 will be made available to employees through the EMPLOYER. A termination of an allotment under this section shall be effective with the first full pay period following 1 September, provided the SF 1188 is received by the Base Comptroller not later than 15 August.

(7) As an exception to the 1 September termination date, an employee may terminate dues withholding on the first pay period following the anniversary date of original dues withholding. After the first year has gone by, dues withholding can only be terminated

## MERIT PLACEMENT PLAN

## SECTION 1. Purpose.

This plan establishes procedures and provides information on the Merit Placement Program for Excepted and Competitive technician positions in the Massachusetts National Guard at the 104th Fighter Group, Barnes Air National Guard Base, Westfield, Massachusetts.

## SECTION 2. Policy.

a. It is the policy of the Massachusetts National Guard that all technician positions be filled by the most highly qualified individuals available and insure that technicians have an opportunity to advance to their full potential. All technician vacancies will be filled on the basis of merit and job-related factors. For purposes of this plan, military requirements are considered as job-related qualifying factors for positions in the Excepted service. All actions under this plan will be made without discrimination for non-merit reasons such as race, color, religion, sex, national origin, marital status, membership or non-membership in an employee organization and age or non-disqualifying physical handicap (except for military requirements for Excepted service technicians).

b. Technician Affirmative Action Program Policy. The Adjutant General has committed himself and the Massachusetts National Guard to the Equal Employment Opportunity and Affirmative Action Program and all the requirements of the Massachusetts Army and Air National Guard Technicians Affirmative Action Program plans will be strictly adhered to by all technicians. To this end, certain positions may be advertised below the authorized grade.

## SECTION 3. Scope.

This plan encompasses all bargaining unit technician positions at the 104FG, Barnes Air National Guard Base, Westfield, Massachusetts except for entrance level positions. Entrance level positions offer no promotional opportunities to current technicians; therefore, these positions are not covered in this article.

## SECTION 4. This article is directed toward:

- a. Filling positions with the "best qualified" candidate based on merit and fitness.
- b. Providing attractive career opportunities for technicians and assuring that all technicians are fully aware of the opportunities.
- c. Encouraging all technicians to improve their performance and develop their skills, knowledge and abilities.

## ARTICLE 15

## ATTIRE

SECTION 1. In order not to breach the statutory duty of fair representation to all bargaining unit employees the parties agree that:

a. ASSOCIATION officers and stewards may wear civilian attire that would be acceptable to conduct business in an office environment when performing the following functions:

(1) Representing the union during representational proceedings, arbitration, FLRA and other third party proceedings, collective bargaining, on committees or boards established by the agency where union representation is authorized.

(2) Processing grievances under the provisions of the negotiated procedure at Step 3 and above, or appeals under TPR 752. Appearing as a witness, grievant, or appellant before the FLRA, arbitration and other third party proceedings. As an observer in collective bargaining.

b. Reasonable time will be allowed officers, stewards and employees to change in and out of the military uniform under the circumstances stated in "a" above.

SECTION 2. Reopening. Should it be determined during the term of this agreement that the wearing of civilian attire by technicians is a matter requiring mandatory negotiation, the EMPLOYER agrees to commence such negotiation within sixty (60) calendar days of receipt of the written negotiability determination and provided further, such negotiation is requested by the ASSOCIATION.

SECTION 3. The EMPLOYER will provide, at no cost to the employee, a total of seven (7) sets of uniforms, in any combination the the employee deems necessary to perform his/her assigned duties. In the case of mechanic positions, the EMPLOYER also agrees to provide, again at no cost to the employee, one pair of insulated coveralls.

SECTION 4. The EMPLOYER agrees to allow and provide for the direct exchange of worn or otherwise unserviceable items issued to the employee in Section 3 of this article.

## MERIT PLACEMENT PLAN

k. Prior permanent DOD employees (excepted and competitive) who:

(1) Were in tenure 1 at time of separation may be reemployed to a position at the same or lower grade as the position from which separated.

(2) Were in tenure 2, may be reemployed without competition within three (3) years of separation to a position at the same or lower grade as the position from which separated.

l. Placement as a result of priority consideration when a candidate was not previously given proper consideration in a competitive action.

m. As an exception to h. and i. above, non-competitive temporary promotions and details to higher graded positions may be made when competitive procedures are determined to be not practicable for periods up to 179 days if the unit is closing or undergoing a major reduction-in-force.

## SECTION 7. Vacancy Announcements.

When a vacancy is going to be filled, but is not going to be filled as an exception to competition, the vacant position will be announced.

a. As a minimum, the Technician Employment Bulletin will contain the following information:

- (1) Title, series, grade and salary range of the position.
- (2) Type of appointment - Excepted or Competitive.
- (3) Announcement number, opening and closing dates and how to apply.
- (4) Area of consideration.
- (5) Organizational and geographical location of the position.
- (6) Maximum military grade and position available.
- (7) Summary of duties and minimum qualification requirements of the position.
- (8) Information regarding known promotion potential, if applicable.
- (9) Selective placement factors, if applicable.

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## MERIT PLACEMENT PLAN

d. Assuring that all eligible technicians who apply for a position are considered on a fair and equitable basis.

## SECTION 5. Management's Rights.

Recognizing that it is essential to the accomplishment of the mission of the Massachusetts National Guard that technician positions be filled with the "best qualified" individuals available, MANAGEMENT retains the right to:

a. Appoint or not appoint from among a group of best qualified candidates.

b. Appoint candidates from any appropriate source most likely to best meet the mission objectives of the Massachusetts National Guard.

## SECTION 6. Actions Exempt from Competition:

a. Promotion due to issuance of new classification standards or the correction of a classification error.

b. Placement of overgraded technicians entitled to grade retention as a result of RIF or reclassification will be accomplished in accordance with the National Guard Placement Plan for Technicians under grade retention, and TAGMA Sup 1.

c. Promotion when competition was held earlier (ie, position advertised with known promotion potential).

d. Re-promotion to a grade or an intervening grade or position from which a technician was demoted without personal cause and not at his or her request.

e. Promotion resulting from a technician's position being reclassified at a higher grade because of additional duties and responsibilities.

f. Position change to a position having no higher promotion potential.

g. Position change required by RIF regulations.

h. Temporary promotion of 60 days or less.

i. Detail to a higher grade position or to a position with known promotion potential for 60 days or less.

j. Selections of a former technician from the Reemployment Priority List for a position at the same or lower grade than the one last held.

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(10) Equal Employment Affirmative Action Opportunity statement.

(11) The number of vacancies to be filled. If number changes, an amendment will be issued.

(12) Knowledge, Skills and Abilities (KSA) required for the position.

b. If a position is to be filled at less than the authorized grade and the authorized grade will, after training, be filled without further competition, it will be so stated on the TEB.

c. If a vacancy is one with known promotion potential, and a subsequent promotion may be made without using competitive procedures, it will be stated in the TEB.

d. The ASSOCIATION president shall be provided with a copy of vacancy announcements and changes and reasons for changes pertaining to positions in the unit.

e. Open announcements may be issued for positions that have a continuing requirement and that are difficult to fill. Open announcements normally do not have a closing date.

f. Cancellation of, or amendments to, announcements shall be distributed and posted in the same manner as original announcements.

g. Two or more vacancies may be advertised on the same TEB only if they are identical.

h. For announced vacancies, management agrees to assist employees in the technical aspects of filling out applications.

## SECTION 8. Posting of Announcements.

Vacancy announcements will be posted for a minimum of ten calendar days. To insure that all interested persons are aware of the vacancy, announcements will be posted conspicuously throughout the area of consideration in those areas where bulletins and notices are posted.

## SECTION 9. Areas of Consideration.

The area of consideration for each specific position vacancy announcement will be that deemed most appropriate by the SPMO to insure the receipt of sufficient highly qualified candidates. The type of position, availability of candidates, position qualifications, budgetary limitations and compatibility requirements will be considered in determining the area of consideration.

## SECTION 10. Application Procedures.

a. Applicant must complete and forward the Mass SPMO Form 1-1 accompanied by an SF 171. If there is an SF 171 on file at the SPMO, the applicant may submit an SF 172 as an update or may submit a new SF 171.

b. Applicants are responsible for providing full, complete and accurate information as to their qualifications for the vacant position.

c. An employee may apply at the time the vacancy is announced. An employee who is absent from duty during the posting period due to leave or for any reason may apply through a representative of his/her choice. If so desired, any employee may submit to his/her supervisor (when a known vacancy exists or will exist) all forms required to have him/her considered for that position by the evaluation panel. These forms will be forwarded to the SPMO by the supervisor when the employee is absent from duty during the posting period. The employee is responsible for updating his/her SF 171 and providing all information.

d. Applications may be submitted to the designated representative of the SPMO at each organization not later than 1200 on the closing date specified on the vacancy announcement. Applications may also be forwarded directly to the SPMO but must arrive before 1200 on the workday following the closing date specified on the vacancy announcement. Applications are date-stamped upon receipt. Late applications will not be accepted.

## SECTION 11. "Stopper List".

The DOD Program for Stability of Civilian Employment must be used for Competitive technician vacancies if individuals are available and referred. The "Stopper List" will be "cleared" before proceeding with action to fill the position.

SECTION 12. The SPMO will determine an applicant's basic eligibility for promotion. An eligible candidate is one who meets the qualification standards for the position as specified in the job announcement (TEB) or the Office of Personnel Management Handbook X118.

SECTION 13. To identify eligible candidates, the SPMO will evaluate candidates by a review of information on the SF 171, the Official Personnel Folder (OPF), and Mass SPMO forms, as appropriate. Applicants who possess the proper qualifications will be sent to a Merit Placement Evaluation Panel. Applicants who are not considered "eligible" will be so notified by notation on and return of the Mass SPMO Form 1-1.

## MERIT PLACEMENT PLAN

(1) An employee's accumulation of earned annual leave or sick leave will not be a factor in ratings for promotion.

(2) Evaluation Factors. Applicants will be evaluated on the basis of the general judgment of the evaluation panel members relative to the following factors:

(a) Knowledge, Skill and Ability 1-25 points

1. "A" level experience 18-25 points. Candidate possesses type and quality of experience that would allow the candidate to perform effectively in the position almost immediately or with a minimum of training and/or orientation.

2. "B" level experience 9-17 points. Candidate possesses type and quality of experience that would allow the candidate to perform effectively in the position within 3 to 6 months.

3. "C" level experience 1-8 points. Candidate satisfies the basic requirement of the position with respect to experience, including selective placement factors, but:

a. Type and quality of experience beyond that which is basically required are minimal, and/or

b. Extensive additional training and/or orientation would be required to enable the candidate to satisfactorily perform the duties of the position.

MANAGEMENT will establish KSAs for each position description as required. KSAs, when established, will not be changed unless there is a change to the job description. Changes for other reasons will not be made unless mutually agreed to by both parties. Total score of KSAs will be determined by adding the values of the individual KSA factors and dividing that total by the number of KSA factors.

(b) Education, Training and Self-Development. 0-5 points in each category as determined by the panel.

1. Education. Education may be considered as an evaluation factor only to the extent that it is clearly job-related or it clearly provides evidence of learning ability essential to the position being filled.

2. Training. Training, self-development and outside activities which would increase the technician's potential for effective performance in the position to be filled must be considered and evaluated.

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## SECTION 14. Selection Procedures.

a. The names and applications of eligible applicant(s) will be sent to a Merit Placement Evaluation Panel for further evaluation.

b. Merit Placement Evaluation Panels will evaluate applicants and rate and rank them in priority of consideration for the merit placement vacancy. The evaluation will consist of a review of applications, OPF review and personal interview, if requested.

(1) Panel Purpose. Evaluation Panels are formed to evaluate qualifications of the applicants and to forward to the approving official, through the SPMO, recommendations for selection from the "Best Qualified" individual(s).

(2) Panel Composition. A panel will consist of three (3) SUPERVISORY and/or MANAGEMENT officials. Additional members may be placed on the panel in the selection of individuals for technician positions.

(3) Panel Selection. Panel selection will be made by The Adjutant General or his representative.

(4) Panel Duties.

(a) Evaluate, rank, and recommend applicants by placing them in categories as follows, when appropriate:

- |                        |                     |
|------------------------|---------------------|
| 1. Best Qualified      | 30 points and above |
| 2. Qualified           | 15 to 29 points     |
| 3. Minimally Qualified | 1 to 14 points      |

(b) Provide the approving official with enough information in sufficient detail about the qualifications of the applicants to permit him/her to make a final determination.

(5) Panel will convene within 10 workdays of closing date.

c. Evaluation Procedure. Evaluation of individuals will be by a review of written applications, review of OPF(s), any other factors deemed appropriate and possible personal interview. If a personal interview is requested at the time of application, the applicant will be given the opportunity to appear in person (or by phone under unusual circumstances) before the Evaluation Panel on the date the panel convenes for the interview. Normally, interviews will be held during the regular work day. Applicants will be given 3 to 5 workdays notice of time, date and place of the interview. Both parties highly recommend that candidates apply for an interview.

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(c) Awards. 0-5 points. Points for this factor will only be awarded for the past 3 years of employment as follows:

QSI/SSP = 3 points

Suggestions = 2 points                      5 POINTS MAXIMUM

Ltr of Commendation = 1 point

(d) Performance Appraisal. 10 points maximum. Points for this factor will only be awarded for the past three (3) years of employment as follows:

Outstanding = 4 points

Excellent = 3 points

Fully Acceptable = 2 points

Only ratings currently on file will be considered.

(3) Upon completion of panel action, the Chairman will submit the findings directly to the SPMO. To assure technician career development, evaluation panels will follow priorities listed below in determining the relative ranking among "Best Qualified" candidates.

(a) Excepted Positions

1. First Priority - First consideration will be given in filling the vacant positions and temporary promotions to excepted technicians in the 104th Fighter Group.

2. Second Priority - To members of the Massachusetts Air National Guard to include AGR personnel.

3. Third Priority - To personnel eligible for membership in the Massachusetts Air National Guard.

(b) Competitive Positions

1. First Priority - To currently employed technicians in the 104th Fighter Group

2. Second Priority - To competitive technicians of the Massachusetts National Guard.

3. Third Priority - To applicants with career/career conditional status.

(4) The SPMO will forward to the selecting official the "Best Qualified" candidates. Candidates will be listed in order of priority.

(5) The Adjutant General or his designated representative is the final approval authority for all merit placements. His determination will be announced by a letter thru channels to the gaining and losing organization/facility with information copies to the Chairman of the Evaluation Panel and to the union local. Applicants will be notified by notation on and return of Mass SPMO Form 1-1.

(6) After the panel has forwarded its recommendation to the approving official, a decision should be reached within 30 days. If no selection is made by then, action will be initiated to find the reason for delay.

(7) Action by the SPMO. The SPMO will:

(a) Notify those candidates not selected.

(b) Arrange for a release date.

(c) Prepare promotion file.

(8) After selection for promotion/placement, a technician must be released promptly from his/her present position. Release will normally be within two weeks after notification of selection.

SECTION 15. Placement/Promotion Records

a. Purpose. Complete promotion records will be maintained by the SPMO.

(1) Provide a clear record of the action taken.

(2) Evaluate the Merit Placement Program.

(3) Provide proof that merit placement actions are being made on a fair and equitable basis in accordance with this plan.

b. Records Required. Sufficient records are required to allow reconstruction of the placement action. As a minimum, the following information and forms will be retained in the record:

(1) Copy of the vacancy announcement.

(2) List of all applicants' names.

(3) Forms used in the evaluation and rating process.

## EMPLOYEE PERFORMANCE APPRAISAL

SECTION 1. The basis for Employee Performance Appraisal is Technician Personnel Manual 430 (National Guard Technician Performance Appraisal System) Departments of the Army and the Air Force (DAAF), dated 1 October 1980; Civil Service Reform Act of 1978 and Part 430 of the Office of Personnel Management (OPM) regulations.

SECTION 2. At the beginning of the appraisal period, each appraiser will, with technician participation, identify major/critical job element(s) and performance standards. Although technicians will participate in this process, final determinations will be made by the appraiser with the concurrence of the reviewer. Written performance standards need to be kept simple, objective, and as precise as possible. Major/critical job elements, task/duty statements, and expected performance standards will be recorded in blocks 5, 7, and 8 on NGB Form 430(T).

SECTION 3. An ASSOCIATION representative will be assured the opportunity to be present at discussions to establish performance standards if requested by the technician. If an ASSOCIATION representative is not requested at the commencement of the discussions, a representative will be assured the opportunity to be present if requested by the technician later. Performance Standards will be fair and equitable, realistic and attainable and should present a challenge to the technician. To attain this objective, performance standards need to be measurable and consistent with the grade level and duties of the position. When performance standards cannot be expressed in terms of quality, quantity, or timeliness, they may be stated in terms of expected results or manner or method of performance. Standards may be updated to reflect significant changes in a position at anytime during the appraisal period.

## SECTION 4. Definitions:

- a. Appraisal. The continuing process by which the technician is kept informed of how his/her performance compares against established performance standards and results in a final performance appraisal at the end of the appraisal period.
- b. Appraisal Period. The period of time, normally one year but not less than 120 days, for which the technicians' performance will be appraised. States may establish an appraisal period that best meets their particular needs.
- c. Appraiser. The individual most responsible for the technician's performance, for establishing performance standards, for counseling the technician on the critical and major elements of the job, and for appraising the technician based on pre-established mutually understood standards -- the technician's immediate supervisor.

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(4) Panel report referral and selection certificate (SPMO Form 1-12) signed by selecting official.

c. Duration. Records will be maintained for a minimum of two (2) years. If a grievance is pending, records will be maintained until resolution.

d. Privacy Protection. Information relating to individual placement actions or to the candidate will not be discussed with or shown to unauthorized individuals. Supervisors and personnel specialists participating in merit placement actions will not disclose the details of their work to unauthorized persons.

e. Merit Placement materials relating to individual promotion actions or the candidates will not be discussed with or shown to anyone who is not directly involved in the selection process.

f. Supervisors, panel members and any others participating in or having knowledge about merit placement activities and candidates will keep all information "CONFIDENTIAL". The Adjutant General or his representative through the SPMO are the only individuals authorized to announce merit placement actions.

## SECTION 16. Grievances and Complaints.

a. Grievances. A technician who believes that proper procedures were not followed by a particular placement action for which they were an applicant may file a grievance under the grievance procedures. A grievance will not be considered when it is based solely on non-selection. The ASSOCIATION will have full access to all information relating to the above in accordance with applicable laws.

b. Discrimination Complaints. Allegations of discrimination because of race, color, religion, sex, age, handicapping conditions, or national origin made during any phase of selection process will be considered under the Massachusetts National Guard Equal Employment Opportunity Program.

## SECTION 17. Forms.

Forms used for the administration of this plan are stocked at the AG-Massachusetts Publications Center. A small working stock should be retained at all headquarters.

## EMPLOYEE PERFORMANCE APPRAISAL

c. Requesting clarification of any element of the job or performance standard not clearly understood.

d. Identifying work problems and cooperating with the supervisor in resolving any problems, advising the supervisor on special factors and circumstances that should be considered in the appraisal process, and discussing objectives for improving job performance.

e. Participating actively with the supervisor during discussions of performance throughout the appraisal period.

## SECTION 6. Identification of Performance Standards:

a. This section will provide for establishing performance standards which will, to the maximum extent possible, permit accurate evaluation of performance on the basis of objective criteria.

b. Since TPM 430 calls for a five (5) level performance appraisal system, performance standards will be written for Marginally Acceptable and Excellent.

c. Appropriate Extrapolations for Five Performance Levels Using Two Written Standards:

	Marginally Acceptable	Fully Acceptable	Excellent	Outstanding
Unacceptable (appropriate extrapolation)	Acceptable (written standard)	Acceptable (appropriate extrapolation)	Excellent (written standard)	Outstanding (appropriate extrapolation)

d. After the supervisor and the technician have identified the major/critical job elements, established performance standards, and the reviewer has concurred, the supervisor and the technician will sign and date the performance standards and critical elements form, NGB Form 430(T).

SECTION 7. When technicians are informed of their performance standards (NGB Form 430) and critical elements they will be given a copy and it will be made a matter of record requiring their signature. If the technician refuses to sign for a copy of his/her performance standards the supervisor may call a witness to attest that the technician has received a copy of his/her performance standards.

SECTION 8. If during the appraisal period a supervisor advises an individual of his/her failing to measure up to a critical or major element of the performance standards, he/she must provide this to the technician, including specific instructions on how to improve his/her performance on this critical/major job element and a date that performance is expected to meet the standards. This date will

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d. Approving Official. A manager or supervisor in the technician's chain of command who is at a higher organizational level than the reviewer. This individual is the approving official for performance appraisals of excellent and outstanding, and may recommend personnel decisions and actions resulting from the appraisal.

e. Critical Job Element. Any component of a technician's job that is of sufficient importance that performance below the minimum standard established by management requires remedial action and denial of a within-grade increase, and may be the basis for removing or reducing the grade level of that technician. Such action may be taken without regard to performance on other components of the job.

f. Major Job Element. A major duty or responsibility of the technician's job which, although important, is not considered critical in relation to other aspects of the job.

g. Overall Performance Appraisal. The appraisal assigned at the end of the appraisal period that describes the overall performance level of the technician based on performance of each individual job element.

h. Performance Level Code. A numerical indicator (.0 to 1.0 points) assigned to each individual job element during the performance appraisal that denotes the technician's level of achievement compared to the performance standard.

i. Performance Standard. A description of the level of achievement, including quality, quantity, and timeliness, necessary for fully acceptable performance of the duties and responsibilities of the position. Whenever it is possible, standards for all technicians should be established at more than one appraisal level.

j. Reviewer. A manager or supervisor in the technician's chain of command who is at a higher organizational level than the appraiser. For appraisals of fully acceptable, the reviewer is also considered to be the approving official.

k. Unacceptable Performance. Performance of a technician that fails to meet performance standards in one or more critical element of that technician's position.

SECTION 5. Technician Responsibilities. Technicians are responsible for:

a. Participating in the development of performance standards and critical job elements.

b. Advising their supervisors of the need, if necessary, to revise performance standards and critical elements during the appraisal period.

## EMPLOYEE PERFORMANCE APPRAISAL

SECTION 16. The following appraisal periods are established:

<u>BIRTH MONTH</u>	<u>DUE DATE</u>
January	31 January
February	28 February
March	31 March
April	30 April
May	31 May
June	30 June
July	31 July
August	31 August
September	30 September
October	31 October
November	30 November
December	31 December

SECTION 17. All appraisals will be completed and discussed with employees within 30 days of above dates.

NOTE: The parties, having been advised that a new Technician Personnel Regulation (TPR) 430 will soon be published by the National Guard Bureau, have mutually agreed to defer negotiations of new agreement language on this Article until such time as the new regulation has been issued.

Following implementation of the new TPR 430, either party to this agreement may initiate a request to the other to reconvene negotiations. The parties agree to convene in person or by telephone, within five (5) days to establish a mutually agreeable date for the commencement of negotiations.

## ARTICLE 17

## EMPLOYEE PERFORMANCE APPRAISAL

be at least ninety (90) days from the date of the counseling session. Assistance will be provided by the supervisor to assist the technician in attaining the fully acceptable level of performance. An ASSOCIATION representative will be assured the opportunity to be present at all counseling sessions if requested by the technician.

SECTION 9. If a technician cannot meet the required standards of his/her position because of conditions beyond his/her control (example: unable to get spare parts; directed to perform other duties, etc) he/she will immediately make his/her supervisor or next higher authority aware of such situation. Efforts will be made to resolve the problem.

SECTION 10. No action will be taken as a result of less than fully acceptable performance without benefit of a written 30-day notice. A minimum 30-day advance written notice of the action to be taken (reduction in grade or removal) which identifies the critical job element(s) and instances of unacceptable performance on which the action is based. This advance written notice must be concurred with by an official who is in a higher position than the immediate supervisor. This requirement does not apply when the action is being taken by The Adjutant General. This is not a proposed notice, but is to be considered as a final notice of the action to be taken, because before this final step the technician would have been given adequate notice and assistance to improve performance.

SECTION 11. The technician must be notified by the supervisor, in writing, when unacceptable performance in any critical job element has improved and is within the minimum standards set and the time frame allotted.

SECTION 12. A technician given a performance appraisal, including unacceptable, that he/she is dissatisfied with will be entitled to grieve through the Negotiated Grievance Procedure.

SECTION 13. At the discretion of the EMPLOYER the effective date of separation or a reduction in grade may be extended pending final decision.

SECTION 14. Unacceptable performance related to alcoholism, drug abuse or personal problems must be handled first in accordance with TPS 792-2, 5 Sep 78.

SECTION 15. The ASSOCIATION will be provided with twenty (20) copies of the current regulation on employee appraisals.

ARTICLE 18

DISCIPLINE

SECTION 1.

This article applies to disciplinary matters resulting from employee conduct, while actions taken in relation to job performance will be in accordance with Article 17. It is acknowledged that in some cases, disciplinary actions are necessary; however, they should always be of a constructive nature and will not be used as a means of harassment.

Prior to taking any disciplinary actions against employees, supervisors shall observe the following: An ASSOCIATION representative shall be given the opportunity to be present during any meeting or examination of employee(s) if the employee(s) reasonably believes that the meeting or examination may result in disciplinary action against the employee and the employee requests representation.

SECTION 2. Disciplinary Action

a. Oral admonishments are the least severe disciplinary measures employed by a supervisor for discussing a problem or offense with a technician.

b. Letter of Reprimand is issued when an oral admonishment has proven ineffective or the seriousness of the infraction warrants formalization of the facts.

c. Oral admonishments and letters of reprimand are preceded by a counseling interview with the technician and his/her immediate supervisor at the first level. The technician will be advised of the specific infraction or breach of conduct or act of commission or omission.

d. Disciplinary actions will be recorded on NGB Form 904-1. If related to a letter of reprimand, the oral admonishment will become part of the technician's record until the formal letter of reprimand is withdrawn from the record. A statement will be made on the letter of reprimand as to the length of time it will remain in his/her official personnel folder not to exceed three (3) years.

SECTION 3. Disciplinary Adverse Actions. Formal disciplinary adverse actions consist of change to lower grade, suspensions and removal, and will be processed in accordance with TPR 752, Section 3.

SECTION 4. The general guide of penalties for delinquency or misconduct listed in Appendix A, TPR 752 will be used as a guide in these cases where disciplinary action is appropriate. In taking disciplinary actions, like penalties should be imposed for like offenses.

ARTICLE 18

DISCIPLINE

SECTION 5. To protect the confidentiality of NGB Form 904-1 and to preserve the privacy of the individuals, these records will be maintained at the lowest level of supervision excluded from the bargaining unit and access will be limited to management/technicians concerned and individuals to whom the technician has given written permission.

ARTICLE 19

TRAVEL

SECTION 1. In the event of a temporary duty (TDY) deployment in a technician status, the ASSOCIATION may designate an individual so deployed as the ASSOCIATION representative and will so notify the EMPLOYER by letter within one (1) work day prior to the deployment. The ASSOCIATION representative shall have the authority of a shop steward. The representative will be afforded official time to be briefed by an official of the ASSOCIATION. This time will normally not exceed 30 minutes in duration unless approved, in advance, by the Air Commander.

SECTION 2. An ASSOCIATION official will be allowed to be present at pre-deployment briefings involving unit exercises. All deploying bargaining unit employees shall receive a copy of the TDY briefing sheet prepared for the exercise.

SECTION 3. Before deployment, personnel shall be briefed by the EMPLOYER whenever possible not later than five (5) work days prior to the departure. The briefing will include, but not be limited to, the following: travel arrangements, accommodations at the TDY location, messing facilities and arrangements, available transportation (ground) and the names of supervisors responsible for the major functional areas.

SECTION 4. Selection of personnel to comprise the deploying force will be accomplished first of all through qualified volunteers. In the event there are not enough volunteers to support the deployment, individuals will be selected on the basis of skills required and on a rotational basis. Under conditions of operational emergency requiring deployment, employees will normally be afforded a 24-hour advance notice.

SECTION 5. An employee's technician TDY order will be published in accordance with governing directives.

SECTION 6. An Employee, upon written request, may be released from TDY assignment, if a qualified replacement is available, for medical reasons substantiated by a physician's certificate, or for personal or financial hardship caused by the TDY assignment.

SECTION 7. Air technicians designated in travel or temporary duty status are eligible to receive an advance per diem payment. Employees desiring advance per diem should, upon receipt of travel orders, contact the Accounting and Finance Office to arrange processing of payment. To the extent possible, the EMPLOYER will insure that individuals receive advance per diem checks prior to departing on TDY.

ARTICLE 19

TRAVEL

SECTION 8. Employees will normally be scheduled for official travel during the Employee's normal duty hours. EMPLOYER directed travel time outside of the Employee's normal work hours will be compensated with compensatory time, except as excluded by statute.

SECTION 9. Employees may request choice of transportation for EMPLOYER directed travel. If travel is scheduled by common carrier (bus, airline, train, etc) and the Employee is given the option to provide his/her own transportation, reimbursement will be made in accordance with applicable JTRs. If travel is directed by Government vehicle, aircraft, boat, bus, etc, the Employee is not entitled to reimbursement of transportation allowance. Official travel time for Employees providing their own transportation will be the required time of the scheduled common carrier or the Government furnished transportation.

SECTION 10. Transportation for official duties of TDY personnel will be in full compliance with DOD JTRs and will be provided as necessary at the TDY installation. In the event additional transportation is deemed necessary, every possible attempt will be made to authorize and procure same.

SECTION 11. During periods of TDY, the standards of adequacy established by the active military services apply to ANG personnel when utilizing quarters on active military installations. During periods of TDY at an ANG installation quarters will be assigned in accordance with governing directives. When an individual is denied assignment to suitable quarters, he/she shall immediately notify the Air Commander or his designated representative for assistance.

SECTION 12.

Travel will be accomplished on official travel orders normally issued fourteen (14) calendar days prior to the performance of travel. In circumstances beyond the Employer's control, orders will be issued as soon as practicable.

ARTICLE 20

EQUAL EMPLOYMENT OPPORTUNITY

SECTION 1.

The EMPLOYER and the ASSOCIATION agree to cooperate in providing equal opportunity in employment for all persons, to eliminate discrimination because of age, race, color, religion, sex, or national origin, or non-disqualifying handicaps and to promote the full realization of equal employment opportunity through a continuing Affirmative Action Program, recognizing the requirements of P.L. 92-261, as amended.

SECTION 2.

The ASSOCIATION President or his designee will appoint from the bargaining unit membership one (1) technician to serve on the EEO Committee, if such a committee is established. The member will be excused without charge to annual leave or loss of pay during normal duty hours for the purpose of participating in officially authorized committee activities.

SECTION 3.

The EMPLOYER will appoint EEO Counselors who shall serve in this capacity on a part-time collateral assignment basis. Counselors will be reasonably available to every employee in the assigned area of responsibility.

SECTION 4.

When requested by the EEO Officer or his representative, the President of the ASSOCIATION will submit a list of nominees from the bargaining unit who are recommended to serve as EEO Counselors. To prevent a conflict of interest, names of union officials and stewards will not be submitted. Counselors who may be selected from this list will be trained by the EMPLOYER in accordance with OPM standards. The EEO Counselors will serve under the direction of the EEO.

SECTION 5.

The EMPLOYER will post permanently on official bulletin boards properly filled out NGB Form 713-5 and/or such other EEO forms required by appropriate regulations.

SECTION 6.

The EMPLOYER agrees to request and consider the views of the ASSOCIATION at a meeting with the EEO with respect to those aspects of the EEO plan which impact on personnel policies, practices and working conditions of the employees in the unit not more than once annually or as agreed otherwise.

ARTICLE 21

GENERAL

SECTION 1. The EMPLOYER agrees to furnish the ASSOCIATION, semi-annually upon request from the date the contract is signed, the following information: List of Names, Titles, and Grades of all unit employees.

SECTION 2. The EMPLOYER will furnish to the ASSOCIATION one (1) copy of each Support Personnel Information Bulletin (SPIB) published by the EMPLOYER.

SECTION 3. Each employee, or his/her representative designated in writing shall, upon request, be permitted to examine his Official Personnel File (OPF) which is maintained by the SPMO in accordance with current FPMs and directives.

SECTION 4. The EMPLOYER agrees to permit employees to play personal radios in work areas provided that employees in adjacent areas do not object to the sound. Use of ear phones is prohibited.

SECTION 5. The EMPLOYER agrees to make available to the ASSOCIATION all pertinent Technician Personnel Regulations and additional policies and directives of the agencies (NGB and OPM) during normal duty hours.

SECTION 6. The EMPLOYER agrees to permit a representative of the ASSOCIATION, if requested by the local wage survey committee through the EMPLOYER, to participate in accordance with FPM 532-1 in the FWS Wage Surveys. Time required to perform required duties will be in accordance with duty status.

SECTION 7. The ASSOCIATION shall be given the opportunity to be represented at:

a. Any formal discussion between one or more representatives of the Agency and one or more bargaining unit employees or their representatives concerning any grievance or any personnel policy or practices or other general condition of employment; or

b. Any examination of an employee in the unit by a representative of the EMPLOYER in connection with an investigation if:

(1) The Employee reasonably believes that the examination may result in disciplinary action against the Employee; and

(2) The Employee requests representation.

SECTION 8. The EMPLOYER shall annually inform the Employees of their rights under paragraph (2)(b), Chapter 71, Section 7114, Title 5 USC.

ARTICLE 21

GENERAL

SECTION 9. Blood Drives

Employees who volunteer while in a duty status as blood and blood platelet donors in Employer approved blood drives, may receive up to four (4) hours of Administrative Leave.

ARTICLE 22

ENVIRONMENTAL PROTECTION

SECTION 1. EDP will be paid in accordance with Department of the Air Force and NGB policies.

SECTION 2. When the ASSOCIATION determines that a local work situation warrants coverage under payable categories of EDP, Appendix J, FPM Supplement 532-1, Subchapter S-8-7, it will notify the EMPLOYER of the title, location and nature of the hazard to justify payment of EDP. Within thirty (30) days of receipt of the position the parties shall meet to review the proposals on the issue. Such meetings on EDP are to be limited to no more than once each calendar quarter unless agreed otherwise by the parties.

SECTION 3. When the EMPLOYER determines that a local work situation should be included or excluded from coverage under payable categories of Appendix J, FPM Supplement 532-1, Subchapter S-8-7, the ASSOCIATION will be notified of the title, location, and nature of the hazard to justify the EMPLOYER's position. Within thirty (30) days of receipt of the EMPLOYER's position, the parties shall meet to discuss the issue.

SECTION 4. If technical assistance is needed to resolve an issue, such assistance may be requested individually or jointly from the Directorate of Aerospace Safety, Norton AFB CA.

SECTION 5. When the ASSOCIATION determines that a local situation is not covered by one of the defined categories but is considered to be unusual in nature so as to warrant payment of an environmental differential, a differential may not be paid, but action may be individually or jointly initiated to request the OPM to consider authorizing the payment of an environmental differential.

SECTION 6. The EMPLOYER may allow necessary time immediately preceding the lunch period and at the end of each work day to permit those employees engaged in work involving excessively dirty, toxic or hazardous substances time for personal clean-up. Such time should not normally exceed ten (10) minutes in the same day.

SECTION 7. All hazardous duty pay (HDP) will be paid in accordance with pertinent regulations.

ARTICLE 23

TRAINING

SECTION 1.

The EMPLOYER and the ASSOCIATION agree that training and career development of all employees is of continuing importance and in the best interests of all concerned. Training of all employees in technical and administrative skills connected with the job is an ongoing requirement of all supervisors. Additional training, based on availability of resources and consistent with mission requirements, will be provided in areas involving new equipment, mission change, personnel reassignments or reduction-in-force (RIF), or any other area deemed necessary by the Employer.

SECTION 2.

It is further agreed that the EMPLOYER is responsible for establishing and maintaining an orientation training program for newly assigned technicians. This orientation is designed to assist new personnel in adapting to their work environment and to become familiar with policies and procedures of the EMPLOYER. This orientation will normally be conducted within 10 working days of the official start date of the employee with a locally-devised checklist used to insure completeness and standardization.

SECTION 3.

In the event of a reduction-in-force, which results in the termination of a bargaining unit member, the EMPLOYER will determine from the appropriate State Employment Service whether any of the affected employees may be eligible for training at Government expense and, if so, will inform employees how to apply for training. Employees affected by a reduction-in-force or a major equipment change, and who are then assigned to a position totally unrelated to their former position, will be given the opportunity to either attend a technical training course if one is available or given on-the-job training. If the duties of a technician change to the extent that without additional training the technician is not fully qualified for the position, the technician will be provided an opportunity to attend the appropriate training school if one is available or given on-the-job training.

SECTION 4.

In accordance with Part III, TPM 430, the performance evaluation process, including ongoing discussion between the supervisor and the technician, may result in the identification of specific training needs. Recommendations for training should not be limited to the less than fully acceptable performer but to help any technician achieve a higher level of job performance and proficiency. Thus, recommended training may be remedial or developmental in nature.

ARTICLE 23

TRAINING

Technicians will be given every reasonable opportunity to obtain training to help upgrade their performance.

SECTION 5.

It shall be a matter of concern and interest of both EMPLOYER and ASSOCIATION that appropriate training courses, seminars, conferences and meetings be scheduled during working hours to allow technicians the opportunity to gain information, education and training in their respective positions.

SECTION 6.

On account of the mutual interest of the ASSOCIATION and the EMPLOYER in providing appropriate training to employees, the EMPLOYER agrees to consider the recommendations of the ASSOCIATION concerning the establishment and design of local training programs. The ASSOCIATION recognizes that such recommendations are in no way binding upon the EMPLOYER and that decision-making concerning whether to establish a training program, its design, scheduling, and conduct is reserved exclusively to the EMPLOYER.

SECTION 7.

The EMPLOYER and the ASSOCIATION understand that cross-training of employees serves the parties mutual interests in career development for employees and upward mobility. The EMPLOYER may exercise the right to make temporary assignments, in furtherance of cross-training objectives, and will give due consideration to overall training needs, mission requirements, and the individual career potential and career goals.

ARTICLE 24

UNFAIR LABOR PRACTICES

SECTION 1.

In accordance with and in the spirit and intent of 5 CFR, Ch XIV, Operating Regulations of the Federal Labor Relations Authority, Part 2423.2, the ASSOCIATION will not file an Unfair Labor Practice (ULP) or lodge a complaint against the EMPLOYER and, conversely, the EMPLOYER will not file a ULP against the ASSOCIATION until the following conditions are met:

- a. The charging party provides the Air Commander or the Association President (or designee) with the complaint in writing so that the Air Commander or the Association President (or designee) can identify the nature and extent of the problem.
- b. The parties meet in good faith within one work day of the complaint and attempt to resolve such matters prior to the filing of the Unfair Labor Practice charge with the Authority.

ARTICLE 25

TECHNICIAN/MILITARY COMPATIBILITY

SECTION 1.

Technician/Military Compatibility will be administered in accordance with governing National Guard Bureau Directives.

ARTICLE 26

DURATION AND CHANGES

SECTION 1.

a. This agreement shall remain in full force and effect for three (3) years from the date approved by the National Guard Bureau.

b. This agreement shall terminate at anytime that it is determined that the ASSOCIATION is no longer entitled to exclusive recognition under the provisions of PL 95-454.

SECTION 2.

a. This agreement may be subject to amendments or supplements during the agreement lifetime under one of the following provisions:

(1) At anytime by either party for the purpose of supplementing this agreement with provisions not covered by or contained within the agreement nor previously discussed or waived during negotiations of the agreement.

(2) At anytime by either party when the provisions of the agreement require amendment due to changes in laws, rules or regulations that affect the provisions of the agreement.

(3) At anytime by mutual consent for the purpose of amending or supplementing provisions of this agreement.

(4) At the "mid-point" in the agreement (18 months after the approval date) by either party after service of notice no later than sixty (60) days prior to the mid-point of the agreement.

b. A request for amendment or supplement to this agreement by either party must be in writing setting forth the need or reason for the proposed change and a summary of the change.

c. Representatives of the EMPLOYER and the ASSOCIATION will meet within thirty (30) days to commence negotiations of the proposed amendments or supplements, unless a later date is mutually agreed upon. No changes other than those specified in Section 2.b of this Article will be considered.

SECTION 3.

Approval of an amendment or supplement to this agreement will be accomplished as specified in Paragraph 11, Memorandum of Understanding, Negotiation Procedures, dated 4 August 1993.

ARTICLE 26

DURATION AND CHANGES

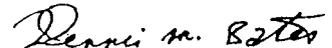
SECTION 4.

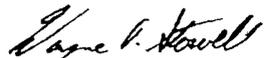
a. Negotiations for a new agreement will commence no earlier than ninety (90) days nor later than forty-five (45) days prior to the termination of this agreement.

b. No later than fifteen (15) days prior to the start of actual negotiations for a new agreement, representatives of the Employer and representatives of the Association will meet to initiate a Memorandum of Understanding (MOU) establishing ground rules for the conduct of negotiations.

NEGOTIATED AGREEMENT  
BETWEEN  
THE ADJUTANT GENERAL  
AND  
WESTERN MASSACHUSETTS CHAPTER  
ASSOCIATION OF CIVILIAN TECHNICIANS

FOR THE ASSOCIATION:

  
Dennis M. Bates  
President  
Western Mass Chapter, ACT

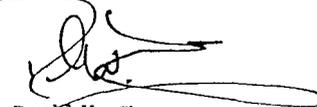
  
Wayne O. Stowell  
Executive Vice President  
Western Mass Chapter, ACT

  
Richard K. Gaw  
Chief Steward  
Western Mass Chapter, ACT

FOR THE EMPLOYER:

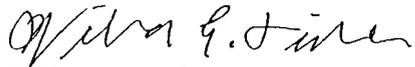
  
Raymond A. Vezina  
Major General, MA ARMG  
The Adjutant General

  
Robert A. Bonneau  
Colonel, MA ANG  
Supervisory Personnel  
Management Specialist

  
David W. Cherry  
Colonel, MA ANG  
Air Commander

10 AUGUST 1994

FOR THE CHIEF, NATIONAL GUARD BUREAU:

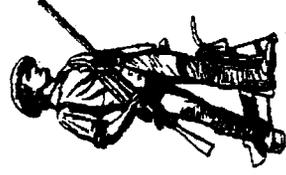


MICHAEL F. MEAD  
Chief, Labor and Employee Services Division  
Directorate for Human Resources

DATE: 1 September 1994



**AGREEMENT BETWEEN THE  
ADJUTANT GENERAL OF MASSACHUSETTS  
AND THE  
AMERICAN FEDERATION OF  
GOVERNMENT EMPLOYEES  
LOCAL 3004**



PREAMBLE

THIS AGREEMENT IS MADE AND ENTERED INTO BY AND BETWEEN THE ADJUTANT GENERAL OF MASSACHUSETTS, HEREINAFTER REFERRED TO AS THE "EMPLOYER/AGENCY", AND LOCAL #3004, AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES (AFL-CIO), A LABOR ORGANIZATION AS DEFINED IN PL 95-454, HEREINAFTER REFERRED TO AS "THE UNION" AND COLLECTIVELY KNOWN AS THE PARTIES.

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**DEFINITIONS:**

**ADVERSE ACTION:** A personnel action taken as a result of an administrative decision that results in discharge, suspension, furlough without pay, or reduction-in-grade or compensation.

**AIR COMMANDER:** As used throughout this Agreement, the term "Air Commander" is intended to include Detachment Commander as appropriate.

**AUTHORITY:** The Federal Labor Relations Authority.

**CONDITIONS OF EMPLOYMENT:** Personnel policies, practices and matters, whether established by rule, regulation or otherwise, affecting working conditions except that such term does not include policies, practices and matters as follows:

- a. Relating to political activities prohibited under federal law (Sub-Chapter III of Chapter 73 of Public Law 95-454 and the Hatch Act).
- b. Relating to the classification of any position, or
- c. To the extent such matters are specifically provided for by federal statute.

**CONSULT:** A mutual exchange of views between the Employer and the Union in order to seek out and give bonafide consideration to the others views.

**DISCIPLINARY ACTION:** An oral admonishment, if recorded, written admonishment, or written reprimand.

**EMPLOYER:** The Adjutant General, management officials, supervisors, and other representatives of management having authority to act for the Adjutant General in matters governed by Title VII, PL 95-454.

**ESSENTIAL OPERATIONS/ESSENTIAL OPERATIONAL COMMITMENTS:** A necessary event affecting the ability of the unit to secure or protect its vital resources and perform its assigned mission.

**ESSENTIAL PERSONNEL:** Any employee whose function or job directly relates to Essential Operations/Essential Operational Commitments.

**DEFINITIONS (cont.)**

**FORMAL DISCUSSION:** A meeting or discussion between one or more representatives of the agency and one or more employees in the unit or their representatives concerning any grievance or any personnel policy or practices or other conditions of employment.

**INFORMAL DISCUSSION:** A meeting between the Union and Management, a Union representative and a Management representative, or a bargaining unit employee and a supervisory employee, for a discussion which does not threaten the rights of the employee.

**MEET AND CONFER:** To negotiate in good faith.

**NEGOTIATIONS:** Decision making by both parties through good faith, give-and-take discussion and compromises, wherein, neither parties is required to make concessions.

**OPERATIONAL NECESSITY:** Any change necessary to maintain the safety and efficiency of the mission, a necessary event affecting the ability of the unit to secure or protect its vital resources and perform its assigned mission

**OTHER DUTIES AS ASSIGNED:** Assignments should be reasonably related to the technician's position description and qualifications. If any "other duties" should be assigned with such frequency as to meet the definition of major duties, the job description must be revised.

**QUALIFIED:** Possessing the demonstrated ability, based on performance standards and quality or qualities as determined by management necessary to accomplish the task or tasks to be performed.

**SCHEDULE:** A written statement outlining work hours and workdays for a given period of time.

**SENIORITY:** Length of service as a federal employee (service computation date).

**SHIFT:** A specified number of hours and days an employee is required to work within a pay period. STATUTE PL 95-454.

**STEWARD:** A Union representative of a group of fellow employees who carries out representational functions of the Union within an operation.

**TENURE GROUPS:** Tenure groups are the categories in which technicians are grouped based on length of employment and completion of probationary/trial periods.

(1) **TENURE GROUP I.** Permanent competitive service technicians with career status, who have successfully completed their probationary period, and permanent excepted service technicians who have successfully completed a trial period.

(2) **TENURE GROUP II.** Permanent technicians who are serving a trial or probationary period. This category includes competitive service technicians with career-conditional status and excepted service technicians who have not completed their trial period. Competitive service technicians under career appointments who must serve a probationary period are also in tenure II.

(3) **TENURE GROUP III.** Technicians who serve under indefinite appointments in the excepted service.

**THE UNION.** AFGE Local # 3004, a lawful organization in which employees participate for the purpose of dealing with the EMPLOYER concerning grievances, personnel policies and practices, or any other matter affecting the working conditions of the employees.

**UNION OFFICERS.** President, Vice Presidents, Secretary, Treasurer, Chief Steward, Council 164 Delegate, Fair Practices/ Women's Coordinator, and Sergeant-at-Arms elected by the membership and identified in writing to management.

## ARTICLE 1

### RECOGNITION AND COVERAGE

**Section 1.** The unit to which the agreement is applicable is comprised of all Massachusetts Air National Guard technician employees at 102FW Otis ANGB, 212<sup>th</sup> Engineering Installation Sq., 253<sup>rd</sup> Combat Communication GP, and the 267<sup>th</sup> Combat Communication Sq. Excluding all professional employees, management officials, supervisors, Mass. ANG State Headquarters, and employees described in 5 USC 7112 (b) (2) (3) (4) (6) and (7).

**Section 2.** The EMPLOYER recognizes that the, American Federation of Government Employees Local 3004, is the exclusive representative of all employees in the Bargaining Unit as defined in Section "1" above.

## ARTICLE 2

### MATTERS FOR NEGOTIATIONS

**Section 1.** It is agreed that personnel policies, practices and matters affecting working conditions, not expressly contained in this Agreement, shall not be changed by the Employer without prior notice to, and negotiated with the Union. So far as maybe appropriate under the statute.

**Section 2.** It is agreed that the parties shall meet at reasonable times and negotiate in good faith. The Parties agree that these provisions will be strictly followed in resolving issues under this Article prior to implementation.

**Section 3.** Should the Employer at the National, State or Local Unit level propose any changes described in section 1, a fifteen (15) day written notice of the proposed change shall be provided to the Union, unless operational necessity requires a shorter notice period. It is agreed longer notice periods are in the best interest of the Parties and should be provided whenever feasible. The UNION shall notify management, in writing, within fifteen (15) working days of receipt of above notice as to its intent to invoke bargaining/negotiation of said change(s). Any change, either actual or proposed, shall not occur until completion of negotiations, when invoked. Changes ordered from higher headquarters shall not relieve the EMPLOYER of its duty to negotiate with the UNION. Only the UNION President or designee has the authority to agree or negotiate on these changes.

**Section 4.** The EMPLOYER shall consult or negotiate as appropriate, prior to the issuance of new regulations or directives changing personnel policies, practices or working conditions over which the EMPLOYER has control. No changes shall be made in any existing working conditions without consultation and negotiation, if requested. Copies of memoranda, instructions, and notices published by the EMPLOYER affecting any of the above practices will be forwarded to the UNION no later than five (5) working days of local receipt.

## ARTICLE 3

### RIGHTS OF THE EMPLOYEES

**Section 1.** Each employee shall have the right to form, join, or assist any Labor organization or to refrain from any such activity freely and without fear of penalty of reprisal, and such employee shall be protected in the exercise of such right, except as otherwise provided under Chapter 71. Such rights include the right:

- A. To act for a labor organization in the capacity of a representative, and the right in that capacity to present the views of the labor organization to heads of agencies and other officials of the executive branch of the Government, the Congress, or any other appropriate authorities, and
- B. To engage in collective bargaining with respect to conditions of employment through representatives chosen by employees.

**Section 2.** The labor organization will take such action, consistent with law or with directives from higher authority, as required, in order to assure the employees are apprised of the rights described in this Article, and that no interference, restraint, coercion, or discrimination is practiced by the Employer.

**Section 3.** The terms of this Agreement do not preclude any employee from bringing matters of personal concern to the attention of appropriate officials in accordance with applicable laws, rules, regulations, or established National Guard Bureau policy.

**Section 4.** The rights described in this Article do not extend to participation in the management of an employee organization, or acting as a representative of any such organization, where such participation or activity would result in a conflict of interest or otherwise be incompatible with law or with the official duties of an employee.

## ARTICLE 4

### EMPLOYER-UNION COOPERATION

**Section 1.** The EMPLOYER shall furnish the UNION, at their request but normally not more often than quarterly, a list of the names of employees covered by this Agreement and identifying information, within the limitations of laws and regulations.

**Section 2.** Topics for negotiation may be discussed informally by representatives of the UNION and the EMPLOYER. If such informal discussion fails to resolve the problems, upon written notice of not less than ten (10) work days, either party to the Agreement will meet with the other for the above purpose, provided the notice states the agenda matter to be discussed. In urgent situations and by mutual agreement the parties shall meet at the first opportunity. Formal discussions will be held as required. The UNION will be notified in writing, immediately but no later than five (5) working days upon local receipt of changes in laws, rules and regulations of appropriate authority, or decisions which require changes over which the employer has no control. When the laws, rules or regulations leave administrative discretion to the employer in the implementation of the required change, the parties will consult and negotiate, if requested.

**Section 3.** Officially requested and approved meetings between the EMPLOYER and the UNION will normally be conducted during regular work hours. Official time shall be granted for attendance at such meetings, if the individual is otherwise in a duty status. The EMPLOYER may adjust Union representatives work hours if necessary to facilitate attendance. At least two (2) UNION representatives shall be authorized to attend these meetings; however, the number of UNION representatives shall not exceed the number of management representatives. Reasonable time shall be authorized the UNION representative(s) attending the meeting, with prior coordination and approval by the EMPLOYER without charge to leave, to draw up requests or recommendations in connection with officially requested or approved meetings with the EMPLOYER.

**Section 4.** Both parties agree to attempt to settle all grievances at the lowest possible level of authority.

**Section 5.** National representatives and other UNION staff members shall be admitted to EMPLOYER premises by prior arrangement, through the Air Commander or representatives as follows:

- A. A telephone call will be made from the UNION to the Air Commander to request access and will give the general purpose of the visit.
- B. If the Air Commander is not available, the Vice-Commander or one of the group commanders will be contacted personally. Verbal approval or denial will be given during this contact, if possible. If denied, the Union may submit a written request to the EMPLOYER to provide a written rationale for the denial to the UNION within five (5) working days.

There will be no unreasonable delay in responding to the request for access or approval or denial of official time for union officers (Local President, Vice President, or representative in their absence) to meet with the AFGE representative.

C. Official time shall be authorized, when appropriate for such meetings. Sound and reasonable judgment will be used by the AFGE representative in requesting official time and by management in responding to such requests considering the party's obligations and responsibilities under the terms of the contract.

**Section 6.** UNION officers and stewards work hours may be adjusted, when requested by the UNION in order to permit them to accomplish their responsibilities as UNION officials. If denied, the UNION may submit a written request to the EMPLOYER to provide a written rationale for the denial to the UNION within five (5) working days. The President of this UNION shall be assigned to the normal day shift to perform Union duties and responsibilities.

**Section 7.** The parties agree to continue to demonstrate affirmative willingness to meet at reasonable times, and confer in good faith, with respect to personnel policies, practices, and matters affecting working conditions, so far as may be appropriate under applicable laws and regulations, including policies set forth in the FPM, published agency policies and regulations, a National or other controlling agreement at a higher level in the agency.

**Section 8.** UNION officers and stewards work hours may be adjusted, depending on work requirements, to allow them to attend the regularly scheduled monthly UNION meeting.

**Section 9.** The EMPLOYER shall provide the UNION with a statistical review of the results of incentive award committees by unit/organization for bargaining unit members.

**Section 10.** The Union will be given the opportunity to provide literature for new bargaining unit employees. The HRO representative will handout such literature at the new employee's orientation class. Such publication will be limited to advising new employees of their rights.

**Section 11.** Local Area Network (LAN): The use of the LAN system by the Union and Management is considered another form of communication to expedite the free flow of messages between the parties. It is understood that at any time either party can request a hard copy with letterhead and signature. The LAN system shall not be considered an acceptable substitute.

**Section 12.** Where as the remote designee is an extension of the HRO any correspondence sent through the HRO remote designee at the 102 FW Otis ANGB will be recognized as correspondence sent to the HRO.

ARTICLE 5

**UNION REPRESENTATION**

**Section 1.** The EMPLOYER agrees to recognize officers, representatives and shop stewards elected by the UNION hereinafter referred to as the UNION representatives in this Article. The UNION agrees to furnish the EMPLOYER, in writing, each year, a current list of names of the officers, representatives and shop stewards and to notify the EMPLOYER in writing of any changes thereto as they occur.

**Section 2.** A number of shop stewards, who shall be Massachusetts Air National Guard technicians, shall be the number reasonably required to ensure that employees in the unit have ready access to a Steward. There shall be UNION representatives and alternates for the Units located at 102FW, 212<sup>th</sup> Engineering Sq., 253<sup>rd</sup> Combat Communication GP, and the 267<sup>th</sup> Combat Communication SQ.

**Section 3.** The UNION shall, to the extent required by applicable law, rule, regulation, Statute, and Executive Order, represent all bargaining unit eligible employees of the EMPLOYER.

A. The UNION shall have sole discretion in waiver of its representational interests in any matter it deems appropriate to do so, but in such instances, fully retains its right to be present at any formal discussion, which might ensue thereafter in order that it may protect its interest. The UNION further retains its right to review and approve/disapprove any settlement agreement reached between the EMPLOYER and any bargaining unit member(s) being represented by them or some other representational agent, unless prohibited by law, rule or regulation.

B. Stewards shall be authorized to consult with management, and shall be authorized to conduct business on behalf of the UNION and consistent with this Agreement.

C. The UNION shall be notified of all new employees hired in a position included in the bargaining unit.

**Section 4.** It is agreed that the President of the UNION or designee is authorized to consult with the Adjutant General or designee by prior arrangement in matters, which may be of such gravity that such action is deemed appropriate. Such meetings to be only after all efforts have been taken to resolve these matters with the Air Commander / Detachment Commander/Labor Relations Specialist (LRS.)

**Section 5.** There shall be no restraint, interference or coercion against a UNION Representative because of the performance of their authorized representational functions.

**Section 6.** A representative of the UNION shall be notified of and have the right to be present in formal discussions of personnel policies or practices affecting working conditions between the EMPLOYER and member(s) of the bargaining unit.

**Section 7.** It is agreed that internal UNION business such as soliciting membership, collection of dues, electing officers, and meetings shall be performed during a time the employee is in a non-duty status.

**Section 8.** Each UNION representative, shall obtain permission from their respective immediate supervisor before leaving the job to conduct representational functions. If such business concerns another employee, permission will be requested from the supervisor of the employee concerned to be released from the employees work assignment. Should permission be denied and a satisfactory agreement cannot be reached between the supervisor and the UNION representative/employee, the UNION representative/ employee may submit a written request to the supervisor to provide an immediate written explanation for the denial. All personnel will notify their respective supervisors when they return to their assigned work areas. It is agreed that the minimum/appropriate amount of time necessary to conduct these representational functions will be used.

**Section 9.** The responsibilities of the UNION officials and stewards shall include:

A. Seek to determine the merits of an employee's complaint through the collection and consideration of facts.

B. Evaluate the merits of the complaint to determine whether or not the complaint is frivolous and/or unwarranted and to discourage frivolous and unwarranted complaints.

C. Encouraging employees to seek resolution of complaints through open and informal discussion with their immediate supervisor, and informing the employee that the steward shall accompany/represent the employee, if desired, in the preparation and/or presentation of a grievance.

D. Informing management and supervisory personnel of specific circumstances surrounding potential problem areas with a view to improving working conditions and preventing employee complaints.

## ARTICLE 6

### USE OF OFFICIAL FACILITIES

**Section 1.** The EMPLOYER shall make space available for UNION meetings outside regular work hours. Both parties understand that the UNION shall comply with all security rules applicable to the area and perform such housekeeping duties as necessary.

**Section 2.** The EMPLOYER shall provide at Otis Air National Guard Base a suitable office, capable of being secured, and for the exclusive use by the UNION in bldg. #158. The designated office is room 113. The EMPLOYER shall continue to provide the following items in good condition to the UNION: two(2) desks, seven(7) chairs, two (2) five drawer filing cabinets and one(1) telephone. The EMPLOYER shall provide a class "C" telephone line in conjunction with a "DSN" line for the sole purposes relating to labor-management relations activities. The UNION agrees that use of the office space during duty hours as authorized herein, shall be kept to such limits as will ensure a minimum disruption of work on the part of the principals involved. It is further agreed that all other use of this space shall be confined to non-duty hours.

**Section 3.** It is the understanding of the parties that the Agency shall not be held liable for injuries which occur on Agency premises except to the extent provided by law when such premises are used outside regular duty hours for UNION business. It is not the intention of the parties to deny any individual any entitlement to Worker's Compensation for claims which that office judges to be appropriate.

**Section 4.** Reasonable and appropriate UNION messages shall be provided to management for announcement over the PA system.

## ARTICLE 7

### PUBLICITY

**Section 1.** Labor organization notices or bulletins shall be displayed in designated areas. Literature hosted or distributed within an activity, however, must not violate any law, the security of the activity, or contain libelous or false material. Violation of standards concerning content and distribution of literature will be grounds for removal and or correction of the literature.

**Section 2.** The EMPLOYER agrees to provide space at each activity upon which to hang bulletin boards for the posting of UNION literature. Bulletin boards size shall not be larger than 3 feet by 2 feet except for existing boards. Space will also be provided for a bulletin board in close proximity to the UNION office for the exclusive use of the UNION.

**Section 3.** Copies of this Agreement shall be furnished by management to all employees. Twenty-five (25) additional copies shall be furnished to the UNION for its use.

**Section 4.** Copies of all SPIBs and TEBs shall be furnished to the UNION.

**Section 5.** The Employer agrees to add the local's phone number to the cover of all phone books distributed to each unit, they also agree to add the name and phone number of the Union's President, Vice President, and Chief Steward to any quick reference phone listing.

**ARTICLE 8**

**HOURS OF WORK**

**Section 1.** The purpose of this article is to set the terms of the basic work requirements, meaning the number of hours, excluding overtime hours, which an employee is required to account for by leave or otherwise. The Agency has identified minimum core times of coverage from 7:30am to 4:00pm, and 7:30am to 12:00 am for those areas with a two shift operation.

**Section 2.** The following schedules are designed to meet core times; a basic forty-hour (40) work week which will consist of eight (8) hours bi-weekly per day from Monday thru Friday of each week, or a compressed work schedule (CWS) of eighty (80) hours bi-weekly work requirement.

**Section 3.** For those employees working the basic forty (40) hour workweek the hours will be:

<u>SHIFTS</u>	<u>LUNCH PERIODS</u>
1 <sup>st</sup> shift 7:30am - 4:00pm	(30 minutes) ½ hr.
2 <sup>nd</sup> shift 3:30am - 12:00am	(30 minutes) ½ hr.

**Section 4.** For those employees subject to a compressed work schedule (CWS), they will meet the minimum core hours by using the established start/stop times. This CWS will meet the eighty (80) hours bi-weekly work requirement, which is scheduled for less than ten (10) workdays. This program will take on the name of 5 - 4/9. This program is subject to eight (8) nine (9) hour days and one (1) eight (8) hour day. The eight (8) hour day will be on the first Friday of the pay period, followed by the second Monday of the pay period to be the scheduled fixed day off.

**5 - 4/9 Schedule**

<u>Shift</u>	<u>Lunch</u>
1 <sup>st</sup> Shift: 6:30am - 4:00pm	30 minutes (1/2 hr)
2 <sup>nd</sup> Shift: 3:00pm - 12:30am	30 minutes (1/2 hr)
1 <sup>st</sup> Friday 7:00am - 3:30pm	30 minutes (1/2 hr)
1 <sup>st</sup> Friday 3:00pm - 11:30pm	30 minutes (1/2 hr)

**Section 5.** Depending on the circumstances of an individual's personal hardship, situations may occur preventing an employee from working under a CWS program, or the basic workweek. The supervisor is authorized to adjust the employees hours.

**Section 6.** The employer will post Work schedules not less than two (2) weeks in advance unless such scheduling would handicap the unit from meeting mission requirements or that costs would be substantially increased. If it is reasonable, work schedules may be two (2) to four- (4) pay period duration. The parties to this Agreement if requested, will enter impact and implementation over abnormal Schedules, which do not fall within the hours defined, but are required in order for the EMPLOYER to meet its mission.

**Section 7.** Changes in shift/tour of duty shall be distributed and rotated equitably among qualified employees. However, upon mutual agreement between equally qualified employees the opportunity to change shifts will be given subject to management approval. If denied, the UNION may submit a written request to the EMPLOYER to provide a written rationale for the denial to the employee within five (5) working days. The original scheduled employee's shift will count as a tour of duty for rotational record purposes. In the event of a grievance over this section, subject to the Privacy Act, records maintained by the EMPLOYER will be made available for UNION review.

**Section 8.** The EMPLOYER may provide a reasonable amount of time, consistent with the nature of the work performed, for employees to clean up prior to lunch period and at the end of the workday.

**Section 9.** Management agrees that rest periods for the employees are beneficial and necessary. Each employee will be granted a rest period of fifteen minutes approximately in the mid-first half and a rest period approximately in the mid-second half of the shift. In areas involving continuous operations, the supervisor may establish other arrangements with respect to timing of rest periods.

**Section 10.** Lunch periods will be 1/2 hour in duration. Anyone required to eat on-the-job as a result of work requirements prior to or later than the above schedule, shall be credited with on-the-job lunch in accordance with the current regulation. When on-the-job lunch period is in effect, the technician must spend the time in close proximity to the workstation, and be available for work. The on-the-job lunch period shall consist of not more than twenty (20) minutes. The lunch period for an abnormal shift shall normally be between four (4) and six (6) hours after the start of shift.

**Section 11.** Tours of duty shall not be established or modified solely for the purpose of avoiding the payment of holiday, premium, compensatory, or night/differential pay in accordance with 5CFR 610.121.

**Section 12.** Technicians are not entitled to monetary compensation for overtime work. If overtime work is required, the technicians will be granted an amount of compensatory time off on an hour-for-hour basis.

**Section 13.** Consideration will be given to senior qualified employees within the work center when premium pay or holiday pay is involved. The Employer agrees to give employees as much notice as possible before directing an employee to work overtime.

**Section 14.** When an employee agrees to work two (2) or more hours of overtime following an eight/nine (8-9) hour shift, the employee may be granted up to a one (1) hour break of non-duty time, if requested.

**Section 15.** When it is absolutely necessary for an employee to return to work outside the basic work schedule, the employee will be granted compensatory time at the rate of one (1) hour for one (1) hour, but in no case will the employee receive less than two (2) hours of compensatory time.

**Section 16.** Compensatory time shall be utilized within twenty-six (26) pay periods following the pay period in which it was earned. Subject to workload, compensatory time off will be granted at the employee's request. If not used within the 26 pay periods, it will be forfeited, unless approval is refused by management (due to mission requirements or exigencies of the service) at a prior date on an SF 71, then compensatory time will be reinstated.

**Section 17.** All days designated as holidays by law, regulation, or by Executive Order will be observed as non-work days for all employees not required to work to meet emergencies or essential operational commitments. Holidays, which fall on Saturday or Sunday, will normally be observed in accordance with applicable regulations. Employees performing manning, maintenance, or security type functions, or other assignments that require them to work other than the Monday through Friday basic work week, will be entitled to holiday benefits in accordance with applicable regulations. The EMPLOYER has the right to determine work, which must be accomplished on a holiday, and to require that employees report to work in accordance with such determination.

**Section 18.** The employer may, upon request, for a valid reason, excuse an employee from working overtime or on a holiday providing another qualified employee familiar with the work is available for the holiday work or overtime work.

**Section 19.** Once scheduled to work a holiday or overtime, management shall make every reasonable attempt to give the employee seventy-two (72) hours advance notice before any cancellation/change is made.

## ARTICLE 9

### EQUAL EMPLOYMENT OPPORTUNITY

**Section 1.** There shall be no discrimination as prohibited under law, rule, or regulation because of race, color, religion, sex, national origin, age or handicap. The parties agree to promote Equal Employment Opportunity.

**Section 2.** When a local Affirmative Employment Plan in an office is being developed or revised the EEO Committee shall meet to develop recommendations for the plan. The Committee shall include UNION representation. The Committee shall also review the effectiveness of applicable EEO plans and programs to make recommendations to remedy shortcomings in them.

**Section 3.** When appointing and training EEO counselors, management shall appoint and train EEO counselors selected from a list of nominees. This list shall include the names of any employees who have been nominated by the UNION; Counselors who may be selected from this list will be trained by the Employer in accordance with OPM standards. The EEO Counselors will use the S.E.E.M as a POC.

**Section 4.** Discrimination complaints shall be processed in accordance with statutory procedures and not under this Agreement's grievance arbitration procedure.

**Section 5.** Any Technician who initiates an EEO complaint is entitled to representation at any time during the complaint process.

**ARTICLE 10**

**LEAVE ADMINISTRATION**

**Section 1.** Annual leave, sick leave, family leave, court leave, leave without pay, and administrative leave shall be administered in accordance with existing and future laws, rules and regulations. The Standard Form 71 (SF71) is the approved method for leave request(s). The minimum charge to sick or annual leave shall be 15 minutes. Reasonable attempts consistent with the workload shall be made with respect to the approving of leave.

**Section 2.** The employee shall submit annual leave requests (SF71) as far in advance as possible and the EMPLOYER shall establish annual leave schedules, available upon request, to ensure that all employees are given the opportunity for a vacation period and for using all excess leave.

**Section 3.** Efforts shall be made to grant annual leave for longer periods to employees who desire to take special vacations. The EMPLOYER agrees if leave cannot be scheduled at the time requested by the employee, the supervisor shall consult with the employee to determine if the leave can be scheduled at an alternate time convenient to the Employee and EMPLOYER.

**Section 4.** Sick leave shall be authorized in all bonafide cases and may be granted orally or on an SF71. Medical certificates/employee certificates may be required for absences in excess of three (3) workdays and for absences of shorter periods when there is reason to believe sick leave is being abused. The employee shall be advised in writing prior to requiring a medical certificate for an absence of three (3) days or less.

**Section 5.** Sick leave may be advanced to an employee not to exceed a maximum of thirty (30) days at any time subject to the following:

- A. Request for advancement of sick leave shall be supported by a medical certificate.
- B. All available accumulated sick leave shall be exhausted before advancement.
- C. Annual leave that would otherwise be forfeited is used.
- D. There is reasonable assurance that the employee shall return to duty to earn and repay advance credits.

**Section 6.** Scheduling of Annual Leave Requests, for annual leave (SF71) shall be submitted by employees to their supervisor.

A. Requests for leave shall be approved/disapproved IAW Section 8 below. Senior employees have 30 calendar days from date of approval to exercise seniority rights. When the thirty calendar days have elapsed, seniority will not be considered. Seniority shall take precedence only once per calendar year.

**Section 7.** Administrative leave may be granted to the UNION representative(s) for attendance at UNION-sponsored training conferences that are beneficial to management and the labor organization.

A. When administering this section, management will also consider administrative leave for attendance at labor/management conferences sponsored by the Federal Government or professional labor/management societies on subjects, which are mutually beneficial to management and the labor organization.

B. Request for administrative leave for purposes identified in Section 7 will be submitted through channels to the Adjutant General, ATTN: HRMO at least ten (10) work days in advance, whenever possible. The request will contain information pertaining to the duration and purpose, and it will contain a copy of the agenda.

**Section 8.** Requests for scheduled annual or sick leave (SF71) shall be submitted to the immediate supervisor in duplicate. The supervisor, to acknowledge receipt of the request, shall initial, date and immediately return the duplicate copy to the technician. Within two (2) work shifts (48 hours) of submission, the employee shall be notified in writing of approval or disapproval.

**Section 9.** A reasonable amount of administrative leave (not to exceed three (3) workdays in a calendar year) is authorized to those technicians who are members of a volunteer fire department to participate in an emergency during normal duty hours provided the immediate supervisor authorizes the release of the employee. If the fire fighting duties take place during non-duty hours and extend into duty hours, administrative leave may be granted for the normal duty hours spent in fire fighting duties. If the fire fighting duties take place during non-duty hours and do not extend into duty hours, the employee will be allowed an eight/nine 8/9 hour period from the end of fire fighting duties to report for work for the remainder of the employees work shift. If the employee elects to use all or any portion of this eight/nine 8/9 hour period, the employee will be on annual leave, LWOP, or compensatory time for that portion of the eight hours which falls during duty hours. The employee will call supervisor prior to departing from home to determine the adjusted reports time. If the employee so requests, they may be granted annual leave or LWOP up to a full day from the period of release from the volunteer fire department and the return to duty. The EMPLOYER may request verification of such activities.

**Section 10.** After reporting for work, request for unscheduled annual leave shall be made to the first line supervisor not later than two (2) hours after the start of the scheduled work shift. The request will be made to the second line supervisor if the first line supervisor is not available. In the event of an emergency, the two-hour notice may be waived.

**Section 11.** When an employee does not report for work and fails to notify the first line supervisor (or the second line supervisor), of the absence, the employee will be carried in an AWOL status until the supervisor approves or denies the unscheduled leave. If the leave is approved the AWOL shall be changed (Annual, LWOP, or Comp. Time, as requested by the employee). If the leave request is denied, the employee shall be carried in an AWOL status until the employee next reports to work.

**Section 12.** The authorization of leave for maternity reasons shall be governed by current laws to include and cover both genders. Employees may request either annual, sick leave, compensatory time or LWOP, for the care of family members, recuperation, periods of adjustment, adoption or foster care.

**Section 13.** Employees who volunteer while in a duty status as blood donors in employer approved blood drives, may receive up to four (4) hours of Administrative leave.

## ARTICLE 11 **TECHNICIAN TRAVEL**

**Section 1.** Technicians will travel and be billeted IAW the Joint Travel (JTR), volume 2 and AFI 34-246.

**Section 2.** TDY within the Employers control and beyond the military commitment (15 days) of each employee may be performed in a technician status at the employee's option, when such an option exists.

**Section 3.** All travel will be scheduled on a rotating basis in a fair and equitable manner to meet mission needs as determined by the employer. Whenever possible, employees will receive their travel orders prior to travel. The UNION and the EMPLOYER agree it is in the best interest to all concerned to obtain the government credit card.

**Section 4.** Travel will normally be scheduled during the regular work schedule of the employee. However, it is agreed that employees will be in compensatory time status for time in travel outside their regular work schedule if the travel involves performance of work while traveling or is carried out under arduous conditions or results from an event, which could not be scheduled or controlled administratively. This is in accordance with 5 USC 5544.

**Section 5.** Transportation for official duties of TDY personnel will be in full compliance with DOD JTRs and will be provided as necessary at the TDY installation. Additional transportation will be provided if justified.

**Section 6.** An employee selected for assignment involving travel may request that they be excused and such request will be considered provided other qualified employees as determined by management are available for assignment.

**Section 7.** Records of travel assignments for unit employees shall be maintained and available for review by the UNION when required.

**Section 8.** When a site survey is conducted by the unit prior to a deployment, a copy of the survey report will be provided to the union.

ARTICLE 12

TRAINING AND EDUCATION

**Section 1.** Subject to the availability of funds and training facilities, the EMPLOYER agrees to provide such training as is essential to the mission accomplishment.

**Section 2.** Selection for a training course established as a condition of promotion eligibility shall be given to the individual selected for the position in accordance with the Merit Placement Plan.

**Section 3.** The EMPLOYER agrees to provide training when available at a time acceptable to the employer on existing equipment and troubleshooting procedures when requested by the employee, providing training requested is within the employee's performance standard.

**Section 4.** All employees are encouraged during non-duty hours to pursue education, training, and other developmental activities according to their own interests in order to better qualify themselves for their work or profession, or to contribute to their general growth and enlightenment as individuals. Therefore, an employee will be given consideration by the employee's supervisor to change shift with another employee in the same section to accommodate this need.

**Section 5.** The Parties agree to encourage all bargaining unit members who participate in Agency sponsored training for any purpose to make an effort to obtain as much from the training as can be expected. Equitable training shall be made available to the Union President and/or designee(s) in conjunction with training made available to the Employer for program(s) which directly impact the bargaining unit.

**Section 6.** When an employee becomes medically disqualified and is unable to continue performance in their current position, management will make positive efforts in accordance with applicable laws and regulations to effect assignments to another available position in which it is determined the employee can satisfactorily perform. An employee, reassigned in this way, will be given adequate training to perform duties in the new assignment.

**Section 7.** In accordance with the Military Technician Compensation Report, a report prepared by the Office of the Secretary of Defense; May 1991, military technicians required or requesting to attend any military school may be given the option of attending that school in either military or technician status.

ARTICLE 13

REDUCTION-IN-FORCE PROCEDURES (RIF)

**Section 1.** All Reduction in Force (RIF) will be carried out in compliance with applicable laws and regulations and sections of this Article.

**Section 2.** The EMPLOYER agrees to meet and confer with the UNION regarding the implementation of those RIF actions which are negotiable so as to minimize the impact of the RIF on the personnel affected when a RIF is announced.

**Section 3.** When the EMPLOYER institutes a RIF, no employee shall be affected by any personnel action related to the RIF unless and until the EMPLOYER has taken the following steps:

- A. An employee reached by a RIF action shall be given a minimum of sixty (60) days notice and a maximum of ninety (90) days from the announced effective date of the personnel action which informs the employee in specific terms of:
  1. The type of personnel action anticipated;
  2. The rights of the employee, accompanied by a UNION representative, to review the retention register no less than forty-five (45) days prior to the effective date of the effective date, to insure that the proper standing is assigned to the employee;
  3. The rights of the employee to appeal any alleged irregularities in the personnel action through the negotiated grievance procedures.

**Section 4.** Technicians within the RIF competitive area will be listed on retention registers according to their respective competitive levels, tenure group, and technician appraisal performance level. To compute retention standing, the three most recent official technician appraisals will be utilized by assigning a point value to the performance level of each appraisal as follows:

Outstanding	=	3 points
Excellent	=	2 points
Satisfactory	=	1 point
Unsatisfactory	=	0 points

The point values of the three appraisals will be used to determine a retention register performance level. If an employee does not have three (3) appraisals, the non-rated period(s) will be rated satisfactory.

**Section 5.** Employees having the same appraisal score will be ranked according to length of Service Computation Date (SCD) as a federal employee, then Technician Service Date.

**Section 6.** For purpose of determining retention standing for RIF purposes, no performance appraisal shall be used that is given after the date of official notification.

**Section 7.** The EMPLOYER agrees to advise the UNION of such developments as soon as it knows the official date of implementation of such developments.

## ARTICLE 14

### POSITION DESCRIPTION AND CLASSIFICATION

**Section 1.** Both parties agree that the position description is a general guide and outline of the duties of the position. Critical work elements will be required to be performed as major duties and responsibilities of the position description.

**Section 2.** All changes to a position description, shall be provided to the UNION and the employee and discussed with the employee concerned.

**Section 3.** When so requested, the EMPLOYER agrees to explain to employees the basis of classification of their positions and to give each employee an opportunity to resolve questions as to the adequacy and accuracy of duties and responsibilities of their position. In addition, the EMPLOYER agrees that an agency representative, knowledgeable in classification procedures, shall provide guidance. When a firm and definite decision has been determined by the EMPLOYER or higher authority which would have an adverse affect on the pay or status of the employee, the UNION and employee will be notified immediately.

**Section 4.** An employee has the right to appeal the classification of their position to which they are officially assigned.

**Section 5.** An employee desiring to file a classification appeal will first discuss the matter with their employer before being referred to an HRO classification specialist.

## ARTICLE 15

### PERFORMANCE APPRAISAL

**PREFACE:** This Article provides for the appraisal by the Employer of the performance of duties and responsibilities by bargaining unit employees in accordance with the Civil Service Reform Act (CSRA) of 1978, and part 430 of the Office of Personnel Management (OPM) as implemented in MANG TPR 430. The performance system, as applied to bargaining unit employees shall be fair, equitable, objective and job-related. Where performance measurement is to be a factor in any personnel action, this procedure will be the sole procedure for measuring performance of bargaining unit employees.

**Section 1.** The following article regarding the appraisal system is for informational purposes only. Should management make any changes, the UNION will be afforded its statutory rights. All employees in the bargaining unit will be evaluated on an annual basis under a performance evaluation system that includes performance standards and critical elements of performance that are significant and directly related to the official position description and the major duties and responsibilities contained therein. A technician serving a trial/probationary period is not to be given an official performance appraisal until after completing the required 12 months of Federal Service. The Parties have elected to use a four-tier system in accordance with TAGMA PAM 690-1. The system ratings are:

0. **Unsatisfactory:** rating requires justification, to be approved at the next higher level, documentation must be provided, and reflected in the comments block.
1. **Satisfactory:** rating requires the supervisor to provide verbal feedback, or written if requested, for the employee the opportunity to progress.
2. **Excellent:** rating requires only supervisor and employee signature stating that appraisal has been accomplished. If requested by the employee, the supervisor shall provide verbal/written feedback for progression.
3. **Outstanding:** rating requires only supervisor and employee signature stating that the appraisal has been accomplished.

**Section 2.** The Employer agrees to employee participation in establishing critical elements and standards. Such participation will be encouraged and will take place prior to the implementation of the performance standards and elements. The Union shall be given an opportunity to be represented at any group discussions involving elements and standards. Each employee will be given the elements and standards for their position, in writing, by the employee's immediate supervisor before they become effective. Any performance appraisal cycle beginning after the effective date of this agreement will follow the criteria outlined in MA HRO Appraisal Form 430-1.

**Section 3.** After the development of the Performance Standard and Critical Elements, the employees shall be given a copy (NGB Form 430(T)) at the beginning of the evaluation period. At that time, management shall assure that such standards and elements are discussed with the employee. After the expected performance standards have been discussed, the supervisor (appraiser) and the employee will sign the Form. The reviewer

is only required to sign when there is a disagreement between the supervisor and the employee regarding the written standards and critical job elements, or when the employee refuses to sign. The Employee's signature on the Form indicates only that the employee has discussed the performance standards and critical elements with the supervisor. It does not constitute agreement. The employee and the HRO are provided a copy of this Form at the time it is signed and dated.

**Section 4.** Employee performance shall be continually evaluated against the performance standards for the employee's position. Periodic counseling sessions, at least twice a year, shall be held to discuss current performance, and the strengths and weaknesses of the employee's performance. A brief written record shall be made of each counseling session and will be dated and signed by the supervisor and employee. A copy will be provided to the employee. The employee may make written comments in response to the written record and placed in their file. Promoted/reassigned employees will be informed of performance standards and critical job elements within thirty (30) days of assignment.

**Section 5.** Supervisors shall meet with individual employees to discuss their scheduled annual performance appraisals, in accordance with Section 11. The overall performance appraisal rating is based on the total sum of each critical element plus the overall rating on non-critical elements, divided by the total of elements rated to receive an average rating which shall fall between 0-3.0. The average score will equate to: **Outstanding** 3-2.25, **Excellent** 2.24-1.5, **Satisfactory** 1.4-.75, and **Unsatisfactory** .74-0. In the event the employee does not have an opportunity to perform a non-critical element during the rating period, no rating should be assigned, and the words "Not Rated" should be written. The employee's signature on the appraisal form shall be requested at the time the appraisal is presented. The signature in all cases indicates only that the evaluation and discussion process took place. It does not constitute agreement with the rating.

**Section 6.** When an employee is alleged to be performing at an unsatisfactory level, a meeting shall be held with the employee and the employee will be notified in writing of their unsatisfactory performance. What action must be taken by the employee to improve performance to a satisfactory level, and what assistance shall be provided by the EMPLOYER to help the employee to improve their performance. The employee, if they so elect, shall have a UNION official present at this meeting. The employee will be given sixty (60) days in which to bring their performance up to a satisfactory level. At the end of the sixty (60) day period, employees shall be reevaluated and informed in writing of their performance. If the performance has not improved and corrective action is necessary, the following procedures shall be applicable.

A. An employee whose reduction in grade or removal is proposed by the supervisor, will be given a minimum thirty (30) day written advance notice, subject to procedures established by law. The notice shall specify instances of unsatisfactory performance by the employee on which the stated proposed action is based and the established critical elements of the employee's position involved in such instances of unsatisfactory performance. A copy of the notice will be provided to the UNION, subject to the employee's written approval. The notice will advise the employee that they may be represented by AFGE in this matter.

B. The employee will be given a reasonable time, but not less than fifteen (15) workdays to answer the advance notice orally and/or in writing.

C. An employee who has been given an advance notice of an action to separate or reduced in grade under this Article, may request an extension of the effective date of such action by requesting a meeting with the next higher level or if warranted, the Assistant Adjutant General for Air. Such a request shall be made in writing and must be submitted within ten (10) workdays of the receipt of the advance notice. This meeting shall take place prior to the effective date of the action to separate or reduction.

(1) At this meeting, the employee or representative may make an oral or written presentation supporting solely the reason for the requested extension and not arguing the merits of the proposed separation or reduction.

(2) If this meeting does not take place, through no fault of the employee making the request, or if the decision is not received by the employee on or before the effective date of the reduction, or removal action, the action shall be delayed until the decision of the next higher level or Assistant Adjutant General for Air is so received.

(3) The written decision of the next higher level or Assistant Adjutant General for Air will contain findings, conclusions and decision relative to the request for extension.

**Section 7.** An appraisal shall be postponed for a reasonable period under circumstances when an employee is performing unsatisfactory because of temporary circumstances, or events outside of the control of the employee (such as; family, emotional or health problems) which can be clearly identified and established by the employee or representative. This shall be accomplished in writing.

**Section 8.** Within thirty (30) days of assignment of a unit employee to a new supervisor or, change in the employee's position or duties, or change in the standards, or critical elements related to the position, the supervisor shall fully discuss the position description, new or revised standards, if required, critical elements, and the satisfactory level of performance expected of the employee, and shall assure that the employee has a copy of the current position description, standards and critical elements. An employee's evaluation period will commence only after the supervisor has fully discussed the performance standards and critical elements with the employee. The employee and supervisor will indicate in writing that the discussion has taken place and a copy given to the employee.

**Section 9.** An Employee may file an appeal of their performance appraisal, including unsatisfactory, to the State Review and Appeals Board as provided by law. A performance appraisal appeal must be submitted to the State Review and Appeals Board no later than 30 calendar days after receipt of the official performance appraisal.

**Section 10.** The State Review and Appeal Board will consist of three (3) members selected by the Adjutant General. Selection shall be made within fifteen (15) days after receipt of a Performance Appraisal Appeal. Qualifications of the members must be in accordance with the provisions by law. The State Review and Appeals Board shall convene within thirty (30) days after the board is formed. All time limits in this specified

section may be waived by mutual agreement of management and the UNION. All employees in the bargaining unit who participate in the State Review and Appeal Board process shall be in a duty status.

**Section 11.** The following appraisal periods are established:

<u>BIRTH MONTH</u>	<u>RATING PERIOD ENDING DATE</u>	<u>DUE DATE</u>
January	31 January	28 February
February	28 February	31 March
March	31 March	30 April
April	30 April	31 May
May	31 May	30 June
June	30 June	31 July
July	31 July	31 August
August	31 August	30 September
September	30 September	31 October
October	31 October	30 November
November	30 November	31 December
December	31 December	31 January

**A.** The appraisal date, if otherwise due, shall be delayed until the end of the 60 day period for an employee who has received a notice that they are performing unsatisfactorily, in accordance with Section 6 of this Article.

**B.** Each employee shall be evaluated on an Annual basis as scheduled in Section 11 of this Article. The current supervisor shall give such appraisal providing they have supervised the bargaining unit employee for at least 120 calendar days. In any case, where the supervisor has not supervised a bargaining unit employee for 120 calendar days, the annual appraisal shall be deferred until the 120 day period.

**Section 12.** Any dispute over the interpretation and application of this Article may be processed under the Negotiated Grievance procedure. UNION representatives shall not be penalized in their rating for carrying out their labor management representational functions under the terms of this agreement and the provisions of Public Law 95-454.

## ARTICLE 16

### CLASSIFICATION APPEALS

**Section 1.** Responsibilities: The EMPLOYER is responsible for establishing procedures for processing classification appeals. This Article is for the purpose of clarification only and will not be subject to the grievance procedure.

**A. Personnel offices will:**

- (1). Provide technical advice and assistance to technicians in resolving classification questions.
- (2). Make accessible to technicians and the Union information upon which classification decisions are based.
- (3). Advise and assist employees on procedural aspects of filing classification appeals.

**B. Supervisors will:**

- (1). Inform employees of their rights to appeal the classification of their positions and the procedures to be followed.
- (2). Explain to employees the basis of the classification of their position, with assistance from the Human Resources Management Office.
- (3). Attempt to resolve questions as to adequacy and accuracy of duties and responsibilities in employees official position description. (PD)
- (4). Inform the Human Resources Management Office promptly of any major changes in duties and responsibilities in appealed positions.
- (5). Process the appeal promptly.

**C. Employees will:**

- (1). Attempt to resolve questions about the classification of their positions with their supervisor and the Human Resources Management Office.
- (2). Furnish all information required in the classification appeal promptly.
- (3). Inform the Human Resources Management Office of a decision to withdraw the appeal action.

**Section 2. Who May Appeal:** The rights of an employee to appeal the classification of the employees position, as explained below, are in addition to any other rights of appeal they may have under other regulations. A classification appeal is processed separately from any other appeal.

A. An employee may appeal the classification of their position through the following channels:

- (1). General Schedule employee may appeal to the Field Advisory Service and subsequently to the OPM if dissatisfied with Field Advisory Service's decision, or may appeal directly to the OPM.
- (2). Wage employee's may appeal directly to the Field Advisory Service through the State Adjutant General; if the employee is dissatisfied with the Field Advisory Service's decision, the employee may make further appeal to the OPM.

B. OPM requirements on procedures and time limits must be observed in all instances.

**Section 3. What may be appealed:** An employee may appeal only the current classification of the position to which they are officially assigned. Action on the results of the appeal is taken for all members who have participated, as well as for other eligible employees occupying identical positions. The following may not be appealed under the classification appeal procedures:

- A. Official positions classification standards.
- B. Federal pay schedules and locality wage rate schedules.
- C. Changes in step rate resulting from personnel actions.
- D. Personnel actions and questions of authorized duties and responsibilities.

**Section 4. Appeal Actions:** The following is the general classification appeal action process.

A. The Human Resources Management Office (HRO):

- (1). Determines whether the appeal meets the requirements of a classification appeal.
- (2). Assures there is a mutual agreement among the employees and the supervisor regarding the statement of duties and responsibilities recorded on the official position description. Where there is a mutual agreement, the following statement is entered on the position description: "The undersigned hereby certifies that the foregoing is an accurate and complete description of this position." The employee and the supervisor sign the certificate.
- (3). Includes any comments and/or recommendations and forwards the appeal and all substantiating documents required to the State Adjutant General.

B. The State Adjutant General:

- (1). Reviews the appeal to determine justification and that it meets all requirements.
- (2). Makes comments and/or recommendations if deemed necessary.
- (3). Insures that all actions are completed within 30 days of the Employee's appeal submission.
- (4). Refers the appeal to the Field Advisory Service and notifies the employee in writing of the referral.

C. Field Advisory Service's:

- (1). A qualified position classifier reviews the appeal.
- (2). Processes the appeal promptly and transmits an appeal decision through channels to the employee.

**Section 5.** The Union is available to assist employees in presenting their appeals.

ARTICLE 17

HEALTH AND SAFETY

**Section 1.** The Employer agrees to provide and maintain safe and healthful working conditions for employees. The Employer and the Union agree that safety is a collective effort and a responsibility of the Employer, the Union, and the employees. When employees and the Union representatives observe hazards, they shall be promptly reported to the immediate supervisor. The Union will be represented on any Employee Safety Council formed at locations governed by this agreement.

**Section 2.** The Union agrees to designate one member to serve on any Employee Safety Council.

**Section 3.** The Employer agrees to provide available necessary emergency medical treatment for on-the-job injuries and medical emergencies.

**Section 4.** If injury or occupational disease is suffered in the performance of duties, benefits shall be in compliance with the Federal Employees Compensation Act. The employee has the right to choose the medical facility for treatment.

**Section 5.** The Employer and the Union agree to promote the need for maintaining the cleanliness and neatness of all facilities. The Employer agrees to make every reasonable attempt to ensure proper quality and testing of heating, air conditioning, ventilation, lighting, and water systems.

**Section 6.** An employee or group of employees who believe that they are being required to work under conditions which are unsafe or unhealthy beyond the normal circumstance inherent to the operation, will report such conditions to the appropriate supervisor and the UNION immediately. The agency appropriate to the situation, will make a determination as soon as possible. Depending upon available work, the supervisor may assign the affected individual(s) to other work until the evaluation is accomplished.

**Section 7.** All accidents will be reported and processed in accordance with applicable regulations. Both parties encourage prompt reporting of accidents.

**Section 8.** The Union agrees to share with the Employer the promotion of safety practices and the prevention of safety violations.

**Section 9.** The minimum numbers of employees involved with a hazardous work task, appropriate safety directives and regulations will determine working in a hazardous environment.

**Section 10.** Periodic check with/by another employees are required when an employee is working alone in an industrial area.

**Section 11.** The Union shall be notified in writing of safety meetings, inspections and environmental studies affecting the health and welfare of bargaining unit employees and upon request shall receive copies of findings.

**Section 12.** The Equivalent Chill Temperature Chart (AFVA 161-1) will be used to determine the equivalent temperature. No outside work, except in sheltered areas, will be performed when the equivalent temperature falls to -25 degrees Fahrenheit or below and all outside work will cease when the equivalent temperature falls below -40 degrees Fahrenheit. Mission essential and/or emergency requirements will be performed without regard to the wind chill factor. Operations may be conducted at the direction of the responsible supervisor provided exposure is for brief periods of time.

**Section 13.** The Union and the Employer agree that it is in the best interest of both parties to maintain a comfortable working temperature. For this reason the Employer agrees to work with the Union to resolve problems with environmental inadequacies. If an inadequacy exists for an extended period, the Employer shall meet and confer on a temporary solution until a permanent solution is accomplished.

**Section 14.** Dismissal due to excessive heat in most work locations in Massachusetts should be rare. However, it is recognized that a few work locations in hot weather become unusually severe. It is agreed that working in unusually hot areas for extended periods of time can be tolerated only under the most urgent of operational necessities and then only with all available safety practices being used, such as another employee nearby as a monitor, use of fans, accessible drinking water, etc. Normally, when the temperature in an unusually hot/cold work area becomes excessive, the work will be relocated or rescheduled.

**Section 15.** In order to promote the health and welfare of all employees, the Employer and the Union agree that smoking is prohibited in all enclosed buildings and work areas.

**Note:** The present agreed upon areas for smoking will continue to be used until Management supplies adequate shelter outside of each building, at that time all smoking inside that appropriate building will cease.

**ARTICLE 18**

**EMPLOYEE ASSISTANCE**

**Section 1.** Debts: Indebtedness is the sole responsibility of the employee. The EMPLOYER will not act as a collection agency or undertake to determine the validity of contested debts unless garnished by legal process under existing law.

**Section 2.** This program is a confidential counseling and referral Service for all Federal Employees. The EAP provides assistance to employees/families in areas including, but not limited to: Financial, Family problems, (such as; marital, parenting, and death); stress management; problems with alcohol and other drugs; health concerns such as serious medical conditions or mental illness and other areas that could adversely impact an employee's job performance.

**Section 3.** Participation in the Employee Assistance Program shall be voluntary.

**ARTICLE 19**

**EMPLOYEE PERSONNEL FILES**

**Section 1.** Only authorized documents shall be maintained in the Official Personnel Folder (OPF), and information contained in the OPF shall not be disclosed to other individuals or agencies except as authorized.

**Section 2.** Official Personnel Folders (OPF) shall be maintained and kept at the Human Resources Management Office(HRO).

**Section 3.** The Employer shall make the OPF of an individual available to the employee at the earliest opportunity.

**Section 4.** The employee may request to review all their personal records maintained by the Employer.

## ARTICLE 20

### DETAILS

**Section 1.** A detail is an official personnel action temporarily assigning an employee to a different established or, an un-established position (one whose duties and responsibilities have not been officially allocated under an appropriate classification system), with the employee returning to their regular assignment at the conclusion of the detail.

Technically, a position is not filled by a detail, because the employee continues to be the incumbent of the position from which detailed. It must be emphasized that details must be used in a judicious manner, because only then will they contribute to the efficiency of the National Guard and the morale of the technician work force. The detail procedure shall not become a device to afford certain individuals an unfair opportunity to gain qualifying experience or to prevent others from gaining such experience. Details shall be based solely on a bonafide need.

**Section 2.** The Employer will record on SF-52 all details in excess of thirty (30) days. Details of five (5) to thirty (30) days shall, if requested by the employee, be annotated by the supervisor on a local form and given to the employee for their own records.

**Section 3.** Assignments of 31-120 days will be a temporary promotion exempt from competition. Temporary promotions for more than 120 days made to a higher/lower graded position must be made under the competitive procedures set forth in the Merit Placement Plan.

**Section 4.** The employer will notify the union in writing within five (5) workdays of any details outside of the immediate established work area that has been officially allocated under an appropriate classification system.

**Section 5.** The agency is responsible for controlling the duration of the details and assuring that the details do not compromise the open, competitive principles of the Merit Placement Plan or the principles of the performance appraisal.

## ARTICLE 21

### EMPLOYEE COMPENSATION

**Section 1.** Upon employment, employees shall be oriented regarding their rights and benefits under the Federal Employees Compensation Program.

**Section 2.** When an employee suffers an occupational disease, or is injured in the performance of their duties, upon request, but no later than seven (7) workdays, the Employer shall provide information through the supervisor and the Human Resources Management Office regarding rights and benefits of the employee under the Federal Employees Compensation Act.

**Section 3.** An employee's injury compensation file shall be available for review by the employee or representative upon specific release by the employee and subject to restrictions regarding the disclosure of medical information.

**Section 4.** Normally, not more than once per year, upon written notice by the Union to management, the OWCP will be requested to explain compensation benefits to all employees.

**Section 5.** An employee whose injury will necessitate being out of work will submit the appropriate forms to the Employer within five (5) workdays, of the incident to expedite request for benefits. The Employer shall forward report to OWCP at the earliest date acceptable to OWCP.

**Section 6.** The parties recognize the importance to the employee's claim that they co-operate with the Employer and the OWCP in providing any and all requested information as quickly as possible. Failure to timely report injuries and/or to provide requested information could result in a loss of benefits to the individual concerned as determined by OWCP.

## ARTICLE 22

### DUES DEDUCTION PROCEDURE

**Section 1.** Payroll withholding of labor organizations dues shall remain in effect regardless of duration of this Agreement except under those conditions defined in PL 95-454.

**Section 2.** All dues deducted, along with a list of names and amounts, withheld shall be forwarded to the designated official of AFGC Local #3004, for each pay period. The payroll office will make the remittance for dues withheld bi-weekly. This remittance will be in a single electronic payment/transfer for the net balance of dues withheld. The payment will be made payable to the local Union and the address will be furnished to the payroll office as to the accounts to be deposited to "Bank address and accounts". The payroll office will also provide a "Union Dues Deduction Report" containing the following to the local Treasurer:

- A. Identification of the Employee organization;
- B. Payroll period;
- C. Employer's name and organization location;
- D. Names and SSN of the Employees in alphabetical sequence plus amount deducted;
- E. Names of dues paying members from whom no deductions have been made with annotation of the reason ( LWOP, revocation, allotment, separation, etc)

**Section 3.** Deduction of dues shall begin with the first pay period which occurs after receipt of the Standard Form 1187 by the Human Resources Management Office provided that Standard Form 1187 is received not later than noon Tuesday preceding the beginning of the biweekly pay period.

**Section 4.** The Employer shall immediately forward a copy of employee's request to cancel dues allotment to the Union.

**Section 5.** An allotment for the deduction of an employee's Union dues may also be terminated when an employee submits a properly executed Standard Form 1188 or written request for revocation in duplicate to the Human Resources Management Office. Standard Form 1188's shall be made available to employees through the Human Resources Management Office. A termination of an allotment under this Section, shall be effective with the first full pay period following, 1 March, provided the revocation is received by the Human Resources Management Office no later than the end of pay period preceding 1 March, and provided the individual has been a dues paying member for more than one year.

**Section 6.** As an exception to the 1 March termination date, an employee may terminate dues withholding on the first pay period following the anniversary date of original dues withholding. After the first year has gone by, dues withholding can only be terminated on the first full pay period following 1 March of any year as explained in Section 5 of this Article.

**Section 7.** Dues deduction will terminate when the Union submits standard form 1188 to the payroll office, stating that a member is no longer in good standing.

## ARTICLE 23

### WAGE SURVEYS

**Section 1.** The Employer recognizes the value of the contributions that can be made by its employees in developing wage policies and in conducting wage surveys and will continue to seek the benefits, which accrue, from keeping the employees informed on wage matters. Every reasonable opportunity will be afforded the Union to make comments, suggestions, and recommendations pursuant to the development of wage policy.

**Section 2.** The Employer agrees to notify the Union within five (5) workdays after receipt of a notification of a pending wage survey.

**Section 3.** In response to the Area Wage Survey Committee's notice of a wage survey, the Union will appoint a primary and alternate representative to participate on the Wage Survey Committee when requested to do so by the Area Wage Survey Committee. The Employer shall notify the Union of this request.

**Section 4.** When requested to do so by the Area Wage Survey Committee, the Employer and the Union shall select employees as data collectors (each side selecting their own with alternates) of the Wage Area Survey Committee on the basis of their qualifications to assist in the collection of wage data. It is agreed that due consideration shall be given to selecting unit members who have job experience and who meet the necessary qualifications as data collectors outlined in the National Guard Bureau instructions.

ARTICLE 24

COMMITTEE ASSIGNMENTS

**Section 1.** The Employer agrees that the Union will be afforded the opportunity of participating as a member of any technician committee in being, or to be established, affecting day-to-day employee working conditions or having safety or morale implication Unless, solely a management committee.

**Section 2.** The Union shall select the Union representative(s).

**Section 3.** Any bargaining unit employee authorized by the Employer to attend any meeting scheduled by the Employer away from their facility will be entitled to duty time, travel and per diem allowances, if applicable.

**Section 4.** The Union representative(s) will be allowed to participate in the activities of the committee or working group in a duty status. If requested by the representative(s) and operational requirement permits, the Employer shall change the employee's days off to allow participation in a duty status for these purposes. The Employer shall make every reasonable effort to ensure the availability of the Union representative(s).

**Section 5.** Before any bargaining unit member is entered into a study which changes the Employee's working conditions, the Union and the Employee shall receive notice stipulating the conditions under which the study will be conducted and a statement of intent and practice by which the data will be used. The Union and employee shall receive a copy of the study with its submission to the Employer.

ARTICLE 25

ENVIRONMENTAL DIFFERENTIAL/HAZARDOUS DUTY PAY (EDP/HDP)

**Section 1.** The Adjutant General will form an EDP/HDP Committee. Committee members will consist of a Human Resource Officer or Chairperson who may or may not be designated as the Approving Authority for work situations that warrant the payment of EDP/HDP, Program Manager, Position Classification Specialist, Chief of Maintenance, Safety Officer, Labor Organization Representatives and Technical Advisors as required.

**Section 2.** The Committee, Employer and the Union all agree that the Authority for payment and classification can be found in the Federal Personnel Manual (FPM) Supplement 532-1, Subcategory 8, Paragraph S8-7 and appendix J.

**Section 3.** When the Union determines that a local work situation warrants coverage under payable categories found within the Authority, it will submit to the Employer an AF form 683 request. Within fifteen (15) workdays of receipt of the Union's position, the program manager will begin scheduling for the committee to meet for the purpose of negotiating the issue. The Union will use the program manager as a submission point; at that time the program manager will forward a copy to all Committee members for review.

**Section 4.** When the supervisor determines or proposes that a local work situation is such that it should be included or excluded from coverage under payable categories found in the Authority the supervisor will notify the program manager via an AF form 683. Any submission warranting justification for payment may be directly submitted to all committee members for review. The Program manager will schedule a committee review meeting after all safety reviews have been submitted.

**Section 5.** When the Union or the Employer determines that there is need to establish additional percentages or categories to the Authority for which EDP/HDP should be paid, it will notify the other party of such proposed changes. Within fifteen (15) workdays of receipt of such proposal, the Program Manager will schedule a Committee meeting for the purpose of negotiating a joint request to establish such percentages or categories.

**Section 6.** All parties agree that no change as a result of any survey, audit or evaluation involving EDP/HDP will take place without negotiating the impact and implementation of such findings with the Union. Immediate safety issues and concerns maybe implemented in good faith prior to Union negotiations.

**Section 7.** When the EDP/HDP Committee Chairperson determines that non-payment of EDP/HDP is warranted during an official committee meeting, any member of the committee may request additional time for scheduling of technical advisors and or additional information to support continuation of payment. Any final decision or non-payment made from the Chairperson will be appealed to the Adjutant General

**Section 8.** The EDP /HDP committee will meet at least annually. The program manager will ensure that all committee members receive a copy of EDP/HDP packages thirty (30) days prior to such meetings. The program manager will also ensure that all members receive copies of the minutes of all meetings.

ARTICLE 26

GRIEVANCE PROCEDURE

**Section 1.** The purpose of this Article is to provide for a mutually acceptable method for the prompt and equitable settlement of bargaining unit technician grievances, UNION grievances, and EMPLOYER initiated grievances. The EMPLOYER and the UNION recognize the importance of settling disagreements and misunderstandings promptly, fairly, and in an orderly manner. To accomplish this, every effort will be made to settle grievances at the lowest level of supervision. The filing of a grievance shall not reflect unfavorably on an employee's good standing, performance, loyalty or desirability to the organization, nor shall there be any penalty or reprisal.

**Section 2.** The procedures contained in this Article are the exclusive procedures for resolving grievances that fall within its coverage.

**Section 3.** A grievance means any complaint:

- A. By any employee concerning any matter relating to the employment of any employee; or
- B. By the UNION concerning any matter relating to the employment of any employee; or
- C. By any employee, the UNION, or the EMPLOYER concerning:
  - (1). The effect or interpretation or a claim of breach, of a collective bargaining agreement.
  - (2). Any claimed violation, misinterpretation, or misapplication of any law, rule, or regulation affecting conditions of employment.

**Section 4.** Only the exclusive UNION, in filing a grievance under the negotiated procedure may represent an employee or group of employees in the unit. An employee or group of employees in the unit wishing to present such a grievance themselves without intervention of the exclusive UNION may do so; however, Any adjustment of such grievance must not be inconsistent with the terms of the agreement, and the exclusive UNION must be given the opportunity to be present at the time of adjustment. Reasonable time during working hours will be allowed for employee and the UNION to discuss, prepare for and present grievances, including attendance at meetings with management officials. Any item subject to and not settled under this negotiated grievance procedure shall be subject to binding arbitration that may be invoked only by the UNION or the EMPLOYER.

**Section 5.** The negotiated grievance procedure contained in this Article does not apply with respect to any grievance concerning the following matters that are expressly excluded from this grievance and arbitration procedure.

- A. Any matter for which a statutory appeals procedure exists or those matters which otherwise conflict with statute. The provisions of 32 USC 709f (adverse

action and RIF Appeals) are expressly excluded from this grievance and arbitration procedure. The foregoing language reserves to the State Adjutant General the final level of appeal in those items covered by 32 USC 709f, as required by statute.

- B. Equal Employment Opportunity discriminating complaints; or
- C. Any matter relating to prohibited political activities; or
- D. Any matter relating to the classification of any position which does not result in the reduction in grade of an employee; or
- E. Any examination, certification, or appointment; or
- F. Any matter relating to retirement, life insurance, or health insurance; or
- G. A suspension or removal for national security reasons, Section 7532.
- H. Performance appraisal appeals.

**Section 6.** Most grievances arise from misunderstanding or disputes that can be settled promptly and satisfactorily on an informal basis at the immediate supervisory level. For the purpose of this Agreement, the following procedures apply in processing a grievance:

**A. Step 1.** The grievance shall first be taken up orally by the concerned employee and/or the UNION representative with the appropriate Employer in an attempt to settle the matter. Grievances must be presented within fifteen (15) workdays from the date the employee or the UNION became aware of the grievance. The UNION may be present if the employee so desires. However, if any employee(s) presents a grievance directly to agency management for adjustment, consistent with the terms of this Agreement, the exclusive UNION must be present at the time of adjustment.

**B. Step 2.** If the matter is not satisfactorily settled following the initial discussion, the UNION or employee may, within five (5) workdays, submit the matter in writing on a standard grievance form to the next level of supervision. The next level supervisor will meet with the UNION and any aggrieved employees within five (5) workdays after receipt of the grievance. The next level supervisor shall give the UNION a written answer within five (5) working days after the meeting.

NOTE: The standard grievance form will include as a minimum the specifics of the matter or incident of the grievance, place, date, time, date presented to supervisor, name of supervisor, adjustment expected, employee(s) signature, steward's signature and result of oral discussion.

**C. Step 3.** If the grievance is not settled at the step 2 level, the UNION, or the employee, may within five (5) working days, forward the grievance to the next level of supervision for further consideration. The next level supervisor will review the grievance, consult with the Step 2 supervisor, the UNION and the employee and give the UNION a written answer within five (5) working days after receipt of the grievance.

**D. Step 4.** If the grievance is not satisfactorily settled at the Step 3 level, the UNION or the employee may within fifteen (15) working days, refer the matter to the Adjutant General level. At the time of referral, the UNION may request a

meeting with the Adjutant General/or Appointed Authority to discuss the matter prior to rendering a decision. The Adjutant General will then render a decision within fifteen (15) working days after receipt of grievance or meeting with the UNION.

E. Step 5. If the grievance is not satisfactorily settled at the Adjutant General level, the UNION or the EMPLOYER may refer the matter to arbitration. All time limits in this Article may be extended by mutual consent.

Section 7. If at any time in the formal stage the grievant freely chooses to withdraw from the grievance, the employee will do so by a written statement of withdrawal to the UNION with a copy to the EMPLOYER. The UNION retains the right to decide if it will continue on with the grievance, if it is in the benefit of the bargaining unit members.

Section 8. The UNION may submit a UNION grievance in writing at the Air Commander level in accordance with the grievance procedure stated above. A UNION grievance is defined as a grievance involving Air Commander administrative decisions or policies affecting bargaining unit employees (as differentiated from a specific supervisory action). The Air Commander and the UNION will meet within five (5) workdays after receipt of the grievance to discuss the matter. The Air Commander will give the UNION a written answer within five (5) workdays after the meeting. If the grievance is not settled by this method the UNION may refer the matter to Step 4 of the procedure. Nothing herein will preclude either party from attempting to settle such grievances informally at the appropriate level.

Section 9. The following procedure applies to grievances initiated by the EMPLOYER. A grievance initiated by the EMPLOYER may be submitted in writing to the UNION president. Within five (5) workdays the parties will meet to attempt to resolve the grievance. The UNION will render a written decision no later than five (5) workdays following the meeting.

Section 10. The EMPLOYER may within fifteen (15) calendar days from the date of receipt of the decision, inform the UNION that the grievance will be submitted to arbitration.

Section 11. The EMPLOYER or the UNION agrees to raise any question of grievability or arbitrability of a grievance prior to the time limit for the written answer in Section 8 of this grievance procedure. All disputes of grievability or arbitrability shall be referred to arbitration as a threshold issue in the related grievance.

## ARTICLE 27

### ARBITRATION

Section 1. If the EMPLOYER and the UNION fail to settle any grievance processed under the negotiated grievance procedure, such grievance, upon written request by either the EMPLOYER or the UNION within thirty (30) calendar days after issuance of the final decision shall be submitted to arbitration. The moving party must notify the other party of its intent within the thirty- (30) day time limit.

Section 2. Within ten (10) calendar days from receipt of the arbitration request, representatives of the labor organization and management shall meet for the purpose of agreeing on the selection of an arbitrator. If agreement cannot be reached, either the labor organization or management will request the Federal Mediation and Conciliation Service to submit a list of seven (7) impartial persons qualified to act as arbitrators. The parties shall meet within three (3) days after the receipt of such list. If they cannot mutually agree upon one of the listed arbitrators, the parties will each strike one arbitrator's name from the list of seven and then shall repeat this procedure. A coin toss will determine who shall strike the first name. The UNION will toss the coin and make the call.

Section 3. The arbitrator's fee and the expense of the arbitration, if any, shall be borne equally by the EMPLOYER and the UNION. The arbitration hearing shall be held during the regular day shift work hours of Monday through Friday. The location should be as close to the work site as possible, accessible by all parties, relatively quiet, and neutral to both parties. All employee representatives, employee appellants, and employee witnesses shall be in pay status on official time without charge to annual leave while participating in the arbitration proceedings.

Section 4. The arbitrator will be requested to render his decision as quickly as possible, but in any event not later than thirty (30) days after the conclusion of the hearing unless the parties mutually agree to extend the time limit.

Section 5. The provisions of Title 32, USC Section 709f, are expressly excluded from arbitration.

Section 6. The arbitrator's authority to render a decision is limited to that of interpretation of the contract and its intent. The arbitrator is prohibited from rewriting or amending the contract. The arbitrator's award shall be binding on the parties unless; either party files exceptions to the award to FLRA in accordance with Chapter 7122 of the statute. If no exceptions are filed within 30 days, the award shall be final and binding.

Section 7. The Federal Mediation and Conciliation Service shall be empowered to make a direct designation of an arbitrator to hear the case in the event:

- A. Either party refuses to participate in the selection of an arbitrator; or
- C. Upon inaction or undo delay on the part of either party.

**Section 8.** If the parties fail to agree on a joint submission of the issue for arbitration, each shall submit a separate submission and the arbitrator shall determine the issue or issues to be heard.

**Section 9.** Any dispute over the application of an arbitrator's award shall be returned to the arbitrator for clarification/settlement, including remanded awards.

**Section 10.** Either party at their own expense may request a verbatim transcript, if both parties require a transcript the cost will be equally shared. If at any time a party desires a copy of a transcript paid for in full by the other party it will be provided at half the original expense. Briefs may be filed at the option of either party only.

**Section 11.** Absent a negative arbitrator's decision upon the arbitrability of a grievance, the arbitrator shall hear arguments regarding both the arbitrability and the merits of the case at the same hearing. However, the parties may mutually agree to otherwise in instances such as highly complex cases that would involve several days of hearings.

## ARTICLE 28

### DISCIPLINARY ACTIONS

**Section 1.** Disciplinary actions shall only be taken for just and sufficient cause and will be in accordance with agency regulations.

**Section 2.** Any time a supervisor or management official questions an employee and the employee believes that their rights are being threatened, the employee has an absolute right to request that a UNION representative be present. Further questioning or actions shall not take place until the UNION representative is given an opportunity to be present.

**Section 3.** The EMPLOYER agrees to informally discuss with the employee, the basis for any proposed disciplinary or adverse action prior to its being reduced to writing. The employee has an absolute right to request that a UNION representative be present. The EMPLOYER will carefully consider the employee's views and inform the employee and the UNION of their intent before instituting any formal action.

**Section 4.** The EMPLOYER agrees to immediately furnish the employee two- (2) copies of all written disciplinary/or proposed adverse actions. On adverse actions only, the copies will state that the UNION or a representative of the employee's choice may represent the employee. If the employee elects to be represented by the UNION, upon written authority of the employee, two (2) copies of all correspondence relating to the action will be furnished to the UNION.

**Section 5.** When the employee does not elect to have the UNION represent them, the UNION shall be permitted to have an observer present at the adverse action hearing without charge to leave. If the employee who requested the hearing objects to the Attendance of an observer on grounds of privacy, the examiner will determine the validity of the objection and make the decision on the question of attendance.

**Section 6.** If an employee elects to appeal an adverse action, the appeal may be submitted at any time within fifteen (15) calendar days after receipt of notice of original decision.

ARTICLE 29

TDY ROTATION

Management agrees to standardize and post a fair and equitable rotation of Temporary Duty Assignments (TDY's) within each work center. The following article will serve as a guide only for both parties to follow on the rotation of technicians on scheduled civilian trips (TDY's).

TRIP NOTIFICATION

**Section 1.** Once the employer is aware of a scheduled civilian TDY, the employer places a signed and dated notice in all effected work areas. The notice is posted fourteen (14) workdays, when possible, before any volunteer employees is placed on the trip roster. The employee will be responsible to notify the employer of their desire to volunteer for a technician trip; this includes employees in an authorized leave status.

TRIP ROSTERS

**Section 1.** Within each work center two trip rosters are maintained, One roster is for qualified volunteers, the other roster is for a mandatory list, in the event that not enough volunteers requested to be placed on a technician trip. At no time is an employee compelled to be placed on a trip, unless enough employees do not volunteer for a technician trip and their name falls within the parameters of selection on the mandatory list.

**Section 2.** Updated rosters shall be dated, signed, and posted within ten (10) workdays, when possible, after a trips manning requirements have been fulfilled and all trip requirements have been exercised.

VOLUNTEER ROSTERS

**Section 1.** The qualified volunteer roster is initiated with the employee holding the earliest Service Computation Date (SCD). The employee is placed at the top of the roster and sequentially ending with the employee of the latest SCD at the bottom of the roster. Any new employee goes on the bottom of the volunteer list and at the top of the mandatory list.

**Section 2.** Once qualified volunteers are solicited, beginning with the first name on the roster, and placed on the technician trip, the most recent volunteer falls to the bottom of the roster, thus, ensuring the most recent volunteer is selected as the last volunteer for the next technician trip.

**Section 3.** Technicians that are unable to volunteer for a technician trip due to; annual, sick, family leave, workers compensation, leave without pay, and /or military status are bypassed on the volunteer list. The employee remains on the top of the roster, as appropriate, in the event that they would have been able to volunteer for a technician trip had the employee not been in the above administrative status.

**Section 4.** When a volunteer's trip is cancelled, the volunteer roster resorts back to it's original standing prior to the scheduled TDY which did not take place. This will prevent

any person from losing their exclusive right to exercise their option to become a volunteer on a technician trip.

MANDATORY ROSTERS

**Section 1.** The mandatory roster is initiated with the employee holding the latest Service Computation Date SCD to be placed at the top of the roster and sequentially ending with the employee with the earliest SCD at the bottom of the roster.

**Section 2.** Should there be an inadequate number of volunteer for a technician trip, the employer selects the appropriate number of employees from the mandatory list. Once selected the employee is placed at the bottom of the mandatory roster as their name came up on the top of the roster.

**Section 3.** When an employee is unable to fulfill their mandatory obligation on the mandatory roster due to; annual, sick, family leave, workers compensation, leave without pay, and /or military status, the employee is bypassed on the roster. The employee remains on the top of the roster selection, as appropriate, until their obligation has been met.

ARTICLE 30

ALERT

Section 1. Alert scheduling will be rotated equitably among WG-10 alert qualified employees. WG-12 and WL-10, alert qualified employees may be assigned to the alert force. Rotation will normally be for two (2) to four (4) pay periods. Such assignments will be rotated in a fair and equitable manner whenever possible.

Section 2. Any employee requiring leave once being scheduled on alert duty will be allowed to make a fair adjustment through and with the concurrence of alert supervisor.

Section 3. All employees performing alert duty may utilize kitchen facilities and utensils within the alert area. The employer will supply all eating utensils.

Section 4. Both parties agree that any member requesting not to be scheduled for the following year holidays (Thanksgiving, Christmas, and New Years) would have had to of worked those Holidays hours during the prior year. Both parties agree that the employee may be exempt from that specific shift, and given first refusal of those shifts if requested.

Section 5. Both parties agree that a full scale rotation of Alert and Phase dock section WG-10 alert qualified crew chiefs would not be conducive to a productive work environment in either section. Therefore, at least one Alert qualified WG-10 from the Phase dock section may rotate in a fair and equitable manner into the Alert Section work schedule rotation during each work schedule rotation.

ARTICLE 31

MERIT PLACEMENT PLAN

Section 1. Purpose: The following article regarding the merit placement plan is for informational purposes only. Should management make any changes, the UNION will be afforded its statutory rights.

Section 2. Policy: It is the policy of the Massachusetts National Guard that all technician positions are filled by the best-qualified individuals available. All technician vacancies will be filled on the basis of merit and job-related factors. For purposes of this plan, military requirements are considered as job-related qualifying factors for positions in the Excepted service. All actions under this plan will be made without discrimination for non merit reasons such as race, color, religion, sex, national origin, marital status membership or non membership in an employee organization and age or non disqualifying physical handicap (except for military requirement for Excepted technicians).

Section 3. Scope: This plan encompasses all bargaining unit technician positions at The 102FW, 212<sup>th</sup> Engineering SQ, 253<sup>rd</sup> Combat Communications GP, and the 267<sup>th</sup> Combat Communications SQ., except for entrance level positions. (Entrance level positions that offer no promotional opportunities to current technicians; therefore, these positions are not covered in this Article.) It will be used in filling positions in the Excepted and Competitive service.

Section 4. This Article is directed towards:

- A. Providing attractive career opportunities for technicians and assuring that all technicians are fully aware of these opportunities.
- B. Assuring that all-eligible technicians who apply for a position are considered on a fair and equitable basis.
- C. Encourages all technicians to improve their performance and develop their skills, knowledge and abilities.

Section 5. Actions Exempt From Competition:

- A. Promotion due to issuance of new classification standards, or the correction of a classification error.
- B. Placement of over graded technicians entitled to grade retention as a result of RIF or reclassification.
- C. Promotion when competition was held earlier (i.e., position advertised with known promotion potential).
- D. Re-promotion to a grade or an intervening grade or position from which a technician was demoted without personal cause and not at their request.

- E. Promotion resulting from a technician's position being reclassified at a higher grade because of additional duties and responsibilities.
- F. Position changes to a position having no higher promotion potential.
- G. Position change required by RIF regulations.
- H. Temporary promotion of 120 days or less
- I. Detail to higher-grade position or to a position with known promotion potential for 120 days or less.
- J. Selections of a former technician from the Re-employment Priority List for a position at the same or lower grade than the one last held.
- K. Prior permanent DOD employees (excepted and competitive) who:
  - (1) Were in Tenure 1 at time of separation may be re-employed to a position at the same or lower grade as the position from which separated.
  - (2) Were in tenure 2, may be re-employed without competition within three (3) years of separation to a position at the same or lower grade as the position from which separated.
- L. Placement as a result of priority consideration when a candidate was not previously given proper consideration in a competitive action.
- M. As an exception to K and L above, non-competitive temporary promotions and details to higher graded positions may be made when competitive procedures are determined to be not practicable for periods up to 179 days if the unit is closing or under going a major reduction in force.

**Section 6. Vacancy Announcement:** When a vacancy is going to be filled, but is not going to be filled as an exception to competition, the vacant position will be announced.

- A. As a minimum, the Technician Employment Bulletin will contain the following information:
  - (1) Title, series, grade, and salary range of the position.
  - (2) Type of appointment - Excepted or Competitive.
  - (3) Announcement Number, opening and closing dates, and how to apply.
  - (4) Area of consideration.
  - (5) Organizational and geographical location of the position.

- (6) Maximum military grade and position available.
- (7) Summary of duties and minimum qualification requirements of the position.
- (8) Information regarding known promotion potential, if applicable.
- (9) Selective placement factors, if applicable.
- (10) Equal Employment Affirmative Action opportunity statement.
- (11) The number of vacancies to be filled. If number changes, an amendment will be issued.
- (12) Appointment factors.

- B. If a position is to be filled at less than the authorized grade, and the authorized grade will, after training, be filled without further competition, it will be so stated on the TEB.
- C. If a vacancy is one with known promotion potential, and a subsequent promotion may be made without using competitive procedures, it will be stated in the TEB.
- D. The UNION President/or Representative shall be provided with a copy of Vacancy Announcements and changes, and reasons for changes pertaining to positions in the unit.
- E. Open announcements may be issued for positions that have a continuing requirement and that are difficult to fill. Open announcements normally do not have a closing date.
- F. Cancellation of, or amendments to, announcements shall be distributed and posted in the same manner as original announcements.
- G. Two or more vacancies may be advertised on the same TEB, only if they are identical.
- H. For announced vacancies, management agrees to assist employees in the technical aspects of filling out applications.

**Section 7. Posting of Announcements.** Vacancy announcements will be posted for a minimum of ten (10) calendar days. To insure that all interested persons are aware of the vacancy, announcements will be posted conspicuously throughout the area of consideration in those areas where bulletins and notices are posted.

**Section 8. Area of Consideration.** The area of consideration for each specific position vacancy announcement will be that deemed most appropriate by the HRO to insure the receipt of sufficient highly qualified candidates. The type of position, availability of candidates, position qualifications, budgetary limitations, and compatibility requirements

will be considered in determining the area of consideration.

**Section 9. Application Procedures:**

A. Applicant must complete and forward the Mass HRO Form 1-1 accompanied by an SF 171, resume or OF 612. If there is a SF 171 on file at the HRO, the applicant may submit a SF 172 as an update.

B. Applicants are responsible for providing full, complete, and accurate information as to their qualifications for the vacant position.

C. An employee may apply at the time the vacancy is announced. An employee who is absent from duty during the posting period due to leave or for any reason may apply through a representative of their choice. If so desired, any employee may submit to their supervisor (when a known vacancy exists or will exist) all forms required to be considered for that position by the evaluation panel. These forms will be forwarded to the HRO by the supervisor when the employee is absent from duty during the posting period. The employee is responsible for updating their SF-171, resume or OF 612 and providing all information. When an employee is away for an extended period, the employee may call back weekly for an update of TEBs.

D. Applications may be submitted to the designated representative of the HRO at each organization no later than 1200 noon of the closing date specified on the vacancy announcement. Applications may also be forwarded directly to the HRO but must arrive before 1200 noon on the workday following the closing date specified on the vacancy announcement. Applications are date-stamped upon receipt. Late applications will not be accepted.

**Section 10. Stopper List.** The DOD Program for Stability of Civilian Employment must be used for competitive technician vacancies if individuals are available and referred. The Stopper List will be cleared before proceeding with action to fill the position.

**Section 11.** The HRO will determine an applicant's basic eligibility for promotion. An eligible candidate is one who meets the qualification standards for the position as specified in the job announcement (TEB), or the Civil Service Commission Handbook XI 18, as appropriate.

**Section 12.** To identify eligible candidates, the Human Resources Management Officer will evaluate candidates by a review of information in the SF 171, resume or OF 612 the Official Personnel Folder, and Mass HRO forms, as appropriate. Applicants who possess the proper qualifications will be sent to a Merit Promotion Evaluation Panel. Applicants who are not considered "eligible" will be so notified by notation on and return of the Mass HRO Form 1-1.

**Section 13. Selection Procedures:**

A. The names and applications of eligible applicant(s) will be sent to a Merit Promotion Evaluation Panel for further evaluation.

B. **Merit Placement Evaluation Panels:** will evaluate applicants and rate and rank them in priority of consideration for the merit placement vacancy. The evaluation will consist of a review of applications, OPF review, and personal interview, if requested.

(1) **Panel Purpose:** Evaluation Panels are formed to evaluate qualifications of the applicants and to forward to the selecting official, through the HRO, recommendations for selection from the Best-Qualified individual(s).

(2) **Panel Composition:** A Panel will consist of three (3) supervisory and/or management officials. Additional members may be placed on the panel in advisory capacities if technical expertise is required to assist the panel in the selection of individuals for technician positions. The gaining supervisor of the vacant position will normally serve as chairperson of the panel. A recorder will be required at all panel proceedings having two or more applicants.

(3) **Panel Selection:**

(a) Panel selection will be made by the Adjutant General or representative.

(b) Two panel members will be selected from the functional area in which the vacancy exists.

(4) **Panel Duties:**

(a) Evaluate, rank, and recommend applicants by placing them in categories as follows, when appropriate:

Best-Qualified	30 points and above
Qualified	15 to 29 points
Minimally Qualified	1 to 14 points

(b) Provide the selecting official with enough information in sufficient detail about the qualifications of the applicants to permit the selecting official to make a final determination.

(5) Panel will normally convene within fifteen (15) workdays of closing date.

C. Evaluation Procedures: Evaluation of individuals will be by a review of written application, review of OPF(s), and other factors deemed appropriate and possible personal interview. If a personal interview is requested at the time of application, the applicant will be given the opportunity to appear in person (or by phone under unusual circumstances) before the Evaluation Panel on the date the panel convenes for the interview. Normally, interviews will be held during the regular workday. Applicants/Union will be given 3 to 5 workdays notice of time, date and place of interview. Both parties highly recommend that all candidates apply for an interview.

(1) An employee's accumulation of earned annual leave or sick leave will not be a factor in ratings for promotion.

(2) Evaluation Factors: Applicants will be evaluated on the basis of general judgment of the evaluation panel members relative to the following factors:

(A) Knowledge, Skill and Ability 1-25 points.

(1) "A" level experience 18-25 points. Candidate possesses type and quality of experience that would allow the candidate to perform effectively in the position almost immediately or within a minimum of training and/or orientation.

(2) "B" levels experience 9-17 points. Candidate possesses type and quality of experience that would allow the candidate to perform effectively in the position within 3 to 6 months.

(3) "C" level experience 1-8 points. Candidate satisfies the basic requirement of the position with respect to experience, including selective placement factors, but:

(a). Type and quality of experience beyond that which is basically required are minimal, and/or

(b) Extensive additional training and/or orientation would be required to enable the candidate to satisfactorily perform the duties of the position.

D. Management will establish KSA's for each position description as required. KSA's when established will not be changed unless there is a change to the job description. Changes for other reasons will not be made unless mutually agreed to by both parties. Total score of KSA's will be determined by adding the values of the individual KSA factors and dividing that total by the number of KSA factors.

(1) Education, Training and Self-Development: 0-10 points as determined by the panel.

(a) Education: Education may be considered as an evaluation factor only to the extent that it is clearly job related or it clearly provides evidence of learning ability essential to the position being filled.

(b) Training: Training, self-development and outside activities that would increase the technician's potential for effective performance in the position to be filled must be considered and evaluated.

(2) Awards: 0-5 points. Points for this factor will only be awarded for the past 3 years of employment as follows:

QSI/SSP = 3 pts  
Suggestions = 2 pts  
Ltr of Commendation = 1 pt

(5 points Max)

(3) Performance Appraisal 0-10 points. Points for this factor will only be awarded for the past three years of employment as follows:

OUTSTANDING = 3 points  
EXCELLENT = 2 points  
SATISFACTORY = 1 points  
UNSATISFACTORY = 0 points

(10 points Max)

Only ratings currently on file will be considered.

(4) Length of Experience. 1/2 point for each year of job related experience as a Federal Employee in which there is a clear and positive relationship with quality of performance as determined in the job analysis.

E. Upon completion of panel action, the Chairperson will submit the findings directly to the HRO. To assure technician career development, Evaluation Panels will follow priorities listed below in determining the relative ranking among "Best Qualified" candidates. If no candidates fall within the "Best Qualified" criteria, then a candidate, using the same criteria, may be selected from the "Qualified" category.

(1) First Priority - First consideration will be given in filling the vacant positions and temporary promotions, to presently employed bargaining unit technicians according to tenure status.

(2) Second Priority - To presently employed MA ANG technicians.

(3) Third Priority - To presently employed technician applicants from the Army National Guard (ARNG) contingent upon the individual meeting

military qualifications for appointment in the ANG.

(4) Fourth Priority - To qualified non-technician National Guard applicants.

(5) Fifth Priority - To non-guard applicants who are eligible for military membership.

F. The EMPLOYER will forward to the selecting official the "Best Qualified / Qualified candidates. Candidates will be listed in order of priority.

G. The selecting official is the final approval authority for all merit placements.

H. After the Panel has forwarded their recommendation to the selecting official, a decision should be reached within thirty (30) days. If no selection is made by then, action will be initiated to find the reason for the delay

I. Action by the HRO. The HRO will:

- (1) Notify those candidates not selected.
- (2) Arrange for a release date.
- (3) Prepare promotion file.

J. After announcement of final selection, the gaining supervisor will coordinate with the losing supervisor on an agreeable date for the action.

#### Section 14. Placement/Promotion Records.

A. Purpose Complete promotion records will be maintained by the HRO.

- (1) Provide a clear record of the action taken.
- (2) Evaluate the Merit Placement Program. 31h
- (3) Provide proof that merit placement actions are being made on a fair and equitable basis in accordance with this plan.

B. Records required. Sufficient records are required to allow reconstruction of the placement action. As a minimum, the following information and forms will be retained in the record:

- (1) Copy of the vacancy announcement.
- (2) List of all applicant's names.
- (3) Supervisory appraisal of each candidate.
- (4) Forms used in the evaluation and rating process.
- (5) Referral and selection certificate signed by selecting official.

C. Duration Records will be maintained for a minimum of 2 years. If a grievance is pending, records will be maintained until resolution.

D. Privacy Protection Information relating to individual placement actions or to the candidate will not be discussed with or shown to unauthorized individuals.

Supervisors and personnel specialists participating in merit placement actions will not disclose the details of their work to unauthorized persons.

E. As UNION and management are co-equal parties to this Agreement, each shares the responsibility for protecting information from unauthorized access or disclosure.

(1) Merit Placement materials relating to individual promotion actions or to the candidates will not be discussed with or shown to anyone who is not directly involved in the selection process.

(2) Panel members, labor organizations representatives, and any other participating in or having knowledge about merit placement activities and candidates will keep all information confidential. The Adjutant General or his representative through the HRO is the only individuals authorized to announce merit placement actions.

#### Section 15. Grievances and Complaints.

A. Grievances. A technician who believes that proper procedures were not followed in a particular placement action for which they were an applicant may file a grievance under the grievance procedure. A grievance will not be considered when it is based solely on non-selection. The UNION will have full access to all information relating to the above in accordance with applicable laws.

B. Discrimination Complaints. Allegations of discrimination because of race, color, religion, sex, age, handicapping conditions, or national origin made during any phase of selection process will be considered under the Massachusetts National Guard Equal Employment Opportunity Program.

C. Other complaints or inquiries including those made by non-technician candidates should be directed to the HRO. All such inquiries will be considered and efforts made to resolve such complaints.

Section 16. Forms. Forms used for administration of this plan are stocked at the AG Massachusetts Publications Center. A small working stock should be retained at all headquarters.

ARTICLE 32

GOVERNMENT CREDIT CARDS

**Section 1.** Employees who are required to travel in title 32 status and as bargaining unit members as agreed upon within this coverage will be issued a Government contractor-issued charge card for official travel.

**Section 2.** In accordance with applicable regulations and agreements, employees will use the card to pay official travel expenses to the maximum extent possible for dining, transportation, lodging and car rental expenses

**Section 3.** In order to ensure that employees are protected from adverse impact caused by their use of the card, the following will apply:

- A. Employees will not be required to pay the disputed portion of a billing statement until resolution of the disputed amount.
- B. Employees will not be responsible for any charges incurred against a lost or stolen card provided the employee reports such loss within a reasonable time of discovery.
- C. A credit check will be performed on the employee, at the employees option

**Section 4.** The employer shall timely process all employees' travel vouchers to ensure that employees are promptly reimbursed for all allowable travel-related expenditures.

**Section 5.** If the employer does not process an employee's travel voucher in a timely manner, which results in an employee's delinquent payment, the delinquent payment will not serve as the basis for disciplinary action

**Section 6.** If a valid reason precludes an employee from filing a timely claim for reimbursement, which results in a delinquent payment, the delinquent payment will not serve as a basis for disciplinary action

**Section 7.** Should the terms of the Government issued contract credit card terminate, be denied, destroyed, lost or stolen, through no fault of the employee, the Employer agrees to reimburse all employees expenditures allowable to the maximum amount.

**Section 8.** If requested, Comptroller's guidance will be made available to all employees prior to travel.

ARTICLE 33

SURVEYS AND QUESTIONAIRES

**Section 1.** The Employer recognizes that it is in its interest to have Union support for surveys of Bargaining Unit Employees. The Employer shall not conduct surveys that affect working conditions, without providing the Union an opportunity to review and comment in a timely manner on the questions and related issues. The Union will be provided an advance copy of those surveys, prior to distribution. Surveys will be conducted on the employee's duty time.

**Section 2.** The Union shall also be provided a copy of survey results at the same time they are distributed to the corresponding level of the Employer. If a request is made by the Employer for a Union official to survey Bargaining Unit Members, then the Union official may ask for official time.

ARTICLE 34

PHYSICAL FITNESS

Section 1. Both parties agree as a condition of employment, all full time Bargaining Unit members must be a member of the MA. Air National Guard. Regulations prescribe that certain fitness and weight standards be maintained in order to meet retention requirements. Meeting physical fitness standards is particularly critical for our full-time support force (technicians) since their employment depends on it.

Section 2. This physical fitness policy is a voluntary program and can be terminated by the Adjutant General without notice due to agency requirements. Employees may take up to one hour per day, three days per week, to participate in this program. The one-hour per day includes time to arrive at the exercise area, exercise, personal hygiene and return to the work area. All physical fitness time must be approved by the first line supervisor on condition that it does not interfere with the mission or customer service. Time cannot be accrued.

Section 3. Employee physical fitness programs will begin and end at the work site. The use of off site facilities is not authorized. The employee is restricted to weight training and those activities, which are used as their Air physical fitness test outlined in ANGI 40-501.

Section 4. Injuries must be promptly reported to OWCP specialist at the Human Resources Office. The supervisor will document any injury and complete the appropriate forms necessary to comply with the Federal Employee Compensation Act.

ARTICLE 35

INCLEMENT WEATHER

Section 1. All employees are to presume that their office/shop or activity will be open each workday regardless of weather.

Section 2. The closing of a National Guard activity for brief periods, in accordance with applicable law (32 USC 709g) and Agency regulation (TPM 600.610.3) is within the administrative authority of the State Adjutant General or designee. This authority will be used sparingly and only for short periods of time, normally not to exceed three consecutive workdays for any single period of excused absence.

Section 3. When the Adjutant General or a designee determines that an emergency exists, management will notify the local media to broadcast a message stating the facility is closed or the facility is operating under emergency conditions.

Section 4. If the local installation is not closed and yet the immediate area where the employee resides has been identified by State/Local Officials to be in "A State of Emergency" where travel may be impossible, or dangerous (power lines down, roads not plowed etc.) The employee may be granted a maximum of two (2) hours administrative leave, in order to arrive to the duty station during adverse conditions.

Section 5. When it is determined the facility will be closed, non-essential employees will be granted administrative. Employees who would normally be scheduled to work that day but were granted leave will have their leave returned to them.

Section 6. When it is determined the facility will close early because of an emergency, non-essential employees will be granted administrative leave for the remainder of the workday. Employees in a leave status will remain in a leave status.

Section 7. When it is determined the facility will operate under unscheduled leave policy, non-essential employees may be granted annual leave without prior approval from their supervisor. If the employee reports to work within two (2) hours of the scheduled start time, the supervisor may convert the tardiness to administrative leave for the time lost.

Section 8. When taking leave under this article it is the Employee's responsibility to notify their supervisor or designee.

Section 9. The Employer agrees to publish a policy letter annually to inform employees of the notification procedures.

ARTICLE 36

DURATION OF AGREEMENT

**Section 1.** This Agreement will remain in full force and effect for three (3) years from the date of approval by the FAS. However, either party may give written notice to the other, not more than ninety (90) nor less than sixty (60) days prior to the first anniversary date, of its intention to reopen and amend or modify the Agreement.

**Section 2.** Either party may give written notice to the other, not more than ninety (90) or less than sixty (60) days prior to the three(3) year expiration date for the purpose of Re-negotiating this Agreement. The present Agreement will remain in full force and effect during the renegotiations of said Agreement and until such time as a new Agreement is approved.

**Section 3.** During the duration of this Agreement, either party may notify the other in writing of its desire to negotiate supplemental agreements. Supplements will be limited to changes in applicable laws and regulations from higher authority which could affect bargaining unit employees, including court decisions and decisions of the Federal Labor Relations Authority, and the Federal Service Impasses Panel. Supplements, as mentioned above, will become effective upon approval by the FAS.

NEGOTIATED AGREEMENT

BETWEEN

THE ADJUTANT GENERAL, MASSACHUSETTS

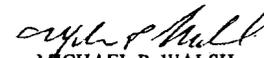
AND

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES

LOCAL 3004

24 January 2003

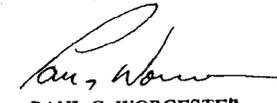
FOR THE ASSOCIATION:

  
MICHAEL P. WALSH  
President  
AFGE 3004

  
MICHAEL S. TURNER  
Vice President  
AFGE 3004

FOR THE EMPLOYER:

  
GEORGE W. KEEFE  
Major General, MA ANG  
The Adjutant General

  
PAUL G. WORCESTER  
Colonel, MA ANG  
Air Commander

  
RICHARD R. DUPLIS  
Lt. Colonel, MA ANG  
Chief Negotiator

  
DAVID A. AFFONSO  
Lt. Colonel, MA ARNG  
Labor Relations Specialist

**TALKING PAPER  
ON  
A-10 TRAINING COSTS**

Transitioning Otis ANG pilots from F-15s to A-10s will cost approximately \$2M dollars per pilot. If the 13 additional pilots required by transitioning from a 15 PAA squadron to 24 come from OTIS, the total training cost would be \$26M. Despite this additional cost, the newly transitioned pilots would not possess the combat capabilities and qualifications when compared to the current Bradley pilots whom on average have 2500 hour of A-10 time.

- Cost of Transition course (TX course) at Davis Monthan AFB is approximately \$1M. (State of Michigan BRAC Commission presentation transcript)
- Hours required to upgrade newly qualified A-10 pilot to "Flight Lead" status 100 hours.
- Additional hours required to become experienced in the A-10: 200 hours
- Average Hourly Costs to operate an A-10 is \$3,454 as derived from recent Air National Guard Unit statistics reported from the Air National Guard Bureau

Cost Calculations per pilot:

Transition Course Training Costs:	\$1M
300 Hours in the A-10	$\$3,520 \times 300 = \$ 1,056,000$
Training Cost	\$2.05M
Total Training Cost for 13 pilots	\$26.6M

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DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC 20330-1000



OFFICE OF THE ASSISTANT SECRETARY

MAR 14 2005

MEMORANDUM FOR RECORD

SUBJECT: Minutes of Air Force Base Closure Executive Group (AF/BCEG) Mtg, 3 Feb 2005

Maj Gen Heckman called the meeting to order at 0830, the Pentagon, Room 5C279. Attendance is at Atch 1. The slides presented are included as Atch 2 and individually referenced herein. The meeting was categorized as deliberative. Mr Pease and Maj Gen Heckman reviewed the agenda and schedule (Slides 3-5).

discussed, for information, the requirement to distinguish non-BRAC programmatic changes in manpower to ensure that COBRA analyses correctly align manpower costs payable (and BRAC savings) (Slide 6). introduced the BCEG to the new OSD Single Quad Chart Template for presentation of Candidate Recommendations (Slides 8-13).

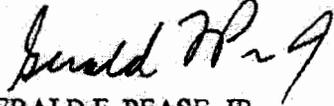
briefed Candidate Recommendation S101: Close Bradley IAP AGS (Slides 14-20). Upon deliberation, the BCEG requested a reflow of Candidate Recommendation S101 to correct MILCON numbers. briefed Candidate Recommendation S128: Close Capital AGS (Slides 21-27). Upon deliberation, the BCEG deferred the decision on S128. J briefed Candidate Recommendation S130: Close Great Falls IAP AGS (Slides 28-33). In deliberation, the BCEG accepted, by consensus, S130 as a Candidate Recommendation. briefed Candidate Recommendation S139: Close Hulman Regional APT AGS (Slides 34-40). Upon deliberation, the BCEG accepted, by consensus, S139 as a Candidate Recommendation. briefed Candidate Recommendation S140: Close Holloman AFB (Slides 41-45). Upon deliberation, the BCEG returned S140 to the Scenario Development Team for further review.

Following closing remarks by the co-chairs the meeting concluded at 1200. The next BCEG meeting is scheduled for 7 February 05 at 1300 in Pentagon Room 5C279.

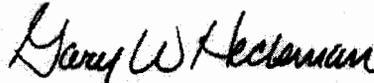
BCEG Recorder

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The minutes above are approved.



GERALD F. PEASE, JR.  
SAF/IEB  
Co-Chairman



GARY HECKMAN, Maj Gen, USAF  
AF/XP (BRAC)  
Co-Chairman

Attachments:  
As Stated

Base Closure Executive Group Attendance

Date: 3 FEB 05

Chairs

- Mr. Fred Pease
- Maj Gen Gary Heckman

\*\*Voting members are underlined

Primary Members

Alternate Members

Representatives

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> <u>Brig Gen Dutch Holland</u> | <input type="checkbox"/> <u>Brig Gen Mike Lynch</u>    | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Brig Gen Hanferd Moen</u>  | <input type="checkbox"/> <u>Brig Gen Ethridge</u>      | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Brig Gen Tony Haynes</u>   | <input type="checkbox"/> <u>Brig Gen Charles Ickes</u> | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Mr. Fred Kuhn</u>          |  | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Ms Kathy Ferguson</u>      |  | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Mr. Matt Mleziva</u>       |  | <input type="checkbox"/> _____            |
| <input type="checkbox"/> <u>Mr. Steven Rogers</u>                 | <input checked="" type="checkbox"/> _____              | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Mr. Jay Jordan</u>         |  | <input type="checkbox"/> _____            |
| <input checked="" type="checkbox"/> <u>Mr. Bill Booth</u>         |  | <input checked="" type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> <u>Ms. Maureen Koetz</u>      |  | <input type="checkbox"/> _____            |

\* Temporary appointment

Others

Members

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**This slide was removed.**

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**Headquarters U.S. Air Force**

*Integrity - Service - Excellence*

**BCEG**



**3 Feb 05**

**U.S. AIR FORCE**



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## Agenda 3 Feb 05

0830-0900	<b>Opening Business</b> - Calendar Review - COBRA (Manpower and Costing)	Co-chairs
0900-1000	<b>Candidate Recommendations</b> -S101 - Close Bradley -S128 - Close Capital	Scenario Team Leads
Break		
1015-A/R	<b>Candidate Recommendations</b> -S130 - Close Great Falls -S139 - Close Hulman -S140 - Close Holloman	Scenario Team Leads

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## BCEG Schedule February

February BCEG Meetings						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	31	1	2	3 ▲ BCEG 0830-1700	4 △ ISG 1030-1200 BCEG 1300-1700	5
6	7 ▲ BCEG 0830-1700 IEC 1230-1315	8 ▲ BCEG 1300-1700	9	10 ▲ BCEG 0830-1700	11 ISG 1030-1200	12
13	14 ▲ BCEG 0830-1700	15 ▲ BCEG 0830-1700	16	17 ▲ BCEG 0830-1700	18 ISG 1030-1200	19
20	21 Presidents' Day	22 ▲ BCEG 0830-1700	23	24 ▲ BCEG 0830-1700	25 ISG 1030-1130	26
27	28 ▲ BCEG 1300-1700	1 ▲ BCEG 0830-1700	2	3 ▲ BCEG 0830-1700	4 ISG 1030-1200	5

All BCEGs are deliberative  
unless otherwise noted

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# BCEG Schedule Mar - May 05

	1	2	3	4	5
	▲ BCEG 0830-1700		▲ BCEG 0830-1700		
6	▲ IEC 1515-1800	▲ BCEG 0830-1700	▲ BCEG 0830-1700		
13	▲ BCEG 1300-1700	▲ BCEG 0830-1700	▲ BCEG 0830-1700		
20	▲ BCEG 1300-1700	▲ BCEG 0830-1700	▲ BCEG 0830-1700		
27	▲ IEC 1515-1800	▲ BCEG 0830-1700			

	1	2	3	4	5
3			▲		
10			▲		
17			▲		
24			▲		

	1	2	3	4	5
			▲		
8			▲		
15			▲		
22			▲		
29			▲		



# COBRA Manpower & Base X Costing Issues

- Non-BRAC Programmatic changes do not cause or incur costs or savings in BRAC
  - Force Structure Retirements
  - Force Structure status redesignations (CC to BAI)
  - Non-BRAC manpower reductions or additions
- COBRA analyses need to align manpower costs correctly
  - Enclaves
  - Movements to/from Base X
  - Avoid double counting PCS costs



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## Agenda 3 Feb 05

0830-0900	<b>Opening Business</b> - Calendar Review - COBRA (Manpower and Costing)	Co-chairs
0900-1000	<b>Candidate Recommendations</b> -S101 - Close Bradley -S128 - Close Capital	Scenario Team Leads
Break		
1015-A/R	<b>Candidate Recommendations</b> -S130 - Close Great Falls -S139 - Close Hulman -S140 - Close Holloman	Scenario Team Leads

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7



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## New OSD Single Quad Chart Template

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8



# Candidate #USAF-00XX / SXXX

(OSD Tracker #) / (AF Scenario #)

Candidate Recommendation: Fully describe the candidate closure or realignment.

from Spider chart




# Candidate #USAF-00XX / SXXX

## Close Base X

### Justification

- Explain the reasons for the recommendation (i.e. force structure reductions; etc)
- Emerging Missions
  - BRAC
  - Aircraft Retirement

**Justification:** Explain the reasons for the candidate recommendation (i.e., force structure reductions; mission consolidation, collocation or elimination; excess capacity; jointness; etc).



### Candidate #USAF-00XX / SXXX Close Base X

[Empty text box for candidate information]

<p>■ Overall effect on military value (no specific numbers)</p> <p>■ Relative military value against its peers</p> <p>■ Military judgment—explain as applicable</p>	<p><b>Military Value</b></p>
<p>■ One Time Cost: \$XXM</p> <p>■ Net Savings over Implementation: \$XXM</p> <p>■ Annual Recurring savings: \$XXM</p> <p>■ Payback period: X yrs/20XX</p> <p>■ NPV Savings: \$X.XXM</p>	<p>■ Overall effect on military value (no specific numbers)</p> <p>■ Relative military value against its peers</p> <p>■ Military judgment—explain as applicable</p>



### Candidate #USAF-00XX / SXXX Close Base X

[Empty text box for candidate information]

**Payback:** In accordance with the guidance and narrative format contained in the Policy Memo on selection criteria 5, describe the COBRA payback projections. Include total estimated one-time cost to implement; net of all costs and savings during the implementation period; annual recurring savings after implementation (including number of years for payback); and the net present value of the costs and savings over 20 years. If a candidate recommendation affects another Federal agency, include the statement that describes how the Department has taken into account the effect on the costs of this agency when making this recommendation, as required by Section 2913(d) of the BRAC statute.

<p>■ Overall effect on military value (no specific numbers)</p> <p>■ Relative military value against its peers</p> <p>■ Military judgment—explain as applicable</p>	<p>■ Overall effect on military value (no specific numbers)</p> <p>■ Relative military value against its peers</p> <p>■ Military judgment—explain as applicable</p>
<p><b>Payback:</b></p> <p>■ One Time Cost: \$XXM</p> <p>■ Net Savings over Implementation: \$XXM</p> <p>■ Annual Recurring savings: \$XXM</p> <p>■ Payback period: X yrs/20XX</p> <p>■ NPV Savings: \$X.XXM</p>	<p>■ Overall effect on military value (no specific numbers)</p> <p>■ Relative military value against its peers</p> <p>■ Military judgment—explain as applicable</p>



# Candidate #USAF-00XX / SXXX Close Base X

[Redacted area]

[Redacted area]

**Impacts:** In accordance with the applicable Policy Memoranda, describe the criteria 6-8 (economic, community, and environmental) results.

[Redacted area]	<p><b>Impacts</b></p> <ul style="list-style-type: none"> <li>■ Criterion 6—Total Job Change—### (direct: ###, indirect: ###)</li> <li>■ Criterion 7- Provide information for only for installations with issues; else—No Issues</li> <li>■ Criterion 8- Provide information only for installations with impact; else—No Impact</li> </ul>
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# S101 Close Bradley



## Candidate #USAF-0033 / S101J Close Bradley IAP AGS

**Candidate Recommendation:** Close Bradley IAP AGS. The 103d Fighter Wing (ANG) will inactivate. The wing's A-10 aircraft will be distributed to the 104th Fighter Wing (ANG), Barnes Municipal Airport AGS, Massachusetts (9 PAA) and retire (6 PAA).

**Issues:** The wing's expeditionary combat support (ECS) elements will remain as an enclave.

<u>Justification</u>		<u>Military Value</u>	
<ul style="list-style-type: none"> <li>■ Enables Future Total Force transformation</li> <li>■ Increase efficiency of Operations</li> <li>■ Consolidate legacy fleet</li> </ul>		<ul style="list-style-type: none"> <li>■ Moves force structure to a base of higher mil value</li> <li>■ Retains intellectual capital available from Bradley</li> </ul>	
<u>Payback</u>		<u>Impacts</u>	
<ul style="list-style-type: none"> <li>■ One Time Cost: <b>\$6M</b></li> <li>■ Net Savings over Implementation: <b>\$4M</b></li> <li>■ Annual Recurring savings: <b>\$2M</b></li> <li>■ Payback period: <b>2 yrs/2009</b></li> <li>■ NPV Savings in 2025: <b>\$20M</b></li> </ul>		<ul style="list-style-type: none"> <li>■ Criterion 6: Total Job Change -150 (direct: -91, indirect: -59)</li> <li>■ Criterion 7: No community infrastructure issues affecting scenario recommendation</li> <li>■ Criterion 8: No natural infrastructure issues affecting scenario recommendation</li> </ul>	

- ✓ Strategy    ✓ Capacity Analysis / Data Verification    ✓ JCSG/MilDep Recommended    ✓ Deconflicted w/JCSGs
- ✓ COBRA    ✓ Military Value Analysis / Data Verification    ✓ Criteria 6-8 Analysis    ✓ Deconflicted w/MilDeps



## Scenario S101J One-Time Cost

(All values in 2005 Constant Dollars)

Category	Cost	Sub-Total
-----	----	-----
Construction		
Military Construction	24,395,000	
Total - Construction		24,395,000
Personnel		
Total - Personnel		0
Overhead		
Program Management Cost	172,588	
Support Contract Termination	0	
Mothball / Shutdown	99,450	
Total - Overhead		272,038
Moving		
Information Technologies	441,000	
Total - Moving		441,000
Other		
Environmental Mitigation Costs	331,000	
Total - Other		331,000
Total One-Time Costs		25,439,038



## Scenario S101J MILCON Summary

All values in 2005 Constant Dollars

Base Name	Total MilCon*	Milcon Cost Avoidance	Total Net Costs
Bradley IAP AGS	4,474,000	0	4,474,000
Barnes MPT AGS	19,921,000	0	19,921,000
BASE X (AIR FORCE)	0	0	0
Totals:	24,395,000	0	24,395,000

\* All MilCon Costs include Design, Site Preparation, Contingency Planning, and SIOH Costs where applicable.



## Scenario S101J MILCON

MilCon for Base: Bradley IAP AGS, CT (CENT)

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab Rehab Type	Rehab Cost*	Total Cost*
1412 Aviation Operations Building	SF	0	n/a**	8,228 Default	n/a**	1,405
1718 Indoor Firing Range and Supporting Facili	SF	0	n/a**	2,400 Default	n/a**	320
2141 Vehicle Maintenance Shop	SF	0	n/a**	4,000 Default	n/a**	600
2191 Facility Engineer Maintenance Shop	SF	0	n/a**	7,100 Default	n/a**	885
6100 General Administrative Building	SF	0	n/a**	7,577 Default	n/a**	1,181
8721 Fence and Wall	LF	0	n/a**	2,200 Default	n/a**	83
Total Construction Cost:						4,474
- Construction Cost Avoid:						0
Total Net Milcon Cost:						4,474



# Scenario S101J

## MILCON

MilCon for Base: **Barnes MET AGS, MA** (AXQD)

All values in 2005 Constant Dollars (\$K)

FAC	Title	UM	New MilCon	New Cost*	Using Rehab	Rehab Type	Rehab Cost*	Total Cost*
1121	Taxiway, Surfaced	SY	6,920	n/a**	0	Default	n/a**	1,103
1131	Aircraft Apron, Surfaced	SY	20,500	n/a**	0	Default	n/a**	3,268
1165	Aircraft Pavement Shoulder	SY	7,630	n/a**	0	Default	n/a**	1,216
1411	Airfield Fire and Rescue Station	SF	800	n/a**	0	Default	n/a**	305
1412	Aviation Operations Building	SF	6,500	n/a**	0	Default	n/a**	1,690
1498	Security Support Facility	SF	300	n/a**	0	Default	n/a**	101
2111	Aircraft Maintenance Hangar	SF	30,000	n/a**	0	Default	n/a**	11,103
2162	Ammunition Maintenance Shcp, Depot	SF	1,800	n/a**	0	Default	n/a**	481
8721	Fence and Wall	LF	3,000	n/a**	0	Default	n/a**	172
8910	Utility Building	SF	1,000	n/a**	0	Default	n/a**	283
8931	Utility Tunnel	LF	3,000	n/a**	0	Default	n/a**	195
Total Construction Cost:								19,921
- Construction Cost Avoid:								0
Total Net Milcon Cost:								19,921



# Scenario S101J

## Manpower

Action	FY 05					FY 06					FY 07				
	05	06	07	08	09	05	06	07	08	09	05	06	07	08	09
Source: MAJCOM Current/Projected 30 Sep 04	7	73	199	279	845	7	73	199	279	838	7	73	199	279	838
\$101 (101) Minus 9 PAA A-10 Ops and Maint to Barnes (ANG)											-2	-15	-62	-79	-219
\$101 (101) Minus Fire Fighters to Barnes (ANG)											0	0	-1	-1	-27
\$101 (101) Minus BOS (ANG) to Barnes											0	-6	-5	-11	0
\$101 (101) Non-BRAC Programmatic - Retire 6PAA A-10 Ops and Mix (ANG)											-4	-30	-59	-93	-164
<b>Adjusted Baseline</b>	7	73	199	279	845	7	73	199	279	838	1	22	72	95	428
<b>COBRA Delta</b>	0	0	0	0	0	0	0	0	0	0	-2	-21	-68	-81	-246



# S128 Close Capital



## Candidate #USAF-0111 / S128 Realign Capital AGS, Springfield IL

**Candidate Recommendation:** Realign Capital Airport AGS. The 183d Fighter Wing (ANG) will inactivate. The wing's F-16 Block 30 aircraft will be distributed to the 122d Fighter Wing (ANG), Fort Wayne IAP AGS, Indiana (15 PAA). The 122d Fighter Wing's F-16 Block 25 aircraft (15 PAA) will retire.

**Issues:** The wing's ECS elements, Illinois ANG State Headquarters, and the 217th Engineering Installation Squadron (ANG) will remain in enclave.

<p align="center"><u>Justification</u></p> <ul style="list-style-type: none"> <li>■ Enables Future Total Force transformation</li> <li>■ Efficiency of operations</li> <li>■ Consolidate legacy fleet</li> </ul>	<p align="center"><u>Military Value</u></p> <ul style="list-style-type: none"> <li>■ Capital distributes F-16s to a base with a planned Air Sovereignty commitment (Ft Wayne, IN)</li> </ul>
<p align="center"><u>Payback</u></p> <ul style="list-style-type: none"> <li>■ One Time Cost: \$10M</li> <li>■ Net Savings over Implementation: \$(10M)</li> <li>■ Annual Recurring savings: \$(0.1M)</li> <li>■ Payback period: Never</li> <li>■ NPV Savings in 2025: \$(10M)</li> </ul>	<p align="center"><u>Impacts</u></p> <ul style="list-style-type: none"> <li>■ Criterion 6: Total Job Change -299 (direct: -186, indirect: -113)</li> <li>■ Criterion 7: No community infrastructure issues affecting scenario recommendation</li> <li>■ Criterion 8: No natural infrastructure issues affecting scenario recommendation</li> </ul>

- ✓ Strategy
- ✓ Capacity Analysis / Data Verification
- ✓ JCSG/MilDep Recommended
- ✓ Deconflicted w/JCSGs
- ✓ COBRA
- ✓ Military Value Analysis / Data Verification
- ✓ Criteria 6-8 Analysis
- ✓ Deconflicted w/MilDeps



# Scenario S128

## One-Time Cost

(All values in 2005 Constant Dollars)

Category	Cost	Sub-Total
Construction		
Military Construction	4,109,000	
Total - Construction		4,109,000
Personnel		
Civilian RIF	459,186	
Civilian Early Retirement	131,879	
Unemployment	35,608	
Total - Personnel		626,673
Overhead		
Program Management Cost	360,070	
Mothball / Shutdown	41,850	
Total - Overhead		401,920
Moving		
Civilian Moving	3,310,120	
Military Moving	225,452	
Freight	157,170	
Information Technologies	74,600	
One-Time Moving Costs	72,000	
Total - Moving		3,839,343
Other		
Environmental Mitigation Costs	70,000	
One-Time Unique Costs	870,000	
Total - Other		940,000
Total One-Time Costs		9,916,936



# Scenario S128

## MILCON Summary

All values in 2005 Constant Dollars

Base Name	Total MilCon*	Milcon Cost Avoidance	Total Net Costs
Capital APT AGS	3,818,000	0	3,818,000
Fort Wayne IAP AGS	0	0	0
Dane County Regional	291,000	0	291,000
BASE X (AIR FORCE)	0	0	0
Totals:	4,109,000	0	4,109,000

\* All MilCon Costs include Design, Site Preparation, Contingency Planning, and SIOH Costs where applicable.



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## Scenario S128 MILCON

MilCon for Base: **Capital APT AGS, IL (DCFT)**

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab Rehab Type	Rehab Cost*	Total Cost*
8721 Fence and Wall	LF	2,400	n/a**	0 Default	n/a**	150
1412 Aviation Operations Building	SF	0	n/a**	8,000 Default	n/a**	1,113
2191 Facility Engineer Maintenance Shop	SF	0	n/a**	7,100 Default	n/a**	982
6100 General Administrative Building	SF	0	n/a**	5,100 Default	n/a**	1,573
Total Construction Cost:						3,818
- Construction Cost Avoid:						0
Total Net Milcon Cost:						3,818

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## Scenario S128 MILCON

MilCon for Base: **Dane County Regional, WI (XGFG)**

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab Rehab Type	Rehab Cost*	Total Cost*
1411 Airfield Fire and Rescue Station	SF	800	n/a**	0 Default	n/a**	291
Total Construction Cost:						291
- Construction Cost Avoid:						0
Total Net Milcon Cost:						291

*Integrity - Service - Excellence*

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# Scenario S128

## Manpower

	12					12					12				
	76	228	316	1032		76	228	316	1025		76	228	316	1025	
Source 30 Sept 03 UMD															
Source MAJCOM Current/Projected 30 Sep 04															
(128) Minus 15 PAA F-16 B30 to Ft Wayne, Ops and															
S128 Maint to ANG Base X (ANG)											-6	-32	-120	-158	-418
(128) Minus BOS Associated with mission to ANG															
S128 Base X (ANG)											0	-12	-12	-24	0
S128 (128) Base X to receive AD decrease											-1	-1	0	-2	0
S128 (128) Firefighters to Thayer											0	0	-1	-1	-27
Adjusted Baseline	12	81	227	320	1034	12	81	227	320	1027	5	36	93	134	562
COBRA Delta	0	0	0	0	0	0	0	0	0	0	-7	-45	-133	-165	-445



# S130

## Close Great Falls



## Candidate #USAF-0037 / S130 Close Great Falls IAP AGS, MT

**Candidate Recommendation:** Close Great Falls IAP AGS. The 120th Fighter Wing (ANG) will inactivate. The wing's F-16 Block 30 aircraft will be distributed to the 187th Fighter Wing (ANG), Dannelly Field AGS, Alabama (3 PAA); the 132d Fighter Wing (ANG), Des Moines IAP AGS, Iowa (3 PAA); and retire (9 PAA). ECS elements realign to Malmstrom AFB, MT  
**Issues:** The 132d Fighter Wing at Des Moines will assume a role in the air sovereignty mission.

<p align="center"><b>Justification</b></p> <ul style="list-style-type: none"> <li>■ Enables Future Total Force transformation</li> <li>■ Efficiency of operations</li> <li>■ Consolidate legacy fleet</li> </ul>	<p align="center"><b>Military Value</b></p> <ul style="list-style-type: none"> <li>● Great Falls distributes F-16s to bases with higher military value including planned Air Sovereignty commitment (Des Moines, IA)</li> </ul>
<p align="center"><b>Payback</b></p> <ul style="list-style-type: none"> <li>■ One Time Cost: <b>\$25M</b></li> <li>■ Net Savings over Implementation: <b>\$(3M)</b></li> <li>■ Annual Recurring savings: <b>\$4M</b></li> <li>■ Payback period: <b>6 yrs/2013</b></li> <li>■ NPV Savings by 2025: <b>\$37M</b></li> </ul>	<p align="center"><b>Impacts</b></p> <ul style="list-style-type: none"> <li>■ Criterion 6: Total Job Change -306 (direct: -189, Indirect: -117)</li> <li>■ Criterion 7: No community Infrastructure issues affecting scenario recommendation</li> <li>■ Criterion 8: No natural Infrastructure issues affecting scenario recommendation</li> </ul>

- ✓ Strategy
- ✓ Capacity Analysis / Data Verification
- ✓ JCSG/MilDep Recommended
- ✓ Deconflicted w/JCSGs
- ✓ COBRA
- ✓ Military Value Analysis / Data Verification
- ✓ Criteria 6-8 Analysis
- ✓ Deconflicted w/MilDeps



## Scenario S130 One-Time Cost

(All values in 2005 Constant Dollars)

Category	Cost	Sub-Total
-----	-----	-----
Construction		
Military Construction	14,338,000	
Total - Construction		14,338,000
Personnel		
Civilian RIF	229,593	
Civilian Early Retirement	71,934	
Unemployment	17,804	
Total - Personnel		319,331
Overhead		
Program Management Cost	615,721	
Mothball / Shutdown	72,916	
Total - Overhead		688,637
Moving		
Civilian Moving	2,083,038	
Military Moving	168,334	
Freight	674,918	
Information Technologies	2,147,400	
One-Time Moving Costs	91,000	
Total - Moving		5,164,691
Other		
Environmental Mitigation Costs	1,467,000	
One-Time Unique Costs	2,579,000	
Total - Other		4,046,000
-----	-----	-----
Total One-Time Costs		24,556,659



## Scenario S130 MILCON Summary

All values in 2005 Constant Dollars

Base Name	Total MilCon*	Milcon Cost Avoidance	Total Net Costs
Great Falls IAP AGS	0	0	0
Dannelly Field AGS	0	0	0
Des Moines IAP AGS	0	0	0
BASE X (AIR FORCE)	0	0	0
Malmstrom AFB	14,338,000	0	14,338,000
Totals:	14,338,000	0	14,338,000

\* All MilCon Costs include Design, Site Preparation, Contingency Planning, and SIOH Costs where applicable.



## Scenario S130 MILCON

MilCon for Base: **Malmstrom AFB, MT (NZAS)**

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab	Rehab Type	Rehab Cost*	Total Cost*
1411 Airfield Fire and Rescue Station	SF	1,200	n/a**	0	Default	n/a**	474
1441 Photo/TV Production Building	SF	2,500	n/a**	0	Default	n/a**	683
1444 Miscellaneous Operations Support Building	SF	3,900	n/a**	0	Default	n/a**	1,184
1714 Reserve Component Training Facility	SF	24,700	n/a**	0	Default	n/a**	5,813
2141 Vehicle Maintenance Shop	SF	8,600	n/a**	0	Default	n/a**	2,033
6100 General Administrative Building	SF	10,600	n/a**	0	Default	n/a**	2,605
7313 Police Station	SF	6,000	n/a**	0	Default	n/a**	1,546
Total Construction Cost:							14,338
- Construction Cost Avoid:							0
Total Net Milcon Cost:							14,338



# Scenario S130

## Manpower

	Source 30 Sept 03 UMD					Source MAJCOM-Current/Projected 30 Sep 04					Source MAJCOM-Current/Projected 30 Sep 04					Source MAJCOM-Current/Projected 30 Sep 04				
Action	12	67	232	311	873	12	67	232	311	867	12	67	232	311	867	12	67	232	311	867
S130 (130) Minus 3 F-16 B30 Ops and Mix to Denny (ANG)																-1	-6	-31	-38	-75
S130 (130) Minus 3 F-16 B30 BOS to Denny (ANG)																0	-1	-4	-5	0
S130 (130) Minus 3 F-16 B30 Ops and Mix to Des Moines (ANG)																-1	-6	-31	-38	-75
S130 (130) Minus 3 F-16 B30 BOS to Des Moines (ANG)																0	-1	-4	-5	0
(130) Non-BRAC Programmatic - Minus 9 F-16 B30 Ops and Mix (ANG)																-3	-10	-92	-105	-297
(130) Non-BRAC Programmatic - Minus 9 F-16 B30 BOS (ANG)																-1	-10	-2	-13	0
S130 (130) Minus ECS to Malmstrom (ANG)																-4	-29	-85	-98	-395
S130 (130) Minus Active Duty to Base X(A)																-2	-2	0	-4	0
(S130) Minus Fire Fighters to Malmstrom (ANG)																0	0	-1	-1	-27
Adjusted Baseline	12	67	232	311	873	12	67	232	311	867	0	0	0	0	0	0	0	0	0	0
COBRA Delta	0	0	0	0	0	0	0	0	0	0	-12	-85	-230	-307	-869					



# S139

## Close Hulman



### Candidate #USAF-0040 / S139

## Close Hulman Reg. APT AGS, Terre Haute IN

**Candidate Recommendation:** Close Hulman Regional Airport AGS. The 181st Fighter Wing (ANG) will inactivate. The wing's F-16 Block 30 aircraft will be distributed to the 122d Fighter Wing (ANG), Fort Wayne IAP AGS, Indiana (9 PAA) and retire (6 PAA).

**Issues:** The wing's ECS elements will remain as an enclave.

<p style="text-align: center;"><u>Justification</u></p> <ul style="list-style-type: none"> <li>■ Enables Future Total Force transformation</li> <li>■ Efficiency of operations</li> <li>■ Consolidate legacy fleet</li> </ul>	<p style="text-align: center;"><u>Military Value</u></p> <ul style="list-style-type: none"> <li>■ Hulman distributes F-16s to Bases with higher military value</li> <li>■ Fort Wayne is an Air Sovereignty base</li> </ul>
<p style="text-align: center;"><u>Payback</u></p> <ul style="list-style-type: none"> <li>■ One Time Cost: \$6M</li> <li>■ Net Savings over Implementation: \$2M</li> <li>■ Annual Recurring savings: \$1M</li> <li>■ Payback period: 5 yrs/2012</li> <li>■ NPV Savings: \$10M</li> </ul>	<p style="text-align: center;"><u>Impacts</u></p> <ul style="list-style-type: none"> <li>■ Criterion 6: Total Job Change -170 (direct: -104, Indirect: -66)</li> <li>■ Criterion 7: No community Infrastructure issues affecting scenario recommendation</li> <li>■ Criterion 8: No impact, natural Infrastructure is adequate for all resource areas</li> </ul>

- Strategy   
  Capacity Analysis / Data Verification   
  JCSG/MilDep Recommended   
  Deconflicted w/JCSGs  
 COBRA   
  Military Value Analysis / Data Verification   
  Criteria 6-8 Analysis   
  Deconflicted w/MilDeps



### Scenario S139

## One-Time Cost

(All values in 2005 Constant Dollars)

Category	Cost	Sub-Total
Construction		
Military Construction	686,000	
Total - Construction		686,000
Personnel		
Civilian RIF	286,991	
Civilian Early Retirement	71,934	
Unemployment	22,255	
Total - Personnel		381,180
Overhead		
Program Management Cost	219,354	
Mothball / Shutdown	73,800	
Total - Overhead		293,154
Moving		
Civilian Moving	1,135,760	
Military Moving	50,664	
Freight	96,079	
Information Technologies	1,186,000	
One-Time Moving Costs	33,000	
Total - Moving		2,501,503
Other		
Environmental Mitigation Costs	631,000	
One-Time Unique Costs	1,382,000	
Total - Other		2,013,000
Total One-Time Costs		5,874,838



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# Scenario S139

## MILCON Summary

All values in 2005 Constant Dollars

Base Name	Total MilCon*	Milcon Cost Avoidance	Total Net Costs
Hulman Regional APT	419,000	0	419,000
Fort Wayne IAP AGS	267,000	0	267,000
<b>Totals:</b>	<b>686,000</b>	<b>0</b>	<b>686,000</b>

\* All MilCon Costs include Design, Site Preparation, Contingency Planning, and SIOH Costs where applicable.



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# Scenario S139

## MILCON

MilCon for Base: **Hulman Regional APT, IN (LDMF)**

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab Rehab Type	Rehab Cost*	Total Cost*
8721 Fence and Wall	LF	2,400	n/a**	0 Default	n/a**	120
1714 Reserve Component Training Facility	SF	0	n/a**	2,500 Default	n/a**	244
4423 Hazardous Materials Storage, Installation	SF	0	n/a**	600 Default	n/a**	55
Total Construction Cost:						419
- Construction Cost Avoid:						0
Total Net Milcon Cost:						419



# Scenario S139

## MILCON

MilCon for Base: Fort Wayne IAP AGS, IN (ATQZ)

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MilCon	New Cost*	Using Rehab Rehab Type	Rehab Cost*	Total Cost*
1411 Airfield Fire and Rescue Station	SF	800	n/a**	0 Default	n/a**	267
Total Construction Cost:						267
- Construction Cost Avoid:						0
Total Net Milcon Cost:						267



# Scenario S139

## Manpower

Action	Source 30 Sept 03 UMD					Source MAJCOM-Current/Projected 30 Sep 04					Adjusted Baseline					COBRA Delta									
	8	58	220	288	923	8	60	220	288	923	8	60	220	288	916	5	28	64	97	427	-2	-24	-78	-104	-266
6138 (130) Minus 9 F-16 B30 ops and mxx to Ft Wayne (ANG)																-2	-18	-71	-91	-229					
6138 (130) Minus 9 F-16 B30 BOS to Ft Wayne (ANG)																0	-6	-6	-12	0					
(130) Non-BRAC Programmatic - Retire 8 PAA F-16																0	-3	-74	-77	-233					
6138 B30 Ops and Maint (ANG)																1	5	4	10	0					
(130) Non-BRAC Programmatic - Retire 8 PAA F-16																0	0	-1	-1	-27					
6138 B30 BOS (ANG)																									
6138 (130) Minus Fire - move to Ft Wayne (ANG)																									
<b>Adjusted Baseline</b>	8	60	220	288	923	8	60	220	288	916	5	28	64	97	427										
<b>COBRA Delta</b>	0	0	0	0	-0	0	0	0	0	0	-2	-24	-78	-104	-266										



# S140 Close Holloman



# Candidate #USAF-0116 / S140 Close Holloman AFB

**Candidate Recommendation:** Close Holloman AFB. The 49th Fighter Wing will inactivate and the wing's F-117 aircraft will retire. AFSPACE, AFMC, AETC missions will remain as tenants.

**Issues:** German Air Force FTU operation will remain in place. Army scenario potentially involving Holloman.

<u>Justification</u>	<u>Military Value</u>
<p style="text-align: center;"><u>Payback</u></p> <ul style="list-style-type: none"> <li>■ One Time Cost: \$45M</li> <li>■ Net Savings over Implementation: \$238M</li> <li>■ Annual Recurring savings: \$77M</li> <li>■ Payback period: Immediate</li> <li>■ NPV Savings: \$941M</li> </ul>	<p style="text-align: center;"><u>Impacts</u></p> <ul style="list-style-type: none"> <li>■ Criterion 6: Total Job Change -5,912 (direct: -3,492, indirect: -2,420)</li> <li>■ Criterion 7: No community infrastructure issues affecting scenario recommendation</li> <li>■ Criterion 8: No natural infrastructure issues affecting scenario recommendation</li> </ul>

- ✓ Strategy
- ✓ Capacity Analysis / Data Verification
- ✓ JCSG/MilDep Recommended
- ✓ Deconflicted w/JCSGs
- ✓ COBRA
- ✓ Military Value Analysis / Data Verification
- ✓ Criteria 6-8 Analysis
- ✓ Deconflicted w/MilDeps



# Scenario S140

## One-Time Cost

(All values in 2005 Constant Dollars)

Category	Cost	Sub-Total
Construction		
Total - Construction		0
Personnel		
Civilian RIF	6,313,808	
Civilian Early Retirement	467,571	
Eliminated Military PCS	3,935,986	
Unemployment	489,610	
Total - Personnel		11,206,975
Overhead		
Program Management Cost	11,076,203	
Mothball / Shutdown	1,561,500	
Total - Overhead		12,637,703
Moving		
Civilian Moving	4,679,364	
Civilian PFP	2,413,728	
Military Moving	9,042,983	
Freight	1,306,561	
Information Technologies	452,800	
Total - Moving		17,895,437
Other		
HAP / RSE	2,323,063	
One-Time Unique Costs	1,112,000	
Total - Other		3,435,063
Total One-Time Costs		45,175,178



# Scenario S140

## MILCON Summary

All values in 2005 Constant Dollars

Base Name	Total MilCon*	Milcon Cost Avoidence	Total Net Costs
Holloman AFB	0	0	0
BASE X (AIR FORCE)	0	0	0
Totals:	0	0	0

\* All MilCon Costs include Design, Site Preparation, Contingency Planning, and SIOH Costs where applicable.





January 29, 2004

Major General William A. Cugno  
The Adjutant General's Office  
360 Broad Street  
Hartford, CT 06105-3795

Dear General Cugno:

Subject: Bradley International Airport  
CT Air National Guard  
CT Army National Guard  
Lease Extension

Based upon information provided, it is our understanding that any major improvements proposed by the Air National Guard (ANG) would first have to be listed on a five year Capital Improvement Program (CIP) and have a capitalization period of not less than thirty years. Since your current lease expires in 2031, any single improvement would require a lease extension to the year 2039. Given the multiple needs within your existing lease area, I am pleased to advise you that the Bradley Board of Directors would be supportive of extending the duration of your lease for your current area, until the year 2050. Such an extension should give you sufficient time to prioritize your needs, develop a CIP, and capitalize the various improvements.

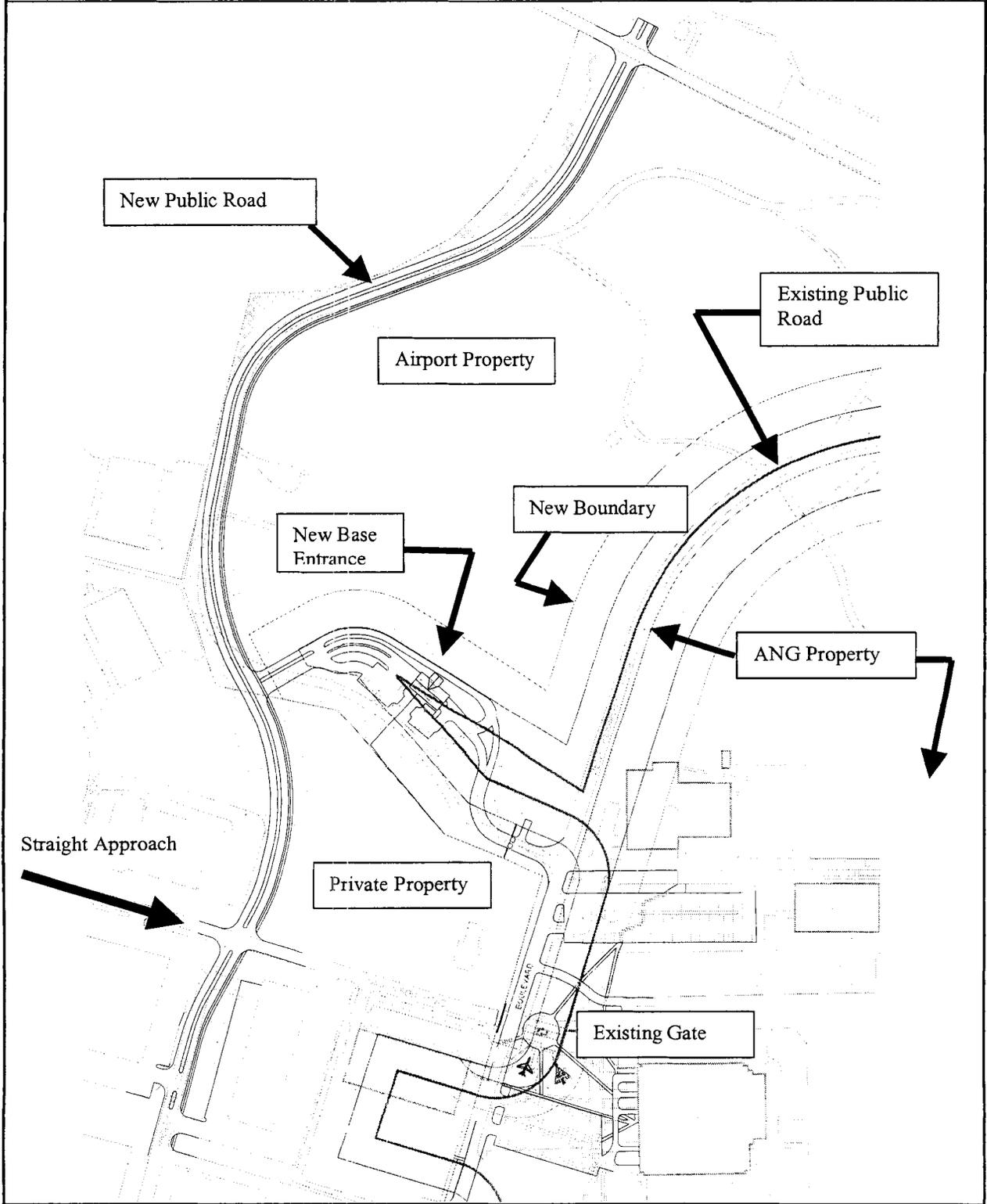
It is also understood that the needs of the Army National Guard (ARNG) are very similar to that of the ANG. For the very same reasons stated herein, the Bradley Board of Directors would be supportive in increasing the duration of their current lease area to the year 2050.

Regarding ANG's needs for additional area west of the existing Perimeter Road, such needs could not be fulfilled until the completion of Bradley Park Connector Road. While we agree with the Capitol Region Council of Governments regarding the need for such a roadway, the proposed improvement is not listed on anyone's CIP. In order to accelerate the leasing of additional areas, the ANG may wish to consider including the roadway in their CIP. In any consideration of the aforementioned, please be advised that areas of the property contain numerous wells and an underground storage reservoir which in part serve the Airport's portable and fire suppression water needs. Any impact or modifications to these facilities should be included in the planning and budgetary process of the agency proposing improvements.

1. COMPONENT ANG		FY 2010 MILITARY CONSTRUCTION PROJECT DATA (computer generated)			2. DATE			
3. INSTALLATION AND LOCATION BRADLEY INTERNATIONAL AIRPORT, CONNECTICUT			4. PROJECT TITLE SECURITY IMPROVEMENT - RELOCATE ROADS AND BASE ENTRANCE					
5. PROGRAM ELEMENT 55296F		6. CATEGORY CODE 850-000	7. PROJECT NUMBER CEKT049121		8. PROJECT COST(\$000) \$5,000			
9. COST ESTIMATES								
ITEM					U/M	QUANTITY	UNIT COST	COST (\$000)
RELOCATE BASE ENTRANCE					LM	3,078		2,360
ENTRANCE ROADS					LM	3,078	656	( 2,019)
CONSTRUCT GATE HOUSE					SM	28	4,306	( 121)
SECURITY FENCING AND GATES					LS			( 220)
SUPPORTING FACILITIES								2,160
COMMUNICATIONS SUPPORT					LS			( 150)
ELECTRICAL SYSTEM					LS			( 300)
STORM DRAINAGE					LS			( 310)
NATURAL GAS/WATER INFRASTRUCTURE					LS			( 240)
SITE WORK/GRADING					LS			( 400)
SITE RESTORATION					LS			( 230)
DEMOLITION					LS			( 530)
SUBTOTAL								4,520
CONTINGENCY (5%)								226
TOTAL CONTRACT COST								4,746
SUPERVISION, INSPECTION AND OVERHEAD (6%)								285
TOTAL REQUEST								5,031
TOTAL REQUEST (ROUNDED)								5,000
10. Description of Proposed Construction: Relocate the base entrance to include relocation and realignment of off-base public roads and construct a two lane base entry road, construct intersection with new public road, install traffic signals, signage, lighting, provide storm drainage and gutters, fencing, site work and drainage, relocate utilities and all other required actions for a complete project. Include required demolition of existing roadway and utilities. Air Conditioning: 18 KW.								
11. REQUIREMENT: 3,078 LM ADEQUATE: 0 LM SUBSTANDARD: 610 LM <u>PROJECT</u> : Security Improvements-Relocate Base Entrance (Current Mission). <u>REQUIREMENT</u> : Relocate the existing base entrance to meet Anti-Terrorism/Force Protection criteria. Provide additional stand-off area to meet AT/FP criteria for new and existing facilities in support of 15 PAI A-10 Wing. The base is acquiring 14 acres from the adjacent Airport Authority per the approved base master plan. This relocation of the main entrance will establish the basic infrastructure to develop this additional area and provide the proper set back/stand-off distances from the base perimeter. <u>CURRENT SITUATION</u> : The existing base layout is currently landlocked and its is difficult to meet the required Anti-Terrorism/Force Protection set-back/stand-off distance criteria. Base facilities are located in close proximity to one another resulting in very limited parking areas and vehicle circulation arteries which also violate prescribed set back distance criteria. A very busy off-base road passes within 30 feet of the base Reserve Forces Training and Medical Training Facility, Building 24. The fence cannot be moved since the public road is within 5 feet from the fence. The existing main base entrance gate is located next to Building 78, which houses Reserve Forces Operational Training functions and base Security Forces. Adequate room to isolate and search large tractor trailers at the existing gate does not exist, and as a result, large trucks and vehicles are frequently backed-up along the public road adjacent to Building 78. Vehicle searches have to be accomplished on the public road, causing significant traffic problems (use of one of the two travel lanes) and grave safety concerns:								

1. COMPONENT ANG	FY 2010 MILITARY CONSTRUCTION PROJECT DATA (computer generated)	2. DATE
3. INSTALLATION AND LOCATION BRADLEY INTERNATIONAL AIRPORT, CONNECTICUT		
5. PROJECT TITLE SECURITY IMPROVEMENT - RELOCATE ROADS AND BASE ENTRANCE		7. PROJECT NUMBER CEKT049121
<p>Security Forces personnel have had numerous close calls from vehicles speeding around the stopped vehicle to take the turn at the intersection before the on-coming vehicle, while the inspectors are on the street-side of the stopped vehicle. The public road serving the base enters straight in to the Gate &amp; base: an almost 1 mile straight shot (not perpendicular) offering a high speed, impossible to stop approach.</p> <p><u>IMPACT IF NOT PROVIDED:</u> The base will not be able meet the minimum Anti-Terrorism/Force Protection requirements. During elevated threat conditions, base personnel and facilities would be vulnerable to hostile activity. High threat periods may force the evacuation of portions of base facilities, which would severely impact mission readiness and morale. Recruiting and retention is negatively affected because of the perception that personnel security and safety are not a priority.</p> <p><u>ADDITIONAL:</u> This project meets the criteria/scope specified in Air National Guard Handbook 32-1084, "Facility Requirements" and is in compliance with the base master plan. All design and construction will be in compliance with current Anti-Terrorism/Force Protection construction standards and criteria. Antiterrorism/Force Protection requirements have been considered in the development of this project.</p>		

1. COMPONENT ANG	FY 2010 MILITARY CONSTRUCTION PROJECT DATA (computer generated)	2. DATE
3. INSTALLATION AND LOCATION BRADLEY INTERNATIONAL AIRPORT, CONNECTICUT		
5. PROJECT TITLE SECURITY IMPROVEMENT - RELOCATE ROADS AND BASE ENTRANCE	7. PROJECT NUMBER CEKT049121	



## State Owned Joint Airport Cost Efficiencies (Supporting Data)

<b>Facility Capability</b>	<b>Supporting Material</b>
Base Operation Support Cost (BRAC COBRA Analysis)	COBRA Data Report
FAR Class Status	Airport Certification Status List
Federal Inspection Capability	<a href="http://www.cbp.gov">www.cbp.gov</a> Print Out
Airport Operations Funded By...	Airport Facility Directory
ATC Tower Operation	Airport Facility Directory
Tower Operating Hours	Airport Facility Directory
Ramp Snow Removal	Airport Joint Use Agreement p. 3
EIS Approved Deicing Capabilities	Bradley International Deicing Procedures
Runway Approach capabilities	Airport Facility Directory
C-17 Runway Weight Limitations	<a href="http://www.afd.scott.af.mil">www.afd.scott.af.mil</a> Print Out
Crash and Recovery Rating	Airport Facility Directory
TSA Supervision Present	Public Law 107-71—Nov. 19, 2001
Dedicated 24/7 Airfield Perimeter Patrols	Mr. Richard A Mitchell FAA ATC Supervisor

COBRA PERSONNEL/SF/SUSTAINMENT/RECAP/BOS DELTAS REPORT (COBRA v6.10)  
 Data As Of 5/19/2005 11:47:04 AM, Report Created 5/19/2005 11:47:26 AM

Department : USAF  
 Scenario File : N:\IEB Files\IEBB\COBRA Team\USAF 0033V3 (101Jc2)\COBRA USAF 0033v3 (101Jc2).CBR  
 Option Pkg Name: USAF 0033v3 (101Jc2) Realign Bradley IAP AGS  
 Std Fctrs File : N:\IEB Files\IEBB\COBRA Team\COBRA 6.10\BRAC2005.SFF

Base	Personnel			
	Start*	Finish*	Change	%Change
Bradley IAP AGS	206	114	-92	-45%
Barnes MPT AGS	315	421	106	34%
Martin State APT AGS	422	418	-4	-1%
Selfridge ANGB	1,110	1,106	-4	0%
Shaw AFB	5,706	5,681	-25	0%
<b>TOTAL</b>	<b>7,759</b>	<b>7,740</b>	<b>-19</b>	<b>0%</b>

Base	Square Footage				
	Start	Finish	Change	%Change	Chg/Per
Bradley IAP AGS	316,000	316,000	0	0%	0
Barnes MPT AGS	325,000	325,000	0	0%	0
Martin State APT AGS	390,000	390,000	0	0%	0
Selfridge ANGB	1,980,000	1,980,000	0	0%	0
Shaw AFB	2,589,000	2,589,000	0	0%	0
<b>TOTAL</b>	<b>5,600,000</b>	<b>5,600,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>

Base	Base Operations Support (2005\$)				
	Start*	Finish*	Change	%Change	Chg/Per
Bradley IAP AGS	2,177,207	2,115,347	-61,860	-3%	672
Barnes MPT AGS	3,123,573	3,222,497	98,924	3%	933
Martin State APT AGS	3,566,150	3,562,020	-4,130	0%	1,032
Selfridge ANGB	6,367,273	6,361,124	-6,149	0%	1,537
Shaw AFB	19,709,277	19,652,888	-56,389	0%	2,255
<b>TOTAL</b>	<b>34,943,481</b>	<b>34,913,877</b>	<b>-29,604</b>	<b>0%</b>	<b>1,558</b>

Just looking at raw numbers demonstrates it is cheaper to op BDL (30% cheaper!) than BAF for same msn.

Base	Sustainment (2005\$)				
	Start	Finish	Change	%Change	Chg/Per
Bradley IAP AGS	1,386,730	1,386,730	0	0%	0
Barnes MPT AGS	1,541,213	1,541,213	0	0%	0
Martin State APT AGS	1,409,173	1,409,173	0	0%	0
Selfridge ANGB	9,529,947	9,529,947	0	0%	0
Shaw AFB	5,535,562	5,535,562	0	0%	0
<b>TOTAL</b>	<b>19,402,625</b>	<b>19,402,625</b>	<b>0</b>	<b>0%</b>	<b>0</b>

Base	Recapitalization (2005\$)				
	Start	Finish	Change	%Change	Chg/Per
Bradley IAP AGS	818,990	818,990	0	0%	0
Barnes MPT AGS	859,445	859,445	0	0%	0
Martin State APT AGS	851,367	851,367	0	0%	0
Selfridge ANGB	6,844,167	6,844,167	0	0%	0
Shaw AFB	6,727,755	6,727,755	0	0%	0
<b>TOTAL</b>	<b>16,101,724</b>	<b>16,101,724</b>	<b>0</b>	<b>0%</b>	<b>0</b>

**The airport classifications listed below are PRELIMINARY and SUBJECT TO CHANGE.  
Please coordinate with your Regional Airports Office to ensure your airport has the  
appropriate airport classification in accordance with the revised Part 139.**

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Alabama	Anniston Metro	Anniston	ANB		Class IV	
Alabama	Birmingham Int'l	Birmingham	BHM		Class I	
Alabama	Dannelly Fld	Montgomery	MGM		Class I	
Alabama	Dothan	Dothan	DHN		Class I	
Alabama	Huntsville Int'l	Huntsville	HSV		Class I	
Alabama	Mobile Downtown	Mobile	BFM		Class II	
Alabama	Mobile Reg	Mobile	MOB		Class I	
Alabama	NW Alabama Reg	Muscle Shoals	MSL		Class I	
Alabama	Talladega Muni	Talladega	ASN		Class IV	
Alabama	Tuscaloosa Muni	Tuscaloosa	TCL		Class IV	
Alaska	Adak	Adak Island	ADK		Class I	
Alaska	Anchorage Int'l	Anchorage	ANC		Class I	
Alaska	Bethel	Bethel	BET		Class I	
Alaska	Cold Bay	Cold Bay	CDB		Class I	
Alaska	Deadhorse	Deadhorse	SCC		Class I	
Alaska	Dillingham	Dillingham	DLG		Class I	
Alaska	Fairbanks Int'l	Fairbanks	FAI		Class I	
Alaska	Galbraith Lake	Galbraith Lake	GBH		Class IV	
Alaska	Gustavus	Gustavus	GST		Class I	
Alaska	Homer	Homer	HOM		Class I	
Alaska	Iliamna	Iliamna	ILI		Class I	
Alaska	Juneau Int'l	Juneau	JNU		Class I	
Alaska	Kenai Muni	Kenai	ENA		Class I	
Alaska	Ketchikan Int'l	Ketchikan	KTN		Class I	
Alaska	King Salmon	King Salmon	AKN		Class I	
Alaska	Kodiak	Kodiak	ADQ		Class I	
Alaska	Merle K (Mudhole) Smith	Cordova	CDV		Class I	
Alaska	Nome	Nome	OME		Class I	
Alaska	Petersburg James Johnson	Petersburg	PSG		Class I	
Alaska	Prospect Creek	Prospect Creek	PPC		Class IV	
Alaska	Ralph Wien Mem	Kotzebue	OTZ		Class I	
Alaska	Red Dog	Red Dog	AED		Class IV	
Alaska	Sand Point	Sand Point	SDP		Class I	
Alaska	Sitka Rocky Gutierrez	Sitka	SIT		Class I	
Alaska	St Paul Island	St Paul Island	SNP		Class I	
Alaska	Unalaska	Unalaska	DUT		Class I	
Alaska	Valdez	Valdez	VDZ		Class I	
Alaska	Wiley Post- Will Rogers Mem	Barrow	BRW		Class I	
Alaska	Wrangell	Wrangell	WRG		Class I	
Alaska	Yankutat	Yankutat	YAK		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
American Samoa	Fitiuta	Fitiuta	FAQ		Class III	
American Samoa	Ofu	Ofu	Z08		Class III	
American Samoa	Pago Pago Int'l	Pago Pago	PPG		Class I	
Arizona	Ernest Love Fld	Prescott	PRC		Class II	
Arizona	Flagstaff Pulliam	Flagstaff	FLG		Class I	
Arizona	Fort Huachuca-Sierra Vista	Sierra Vista	FHU		Class III	
Arizona	Grand Canyon National Park	Grand Canyon	GCN		Class II	
Arizona	Grand Canyon West	Peach Springs	1G4		Class III	
Arizona	Kingman	Kingman	IGM		Class II	
Arizona	Lake Havasu City	Lake Havasu City	HII		Class III	
Arizona	Laughlin/Bullhead Int'l	Bullhead City	IFP		Class I	
Arizona	Page Muni	Page	PGA		Class II	
Arizona	Phoenix Sky Harbor Int'l	Phoenix	PHX		Class I	
Arizona	Pinal Airpark	Marana	MZJ		Class IV	
Arizona	Show Low Muni	Show Low	SOW		Class III	
Arizona	Tucson Int'l	Tucson	TUS		Class I	
Arizona	Williams Gateway	Phoenix	IWA		Class IV	
Arizona	Yuma MCAS-Yuma Intl	Yuma	YUM		Class I	
Arkansas	Adams Fld	Little Rock	LIT		Class I	
Arkansas	Boone Co	Harrison	HRO		Class III	
Arkansas	Drake Fld	Fayetteville	FYV		Class IV	
Arkansas	Northwest Arkansas	Fayetteville	XNA		Class I	
Arkansas	Fort Smith Reg	Fort Smith	FSM		Class I	
Arkansas	Jonesboro Muni	Jonesboro	JBR		Class III	
Arkansas	Memorial Fld	Hot Springs	HOT		Class II	
Arkansas	South Arkansas Reg	El Dorado	ELD		Class III	
Arkansas	Texarkana Reg-Webb Fld	Texarkana	TXK		Class I	
California	Arcata	Arcata/Eureka	ACV		Class I	
California	Buchanan Fld	Concord	CCR		Class IV	
California	Burbank/Glendale/Pasadena	Burbank	BUR		Class I	
California	Chico Muni	Chico	CIC		Class III	
California	Fresno Yosemite Int'l	Fresno	FAT		Class I	
California	Imperial Co	Imperial	IPL		Class III	
California	Inyokern	Inyokern	IYK		Class III	
California	Jack McNamara Fld	Crescent City	CEC		Class II	
California	John Wayne-Orange Co	Santa Ana	SNA		Class I	
California	Lake Tahoe	South Lake Tahoe	TVL		Class IV	
California	Long Beach/Daugherty Fld	Long Beach	LGB		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
California	Los Angeles Int'l	Los Angeles	LAX		Class I	
California	Mammoth Yosemite	Mammoth Lakes	MMH		Class IV	
California	McClellan-Palomar	Carlsbad	CRQ		Class I	
California	Meadows Fld	Bakersfield	BFL		Class I	
California	Merced Muni	Merced	MCE		Class III	
California	Metro Oakland Int'l	Oakland	OAK		Class I	
California	Modesto City/ Harry Sham	Modesto	MOD		Class II	
California	Monterey Peninsula	Monterey	MRY		Class I	
California	Ontario Int'l	Ontario	ONT		Class I	
California	Oxnard	Oxnard	OXR		Class III	
California	Palm Springs Reg	Palm Springs	PSP		Class I	
California	Palmdale Reg/AF Plant 42	Palmdale	PMD		Class II	
California	Paso Robles Muni	Paso Robles	PRB		Class IV	
California	Redding Muni	Redding	RDD		Class I	
California	Sacramento Int'l	Sacramento	SMF		Class I	
California	San Bernardino Int'l	San Bernardino	SBD		Class IV	
California	San Diego Int'l- Lindbergh Fld	San Diego	SAN		Class I	
California	San Francisco Int'l	San Francisco	SFO		Class I	
California	San Jose Int'l	San Jose	SJC		Class I	
California	San Luis Obispo Co	San Luis Obispo	SBP		Class I	
California	Santa Barbara Muni	Santa Barbara	SBA		Class I	
California	Santa Maria Pub	Santa Maria	SMX		Class II	
California	Sonoma Co	Santa Rosa	STS		Class IV	
California	Southern Calif. Int'l	Victorville	VCV		Class II	
California	Stockton Metro	Stockton	SCK		Class IV	
California	Visalia Muni	Visalia	VIS		Class II	
Colorado	Akron- Washington Co	Akron	AKO		Class IV	
Colorado	Aspen-Pitkin Co Sardy	Aspen	ASE		Class I	
Colorado	Colorado Springs Muni	Colorado Springs	COS		Class I	
Colorado	Cortez Muni	Cortez	CEZ		Class II	
Colorado	Denver Int'l	Denver	DEN		Class I	
Colorado	Durango-LaPlata Co	Durango	DRO		Class I	
Colorado	Eagle Co Reg	Eagle	EGE		Class I	
Colorado	Ft Collins/ Loveland Muni	Fort Collins/ Loveland	FNL		Class I	
Colorado	Gunnison Co	Gunnison	GUC		Class I	
Colorado	Montrose Reg	Montrose	MTJ		Class I	
Colorado	Pueblo Muni	Pueblo	PUB		Class III	
Colorado	San Luis Valley Reg/ Bergm	Alamosa	ALS		Class III	
Colorado	Telluride Reg	Telluride	TEX		Class I	
Colorado	Walker Fld	Grand Junction	GJT		Class I	
Colorado	Yampa Valley	Hayden	HDN		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Connecticut	Bradley Int'l	Windsor Locks	BDL		Class I	
Connecticut	Groton-New London	Groton/ New London	GON		Class I	
Connecticut	Sikorsky Mem	Bridgeport	BDR		Class IV	
Connecticut	Tweed-New Haven	New Haven	HVN		Class I	
Connecticut	Danbury Muni	Danbury	DXR		Class IV	
Delaware	New Castle Co	Wilmington	ILG		Class IV	
District of Columbia	Ronald Regan Washington National	Washington	DCA		Class I	
District of Columbia	Washington Dulles Int'l	Washington	IAD		Class I	
Florida	Chalotte Co	Punta Gorda	PGD		Class IV	
Florida	Daytona Beach Int'l	Daytona Beach	DAB		Class I	
Florida	Fort Lauderdale/ Hollywood Int'l	Fort Lauderdale	FLL		Class I	
Florida	Gainesville Reg	Gainesville	GNV		Class I	
Florida	Jacksonville Int'l	Jacksonville	JAX		Class I	
Florida	Key West Int'l	Key West	EYW		Class I	
Florida	Lakeland Linder Reg	Lakeland	LAL		Class IV	
Florida	Marathon	Marathon	MTH		Class IV	
Florida	Melbourne Int'l	Melbourne	MLB		Class I	
Florida	Miami Int'l	Miami	MIA		Class I	
Florida	Naples Muni	Naples	APF		Class I	
Florida	Ocala Reg	Ocala	OCF		Class IV	
Florida	Orlando Int'l	Orlando	MCO		Class I	
Florida	Orlando Sanford	Orlando	SFB		Class I	
Florida	Palm Beach Int'l	West Palm Beach	PBI		Class I	
Florida	Panama City- Bay Co Int'l	Panama City	PFN		Class I	
Florida	Pensacola Reg	Pensacola	PNS		Class I	
Florida	Sarasota/ Bradenton Int'l	Sarasota/ Bradenton	SRQ		Class I	
Florida	SW Florida Int'l	Fort Myers	RSW		Class I	
Florida	Space Coast Reg	Titusville	TIJ		Class IV	
Florida	St. Augustine	St. Augustine	SGJ		Class IV	
Florida	St. Petersburg/ Clearwater Int'l	St. Petersburg/ Clearwater	PIE		Class I	
Florida	Tallahassee Reg	Tallahassee	TLH		Class I	
Florida	Tampa Int'l	Tampa	TPA		Class I	
Florida	Vero Beach Muni	Vero Beach	VRB		Class IV	
Georgia	Athens/Ben Epps	Athens	AHN		Class II	
Georgia	Bush Fld	Augusta	AGS		Class I	
Georgia	Columbus Metro	Columbus	CSG		Class I	
Georgia	Glynco Jetport	Brunswick	BQK		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Georgia	Hartsfield Atlanta Int'l	Atlanta	ATL		Class I	
Georgia	Middle Georgia Reg	Macon	MCN		Class I	
Georgia	Richard B Russell	Rome	RMG		Class IV	
Georgia	Savannah Int'l	Savannah	SAV		Class I	
Georgia	SW Georgia Reg	Albany	ABY		Class II	
Georgia	Valdosta Reg	Valdosta	VLD		Class I	
Guam	Guam Int'l	Agana	GUM		Class I	
Hawaii	Hana	Maui	HNM		Class III	
Hawaii	Hilo Int'l	Hilo	ITO		Class I	
Hawaii	Honolulu Int'l	Honolulu	HNL		Class I	
Hawaii	Kahului	Kahului	OGG		Class I	
Hawaii	Kalaupapa	Kalaupapa	LUP		Class III	
Hawaii	Kapalua	Lahaina	JHM		Class I	
Hawaii	Kona Int'l at Keahole	Kailua/Kona	KOA		Class I	
Hawaii	Lanai	Lanai City	LNY		Class I	
Hawaii	Lihue	Lihue	LIH		Class I	
Hawaii	Molokai	Kaunakakai	MKK		Class I	
Hawaii	Waimea-Kohala	Kamuela	MUE		Class III	
Idaho	Boise Air Term	Boise	BOI		Class I	
Idaho	Coeur D'Alene	Coeur D'Alene	COE		Class IV	
Idaho	Fanning Fld	Idaho Falls	IDA		Class I	
Idaho	Friedman Mem	Hailey (Sun Valley)	SUN		Class I	
Idaho	Lewiston- Nez Perce Co	Lewiston	LWS		Class I	
Idaho	Magic Valley Reg	Twin Falls	TWF		Class II	
Idaho	Pocatello Reg	Pocatello	PIH		Class I	
Illinois	Capital	Springfield	SPI		Class I	
Illinois	Central Illinois Reg	Bloomington/Normal	BMI		Class I	
Illinois	Chicago Midway	Chicago	MDW		Class I	
Illinois	Chicago O'Hare Int'l	Chicago	ORD		Class I	
Illinois	Coles Co Mem	Mattoon/Charleston	MTO		Class IV	
Illinois	Decatur	Decatur	DEC		Class II	
Illinois	Greater Peoria Reg	Peoria	PIA		Class I	
Illinois	Greater Rockford	Rockford	RFD		Class I	
Illinois	Mount Vernon	Mount Vernon	MVN		Class IV	
Illinois	Quad City Int'l	Moline	MLI		Class I	
Illinois	Quincy Reg	Quincy	UIN		Class II	
Illinois	Scott AFB/ Midamerica	Belleville	BLV		Class I	
Illinois	Southern Illinois	Carbondale/ Murphysboro	MDH		Class IV	
Illinois	St. Louis Reg	Alton/St Louis	ALN		Class IV	
Illinois	University of Illinois	Champaign/ Urbana	CMI		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Illinois	Williamson Co Reg	Marion	MWA		Class II	
Indiana	Anderson Muni	Anderson	AID		Class IV	
Indiana	Columbus Muni	Columbus	BAK		Class IV	
Indiana	Delaware Co	Muncie	MIE		Class IV	
Indiana	Elkhart Muni	Elkhart	EKM		Class IV	
Indiana	Evansville Reg	Evansville	EVV		Class I	
Indiana	Fort Wayne Int'l	Fort Wayne	FWA		Class I	
Indiana	Gary/Chicago	Gary	GYG		Class IV	
Indiana	Indianapolis Int'l	Indianapolis	IND		Class I	
Indiana	South Bend Reg	South Bend	SBN		Class I	
Indiana	Monroe Co	Bloomington	BMG		Class IV	
Indiana	Porter Co Muni	Valparaiso	VPZ		Class IV	
Indiana	Purdue University	Lafayette	LAF		Class IV	
Indiana	Terr Haute Int'l- Hulman Fld	Terre Haute	HUF		Class IV	
Iowa	SE Iowa Reg	Burlington	BRL		Class II	
Iowa	Des Moines Int'l	Des Moines	DSM		Class I	
Iowa	Dubuque Reg	Dubuque	DBQ		Class I	
Iowa	Eastern Iowa Airport	Cedar Rapids	CID		Class I	
Iowa	Ft. Dodge Reg	Ft. Dodge	FOD		Class I	
Iowa	Mason City Muni	Mason City	MCW		Class I	
Iowa	Ottumwa Indus	Ottumwa	OTM		Class IV	
Iowa	Sioux Gateway	Sioux City	SUX		Class I	
Iowa	Waterloo Muni	Waterloo	ALO		Class I	
Kansas	Dodge City Reg	Dodge City	DDC		Class II	
Kansas	Forbes Fld	Topeka	FOE		Class IV	
Kansas	Garden City Reg	Garden City	GCK		Class II	
Kansas	Great Bend Muni	Great Bend	GBD		Class III	
Kansas	Hays Muni	Hays	HYS		Class II	
Kansas	Hutchinson Muni	Hutchinson	HUT		Class IV	
Kansas	Liberal Muni	Liberal	LBL		Class II	
Kansas	Manhattan Reg	Manhattan	MHK		Class II	
Kansas	Salina Muni	Salina	SLN		Class II	
Kansas	Wichita Mid-Continent	Wichita	ICT		Class I	
Kentucky	Barkley Reg	Paducah	PAH		Class I	
Kentucky	Blue Grass	Lexington	LEX		Class I	
Kentucky	Bowling Green/ Warren Co Reg	Bowling Green	BWG		Class IV	
Kentucky	Cincinnati/ North Kentucky Int'l	Covington/ Cincinnati	CVG		Class I	
Kentucky	Louisville Int'l	Louisville	SDF		Class I	
Kentucky	Owensboro- Davies Co	Owensboro	OWB		Class II	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Louisiana	Acadiana Reg	New Iberia	ARA		Class II	
Louisiana	Alexandria Int'l	Alexandria	AEX		Class I	
Louisiana	Baton Rouge Metro-Ryan	Baton Rouge	BTR		Class I	
Louisiana	Chennault Int'l	Lake Charles	CWF		Class IV	
Louisiana	Lafayette Reg	Lafayette	LFT		Class I	
Louisiana	Lake Charles Reg	Lake Charles	LCH		Class I	
Louisiana	Lakefront	New Orleans	NEW		Class IV	
Louisiana	Monroe Reg	Monroe	MLU		Class I	
Louisiana	New Orleans Int'l	New Orleans	MSY		Class I	
Louisiana	Shreveport Reg	Shreveport	SHV		Class I	
Maine	Augusta State	Augusta	AUG		Class III	
Maine	Bangor Int'l	Bangor	BGR		Class I	
Maine	Hancock Co-Bar Harbor	Bar Harbor	BHB		Class III	
Maine	Knox Co Reg	Rockland	RKD		Class III	
Maine	No. Maine Reg	Presque Isle	PQI		Class I	
Maine	Portland Int'l Jetport	Portland	PWM		Class I	
Marshall Islands	Rota Island	Rota Island	GRO		Class I	
Marshall Islands	Saipan Int'l	Saipan Island	GSN		Class I	
Marshall Islands	West Tinian	Tinian Island	TNI		Class I	
Maryland	Baltimore-Washington Int'l	Baltimore	BWI		Class I	
Maryland	Hagerstown Reg	Hagerstown	HGR		Class II	
Maryland	Salisbury-Ocean City Wicomico Reg	Salisbury	SBY		Class I	
Massachusetts	Barnes Muni	Westfield	BAF		Class IV	
Massachusetts	Barnstable Muni	Hyannis	HYA		Class I	
Massachusetts	Laurence Hanscom Fld	Bedford	BED		Class I	
Massachusetts	Logan Int'l	Boston	BOS		Class I	
Massachusetts	Marthas Vineyard	Vineyard Haven	MVY		Class I	
Massachusetts	Nantucket Mem	Nantucket	ACK		Class I	
Massachusetts	Worcester Reg	Worcester	ORH		Class I	
Massachusetts	Westover AFB/Metro	Springfield/Chicopee	CEF		Class IV	
Michigan	Alpena Co Reg	Alpena	APN		Class I	
Michigan	Chippewa Co Int'l	Sault Ste Marie	CIU		Class I	
Michigan	Ford	Iron Mountain/Kingsford	IMT		Class II	
Michigan	Gogebic-Iron Co	Ironwood	IWD		Class II	
Michigan	Oakland Co Int'l	Pontiac	PTK		Class IV	
Michigan	W K Kellogg	Battle Creek	BTL		Class IV	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Michigan	Willow Run	Detroit	YIP		Class IV	
Michigan	Bishop Int'l	Flint	FNT		Class I	
Michigan	Capital City	Lansing	LAN		Class I	
Michigan	Cherry Capital	Traverse City	TVC		Class I	
Michigan	Delta Co	Escanaba	ESC		Class II	
Michigan	Detroit City	Detroit	DET		Class IV	
Michigan	Detroit Metro Wayne Co	Detroit	DTW		Class I	
Michigan	Houghton Co Mem	Hancock	CMX		Class I	
Michigan	Kalamazoo/ Btl Crk Int'l	Kalamazoo	AZO		Class I	
Michigan	Kent Co Int'l	Grand Rapids	GRR		Class I	
Michigan	Manistee Co- Blacker	Manistee	MBL		Class III	
Michigan	Marquette Co	Marquette	SAW		Class I	
Michigan	MBS Int'l	Saginaw	MBS		Class I	
Michigan	Muskegon Co	Muskegon	MKG		Class I	
Michigan	Pellston Reg Arpt of Emmet	Pellston	PLN		Class I	
Midway	Henderson Fld	Sand Island	MDY		Class IV	
Minnesota	Bemidji- Beltrami Co	Bemidji	BJI		Class I	
Minnesota	Brainerd- Crow Wing Reg	Brainerd	BRD		Class I	
Minnesota	Chisholm- Hibbing	Hibbing	HIB		Class I	
Minnesota	Duluth Int'l	Duluth	DLH		Class I	
Minnesota	Falls Int'l	International Falls	INL		Class I	
Minnesota	Grand Rapids Itasca Co	Grand Rapids	GPZ		Class IV	
Minnesota	Minneapolis- St Paul Int'l	Minneapolis	MSP		Class I	
Minnesota	Rochester Int'l	Rochester	RST		Class I	
Minnesota	Thief River Falls Reg	Thief River Falls	TVF		Class I	
Minnesota	St Cloud Reg	St Cloud	STC		Class I	
Mississippi	Golden Triangle Reg	Columbus/ W Point	GTR		Class I	
Mississippi	Gulfport-Biloxi Reg	Gulfport	GPT		Class I	
Mississippi	Hardy-Anders Fld Natchez	Natchez	HEZ		Class IV	
Mississippi	Hattiesburg- Laurel Reg	Hattiesburg/Laurel	PIB		Class I	
Mississippi	Jackson Int'l	Jackson	JAN		Class I	
Mississippi	Key Fld	Meridian	MEI		Class I	
Mississippi	Mid Delta Regl	Greenville	GLH		Class I	

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Mississippi	Stennis Int'l	Bay St Louis	HSA		Class IV	
Mississippi	Trent Lott Int'l	Pascagoula	PQL		Class II	
Mississippi	Tupelo Muni	Tupelo	TUP		Class I	
Mississippi	University-Oxford	Oxford	UOX		Class IV	
Missouri	Cape Girardeau Reg	Cape Girardeau	CGI		Class II	
Missouri	Columbia Reg	Columbia	COU		Class II	
Missouri	Jefferson City Mem	Jefferson City	JEF		Class IV	
Missouri	Joplin Reg	Joplin	JNL		Class II	
Missouri	Charles B Wheeler Downtown	Kansas City	MKC		Class IV	
Missouri	Kansas City Int'l	Kansas City	MCI		Class I	
Missouri	Kirkville Reg	Kirkville	IRK		Class III	
Missouri	Lambert- St Louis Int'l	St Louis	STL		Class I	
Missouri	Rosecrans Mem	St Joseph	STJ		Class IV	
Missouri	Spirit of St Louis	St Louis	SUS		Class IV	
Missouri	Springfield- Branson Reg	Springfield	SGF		Class I	
Montana	Bert Mooney	Butte	BTM		Class I	
Montana	Billings Logan Int'l	Billings	BIL		Class I	
Montana	Dawson ComMuni	Glendive	GDV		Class III	
Montana	Frank Wiley Fld.	Miles City	MLS		Class III	
Montana	Gallatin Fld	Bozeman	BZN		Class I	
Montana	Glacier Park Int'l	Kalispell	FCA		Class I	
Montana	Great Falls Int'l	Great Falls	GTF		Class I	
Montana	Harve City-Co	Harve	HVR		Class III	
Montana	Helena Reg	Helena	HLN		Class I	
Montana	Lewiston Muni	Lewistown	LWT		Class III	
Montana	LM Clayton	Wolf Point	OLF		Class III	
Montana	Missoula Int'l	Missoula	MSO		Class I	
Montana	Sidney- Richland Muni	Sidney	SDY		Class III	
Montana	Wokal Fld/ Glasgow Int'l	Glasgow	GGW		Class III	
Montana	Yellowstone	West Yellowstone	WYS		Class II	
Nebraska	Alliance Muni	Alliance	AIA		Class III	
Nebraska	Central Nebraska Reg	Grand Island	GRI		Class II	
Nebraska	Chadron Muni	Chadron	CDR		Class III	
Nebraska	Eppley Airfield	Omaha	OMA		Class I	
Nebraska	Karl Stefan Mem	Norfolk	OFK		Class IV	
Nebraska	Kearney Muni	Kearney	EAR		Class II	
Nebraska	Lincoln Muni	Lincoln	LNK		Class I	
Nebraska	McCook Muni	McCook	MCK		Class II	
Nebraska	North Platte Reg	North Platte	LBF		Class II	
Nebraska	Western Nebraska Reg	Scottsbluff	BFF		Class II	

Last Update: 5/31/05

State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Nevada	Elko Muni	Elko	EKO		Class I	
Nevada	McCarran Int'l	Las Vegas	LAS		Class I	
Nevada	North Las Vegas	Las Vegas	VGT		Class III	
Nevada	Reno/Tahoe Int'l	Reno	RNO		Class I	
Nevada	Yelland Fld	Ely	ELY		Class II	
New Hampshire	Lebanon Muni	Lebanon	LEB		Class II	
New Hampshire	Manchester	Manchester	MHT		Class I	
New Hampshire	Pease Int'l Tradeport	Portsmouth	PSM		Class I	
New Jersey	Atlantic City Int'l	Atlantic City	ACY		Class I	
New Jersey	Newark Liberty Int'l	Newark	EWR		Class I	
New Jersey	Teterboro	Teterboro	TEB		Class IV	
New Jersey	Trenton Mercer	Trenton	TTN		Class II	
New Mexico	Albuquerque Int'l Sunport	Albuquerque	ABQ		Class I	
New Mexico	Cavern City Air Term	Carlsbad	CNM		Class II	
New Mexico	Clovis Municipal	Clovis	CVN		Class III	
New Mexico	Four Corners Reg	Farmington	FMN		Class II	
New Mexico	Grant Co	Silver City	SVC		Class III	
New Mexico	Las Cruces Int'l	Las Cruces	LRU		Class IV	
New Mexico	Lea Co/Hobbs	Hobbs	HOB		Class II	
New Mexico	Roswell Indus Air Ctr	Roswell	ROW		Class II	
New Mexico	Santa Fe Muni	Santa Fe	SAF		Class III	
New Mexico	Sierra Blanca Reg	Ruidoso	SRR		Class IV	
New York	Adirondack Reg	Saranac Lake	SLK		Class II	
New York	Albany Co	Albany	ALB		Class I	
New York	Buffalo Niagara Int'l	Buffalo	BUF		Class I	
New York	Chautauqua Co/ Jamestown	Jamestown	JHW		Class I	
New York	Clinton Co	Plattsburg	PLB		Class II	
New York	Dutchess Co	Poughkeepsie	POU		Class IV	
New York	Elmira/Corning Reg	Elmira	ELM		Class I	
New York	Floyd Bennett Mem	Glens Falls	GFL		Class IV	
New York	Greater Binghamton/ E A Link Fld	Binghamton	BGM		Class I	
New York	Greater Rochester Int'l	Rochester	ROC		Class I	
New York	Ithaca Tompkins Reg	Ithaca	ITH		Class I	
New York	JFK Int'l	New York	JFK		Class I	
New York	La Guardia	New York	LGA		Class I	
New York	Long Island MacArthur	Islip	ISP		Class I	
New York	Massena Int'l - Richards Fld	Massena	MSS		Class II	
New York	Niagara Falls Int'l	Niagara Falls	IAG		Class IV	
New York	Ogdensburg Int'l	Ogdensburg	OGS		Class II	

Last Update: 5/31/05

State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
New York	Oneida Co	Utica	UCA		Class IV	
New York	Republic	Farmingdale	FRG		Class IV	
New York	Stewart Int'l	Newburgh	SWF		Class I	
New York	Sullivan Co Int'l	Monticello	MSV		Class IV	
New York	Syracuse Hancock Int'l	Syracuse	SYR		Class I	
New York	Watertown Int'l	Watertown	ART		Class II	
New York	Westchester Co	White Plains	HPN		Class I	
North Carolina	Albert J Ellis	Jacksonville	OAJ		Class I	
North Carolina	Ashville Reg	Asheville	AVL		Class I	
North Carolina	Charlotte/ Douglas Int'l	Charlotte	CLT		Class I	
North Carolina	Craven Co Reg	New Bern	EWN		Class I	
North Carolina	Fayetteville Reg/ Grannis Fl	Fayetteville	FAY		Class I	
North Carolina	Hickory Reg	Hickory	HKY		Class IV	
North Carolina	Kinston Reg Jetport	Kinston	ISO		Class IV	
North Carolina	Moore Co	Southern Pines	SOP		Class IV	
North Carolina	New Hanover Int'l	Wilmington	ILM		Class I	
North Carolina	Piedmont Triad Int'l	Greensboro	GSO		Class I	
North Carolina	Pitt-Greenville	Greenville	PGV		Class I	
North Carolina	Raleigh-Durham Int'l	Raleigh/Durham	RDU		Class I	
North Carolina	Rocky Mount-Wilson	Rocky Mount	RWI		Class IV	
North Carolina	Smith Reynolds	Winston Salem	INT		Class IV	
North Dakota	Bismark Muni	Bismark	BIS		Class I	
North Dakota	Devils Lake Muni	Devils Lake	DVL		Class I	
North Dakota	Dickinson Muni	Dickinson	DIK		Class III	
North Dakota	Grand Forks Int'l	Grand Forks	GFK		Class I	
North Dakota	Hector Int'l	Fargo	FAR		Class I	
North Dakota	Jamestown Muni	Jamestown	JMS		Class I	
North Dakota	Minot Int'l	Minot	MOT		Class I	
North Dakota	Sloulin Fld. Int'l	Williston	ISN		Class II	
Ohio	Airborne Airpark	Wilmington	ILN		Class IV	
Ohio	Akron-Canton Reg	Akron	CAK		Class I	
Ohio	Burke Lakefront	Cleveland	BKL		Class IV	
Ohio	Cincinnati Muni	Cincinnati	LUK		Class IV	
Ohio	Cleveland- Hopkins Int'l	Cleveland	CLE		Class I	
Ohio	Cox Dayton Int'l	Dayton	DAY		Class I	
Ohio	Lorain Co Reg	Lorain/Elyria	LPR		Class IV	
Ohio	Mansfield Lahm Muni	Mansfield	MFD		Class IV	
Ohio	Ohio State University	Columbus	OSU		Class IV	
Ohio	Port Columbus Int'l	Columbus	CMH		Class I	
Ohio	Rickenbacker Int'l	Columbus	LCK		Class I	
Ohio	Springfield- Beckley Muni	Springfield	SGH		Class IV	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Ohio	Toledo Express	Toledo	TOL		Class I	
Ohio	Youngstown-Warren Reg	Youngstown/ Warren	YNG		Class IV	
Oklahoma	Enid Woodring Muni	Enid	WDG		Class III	
Oklahoma	Lawton-Ft Still Reg	Lawton	LAW		Class I	
Oklahoma	Ponca City Muni	Ponca City	PNC		Class III	
Oklahoma	Stillwater Muni	Stillwater	SWO		Class IV	
Oklahoma	Tulsa Int'l	Tulsa	TUL		Class I	
Oklahoma	Will Rogers World	Oklahoma City	OKC		Class I	
Oregon	Astoria Reg	Astoria	AST		Class IV	
Oregon	Eastern Oregon Reg	Pendleton	PDT		Class I	
Oregon	Klamath Falls Int'l	Klamath Falls	LMT		Class I	
Oregon	Mahlon Sweet Fld	Eugene	EUG		Class I	
Oregon	McNary Fld	Salem	SLE		Class IV	
Oregon	Newport Muni	Newport	ONP		Class IV	
Oregon	North Bend Muni	North Bend	OTH		Class I	
Oregon	Portland Int'l	Portland	PDX		Class I	
Oregon	Roberts Fld	Redmond	RDM		Class I	
Oregon	Rogue Valley Int'l	Medford	MFR		Class I	
Pennsylvania	Altoona-Blair Co	Altoona	AOO		Class II	
Pennsylvania	Arnold Palmer Reg	Latrobe	LBE		Class I	
Pennsylvania	Bradford Reg	Bradford	BFD		Class I	
Pennsylvania	Du Bois-Jefferson Co	Du Bois	DUJ		Class II	
Pennsylvania	Erie Int'l/ Tom Ridge Fld	Erie	ERI		Class I	
Pennsylvania	Harrisburg Int'l	Harrisburg	MDT		Class I	
Pennsylvania	John Murtha Johnstown-Cambria Co	Johnstown	JST		Class I	
Pennsylvania	Lancaster	Lancaster	LNS		Class IV	
Pennsylvania	Lehigh Valley Int'l	Allentown	ABE		Class I	
Pennsylvania	Philadelphia Int'l	Philadelphia	PHL		Class I	
Pennsylvania	Pittsburgh Int'l	Pittsburgh	PIT		Class I	
Pennsylvania	Reading Reg/ C A Spatz Fld	Reading	RDG		Class II	
Pennsylvania	University Park	State College	UNV		Class I	
Pennsylvania	Venango Reg	Franklin	FKL		Class II	
Pennsylvania	Wilkes-Barre/ Scranton Int'l	Wilkes-Barre/ Scranton	AVP		Class I	
Pennsylvania	Williamsport Reg	Williamsport	IPT		Class I	
Puerto Rico	Eugenio Maria De Hostos	Mayaguez	MAZ		Class IV	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Puerto Rico	Luis Munoz Marin Int'l	San Juan	SJU		Class I	
Puerto Rico	Mercedita	Ponce	PSE		Class IV	
Puerto Rico	Rafael Hernandez	Aguadilla	BQN		Class I	
Rhode Island	Green State	Providence	PVD		Class I	
South Carolina	Anderson Co	Anderson	AND		Class IV	
South Carolina	Columbia Metro	Columbia	CAE		Class I	
South Carolina	Donaldson Ctr	Greenville	7A1		Class IV	
South Carolina	Florence Reg	Florence	FLO		Class I	
South Carolina	Greenville-Spartanburg	Greer	GSP		Class I	
South Carolina	Hilton Head	Hilton Head Island	HXD		Class I	
South Carolina	Myrtle Beach Int'l	Myrtle Beach	MYR		Class I	
South Dakota	Aberdeen Reg	Aberdeen	ABR		Class I	
South Dakota	Brookings Muni	Brookings	BKX		Class II	
South Dakota	Chan Gurney Muni	Yankton	YKN		Class IV	
South Dakota	Huron Reg	Huron	HON		Class II	
South Dakota	Joe Foss Fld	Sioux Falls	FSD		Class I	
South Dakota	Pierre Reg	Pierre	PIR		Class I	
South Dakota	Rapid City Reg	Rapid City	RAP		Class I	
South Dakota	Watertown Muni	Watertown	ATY		Class I	
Tennessee	Lovell Fld	Chattanooga	CHA		Class I	
Tennessee	McGhee Tyson	Knoxville	TYS		Class I	
Tennessee	McKellar-Sipes Reg	Jackson	MKL		Class I	
Tennessee	Memphis Int'l	Memphis	MEM		Class I	
Tennessee	Millington Muni	Millington	NQA		Class IV	
Tennessee	Nashville Int'l	Nashville	BNA		Class I	
Tennessee	Smyrna	Smyrna	MQY		Class IV	
Tennessee	Tri-Cities Reg Tn/VA	Bristol/Johnson/ Kingsport	TRI		Class I	
Texas	Abilene Reg	Abilene	ABI		Class I	
Texas	Amarillo Int'l	Amarillo	AMA		Class I	
Texas	Austin Bergstrom Intl	Austin	AUS		Class I	
Texas	Brownsville/ South Padre Island	Brownsville	BRO		Class I	
Texas	Bush Intercontinental	Houston	IAH		Class I	
Texas	Corpus Christie Int'l	Corpus Christi	CRP		Class I	
Texas	Cox Fld.	Paris	PRX		Class IV	
Texas	Dallas Love Fld	Dallas	DAL		Class I	
Texas	Dallas/Ft Worth Int'l	Dallas-Fort Worth	DFW		Class I	
Texas	Del Rio Int'l	Del Rio	DRT		Class I	
Texas	Draughon-Miller Central Texas	Temple	TPL		Class IV	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Texas	Easterwood Fld	College Station	CLL		Class I	
Texas	El Paso Int'l	El Paso	ELP		Class I	
Texas	Ellington Fld	Houston	EFD		Class IV	
Texas	Fort Worth Alliance	Fort Worth	AFW		Class IV	
Texas	Fort Worth Meacham Int'l	Fort Worth	FTW		Class IV	
Texas	Gregg Co	Longview	GGG		Class I	
Texas	Jefferson Co	Beaumont/ Port Arthur	BPT		Class I	
Texas	Killeen/Ft.Hood Reg	Killeen	GRK		Class I	
Texas	Killeen Muni	Killeen	ILE		Class I	
Texas	Laredo Int'l	Laredo	LRD		Class I	
Texas	Lubbock Int'l	Lubbock	LBB		Class I	
Texas	Mathis Fld	San Angelo	SJT		Class I	
Texas	Mc Allen Miller Int'l	Mc Allen	MFE		Class I	
Texas	Midland Int'l	Midland	MAF		Class I	
Texas	San Antonio Int'l	San Antonio	SAT		Class I	
Texas	Tyler Pounds Fld	Tyler	TYR		Class I	
Texas	Valley Int'l	Harlingen	HRL		Class I	
Texas	Victoria Reg	Victoria	VCT		Class II	
Texas	Waco Reg	Waco	ACT		Class I	
Texas	William Hobby	Houston	HOU		Class I	
Texas	Shepard AFB/Wichita Falls	Wichita Falls	SPS		Class I	
Utah	Cedar City Muni	Cedar City	CDC		Class II	
Utah	Ogden-Hinckley	Ogden	OGD		Class IV	
Utah	Provo Muni	Provo	PVU		Class IV	
Utah	Salt Lake City Int'l	Salt Lake City	SLC		Class I	
Utah	St George Muni	St George	SGU		Class III	
Utah	Wendover	Wendover	ENV		Class I	
Vermont	Burlington Int'l	Burlington	BTV		Class I	
Vermont	Rutland State	Rutland	RUT		Class III	
Virgin Islands	Cyril E King	Charlotte Amalie	STT		Class I	
Virgin Islands	Henry E Rohlsen	Christiansted	STX		Class I	
Virginia	Charlottesville-Albemarle	Charlottesville	CHO		Class I	
Virginia	Danville Reg	Danville	DAN		Class IV	
Virginia	Lynchburg Reg/ Preston Glenn Fld	Lynchburg	LYH		Class I	
Virginia	Newport News/ Williamsburg Int'l	Newport News	PHF		Class I	
Virginia	Norfolk Int'l	Norfolk	ORF		Class I	
Virginia	Richmond Int'l	Richmond	RIC		Class I	
Virginia	Roanoke Reg/ Woodrum Fld	Roanoke	ROA		Class I	

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State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Virginia	Shenandoah Valley Reg	Staunton Waynesboro	SHD		Class II	
Washington	Bellingham Int'l	Bellingham	BLI		Class I	
Washington	Boeing Fld	Seattle	BFI		Class II	
Washington	Grant Co	Moses Lake	MWH		Class II	
Washington	Olympia	Olympia	OLM		Class III	
Washington	Pangborn Mem	Wenatchee	EAT		Class I	
Washington	Pullman/ Moscow Reg	Pullman/Moscow	PUW		Class I	
Washington	Seattle-Tacoma Int'l	Seattle	SEA		Class I	
Washington	Snohomish Co	Everett	PAE		Class IV	
Washington	Spokane Int'l	Spokane	GEG		Class I	
Washington	Tri-Cities	Pasco	PSC		Class I	
Washington	Walla Walla Reg	Walla Walla	ALW		Class I	
Washington	Wm B Fairchild Int'l	Port Angeles	CLM		Class IV	
Washington	Yakima Air Term	Yakima	YKM		Class I	
West Virginia	Greenbrier Valley	Lewisburg	LWB		Class I	
West Virginia	Harrison/ Marion Reg	Clarksburg	CKB		Class II	
West Virginia	Mercer Co	Bluefield	BLF		Class III	
West Virginia	Mid-Ohio Valley Reg	Parkersburg	PKB		Class II	
West Virginia	Morgantown Muni	Morgantown	MGW		Class II	
West Virginia	Raleigh Co Mem	Beckley	BKW		Class II	
West Virginia	Tri-State/ Milton J Ferguson Fld	Huntington	HTS		Class I	
West Virginia	Yeager	Charleston	CRW		Class I	
Wisconsin	Austin Straubel Int'l	Green Bay	GRB		Class I	
Wisconsin	Central Wisconsin	Mosinee	CWA		Class I	
Wisconsin	Chippewa Valley Reg	Eau Claire	EAU		Class I	
Wisconsin	Dane Co Reg	Madison	MSN		Class I	
Wisconsin	General Mitchell Int'l	Milwaukee	MKE		Class I	
Wisconsin	La Crosse Muni	La Crosse	LSE		Class I	
Wisconsin	Outagamie Co	Appleton	ATW		Class I	
Wisconsin	Rhineland-Oneida Co	Rhineland	RHI		Class I	
Wisconsin	Rock Co	Janesville	JVL		Class IV	
Wisconsin	Wittman Reg	Oshkosh	OSH		Class IV	
Wyoming	Sheridan Co	Sheridan	SHR		Class II	
Wyoming	Cheyenne	Cheyenne	CYS		Class II	
Wyoming	Gillette-Campbell Co	Gillette	GCC		Class II	
Wyoming	Jackson Hole	Jackson	JAC		Class I	
Wyoming	Laramie Reg	Laramie	LAR		Class II	
Wyoming	Natrona Co Int'l	Casper	CPR		Class I	
Wyoming	Riverton Reg	Riverton	RIW		Class II	

**Last Update: 5/31/05**

State	Airport Name	Associated City	Airport Ident.	Date of Reissued/ New Part 139 Certificate	New Part 139 Classification	ARFF Index
Wyoming	Rock Springs-Sweetwater	Rock Springs	RKS		Class II	
Wyoming	Worland Muni	Worland	WRL		Class III	
Wyoming	Yellowstone Reg	Cody	COD		Class I	

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## contacts

- Field Operations Offices
- Ports Of Entry
- Deferred Inspection
- Press Officers
- Section 515 Requests



## Port Of Entry-Hartford

### Port Information

Port Code: **0411**  
 Location Address: **135 High Street - Room 350  
 Hartford, CT 06103**  
 Mailing Address: **Same As Above**  
 General Phone: **(860) 240-4306**  
 General Fax: **(860) 240-4309**  
 Operational Hours: **8:00 AM-5:00 PM(Eastern)  
 Weekdays (Monday-Friday)**

Description: **A Port of Entry is any designated place at which a CBP officer is authorized to accept entries of merchandise to collect duties, and to enforce the various provisions of the customs and navigation laws (19 CFR 101.1).**

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## Service Contacts

Services Provided By : [Providence](#)

Name: **General Information/Questions**  
 Phone: **(401) 941-6326Ext:0**  
 Fax: **(401) 941-6628**

Name: **Port Director**  
 Phone: **(401) 941-6326Ext:112**  
 Fax: **(401) 941-6628**

Name: **Supervisory Customs Inspector**  
 Phone: **(401) 941-6326Ext:114**  
 Fax: **(401) 941-6628**

## Facilities And Crossings

Name: **Bradley International Airport**  
 Phone: **(860) 292-1314**  
 Fax: **(860) 292-6636**  
 Operational Hours: **8:00 AM-5:00 PM(Eastern)  
 Weekdays (Monday-Friday)**

## Supplemental Information

### Directions to Port Office

From Rt. 91: **From Rt. 91, take Exit #32B (Trumbull St.). Proceed straight to third light and turn right onto Chapel St. Then turn left at second light onto High St. to #135 on right side.**

### Field Operations Office Information

Name : **Boston**  
Location : **Boston, MA**

### Press Office

Name : **Media Services**  
Address : **1300 Pennsylvania Ave., N.W.  
Room 3.4A  
Washington, D.C 20229**  
Phone: **(202) 344-1780 ,(800) 826-1471**  
Fax: **(202) 344-1393**

### ICE Special Agents-in-Charge (SAC)

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Report  
Suspicious Activity to  
**1-800-BE-ALERT**

## Port Of Entry-Springfield

### Port Information

 Port Code: **0402**

 Location Address: **1145 Main Street - Room 221  
Springfield, MA 01103**

 Mailing Address: **Same As Above**

 General Phone: **(413) 785-0365**

 General Fax: **(413) 747-8940**

 Operational Hours: **8:00 AM-5:00 PM(Eastern)  
Weekdays (Monday-Friday)**

Description: **A Port of Entry is any designated place at which a CBP officer is authorized to accept entries of merchandise to collect duties, and to enforce the various provisions of the customs and navigation laws (19 CFR 101.1).**

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## Service Contacts

 Services Provided By : [Providence](#)

 Name: **General Information/Questions**

 Phone: **(401) 941-6326Ext:0**

 Fax: **(401) 941-6628**

 Name: **Port Director**

 Phone: **(401) 941-6326Ext:112**

 Fax: **(401) 941-6628**

 Name: **Supervisory Customs Inspector**

 Phone: **(401) 941-6326Ext:114**

 Fax: **(401) 941-6628**

## Facilities And Crossings

## Supplemental Information

## Directions to Port Office

From Mass Pike (Rt. I-90): **From Rt. I-90, take Exit #6 for 90): Springfield. Then follow Rt. 291 West to Rt. 91. Then take Exit #5, turn left at light at bottom of hill, proceed to second light and turn left onto Main St. to #1145.**

**Field Operations Office Information**

Name : **Boston**  
Location : **Boston, MA**

**Press Office**

Name : **Media Services**  
Address : **1300 Pennsylvania Ave., N.W. Room 3.4A Washington, D.C 20229**  
Phone: **(202) 344-1780 ,(800) 826-1471**  
Fax: **(202) 344-1393**

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Report  
Suspicious Activity to  
**1-800-BE-ALERT**

## Service Port-Baltimore

### Port Information

 Port Code: **1303**

 Location Address: **40 South Gay Street  
Baltimore, MD 21202**

 Mailing Address: **Same As Above**

 General Phone: **(410) 962-2666**

 General Fax: **(410) 962-9335**

 Operational Hours: **8:00 AM-5:00 PM(Eastern)  
Weekdays (Monday-Friday)**

 Description: **A Service Port is a CBP location that has a full range of cargo processing functions, including inspections, entry, collections, and verification (19 CFR 101.1).**

 Brokers : [View List](#)

## Service Contacts

 Name: **Agriculture**

 Phone: **(410) 631-0075**

 Fax: **(410) 631-0083**

 Name: **Customs Inspectors - CES**

 Phone: **(410) 962-9306**

 Fax: **(410) 962-9309**

 Name: **Customs Inspectors - Vehicles**

 Phone: **(410) 962-2191**

 Fax: **(410) 962-5665**

 Name: **Entry Branch**

 Phone: **(410) 962-2445**

 Fax: **(410) 962-0005**

 Name: **Fines, Penalties & Forfeitures**

 Phone: **(410) 962-2854**

 Fax: **(410) 962-0117**

 Name: **Immigration**

 Phone: **(410) 962-3610**

Fax: (410) 962-9474

Name: **Import Specialist Team 186**

Phone: (410) 962-2582

Fax: (410) 962-7470

Name: **Import Specialist Team 187**

Phone: (410) 962-2730

Fax: (410) 962-7470

Name: **Import Specialist Team 189**

Phone: (410) 962-7989

Fax: (410) 962-7470

### **Facilities And Crossings**

Name: **BWI Air Cargo**

Phone: (410) 865-2020

Fax: (410) 865-2025

Operational Hours: **8:00 AM-5:00 PM(Eastern)  
Weekdays (Monday-Friday)**

Name: **BWI Airport**

Phone: (410) 865-2100

Fax: (410) 865-2105

Operational Hours: **6:00 AM-10:00 PM(Eastern)  
Seven Days A Week (7)**

### **Supplemental Information**

#### **Directions to Port Office**

#### **Field Operations Office Information**

Name : **Baltimore**

Location : **Baltimore, MD**

#### **Press Office**

Name : **Media Services**

Address : **1300 Pennsylvania Ave., N.W.  
Room 3.4A**

**Washington, D.C 20229**

Phone: (202) 344-1780 ,(800) 826-1471

Fax: (202) 344-1393

**ICE Special Agents-in-Charge (SAC)**

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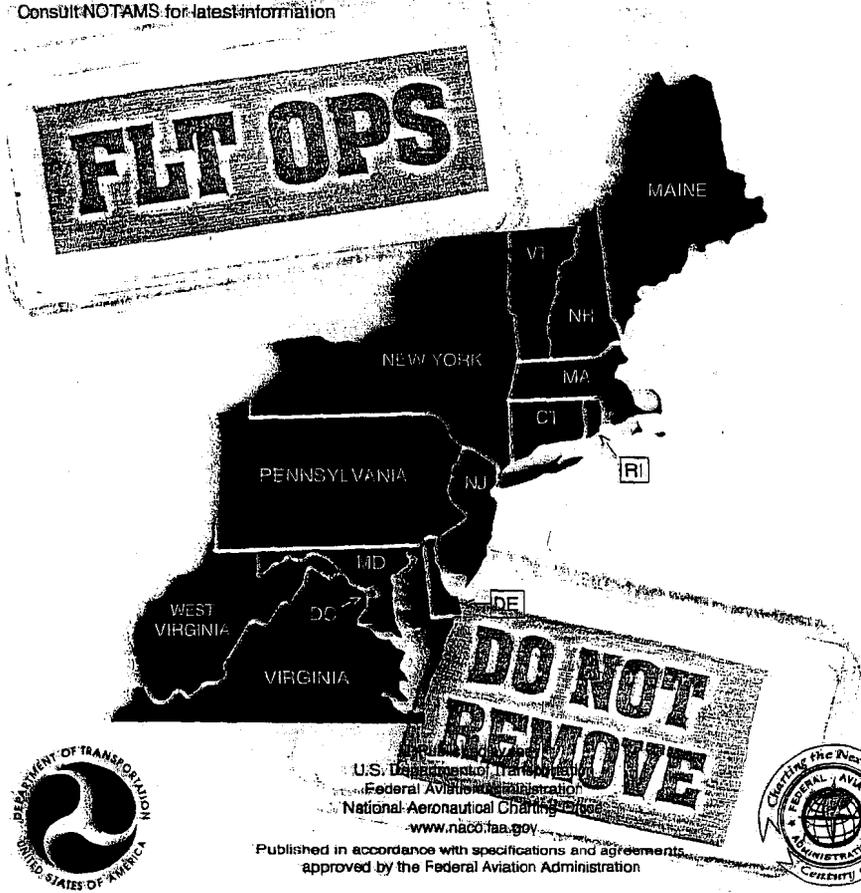
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EFF DATE 05132

## GENERAL INFORMATION

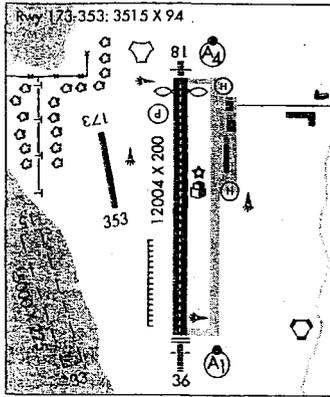
CONTINUED FROM PRECEDING PAGE

IAP	Instrument Approach Procedure	npi	non precision instrument
ICAO	International Civil Aviation Organization	NS ABTMT	Noise Abatement
IFR	Instrument Flight Rules	NSTD	nonstandard
ILS	Instrument Landing System	ntc	notice
IM	Inner Marker	obsn	observation
IMG	Immigration	Oct	October
incr	increase	OLF	Outlying Field
indef	indefinite	opr	operate, operator, operational
ints	intensity	ops	operations
invof	in the vicinity of	OTS	out of service
IMC	Instrument Meteorological Conditions	ovrn	overrun
Jan	January	PAEW	personnel and equipment working
JASU	Jet Aircraft Starting Unit	pat	pattern
JOAP	Joint Oil Analysis Program	p-line	power line
JOSAC	Joint Operational Support Airlift Center	PMSV	Pilot-to-Metro Service
JRB	Joint Reserve Base	POL	Petrol, Oils and Lubricants
Jul	July	PPR	prior permission required
Jun	June	PRM	Precision Runway Monitoring
Kt	Knots	PTD	Pilot to Dispatcher
LA	Local Airport Advisory	RAMCC	Regional Air Movement Control Center
lbs	pounds	req	request
ldg	landing	rgt t/c	right traffic
lgt/d	lighted	RON	Remain Overnight
lghts	lights	rqr	require
LMM	Compass locator at Middle Marker ILS	rstd	restricted
LOC	Localizer	RSRS	reduced same runway separation
LOM	Compass locator at Outer Marker ILS	rw	runway
ltd	limited	Sat	Saturday
MACC	Military Area Control Center	Sep	September
Mar	March	SFA	Single Frequency Approach
MCAF	Marine Corps Air Facility	sfc	surface
MCALF	Marine Corps Auxiliary Landing Field	SOAP	Spectrometric Oil Analysis Program
MCAS	Marine Corps Air Station	SOF	Supervisor of Flying
MCB	Marine Corps Base	SPB	Seaplane Base
med	medium	SR	sunrise
METRO	Pilot-to-Metro voice call	SS	sunset
Mil	military	std	standard
min	minute	Sun	Sunday
MLS	Microwave Landing System	svc	service
MM	Middle Marker of ILS	t/c	traffic
Mon	Monday	thld	threshold
MP	Maintenance Period	Thu	Thursday
MSL	mean sea level	tkf	take-off
MSAW	minimum safe altitude warning	tmpry	temporary
NAAS	Naval Auxiliary Air Station	tran	transient
NADC	Naval Air Development Center	Tue	Tuesday
NADEP	Naval Air Engineering Center	twr	tower
NAEC	Naval Air Engineering Center	twy	taxiway
NAES	Naval Air Engineering Station	USA	United States Army
NAF	Naval Air Facility	USAF	United States Air Force
NALCO	Naval Air Logistics Control Office	USCG	United States Coast Guard
NALO	Navy Air Logistics Office	USN	United States Navy
NALF	Naval Auxiliary Landing Field	V	Defense Switching Network (telephone, formerly AUTOVON)
NAS	Naval Air Station	VFR	Visual Flight Rules
NAWC	Naval Air Warfare Center	VIP	Very Important Person
NAWS	Naval Air Weapons Station	VMC	Visual Meteorological Conditions
ngt	night	Wed	Wednesday
NOLF	Naval Outlying Field	wx	weather
Nov	November		

## DIRECTORY LEGEND

## SAMPLE

① CITY NAME  
② AIRPORT NAME (ALTERNATE NAME) (LTS) (KLTS) AF (CG) 3 N UTC-6(-5DT) N34°41.93' W99°20.20'  
③ 200 B S4 FUEL 100, JET A OX 1, 2, 3 TPA-1000(800) AOE ARFF Index A Not insp. JACKSONVILLE  
④ ⑤ ⑥ ⑦ ⑧ ⑨  
⑩ ⑪ ⑫ ⑬ ⑭ ⑮ ⑯ ⑰ ⑱ ⑲  
⑳ RWY 18-36: H12004X200 (ASPH-CONC-GRVD) S-90, D-160, DT-300 PCN 80 R/B/W/T HIRL CL  
RWY 18: LDIN. MALSF. TDZL. REIL. PAPI(P2R)—GA 3.0° TCH 36'.  
Thld dspcd 300'. Trees. Rgt t/c. 0.3% up.  
RWY 36: ALSF1. 0.4% down.  
RWY 173-353: H3515X94 (ASPH-PFC) AUW PCN 59 F/A/W/T MIRL  
RUNWAY DECLARED DISTANCE INFORMATION  
RWY 18: TORA-12004 TODA-12704 ASDA-11704 LDA-11504  
RWY 36: TORA-12004 TODA-12004 ASDA-12004 LDA-11704  
㉑ ARRESTING GEAR/SYSTEM  
RWY 18 → HOOK E5 (65' OVRN) BAK-14 BAK-12B (1650')  
BAK-14 BAK-12 (B) (1087') HOOK E5 (74' OVRN) ← RWY 36  
㉒ MILITARY SERVICE: A-GEAR E-5 connected on dep end, disconnected on  
apch end. JASU 3(AM32A-60) 2(A/M32A-86)  
⑳ ㉓  
㉔ FUEL J8(Mil) (NC-100, A) FLUID W SP PRESAIR LOX ← ㉕  
⑳ ㉖ ㉗  
㉘ AIRPORT REMARKS: Special Air Traffic Rules—Part 93, see Regulatory Notices. Attended 1200-0300Z. Parachute  
Jumping. Deer invof arpt. Heavy jumbo jet training surface to 9000'. Twy A clsd indef. Flight Notification Service  
(ADCUS) avbl.  
㉙ MILITARY REMARKS: ANG PPR/Official Business Only. Base OPS DSN 638-4390, C503-335-4222. Ctc Base OPS 15  
minutes prior to ldg and after dep. Limited tran parking.  
㉚ WEATHER DATA SOURCES: AWOS-1 120.3 (202) 426-8000. LLWAS.  
㉛ COMMUNICATIONS: SFA ATIS 127.25 273.5 (202) 426-8003 UNICOM 122.95 PTD 372.2  
NAME FSS (ORL) on arpt. 123.65 122.65 122.2. TF 1-800-WX-BRIEF. NOTAM FILE ORL. ← ㉜  
NAME RCO 112.2T 112.1R (NAME FSS)  
NAME APP/DEP COM 128.35 257.725 (1200-0400Z)  
TOWER 119.65 255.6 (1200-0400Z) GND COM 121.7 GCO 135.075 (ORLANDO CLNC)  
CLNC DEL 125.55  
NAME COMD POST (GERONIMO) 311.0 321.4 6761 PMSV METRO 239.8 NAME OPS 257.5  
㉝ AIRSPACE: CLASS B See VFR Terminal Area Chart.  
㉞ RADIO AIDS TO NAVIGATION: NOTAM FILE ORL. VHF/DF ctc FSS.  
(H) VORTAC 112.2 MCO Chan 59 N28°32.55' W81°20.12' at fld. 1110/8E.  
(H) TACAN CBU Chan 29 N28°32.65' W81°21.12' at fld. 1115/8E.  
HERNY NDB (LOM) 221 OR N28°37.40' W81°21.05' 177° 5.4 NM to fld.  
ILS/DME 108.5 I-ORL Chan 22 Rwy 18. Class IIE. LOM HERNY NDB.  
ASR/PAR (1200-0400Z)  
㉟ COMM/NAV/WEATHER REMARKS: Emerg frequency 121.5 not avbl at twr.  
HELIPAD H1: H100X75 (ASPH)  
HELIPAD H2: H50X60 (ASPH)  
HELIPORT REMARKS: Helipad H1 lctd on general aviation side and H2 lctd on air carrier side of arpt.  
187 TPA 1000(813)  
WATERWAY 15-33: 5000X300 (WATER)  
SEAPLANE REMARKS: Birds roosting and feeding areas along river banks. Seaplanes operating adjacent to SW side of  
arpt not visible from twr and are required to ctc twr.



All bearings and radials are magnetic unless otherwise specified.

All mileages are nautical unless otherwise noted.

All times are Coordinated Universal Time (UTC) except as noted.

All elevations are in feet above/below Mean Sea Level (MSL) unless otherwise noted.

The horizontal reference datum of this publication is North American Datum of 1983 (NAD83), which for charting purposes is considered equivalent to World Geodetic System 1984 (WGS 84).

**7 GEOGRAPHIC POSITION OF AIRPORT—AIRPORT REFERENCE POINT (ARP)**

Positions are shown as hemisphere, degrees, minutes and hundredths of a minute and represent the approximate geometric center of all usable runway surfaces.

**8 CHARTS**

Charts refer to the Sectional Chart and Low and High Altitude Enroute Chart and panel on which the airport or facility is located. Helicopter Chart locations will be indicated as COPTER.

**9 INSTRUMENT APPROACH PROCEDURES, AIRPORT DIAGRAMS**

IAP indicates an airport for which a prescribed (Public Use) FAA Instrument Approach Procedure has been published. DIAP indicates an airport for which a prescribed DoD Instrument Approach Procedure has been published in the U.S. Terminal Procedures. See the Special Notice Section of this directory, Civil Use of Military Fields and the Aeronautical Information Manual 5-4-5 Instrument Approach Procedure Charts for additional information. AD indicates an airport for which an airport diagram has been published. Airport diagrams are located in the back of each A/FD volume alphabetically by associated city and airport name.

**10 AIRPORT SKETCH**

The airport sketch, when provided, depicts the airport and related topographical information as seen from the air and should be used in conjunction with the text. It is intended as a guide for pilots in VFR conditions. Symbolology that is not self-explanatory will be reflected in the sketch legend. The airport sketch will be oriented with True North at the top. Airport sketches will be added incrementally.

**11 ELEVATION**

The highest point of an airport's usable runways measured in feet from mean sea level. When elevation is sea level it will be indicated as "00". When elevation is below sea level a minus "-" sign will precede the figure.

**12 ROTATING LIGHT BEACON**

B indicates rotating beacon is available. Rotating beacons operate sunset to sunrise unless otherwise indicated in the AIRPORT REMARKS or MILITARY REMARKS segment of the airport entry.

**13 SERVICING—CIVIL**

S1: Minor airframe repairs.

S2: Minor airframe and minor powerplant repairs.

S3: Major airframe and minor powerplant repairs.

S4: Major airframe and major powerplant repairs.

S5: Major airframe repairs.

S6: Minor airframe and major powerplant repairs.

S7: Major powerplant repairs.

S8: Minor powerplant repairs.

**14 FUEL**

CODE	FUEL	CODE	FUEL
80	Grade 80 gasoline (Red)	B+	Jet B, Wide-cut, turbine fuel with FS-II*, FP** minus 50° C.
100	Grade 100 gasoline (Green)	J4 (JP4)	(JP-4 military specification) FP** minus 58° C.
100LL	100LL gasoline (low lead) (Blue)	J5 (JP5)	(JP-5 military specification) Kerosene with FS-11, FP** minus 46° C.
115	Grade 115 gasoline (115/145 military specification) (Purple)	J8 (JP8)	(JP-8 military specification) Jet A-1, Kerosene with FS-II*, FP** minus 47° C.
A	Jet A, Kerosene, without FS-II*, FP** minus 40° C.	J8+100	(JP-8 military specification) Jet A-1, Kerosene with FS-II*, FP** minus 47° C. with-fuel additive package that improves thermo stability characteristics of JP-8.
A+	Jet A, Kerosene, with FS-II*, FP** minus 40° C.	J	(Jet Fuel Type Unknown)
A1	Jet A-1, Kerosene, without FS-II*, FP** minus 47° C.	MOGAS	Automobile gasoline which is to be used as aircraft fuel.
A1+	Jet A-1, Kerosene with FS-II*, FP** minus 47° C.		
B	Jet B, Wide-cut, turbine fuel without FS-II*, FP** minus 50° C.		

\*(Fuel System Icing Inhibitor)

\*\* (Freeze Point)

**NOTE:** Certain automobile gasoline may be used in specific aircraft engines if a FAA supplemental type certificate has been obtained. Automobile gasoline, which is to be used in aircraft engines, will be identified as "MOGAS", however, the grade/type and other octane rating will not be published.

Data shown on fuel availability represents the most recent information the publisher has been able to acquire. Because of a variety of factors, the fuel listed may not always be obtainable by transient civil pilots. Confirmation of availability of fuel should be made directly with fuel suppliers at locations where refueling is planned.

**15 OXYGEN—CIVIL**

OX 1 High Pressure

OX 2 Low Pressure

OX 3 High Pressure—Replacement Bottles

OX 4 Low Pressure—Replacement Bottles

**16 TRAFFIC PATTERN ALTITUDE**

Traffic Pattern Altitude (TPA)—The first figure shown is TPA above mean sea level. The second figure in parentheses is TPA above airport elevation. Multiple TPA shall be shown as "TPA—See Remarks" and detailed information shall be shown in the Airport or Military Remarks Section. Traffic pattern data for USAF bases, USN facilities, and U.S. Army airports (including those on which ACC or U.S. Army is a tenant) that deviate from standard pattern altitudes shall be shown in Military Remarks.

**17 AIRPORT OF ENTRY, LANDING RIGHTS, AND CUSTOMS USER FEE AIRPORTS**

U.S. CUSTOMS USER FEE AIRPORT—Private Aircraft operators are frequently required to pay the costs associated with customs processing.

AOE—Airport of Entry. A customs Airport of Entry where permission from U.S. Customs is not required to land. However, at least one hour advance notice of arrival is required.

LRA—Landing Rights Airport. Application for permission to land must be submitted in advance to U.S. Customs. At least one hour advance notice of arrival is required.

NOTE: Advance notice of arrival at both an AOE and LRA airport may be included in the flight plan when filed in Canada or Mexico. Where Flight Notification Service (ADCUS) is available the airport remark will indicate this service. This notice will also be treated as an application for permission to land in the case of an LRA. Although advance notice of arrival may be relayed to Customs through Mexico, Canada, and U.S. Communications facilities by flight plan, the aircraft operator is solely responsible for ensuring that Customs receives the notification. (See Customs, Immigration and Naturalization, Public Health and Agriculture Department requirements in the International Flight Information Manual for further details.)

US Customs Air and Sea Ports, Inspectors and Agents

Northeast Sector (New England and Atlantic States—ME to MD)

407-975-1740

Southeast Sector (Atlantic States—DC, WV, VA to FL)

407-975-1780

Central Sector (Interior of the US, including Gulf states—MS, AL, LA)

407-975-1760

Southwest East Sector (OK and eastern TX)

407-975-1840

Southwest West Sector (Western TX, NM and AZ)

407-975-1820

Pacific Sector (WA, OR, CA, HI and AK)

407-975-1800

**18 CERTIFICATED AIRPORT (FAR 139)**

Airports serving Department of Transportation certified carriers and certified under FAR, Part 139, are indicated by the ARFF index; e.g., ARFF Index A, which relates to the availability of crash, fire, rescue equipment.

**FAR—PART 139 CERTIFICATED AIRPORTS****INDICES AND AIRCRAFT RESCUE AND FIRE FIGHTING EQUIPMENT REQUIREMENTS**

Airport Index	Required No. Vehicles	Aircraft Length	Scheduled Departures	Agent + Water for Foam
A	1	<90'	≥1	500#DC or HALON 1211 or 450#DC + 100 gal H <sub>2</sub> O
B	1 or 2	≥90', <126'	≥5	Index A + 1500 gal H <sub>2</sub> O
C	2 or 3	≥126', <159'	≥5	Index A + 3000 gal H <sub>2</sub> O
D	3	≥159', <200'	<5	Index A + 4000 gal H <sub>2</sub> O
E	3	≥200'	≥5	Index A + 6000 gal H <sub>2</sub> O

> Greater Than; < Less Than; ≥ Equal or Greater Than; ≤ Equal or Less Than; H<sub>2</sub>O—Water; DC—Dry Chemical.

NOTE: The listing of ARFF Index does not necessarily assure coverage for non-air carrier operations or at other than prescribed times for air carrier. ARFF Index Ltd.—indicates ARFF coverage may or may not be available, for information contact airport manager prior to flight.

**19 FAA INSPECTION**

All airports not inspected by FAA will be identified by the note: Not Insp. This indicates that the airport information has been provided by the owner or operator of the field.

**WESTFIELD/SPRINGFIELD**

**BARNES MUNI** (BAF) 3 N UTC-5(-4DT) N42°09.46' W72°42.94'  
 271 B S4 FUEL 100LL, JET A OX 1, 2 TPA-See Remarks LRA  
 ARFF Index Ltd.

NEW YORK  
 H-101, 110, L-25C, 281  
 IAP, AD

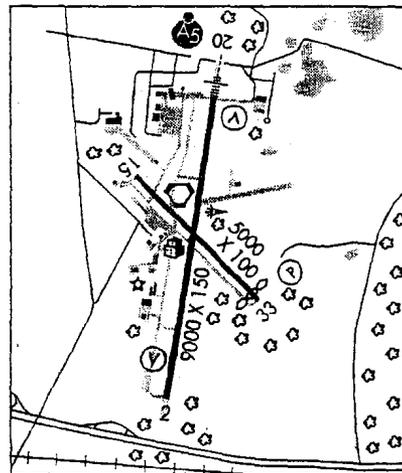
**RWY 02-20:** H9000X150 (ASPH-GRVD) S-75, D-160, DT-240  
 HIRL

**RWY 02:** VASI(V4L)—GA 3.0° TCH 43'. Trees.  
**RWY 20:** MALSR. VASI(V4L)—GA 3.0° TCH 43'. Trees.  
**RWY 15-33:** H5000X100 (ASPH) S-51, D-60,  
 DT-155 MIRL 0.3% up NW.  
**RWY 15:** Trees. **RWY 33:** PAPI (P4R). Thld dspcd 225'. Trees.

**RUNWAY DECLARED DISTANCE INFORMATION**

**RWY 02:** TORA-9000 TODA-9000 ASDA-9000 LDA-9000  
**RWY 20:** TORA-9000 TODA-9000 ASDA-8919 LDA-8919

**AIRPORT REMARKS:** Attended 1200-0100Z±. Fuel avbl 1200-0100Z±,  
 for fuel svc after 0100Z± by prior arrangement or by phone (413)  
 562-4999. CAUTION: Deer on and in vof arpt. Twy G clsd to  
 civilian ops. Acft and helicopter noise abatement procedures in  
 effect, ctc arpt manager for complete noise abatement procedures  
 at 413-572-6275. When twr clsd ACTIVATE MALSR Rwy 20; HIRL  
 Rwy 02-20; MIRL Rwy 15-33—CTAF. Landing fee for commercial,  
 corporate and all acft over 5000 lbs. TPA 1300(1029) lgt acft,  
 1800(1529) heavy and military acft. Expect military overhead and  
 clsd pattern tfc. No touch and go landing or practice low approaches 0300-1200Z±. PPR 24 hours for air carrier  
 ops with more than 30 passenger seats call arpt manager 413-572-6275. Jet acft starting units avbl. Flight  
 Notification Service (ADCUS) available.



**WEATHER DATA SOURCES:** ASOS (413) 568-2267. LAWRS.  
**COMMUNICATIONS:** CTAF 118.9 ATIS 127.1 (413) 572-4561  
**BURLINGTON FSS** (BTV) TF 1-800-WX-BRIEF. NOTAM FILE BAF.  
**RCO 122.1R 113.0T** (BURLINGTON FSS)

Ⓡ **BRADLEY APP/DEP CON 125.35 CLNC DEL 121.7** (0300-1200Z±)

**WESTFIELD TOWER 118.9** (1200-0300Z±) **GND CON 121.7**

**AIRSPACE:** CLASS D svc 1200-0300Z± other times CLASS G.

**RADIO AIDS TO NAVIGATION:** NOTAM FILE BAF.

(L) **VORTAC 113.0** BAF Chan 77 N42°09.72' W72°42.97' at fld. 270/14W.

VOR portion unusable:

034°-044° byd 20 NM blo 2500'	067°-120° byd 25 NM blo 7000'
045°-066° byd 17 NM blo 3000'	121°-033° byd 20 NM blo 2500'
045°-066° byd 25 NM blo 7000'	121°-033° byd 25 NM blo 7000'
067°-120° byd 5 NM blo 4000'	

DME unusable:

010°-139° byd 25 NM blo 4500'	280°-319° byd 25 NM blo 7000'
221°-279° byd 25 NM blo 5500'	320°-009° byd 25 NM blo 5500'

**WESIE NDB (LOM) 230** BA N42°14.91' W72°41.78' 203° 5.5 NM to fld.

**ILS 111.9** I-BAF Rwy 20. Class IA. LOM WESIE NDB. ILS unmonitored when twr clsd. Middle marker unmonitored. Localizer unusable from .6 NM inbound to thld.

**WESTOVER ARB/METROPOLITAN** (See SPRINGFIELD/CHICOPEE)

**MARTIN STATE** (MTN)(KMTN) (ANG) 9 E UTC-5(-4DT) N39°19.54' W76°24.83'

WASHINGTON

22 B S4 FUEL 100LL, JET A. OX 1, 2 TPA—See Remarks

COPTER

RWY 15-33: H6996X180 (CONC) S-65, D-82, ST-175, DT-140 HIRL

H-10H, L-24G, 28F

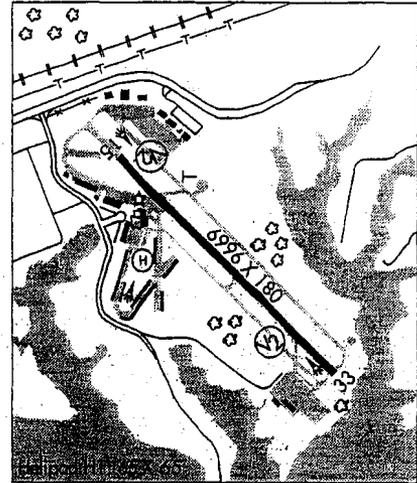
RWY 15: REIL. PVASI(PSIL)—GA 4.0°TCH 116'. P-line.

IAP, AD

RWY 33: REIL. PVASI(PSIL)—GA 3.0° TCH 50'. Trees.

**MILITARY SERVICE:** FUEL J8 (NC-100LL, A) **TRAN ALERT** Minimum tran maintenance and parking avbl during normal duty hr and Unit Training Assemblies. No fleet svc avbl.

**AIRPORT REMARKS:** Attended 1100-0400Z±. **CAUTION:** Seagulls on and invof arpt. Recreational sailboat masts to +14' and motor boats in waterway at AER 33 813' from thld. Possible standing water first 1000' Rwy 15 during significant rain event. Noise abatement procedures in effect. When twr closed no practice landings or approaches. PPR for practice tkf and ldg for acft weighing more than 12,500 lbs. TPA reciprocating engine acft 1000(978); turbo prop and civil jet acft 1500(1478), military jet acft 2000(1978). Airport conditions unmonitored 0400-1100Z±. Helipad 800 ft left of AER 33. Mowing ops conducted Apr-Sep 1330-2130Z±. For additional information ctc arpt manager 410-682-8800. When twr closed **ACTIVATE HIRL RWY 15-33, REIL Rwy 15 and Rwy 33—CTAF.** When twr clsd **ACTIVATE Twy F lghts—UNICOM.**



**MILITARY REMARKS: RSTD** No practice apch or ldg 0300-1100Z±. 8100' avbl for tkf Rwy 15 and ldg Rwy 33 for mil acft only. PPR for

practice tkf and ldg for acft weighing more than 12,500 lb. **TFC PAT** TPA—C-130/Jet 1500(1478), A-10 2000 (1978). **ANG** PPR for servicing and use of ANG parking ramp only, DSN 243-6375/6376, C410-918-6375/6376. Duty hr Tue-Fri 1130-2200Z±. If destination is ANG, indicate in flight plan remark. Call Comd Post/Dispatch 20 minutes prior to ldg. Space avbl passenger require security screening in accordance with MAJCOM direct. For space avbl information, please contact DSN 243-6511, C410-918-6511.

**WEATHER DATA SOURCES:** AWOS-3 124.925 C410-682-8848

**COMMUNICATIONS:** CTAF 121.3 ATIS 124.925 UNICOM 122.95

LEESBURG FSS (DCA) TF 1-800-WX-BRIEF. NOTAM FILE MTN.

Ⓡ **POTOMAC APP/DEP CON** 119.0 282.275 **POTOMAC CLNC DEL** 121.8 (When Martin tower clsd)

**TOWER** 121.3 297.2 (1100-0300Z±) **GND CON** 121.8 253.4

175 **FG COMD POST** (RAVEN OPS) 347.2

135 **AG COMD POST** 385.9

**AIRSPACE:** CLASS D svc 1100-0300Z± other times CLASS E.

**RADIO AIDS TO NAVIGATION:** NOTAM FILE BWI.

**BALTIMORE (L) VORTAC** 115.1 BAL Chan 98 N39°10.26' W76°39.68' 062° 14.8 NM to fld. 140/11W.

(T) **TACAN MTN** Chan 68 N39°19.86' W76°24.68' at fld. 20/11W. NOTAM FILE MTN. Monitored by ANG

Tue-Fri 1130-2200Z±, weekends various other times. TACAN unusable 165°-250° byd 20 NM.

**NDB (MHW)** 342 MTN N39°17.99' W76°22.81' 326° 2.2 NM to fld. NOTAM FILE MTN.

NDB unmonitored when twr closed.

**ILS/DME** 110.7 I-BQG Chan 44 Rwy 15. LOC only. Localizer offset. DME also serves Rwy 33.

ILS unmonitored when twr clsd.

**ILS/DME** 110.7 I-MTN Chan 44 Rwy 33. DME also serves Rwy 15. GS unusable within 0.7 NM blo

283'. ILS unmonitored when twr clsd.

**HELIPAD H1:** H65X65 (CONC)

**HELIPORT REMARKS:** Helioad H1 ingress 360°, egress 180°. Perimeter lghts.

**BAY BRIDGE** (See STEVENSVILLE)

**BENNETT** (See SALISBURY)

**WINDSOR LOCKS****BRADLEY INTL** (BDL) 3 W UTC-5(-4DT) N41°56.33' W72°40.99'

173 B S4 FUEL 100LL, JET A OX 1, 2, 3, 4 TPA—See Remarks

LRA ARFF Index D

**RWY 06-24:** H9510X200 (ASPH-GRVD) S-200, D-200, DT-350,  
DDT-710 HIRL CL**RWY 06:** ALSF2. TDZL. PAPI(P4L)—GA 3.0° TCH 55'. Trees.**RWY 24:** MALSR. TDZL. PAPI(P4L)—GA 3.0° TCH 71'. Trees.**RWY 15-33:** H6847X150 (ASPH-GRVD) S-200, D-200,  
DT-350 HIRL**RWY 15:** REIL. VASI(V4L)—GA 3.5° TCH 59'. Trees.**RWY 33:** MALSF. VASI(V4R)—GA 3.0° TCH 59'. Trees.**RWY 01-19:** H5145X100 (ASPH) S-60, D-190, DT-328 MIRL**RWY 01:** Acft. **RWY 19:** Trees.

**AIRPORT REMARKS:** Attended continuously. Numerous birds frequently on or in/ov arpt. No training flights; no practice apchs; no touch and go lds between: Mon-Sat 0400-1200Z± and Sun 0400-1700Z±. Rwy 01 open for departures only; to acft with wingspans less than 79 ft. Rwy 01-19 avbl for taxi and helicopter ops only. Twy J clsd between S and R to acft with wing spans in excess of 171 ft. Twy T clsd to acft with a wingspan greater than or equal to 171 ft. Rwy 33 touchdown RVR avbl.

TPA—1173(1000) light acft, 1873(1700) heavy acft. Ldg fee for business, corporate and revenue producing acft. Flight Notification Service (ADCUS) available. NOTE: See Land and Hold Short Operations Section.

**WEATHER DATA SOURCES:** ASOS (860) 627-9732. WSP.**COMMUNICATIONS:** ATIS 118.15 (860-386-3570) UNICOM 122.95

BRIDGEPORT FSS (BDR) TF 1-800-WX-BRIEF. NOTAM FILE BDL.

WINDSOR LOCKS RCO 122.3 (BRIDGEPORT FSS)

Ⓡ **BRADLEY APP CON** 123.95 (176°-240°) 125.35 (241°-060°) 127.8 (061°-175° and HFD area)

Ⓡ **BRADLEY DEP CON** 123.95 (176°-240°) 125.35 (241°-060°) 127.8 (061°-175° and HFD area)

TOWER 120.3 GND CON 121.9 CLNC DEL 121.75

**AIRSPACE:** CLASS C svc continuous etc APP CON**RADIO AIDS TO NAVIGATION:** NOTAM FILE BDL.

(T) VORTACW 109.0 BDL Chan 27 N41°56.46' W72°41.32' at fld. 160/14W.

TACAN portion unusable 271°-309° byd 12 NM blo 4500'.

CHUPP NDB (LOM) 388 BD N41°52.64' W72°45.97' 059° 5.2 NM to fld. CHUPP LOM unusable byd 10 NM all distances and altitudes.

ILS/DME 111.1 I-BDL Chan 48 Rwy 06. Class IIIE. LOM CHUPP NDB.

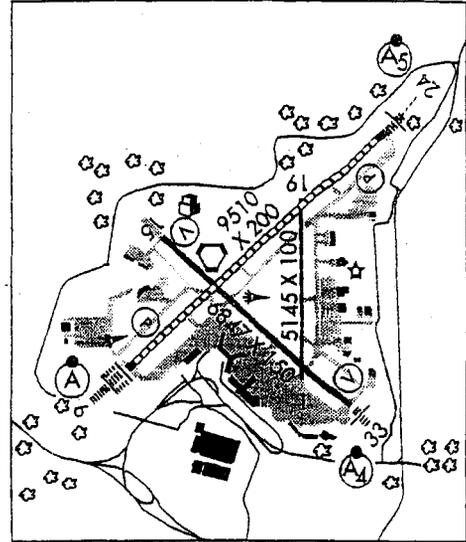
ILS/DME 108.55 I-IKX Chan 22(Y) Rwy 33.

ILS/DME 111.1 I-MYQ Chan 48 Rwy 24.

NEW YORK

H-101, 11D, L-25C, 28I

IAP, AD



Agreement No. 2.19-01(04)

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# **AIRPORT JOINT USE AGREEMENT**

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BETWEEN

**THE STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION**

AND

**UNITED STATES OF AMERICA**

AND

**THE STATE OF CONNECTICUT  
MILITARY DEPARTMENT**

**BRADLEY INTERNATIONAL AIRPORT  
WINDSOR LOCKS, CONNECTICUT  
FILE NO. 5600-177**

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- (5) Sweeping runways and taxiways;
  - (6) Controlling insects and pests;
  - (7) Removing snow, ice and other hazards from runways and taxiways within a reasonable time after such runways and taxiways have been so encumbered, and removing snow and ice from the aircraft parking apron and sanding the ramp on the portion of the Airport occupied by the CTANG within a reasonable time after such areas have been encumbered by snow and/or ice in accordance with existing longstanding procedures at the Airport.
- c. Furnishing utilities necessary to operate the Jointly Used Flying Facilities.
  - d. Removing disabled aircraft as expeditiously as possible, subject to the rules and regulations of the National Transportation Safety Board, in order to minimize the time the Jointly Used Flying Facilities, or any part thereof, would be closed because of such aircraft.

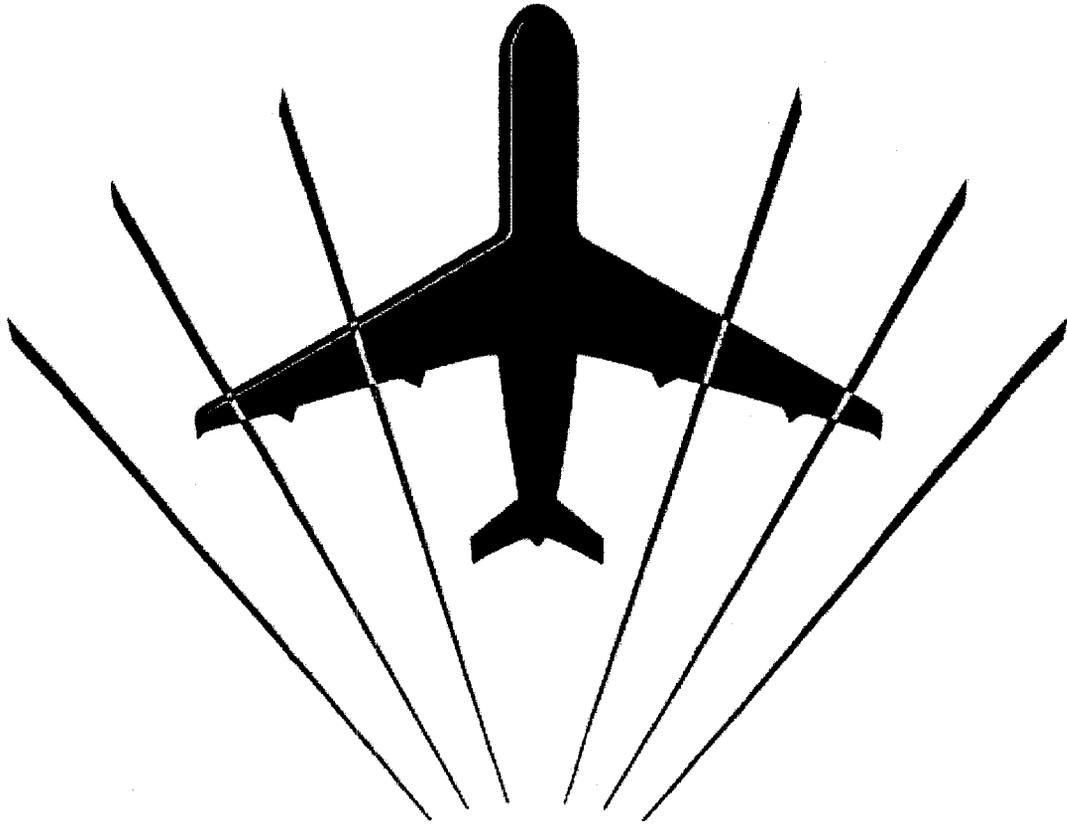
#### **4. GOVERNMENT RESPONSIBILITIES**

The Government will be responsible for the following:

- a. Removing disabled Government aircraft as expeditiously as possible in order to minimize the time the Jointly Used Flying Facilities, or any part thereof, would be closed because of such aircraft.
- b. Subject to availability of appropriations therefor, repairing within a reasonable time damage to the Jointly Used Flying Facilities to the extent that such damage is caused solely by Government aircraft operations and is in excess of the fair wear and tear resulting from the military use contemplated under this Agreement.
- c. Maintaining security of the Jointly Used Flying Facilities along the common boundary of the Government exclusive use land areas to prevent intentional and unintentional incursions of unauthorized persons, vehicles, and animals from the Government exclusive use land areas into the Jointly Used Flying Facilities in accordance with applicable federal legal requirements.

#### **5. PAYMENTS**

- a. In consideration of and for the faithful performance of this Agreement, and subject to the availability of Federal appropriations, the Government shall pay to the State as its proportionate share of operating and maintaining the Jointly Used Flying Facilities, an amount each year of One Hundred Forty Seven Thousand Three Hundred and Sixty Dollars



# **BRADLEY**

**I N T E R N A T I O N A L**

**DEICING/RODEO  
OPERATIONAL PROCEDURE  
PLAN  
2004-2005 SEASON  
REVISED SEPTEMBER 15, 2004**

## RODEO OPERATIONAL PROCEDURES

Whenever aircraft deicing is going to take place in the RODEO area, the following steps should be taken to ensure each aircraft destined for the RODEO will have no delays and a spot will be ready for it when it arrives.

- Airport Operations must be called at 627-3001 or 292-2089 prior to any deicing. This call will not only alert Airport Operations to monitor the deicing frequency, but it will also ensure that the drainage system in the deicing area is changed from storm water discharge to glycol collection mode directly to the underground tanks. The importance of the call cannot be stressed enough.

### LOCAL AIRPORT DEICING PLAN (LADP)

Bradley International Airport has a Local Airport Deicing Plan with the Bradley Air Traffic Control Facility, which allows departing, deiced aircraft, to be exempt from traffic management initiatives.

Coordination, communication, and feedback between Bradley ATCT, Bradley TRACON and Bradley Airport Operations, should take place when icing (non-frost) conditions are forecast.

The decision to implement/trigger the formal deice plan will be made by a representative from Bradley Airport Operations.

The formal deice plan should be implemented when there is precipitation present and the temperature is near, at, or below 32 degrees Fahrenheit (0 degrees Celsius).

RON aircraft being deiced at the gates, under overnight frost conditions, shall not be a triggering mechanism for the LADP.

The Tower Supervisor shall coordinate the expected start time; actual start time, and stop time with the FAA Traffic Management Units.

When the plan is in effect, once an aircraft has been deiced/anti-iced it may be released, consistent with the issued Expected Departure Clearance Time (EDCT), unless a ground stop applicable to that aircraft is in effect. Aircraft operators are responsible for complying with the EDCT and should deice to meet this time.

- Marshalls and/or deicing rigs for each aircraft will be in place prior to a spot being assigned to an aircraft. The spots are numbered, from southwest to northeast Z-1, Z-2, Z-3 are the primary spots, and Z-4, Z-5,

and Z-6 are the secondary spots. Spot Z-2 is the primary spot for wide body aircraft.

- Prior to the aircraft pushing back from the gate area, contact shall be made with the State Deicing vehicle on frequency **122.775**. The Airport Ops person in the State Deicing vehicle will record the call sign on a list in the order that the calls are received. The aircraft will then be advised to call back when it is ready to taxi.
- ATC will put gate hold procedures into effect whenever deicing is taking place in the RODEO. No aircraft will be permitted to taxi to the RODEO until the State Deicing vehicle tells Ground Control the call sign of the next aircraft that has been assigned a spot. This is not intended to or expected to cause any delays. It is a means to prevent aircraft from taxiing to the RODEO without Airport Ops knowing it is on the way and no spots being available.
- Once a spot is open, the Ops Person in the State Deicing vehicle will advise Ground Control of the call sign of the next aircraft to go to the RODEO. Once Ground Control acknowledges that call sign, the next aircraft on the deicing list will be advised by the person in the State Deicing vehicle of their spot number and to contact Ground Control for taxi instructions. All operators should stress to their crews that Ground Control **shall not** permit aircraft to taxi to the RODEO until they have gotten confirmation from the State Deicing vehicle of a spot assignment. There will be no exceptions. Once an aircraft has been assigned a spot, the ground handlers for that aircraft will be advised of the spot number and can proceed to that location so the marshal will be ready for the aircraft.
- Aircraft will taxi to the RODEO on Ground Control frequency. As the aircraft reaches the taxiway "C" and "V" intersection, Ground Control will advise the aircraft to contact "State Deice" on frequency 122.775 for final parking instructions. The State Deicing vehicle will provide a "Follow-me" onto the deicing spots.
- Once the aircraft is on its deicing spot it will be advised to switch to their ground handlers frequency. All questions regarding aircraft status, times, fluid types or amounts will be handled on the ground handler's frequency.
- Geographic location on the airport shall not supercede the order of the aircraft to taxi to the RODEO. The order will be considered on a first come, first served basis.
- We recognize that during storms, schedules do get stretched and the need to make connections. If there is a need to have an aircraft moved up

in the order on the deicing list to make a connection, the Airline Station Manager or Senior Supervisor can call to coordinate with the Airport Operations person in the State Deice. That person will have a cell phone with them.

- Aircraft will not be allowed to start to taxi and then stop on taxiway "S" or "C" to wait for a spot to open. This is to prevent aircraft waiting on taxiways "C" or "S" and blocking aircraft that have already been deiced. So it is very important to not block their way to the runway for departure.
- In the event of planned Airport closures, all parties concerned will be advised of the time of the planned closure as early as practical. Any planned closures will be 10 minutes longer for arrivals. The Ops person in the State deicing vehicle will keep the ground handlers advised of the scheduled reopening time so as to have the first departure at the hold short line for the runway as we reopen the Airport. TRACON will have the first arrival approaching the outer marker 10 minutes after the scheduled opening time. This will allow ATC to get the first group of departures, that have already been deiced, out with the least amount of delay as well as reducing the chances that arrival delays might cause an aircraft to be deiced a second time.
- All A/C that are parked on the B-1-10 gates, other than RON's, must use the RODEO, unless authorized by Airport Operations.
- All G/A aircraft can be deiced by either TACAIR on the UPS ramp or by Signature/ASIG if they have an approved plan approved by the Airport.
- No deicing can take place on Gates B-1, B-5 and B-6 at any time.
- Signature Flight Support/ASIG has the capability to communicate with the State Deicing vehicle on **122.775**. This direct communication is a valuable tool in coordination. It would be highly recommended to the other ground handlers to have the same capability.
- For all carriers, please advise your flight crews of the local procedures and **ask them to not tie up the Ground Control frequency with questions, suggestions or comments on deicing. Ground Control has no control of the order of the aircraft spot assignments.** The Airport Ops person in the State Deicing vehicle shall determine that order.
- Snow removal and glycol recovery operations will take in the RODEO during deicing operations to ensure that we get the highest recovery rate possible in addition to the cleanest/safest surface.

- All of the Airport Operations Personnel shall operate the RODEO in the same way. Airport Operations has a standardized RODEO plan and training will have been accomplished prior to the start of the 2004-2005 winter season.
- ATC personnel will have a had thorough briefing on the RODEO operations plan prior to the start of the 2004-2005 winter season.

## LOCAL PROCEDURES FOR DEICING AT BDL

Bradley Airport Operations controls all deicing that takes place at BDL. The following steps must be followed to prevent any undue delays and ensure proper glycol recovery.

- When it is determined that you will be deicing, a call from your Airline Operations/Ground Handler must be made to BDL Airport Operations.
- Prior to pushback/engine start, contact "State Deice" on frequency **122.775**. The "State Deice" frequency and "State Deice" are operated by Airport Operations. This call will get you on a list of aircraft to be deiced at the remote deicing facility.
- Your Ground Handlers/Deicing vehicle must be in the remote deicing area prior to being assigned a spot from "State Deice".
- Ground Control will not allow you to taxi to the remote deicing area until "State Deice" tells them of your spot assignment. There shall be no exceptions to this policy. Ground Control has no say so in regards to the order of deicing. We ask that you not tie up the Ground Control frequency with questions or comments in regards to the order in which aircraft are deiced. Airport Operations assigns spots on a first come, first served basis.
- Spot Z-5 will be available on an as needed basis due to the new Customs Bldg southwest of the Runway 6 apch along side of Taxiway "C".
- Once you are on Taxiway "C", passing Taxiway "V", traffic permitting, Ground Control will have you recontact "State Deice" on **122.775** for final parking instructions. These instructions might be something along the lines of "You will be parking to the right of the Delta 727", or "Your spot is to the southwest of your company Airbus." The State Deice vehicle will provide a "Follow-me" onto to the spot.
- Once you are in the chocks, switch to your company deicing frequency for aircraft configuration instructions.
- After deicing has been completed, contact ground for taxi instructions to the runway. "State Deice" will not be able to provide you with any times, types or amounts of fluid in regards to your deicing. Please obtain all this information from your deicers.

TOP

### Basic Information

**Name:** BRADLEY INTL      **ICAO:** KBDL      **Alternate ICAO:**  
**Alternate Names:** WINDSOR LOCKS      **WAC INNR:** 0310-00050      **Category ID:**  
**Airfield Type:** JOINT (J)  
**Latitude:** 41 56.3N      **Longitude:** 072 41.0W      **Elevation:** 173  
**Country:** CONNECTICUT      **Country Code:** 09  
**STIF information exists for:**  
**Other Links:** [NOTAMs]  
**Survey Date:** 03-AUG-1989      **Review By:** KLINGLER      **Review Date:** 10-MAR-2005

TOP

### Suitability Codes

Help

**Codes:** ABCDEFGQLQ      All Suitability Codes

#### Explanations:

- A SUITABLE C-141B
- B SUITABLE C-5
- C SUITABLE C-130
- D SUITABLE C-17
- E SUITABLE KC-10
- F SUITABLE KC-135
- G SUITABLE C-9
- H SUITABLE C-21

APPROVAL/ADVISORY REQ'D - SEE GDSS FOR OBSTRUCTIONS AND RESTRICTIONS INFO

**Note:** Some suitability codes (H, I, J, K, and M) may apply to several aircraft. These codes apply to a particular aircraft only when combined with a \*suitable\* code for that aircraft. Likewise, they do not apply when combined with an \*unsuitable\* code for that aircraft.

**ASR Remarks:**      **MISC:** (M)Mountainous  
**Geoloc:** CEKT      **Area ID:** 018      **FAA:** BDL

TOP

### Runway Information

TOP

#### Runways

Help

	ID	Pri	Len	LDA	Wid	Surface	Condition	Raw	WBC	PCN	S	T	ST	TT	SBTT	TDT	TRT
<b>Rwy:</b>	01		5145	5145	100	ASP	GOOD	T 190		64FC	XXX	111	175	345	592	840	536
<b>Recip:</b>	19		5145	5145													
<b>Rwy:</b>	06	*	9510	9510	200	ASP	GOOD	T 200		68FC	XXX	111	175	345	593	840	561
<b>Recip:</b>	24		9510	9510													
<b>Rwy:</b>	15		6847	6847	150	ASP	GOOD	T 200		68FC	XXX	111	175	345	593	840	561
<b>Recip:</b>	33		6847	6847													

TOP

#### Airfield Lighting

Help

	ID	None	Unkn	SeqFI	Aprch	VASI	PAPI	OLS	REIL	TDZL	Rwy	Rwy	CL
<b>Rwy:</b>	01										Y		
<b>Recip:</b>	19										Y		
<b>Rwy:</b>	06		Y	Y		Y		Y	Y	Y			
<b>Recip:</b>	24		Y	Y	Y	Y		Y	Y	Y			
<b>Rwy:</b>	15				Y			Y			Y		
<b>Recip:</b>	33		Y	Y	Y						Y		

TOP **Runway Obstructions** Help  
No Runway Obstruction Data

TOP **Primary Runway Capacities and Fuel** Help  
PCN: 68\_F/C// LCN: -1 Raw WBC Source: T 200 (AFLD MGR) Fuel: J4

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TOP **Restrictions/Info**

TOP **Airfield Restrictions** Help

Q- In other than Day VFR, pilots may only fly below the MSA at airfields in the vicinity of mountainous terrain if under Radar control or established on a segment of a published arrival procedure, instrument approach, or departure procedure. In addition, to fly below the MSA, pilots must reference on-board navigation equipment capable of deriving an integrated navigation solution that will keep their aircraft clear of terrain. Pilots may fly VFR at night to/from airfields in the vicinity of mountainous terrain provided they are able to receive Radial/DME in the vicinity of the airfield or reference on-board Global Positioning System (GPS) equipment to derive an integrated navigational solution for situational awareness and keep aircraft clear of terrain.

No further A36AS advisory required provided the above obstacles/restrictions are briefed.

TOP **Airfield Remarks** Help

Twy J closed between Twy S and R to acft with wingspans in excess of 171ft.--  
Twy T closed to acft with a wingspan greater than or equal to 171ft.  
(Jeppesen)

Scheduled commercial B-727, -737, -757, -767, MD-80 and DC-9 service.

KC-135 require HQ AMC A37V approval prior to landing Runway 15/33 due to landing distance available.

Runway 15/33 is unsuitable for KC-10 due to landing distance available.

C-141 require HQ AMC A37V approval prior to landing Runway 01/19 due to landing distance available.

Runway 01/19 is unsuitable for KC-10, KC-135 due to landing distance available.

Rwy 01/19 is unsuitable for C-5, KC-10, KC-135 aircraft takeoff/landing due to runway width.

Rwy WBC per Afd Mgr and 5010 vice PCN published in Enroute Supplement in error.

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TOP **Approach/Departure Information**

SID: DOD Taxi Diagram: BOTH

TOP **DOD Approaches/NOAA** Help

DOD/NOAA Volume: US, VOL 22

As Of: 07-MAR-2005

Airfield has DME

RWY ILS PAR ASR TAC VOR NDB LOC|LLZ RNAV LCTR LDA SDF MLS LOC|BC OTHER (REMARKS)

06	Y		Y	Y	Y													CAT II ILS
			Y	Y														NONE
24	Y		Y	Y														NONE
33	Y		Y	Y														NONE

TOP **JEP Approach** Help

Jeppesen Airfield Name:

Jeppesen Book:

As Of:

No JEP Approach Data

TOP **Procedures Reviewed by TERPS** Help

No Procedure Data

TOP **Taxiway Information**

TOP **Taxiways** Help

Taxiway Id	Width	Surface	Condition	WBC	PCN	Has Lighting
A	75	ASP	GOOD	T 200	68FC	Y
C	130	ASP	GOOD	T 200	68FC	Y
D	75	ASP	GOOD	T 200	68FC	Y
E NORTH	50	ASP	GOOD	T 200	68FC	Y
F SOUTH	150	ASP	GOOD	T 200	68FC	Y
G, H, J, K, L	100	ASP	GOOD	T 200	68FC	Y
S, T	75	ASP	GOOD	T 200	68FC	Y
U, V	100	ASP	GOOD	T 200	68FC	Y

TOP **Taxiway Obstructions** Help

No Taxiway Obstructions Data

TOP **Parking Apron Information**

TOP **Parking Aprons** Help

Apron Id	Length	Width	Surface	Condition	WBC	PCN	Has Lighting
ANG	1030	865	ASP	GOOD	T 200	68FC	Y
EAST CARGO	1875	350	ASP	GOOD	T 200	68FC	Y
TERM	4000	450	ASP	GOOD	T 200	68FC	Y

TOP **Parking Apron Obstructions** Help

No Parking Apron Obstruction Data

T **Waivers Granted**

TOP **Waivers Granted** Help

No Waiver Data

TOP

**Phone Numbers****Points of Contact**

<b>Contact</b>	<b>Phone</b>
*KBDL COMMERCIAL	860-XXX-XXXX
*KBDL TOWER	860-386-3581
*KBDL AIRFLD MANAGER	860-627-3001 24 HRS
103 FW OPERATIONS	220-2350/57 WEEKDAYS
103 FW SECURITY	220-2300 GUARD
103 FW OPERATOR	220-2310 GUARD
KBDL TOWER	(860) 386-3581
24 HOUR	(860) 623-8291
W.O./GUY MILLER	(860) 627-4882
AIRPORT MGR	(860) 627-3001
AIRPORT OPS	(860) 292-2000/2001
AIRPORT OPS	(860) 292-2089
SIGNATURE REFUELING	860 627-3315
SIGNATURE	(860) 623-4955
AIRPORT OPERATIONS	(860) 627-3001
103 FW CP (O/A-10A)	220-2350 GUARD
BASE OPS (ANG)	220-2356
LOAD INFORMATION	DSN 220-2560/2398/2387

TOP

**STIF Information****STIF information exists for:**

TOP      **Airfield Surveys**  
No Airfield Survey Data

TOP      **Airfield Diagrams**  
No Airfield Diagrams

TOP      **General Airfield Info**  
No General Airfield Info Data

UNCLASSIFIED

LCWEB 1.14.0.0/CDB v1.8h Mon, 06 Jun 2005 13:42:12 GMT Standard Time

GDSS Giant Report | KBAF - BARNES MUNI

TOP Basic Information

Name: BARNES MUNI ICAO: KBAF Alternate ICAO:  
Alternate Names: WESTFIELD/SPRINGFIELD WAC INNR: 0310-00494 Category ID:  
Airfield Type: JOINT (J)  
Latitude: 42 09.5N Longitude: 072 42.9W Elevation: 271  
Country: MASSACHUSETTS Country Code: 25  
STIF information exists for:  
Other Links: [NOTAMs]  
Survey Date: 01-MAY-1974 Review By: KLINGLER Review Date: 02-JUN-2005

TOP Suitability Codes Help

Codes: ABCDEFGHLMQ All Suitability Codes

Explanations:

- A SUITABLE C-141B
- B SUITABLE C-5
- C SUITABLE C-130
- D SUITABLE C-17
- E SUITABLE KC-10
- F SUITABLE KC-135
- G SUITABLE C-9
- SUITABLE C-21

Q APPROVAL/ADVISORY REQ'D - SEE GDSS FOR OBSTRUCTIONS AND RESTRICTIONS INFO

Note: Some suitability codes (H, I, J, K, and M) may apply to several aircraft. These codes apply to a particular aircraft only when combined with a \*suitable\* code for that aircraft. Likewise, they do not apply when combined with an \*unsuitable\* code for that aircraft.

ASR Remarks: MISC:  
Geoloc: AXQD Area ID: 018 FAA: BAF

TOP Runway Information

TOP Runways Help

	ID	Pri	Len	LDA	Wid	Surface	Condition	Raw	WBC	PCN	S	T	ST	TT	SBTT	TDT	TRT
Rwy:	02	*	9000	9000	150	ASP	GOOD	T	160	53FC	XXX	111	175	311	504	819	464
Recip:	20			8919													
Rwy:	15		5000	5000	100	ASP	FAIR	TT	155	21FC	XXX	76	111	155	259	433	262
Recip:	33			4775													

TOP Airfield Lighting Help

	ID	None	Unkn	SeqFl	Aprch	VASI	PAPI	OLS	REIL	TDZL	Rwy	Rwy	CL
Rwy:	02				Y						Y		
Recip:	20		Y	Y	Y						Y		
Rwy:	15										Y		
Recip:	33					Y					Y		

TOP Runway Obstructions Help

No Runway Obstruction Data

TOP **Primary Runway Capacities and Fuel** Help  
 PCN: 53\_F/C// LCN: -1 Raw WBC Source: T 160 Fuel: J8

TOP **Restrictions/Info**

TOP **Airfield Restrictions** Help  
 Q- Some ramps (and/or taxiways) are reported as unlit/lighting unknown. Nighttime operations on these surfaces are approved provided auxiliary lighting is confirmed/provided.  
 No further A36AS advisory required provided the above obstacles/restrictions are briefed.

TOP **Airfield Remarks** Help  
 C-21 landing on 33 is approved provided an IP/EP pilot is in the seat due to landing distance available.  
 C-141 require HQ AMC A37V approval prior to landing Runway 15 due to landing distance available.  
 Runway 15 is unsuitable for KC-10, KC-135 due to landing distance available.  
 Runway 33 is unsuitable for C-141, C-5, C-9, KC-10, KC-135 due to landing distance available.  
 Rwy 15/33 is unsuitable for C-5, KC-10, KC-135 aircraft takeoff/landing due to runway width.  
 No scheduled commercial service.

TOP **Approach/Departure Information**

SID: DOD Taxi Diagram: BOTH

TOP **DOD Approaches/NOAA** Help  
 DOD/NOAA Volume: US, VOL 22  
 As Of: 24-MAY-2005

Airfield has DME

RWY	ILS	PAR	ASR	TAC	VOR	NDB	LOC LLZ	RNAV	LCTR	LDA	SDF	MLS	LOC BC	OTHER (REMARKS)
02			Y	Y				Y						NONE
20	Y				Y	Y		Y						NONE

TOP **JEP Approach** Help  
 Jeppesen Airfield Name:  
 Jeppesen Book:  
 As Of:  
 No JEP Approach Data

TOP **Procedures Reviewed by TERPS** Help  
 No Procedure Data

TOP **Taxiway Information**

TOP **Taxiways** Help

Runway Id	Width	Surface	Condition	WBC	PCN	Has Lighting
A EAST OF RWY 02/20	50	ASP	FAIR	TT 155	21FC	Y
A WEST OF RWY 02/20	50	ASP	FAIR	T 160	53FC	Y
B NORTH OF 15/33	75	ASP	GOOD	T 160	52FC	Y
B-G, V	50	ASP	GOOD	T 160	53FC	Y
F, G	50	ASP	GOOD	T 160	53FC	Y
H	75	ASP	GOOD	T 160	52FC	Y
S	50	ASP	GOOD	T 160	53FC	N

TOP **Taxiway Obstructions** Help  
No Taxiway Obstructions Data

TOP **Parking Apron Information**

TOP **Parking Aprons** Help

Apron Id	Length	Width	Surface	Condition	WBC	PCN	Has Lighting
BARNES TRANSIENT	400	300	ASP	FAIR	T 160	53FC	Y
GUARD	1000	550	ASP	GOOD	T 160	53FC	Y
GUARD TRANSIENT	1000	550	ASP	GOOD	TT 155	21FC	Y

TOP **Parking Apron Obstructions** Help  
No Parking Apron Obstruction Data

TOP **Waivers Granted**

TOP **Waivers Granted** Help  
No Waiver Data

TOP **Phone Numbers**

**Points of Contact**

Contact	Phone
*KBAF COMMERCIAL	413-562OR572OR568-XXXX
*KBAF CONTROL TOWER	413-562-4582
*KBAF AIRFLD MANAGER	413-572-6275
*KBAF 24 HR POC	413-569-3746/AFM HM
104FW OGC	698-1248 GUARD
104FW SECURE FAX	698-1510 GUARD
104FW FAX	698-1503 GUARD
BASE OPERATIONS	698-1228 **TIMES**
FW CP (A-10)	698-1221 GUARD
104FW OPERATIONS	698-1228/1229 GUARD
104FW LGX	698-1316 GUARD
104FW SECURITY	698-1426
GULFSTREAM C-20*	413-562-5860 COMMERCIAL

FBO

413-562-4161

TOP

### STIF Information

**STIF information exists for:**

TOP     **Airfield Surveys**  
No Airfield Survey Data

TOP     **Airfield Diagrams**  
No Airfield Diagrams

TOP     **General Airfield Info**  
No General Airfield Info Data

**UNCLASSIFIED**

*LCWEB 1.14.0.0/CDB v1.8h Mon, 06 Jun 2005 13:56:05 GMT Standard Time*

GDSS Giant Report | KMTN - MARTIN STATE

TOP **Basic Information**

**Name:** MARTIN STATE      **ICAO:** KMTN      **Alternate ICAO:**  
**Alternate Names:** BALTIMORE      **WAC INNR:** 0357-00116      **Category ID:**  
**Airfield Type:** JOINT (J)  
**Latitude:** 39 19.5N      **Longitude:** 076 24.8W      **Elevation:** 22  
**Country:** MARYLAND      **Country Code:** 24  
**STIF information exists for:**  
**Other Links:** [NOTAMs]  
**Survey Date:** 31-OCT-1989      **Review By:** KLINGLER      **Review Date:** 23-MAY-2005

TOP **Suitability Codes** Help

**Codes:** ABCDFGLOQ5 All Suitability Codes

**Explanations:**

- A SUITABLE C-141B
- B SUITABLE C-5
- C SUITABLE C-130
- D SUITABLE C-17
- F SUITABLE KC-135
- G SUITABLE C-9
- L SUITABLE C-21
- RWY LESS THAN 7000 FT, APPROVAL REQD FOR KC-135E, KC-135R OPERATIONS
- 4 APPROVAL/ADVISORY REQ'D - SEE GDSS FOR OBSTRUCTIONS AND RESTRICTIONS INFO
- 5 UNSUITABLE KC-10

**Note:** Some suitability codes (H, I, J, K, and M) may apply to several aircraft. These codes apply to a particular aircraft only when combined with a \*suitable\* code for that aircraft. Likewise, they do not apply when combined with an \*unsuitable\* code for that aircraft.

**ASR Remarks:**      **MISC:**  
**Geoloc:** PJMS      **Area ID:** 018      **FAA:** MTN

TOP **Runway Information**

TOP **Runways** Help

	ID	Pri	Len	LDA	Wid	Surface	Condition	Raw	WBC	PCN	S	T	ST	TT	SBTT	TDT	TRT
<b>Rwy:</b>	15	*	6996	5896	180	CON	GOOD	T 82		22RC	XXX	82	111	164	XXX	481	274
<b>Recip:</b>	33			6996													

TOP **Airfield Lighting** Help

	ID	None	Unkn	SeqFl	Aprch	VASI	PAPI	OLS	REIL	TDZL	Rwy	Rwy	CL
<b>Rwy:</b>	15					Y		Y		Y			
<b>Recip:</b>	33					Y		Y		Y			

TOP **Runway Obstructions** Help

No Runway Obstruction Data

TOP **Primary Runway Capacities and Fuel** Help

**PCN:** 22\_R/C//      **LCN:** -1      **Raw WBC Source:** T 82      **Fuel:** J8

TOP

**Restrictions/Info**

TOP **Airfield Restrictions** Help

Q- Use caution and wingwalker, deviate from centerline as required, in the vicinity of buildings located on the north edge of the ramp near Alpha. This is an obstacle for C-5--Survey recommends an immediate turn from Twy A to Twy T.

No further A36AS advisory required provided the above obstacles/restrictions are briefed.

TOP **Airfield Remarks** Help

Airfield manager grants blanket approval for ST operations up to 166,000 lbs. 13 Feb 04 JDW

Airfield manager restricts AMC operations to east side of airfield due to surface WBC and light aircraft.

C-5 expect parking on the southwest portion of the A-10 ramp.

Survey recommends qualified marshaler for C-5 operations on A-10 ramp. None available on station.

No scheduled commercial service.

Hi voltage wires 90ft MSL unlighted on approach to Rwy 15. (Jeppesen)

Rwy 15 LDA 5896ft per Afld Mgr vice as published in Enroute Supplement and Jeppesen in error.

C-5,C-141 require HQ AMC A37V approval prior to landing Runway 15 due to landing distance available.

KC-135 require HQ AMC A37V approval prior to landing Runway 33 due to landing distance available.

Runway 15 is unsuitable for KC-10, KC-135 due to landing distance available.

Runway 33 is unsuitable for KC-10 due to landing distance available.

TOP

**Approach/Departure Information**

SID: NONE Taxi Diagram: BOTH

TOP **DOD Approaches/NOAA** Help

DOD/NOAA Volume: US, VOL 20  
As Of: 18-MAY-2005

Airfield has DME

RWY	ILS	PAR	ASR	TAC	VOR	NDB	LOC	LLZ	RNAV	LCTR	LDA	SDF	MLS	LOC	BC	OTHER (REMARKS)
15				Y	Y	Y	Y		Y							NONE
33	Y						Y		Y							NONE

TOP **JEP Approach** Help

Jeppesen Airfield Name:  
Jeppesen Book:  
As Of:

No JEP Approach Data

TOP **Procedures Reviewed by TERPS** Help  
No Procedure Data

TOP **Taxiway Information**

TOP **Taxiways** Help

Taxiway Id	Width	Surface	Condition	WBC	PCN	Has Lighting
A,C,D,E	75	CON	GOOD	T 82	22RC	Y
B,F,G,J,K,S	75	ASP	GOOD	T 82	23FC	Y
T	75	ASP	GOOD	T 82	23FC	Y

TOP **Taxiway Obstructions** Help  
No Taxiway Obstructions Data

TOP **Parking Apron Information**

TOP **Parking Aprons** Help

Apron Id	Length	Width	Surface	Condition	WBC	PCN	Has Lighting
GUARD	1200	300	CON	GOOD	T 82	22RC	Y
MAIN	1500	500	CON	GOOD	T 82	22RC	Y

TOP **Parking Apron Obstructions** Help  
No Parking Apron Obstruction Data

TOP **Waivers Granted**

TOP **Waivers Granted** Help  
No Waiver Data

TOP **Phone Numbers**

**Points of Contact**

Contact	Phone
*KMTN COMMERCIAL	410-XXX-XXXX
*KMTN DSN	243-XXXX
*KMTN CONTROL TOWER	410-682-8807
*KMTN AIRFLD MANAGER	410-682-8800 CIV
*KMTN AIRFLD MANAGER	243-6375/6 MIL
175WG OPERATIONS	243-6376/5 CALL DISPATCH
175WG SECURITY	243-6209 GUARD
175WG LOGISTICS	243-6353 GUARD
135AG SCHEDULING 130	243-6408 GUARD
135AG MAINTENANCE	243-6311-6312-6313
135AG FLIGHT TNG	243-6325
135AG CREW CHIEF	243-6254 GUARD
135AG COMMERCIAL	410-780-8XXX GUARD

135AG CAMS FAX	243-8581 GUARD
135AG CAMS FAX	243-6580 GUARD
135AG SCHEDULING	243-6407 GUARD
135AG SCHEDULING	243-6408 GUARD
135AG DO	243-6324
135AG OPS	243-6311/2
135AG FLIGHT ENG	243-6323
175WG CONTRACTING	243-6218
OPERATIONS	243-6229
SPACE A INFO	243-6551 KMTN
SPACE A INFO	243-6900 BWI
DISPATCH C130 TIMES	243-6376 CALL 2ND
135AG CP FAX	243-6506 GUARD
GOOD FOR USAFE C130	243-6376
IFM PAPERS	175WGCPV3@MDBALT.ANG.AF.
IFM BACKUP	MARY.MATTES@MDBALT.ANG.
•	.AF.MIL
135AG CP (BS)	243-6373 CALL 3RD
COMMAND POST	243-6230 CALL 1ST
135AG COMMAND POST	243-6309 CALL 2ND
CP CELL NUMBER 2ND #	202-330-8495
C-130 BANNER EXPRESS	243-6750

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TOP

## STIF Information

### STIF information exists for:

TOP     **Airfield Surveys**  
No Airfield Survey Data

TOP     **Airfield Diagrams**  
No Airfield Diagrams

TOP     **General Airfield Info**  
No General Airfield Info Data

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UNCLASSIFIED

LCWEB 1.14.0.0/CDB v1.8h Mon, 06 Jun 2005 13:55:43 GMT Standard Time

“(2) develop standards for the hiring and retention of security screening personnel;

“(3) train and test security screening personnel; and

“(4) be responsible for hiring and training personnel to provide security screening at all airports in the United States where screening is required under section 44901, in consultation with the Secretary of Transportation and the heads of other appropriate Federal agencies and departments.

“(f) ADDITIONAL DUTIES AND POWERS.—In addition to carrying out the functions specified in subsections (d) and (e), the Under Secretary shall—

“(1) receive, assess, and distribute intelligence information related to transportation security;

“(2) assess threats to transportation;

“(3) develop policies, strategies, and plans for dealing with threats to transportation security;

“(4) make other plans related to transportation security, including coordinating countermeasures with appropriate departments, agencies, and instrumentalities of the United States Government;

“(5) serve as the primary liaison for transportation security to the intelligence and law enforcement communities;

“(6) on a day-to-day basis, manage and provide operational guidance to the field security resources of the Administration, including Federal Security Managers as provided by section 44933;

“(7) enforce security-related regulations and requirements;

“(8) identify and undertake research and development activities necessary to enhance transportation security;

“(9) inspect, maintain, and test security facilities, equipment, and systems;

“(10) ensure the adequacy of security measures for the transportation of cargo;

“(11) oversee the implementation, and ensure the adequacy, of security measures at airports and other transportation facilities;

“(12) require background checks for airport security screening personnel, individuals with access to secure areas of airports, and other transportation security personnel;

“(13) work in conjunction with the Administrator of the Federal Aviation Administration with respect to any actions or activities that may affect aviation safety or air carrier operations;

“(14) work with the International Civil Aviation Organization and appropriate aeronautic authorities of foreign governments under section 44907 to address security concerns on passenger flights by foreign air carriers in foreign air transportation; and

“(15) carry out such other duties, and exercise such other powers, relating to transportation security as the Under Secretary considers appropriate, to the extent authorized by law.

“(g) NATIONAL EMERGENCY RESPONSIBILITIES.—

“(1) IN GENERAL.—Subject to the direction and control of the Secretary, the Under Secretary, during a national emergency, shall have the following responsibilities:



**TAB E-1**

<b>ANG A-10 Basing Proposal (Supporting Data)</b>
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<b>A-10 Weapons System Council Position Paper</b>
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<b>CTANG A-10 BRAC Proposal 18 PAA Unit Position Paper</b>
--

<b>A-10 Basing Pre/ Post/ ANG Proposed Basing Options</b>
---

proposal gains a slight increase in both categories while delivering the tenth AEF unit. (Supports BRAC criteria #1 and #4.)

### **Mission oriented training... simulators**

Bradley was the first ANG base to install a current generation A-10 simulator and numerous upgrades have been accomplished to the original simulator to maintain integrity with the current aircraft design and mission requirements. Moving the simulator to Barnes is conservatively estimated to cost \$2M. Simulator expertise has also been developed at Bradley that may not be able to be re-stationed at Barnes due to existing state agreements. (Supports BRAC criteria #1 and #4.)

### **Enhanced Ability to Meet AEF and A-10 Training Requirements**

The BRAC proposal creates 9 combat coded (CC PMAI) units capable of supporting the AEF. While it may be possible to substitute another type aircraft to meet AEF requirements, it is not desirable, or the stated objective. This proposal provides for one A-10 unit for each AEF. (Supports BRAC criteria #1 and #4.)

- Anticipated maximum normal requirement for A-10 AEFs is 12 aircraft, attainable with 18 PAA units in all ARC units with no rainbow requirements. (Note: incorporation of the community-basing concept in ANG A-10 communities is highly desirable to increase utilization rate and ensure adequate AEF support.)
- PAA consistency across the ARC allows for better understanding and comparison of unit capabilities. One manning document, one budget model, etc, result in much greater ease of management by all levels of command.
- The ability to surge is enhanced by retaining an A-10 mission at Bradley.
- Continuity of high caliber A-10 expertise is better maintained.
- Retaining the existing training capability at Barksdale ARB better supports A-10 training requirements. (One ACC proposal calls for combat coding all or part of the A-10 fleet at Barksdale. This would jeopardize the CAF's ability to train A-10 pilots.) Attempting to increase training throughput at DM, as is indicated by proposed A-10 movements, is problematic.

### **Ability to Man and Recruit, Maintain Readiness**

The BRAC proposal leaves Bradley ANG base in a unique position. With no flying mission left, the ability to recruit and retain members is in question, an issue discussed in depth with the BRAC commission by the Adjutants Generals. By maintaining the A-10 flying mission, these areas are not compromised and a high level of readiness is maintained throughout the BRAC transition period. This is not only important to the CTANG, but also to the Air Force in meeting AEF capability requirements and potential combat related scenarios.

## **Regional Mutual Support Capability**

- The AF BRAC committee wrongly viewed the presence of two similar A-10 units in close proximity such as Barnes and Bradley as a negative. The geographies of this arrangement are a benefit. This synergistic configuration gives units the ability to support each other's operations and inspections, yields a more robust ability to surge and combine forces (as done in OIF) and takes optimal advantage of the outstanding range and airspace in the region. The roadmap is already set to make the northeast a haven for CSAR and CAS training in the Fort Drum/Adirondack Range area and the demise of A-10 expertise at Bradley may end new training opportunities.
- The AF BRAC proposal wrongly assumed Barnes could easily absorb A-10 expertise currently assigned to Bradley. While it may be possible to hire some of the Bradley personnel, due to the existing Massachusetts contracts with their full time work force, the Massachusetts state military department is obligated to employ personnel made available by the BRAC action at Otis.
- This proposal retains a regional total of 36 aircraft vice the 24 offered in the current BRAC proposal, allowing more opportunity to retain the expertise made available from Otis.
- Placing an ASA or CIRF at remaining bases is better supported with the flying mission remaining in place.

## **Problems with the BRAC Proposal**

- Does not accurately depict the cost of removing A-10 operations from Bradley and placing the capability elsewhere.
- Places Connecticut in a unique status with no flying mission, including the active component and Air Force reserve. (The BRAC proposal also leaves Delaware, Puerto Rico, Montana, Nevada and North Dakota with no ANG flying unit. All of these states have some other type of Air Force flying mission.)
- Military value calculations appear to be inaccurate due to data input errors. Question ambiguity and lack of an effective method to resolve questions during the data collection process led to an inaccurate assessment of some facilities and inconsistency across bases. Only by studying the data when it became available were these problems able to be addressed. If four, or five, of six ANG bases are to retain A-10 aircraft, the remaining A-10 bases should have the highest military value of all ANG A-10 bases, based on an accurate and consistent methodology.

In summary, the Air Force BRAC proposal does not meet Air Force objectives and is therefore not in the best interest of the Air Force primary mission. It is also not favorable to stated objectives regarding the ANG, and state missions, nor does it appear to support BRAC criteria. This proposal provides an alternative model presenting a more effective approach more in line with stated Air Force objectives and the desire to maintain, at least for now, a flying mission in each state.

MAJCOM	UNIT	LOCATION	TOTAL ACFT	PAA PAI	PAI A-10	PAI OA-10	CC PMAI	TF PTAI	TEST PDAI	BAI BAI	A/R A/R
ACC	23 FG / 74 FS	POPE AFB, NC	43	36	24	12	36			4	3
	355 WG / 354 FS	DVS MONTHAN AFB, AZ	75	66	48	18	24	42		6	3
	57 WG / WS	NELLIS AFB, NV	8	6	6			6		1	1
	53 WG / 422 TS	NELLIS AFB, NV	5	4	4				4		1
<b>MAJCOM TOTAL:</b>			<b>131</b>	<b>112</b>	<b>82</b>	<b>30</b>	<b>60</b>	<b>48</b>	<b>4</b>	<b>11</b>	<b>8</b>
PACAF	51 WG / 25 FS	OSAN AFB, ROK	27	24	12	12	24			2	1
	354 FW / 355 FS	EIELSON AFB, AK	21	18	12	6	18			2	1
	<b>MAJCOM TOTAL:</b>			<b>48</b>	<b>42</b>	<b>24</b>	<b>18</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>4</b>
USAFE	52 FW / 81 FS	SPANGDAHLEM, GE	22	18	12	6	18			2	2
	<b>MAJCOM TOTAL:</b>			<b>22</b>	<b>18</b>	<b>12</b>	<b>6</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>2</b>
AFMC	46 TW / 40 FTS	EGLIN AFB, FL	2	2	2				2		
	<b>MAJCOM TOTAL:</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>
AFRC	442 FW / 303 FS	WHITEMAN AFB, MO	17	15	15		15			2	
	926 FW / 706 FS	NEW ORLEANS NAS, LA	17	15	12	3	15			1	1
	917 FG / 47 FS	BARKSDALE AFB, LA	17	15	12	3		15		1	1
	<b>MAJCOM TOTAL:</b>			<b>51</b>	<b>45</b>	<b>39</b>	<b>6</b>	<b>30</b>	<b>15</b>	<b>0</b>	<b>4</b>
ANG	103 FG / 118 FS	BRADLEY, CT	17	15	12	3	15			1	1
	104 FG / 131 FS	BARNES, MA	17	15	12	3	15			1	1
	110 FG / 172 FS	BATTLE CREEK, MI	17	15	12	3	15			1	1
	111 FG / 103 FS	WILLOW GROVE, PA	17	15	12	3	15			1	1
	124 WG / 190 FS	BOISE, ID	17	15	12	3	15			1	1
	175 FG / 104 FS	MTIN STATE, BLTMR, MD	17	15	12	3	15			1	1
	<b>MAJCOM TOTAL:</b>			<b>102</b>	<b>90</b>	<b>72</b>	<b>18</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>TOTAL FORCE</b>			<b>356</b>	<b>309</b>	<b>231</b>	<b>78</b>	<b>240</b>	<b>63</b>	<b>6</b>	<b>27</b>	<b>20</b>

## A/OA-10A BY WING/GROUP

POST BRAC

MAJCOM	UNIT	LOCATION	TOTAL ACFT	PAA PAI	PAI A-10	PAI OA-10	CC PMAI	TF PTAI	TEST PDAI	BAI BAI	A/R A/R
ACC	23 FG	MOODY AFB, GA	60	48	36	12	48			9	3
	355 WG / 354 FS	DVS MONTHAN AFB, AZ	75	66	48	18	24	42		6	3
	57 WG / WS	NELLIS AFB, NV	8	6	6			6		1	1
	53 WG / 422 TS	NELLIS AFB, NV	5	4	4				4		1
MAJCOM TOTAL:			148	124	94	30	72	48	4	16	8
PACAF	51 WG / 25 FS	OSAN AFB, ROK	27	24	12	12	24			2	1
	MAJCOM TOTAL:			27	24	12	12	24	0	0	2
USAFE	52 FW / 81 FS	SPANGDAHLEM, GE	22	18	12	6	18			2	2
	MAJCOM TOTAL:			22	18	12	6	18	0	0	2
AFMC	46 TW / 40 FTS	EGLIN AFB, FL	2	2	2				2		
	MAJCOM TOTAL:			2	2	2	0	0	0	2	0
AFRC	442 FW / 303 FS	WHITEMAN AFB, MO	27	24	18	6	24			2	1
	917 FG / 47 FS	BARKSDALE AFB, LA	28	24	18	6		24		2	2
	MAJCOM TOTAL:			55	48	36	12	24	24	0	4
ANG	104 FG / 131 FS	BARNES, MA	28	24	18	6	24			2	2
	127 WG	SELFRIEDGE, MI	21	18	12	6	18			2	1
	124 WG / 190 FS	BOISE, ID	20	18	12	6	18			1	1
	175 FG / 104 FS	MTIN STATE, BLTMR, MD	21	18	12	6	18			2	1
	MAJCOM TOTAL:			90	78	54	24	78	0	0	7
TOTAL FORCE			344	294	210	84	216	72	6	31	19

## A/OA-10A BY WING/GROUP

## ANG PROPOSAL OPTION

MAJCOM	UNIT	LOCATION	TOTAL ACFT	PAA PAI	PAI A-10	PAI OA-10	CC PMAI	TF PTAI	TEST PDAI	BAI BAI	A/R A/R
ACC	23 FG	MOODY AFB, GA	60	48	36	12	48			9	3
	355 WG / 354 FS	DVS MONTHAN AFB, AZ	75	66	48	18	24	42		6	3
	57 WG / WS	NELLIS AFB, NV	8	6	6			6		1	1
	53 WG / 422 TS	NELLIS AFB, NV	5	4	4				4		1
<b>MAJCOM TOTAL:</b>			<b>148</b>	<b>124</b>	<b>94</b>	<b>30</b>	<b>72</b>	<b>48</b>	<b>4</b>	<b>16</b>	<b>8</b>
PACAF	51 WG / 25 FS	OSAN AFB, ROK	27	24	12	12	24			2	1
	<b>MAJCOM TOTAL:</b>			<b>27</b>	<b>24</b>	<b>12</b>	<b>12</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>2</b>
USAFE	52 FW / 81 FS	SPANGDAHLEM, GE	22	18	12	6	18			2	2
	<b>MAJCOM TOTAL:</b>			<b>22</b>	<b>18</b>	<b>12</b>	<b>6</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>2</b>
AFMC	46 TW / 40 FTS	EGLIN AFB, FL	2	2	2				2		
	<b>MAJCOM TOTAL:</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>
AFRC	442 FW / 303 FS	WHITEMAN AFB, MO	24	21	15	6	21			2	1
	917 FG / 47 FS	BARKSDALE AFB, LA	28	24	18	6		24		2	2
	<b>MAJCOM TOTAL:</b>			<b>52</b>	<b>45</b>	<b>33</b>	<b>12</b>	<b>21</b>	<b>24</b>	<b>0</b>	<b>4</b>
ANG	104 FW/131 FS	BARNES, MA	21	18	12	6	18			2	1
	103 FW / 118 FS	BRADLEY, CT	21	18	12	6	18			2	1
	127 WG	SELFRIEDGE, MI	21	18	12	6	18			2	1
	124 WG / 190 FS	BOISE, ID	21	18	12	6	18			2	1
	175 FG / 104 FS	MTIN STATE, BLTMR, MD	21	18	12	6	18			2	1
<b>MAJCOM TOTAL:</b>			<b>105</b>	<b>90</b>	<b>60</b>	<b>30</b>	<b>90</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>5</b>
<b>TOTAL FORCE</b>			<b>356</b>	<b>303</b>	<b>213</b>	<b>90</b>	<b>225</b>	<b>72</b>	<b>6</b>	<b>34</b>	<b>19</b>

# Bradley Air National Guard Base

**FEDERAL - STATE - COMMUNITY**

**READY**

**FAITHFUL AND ALERT**

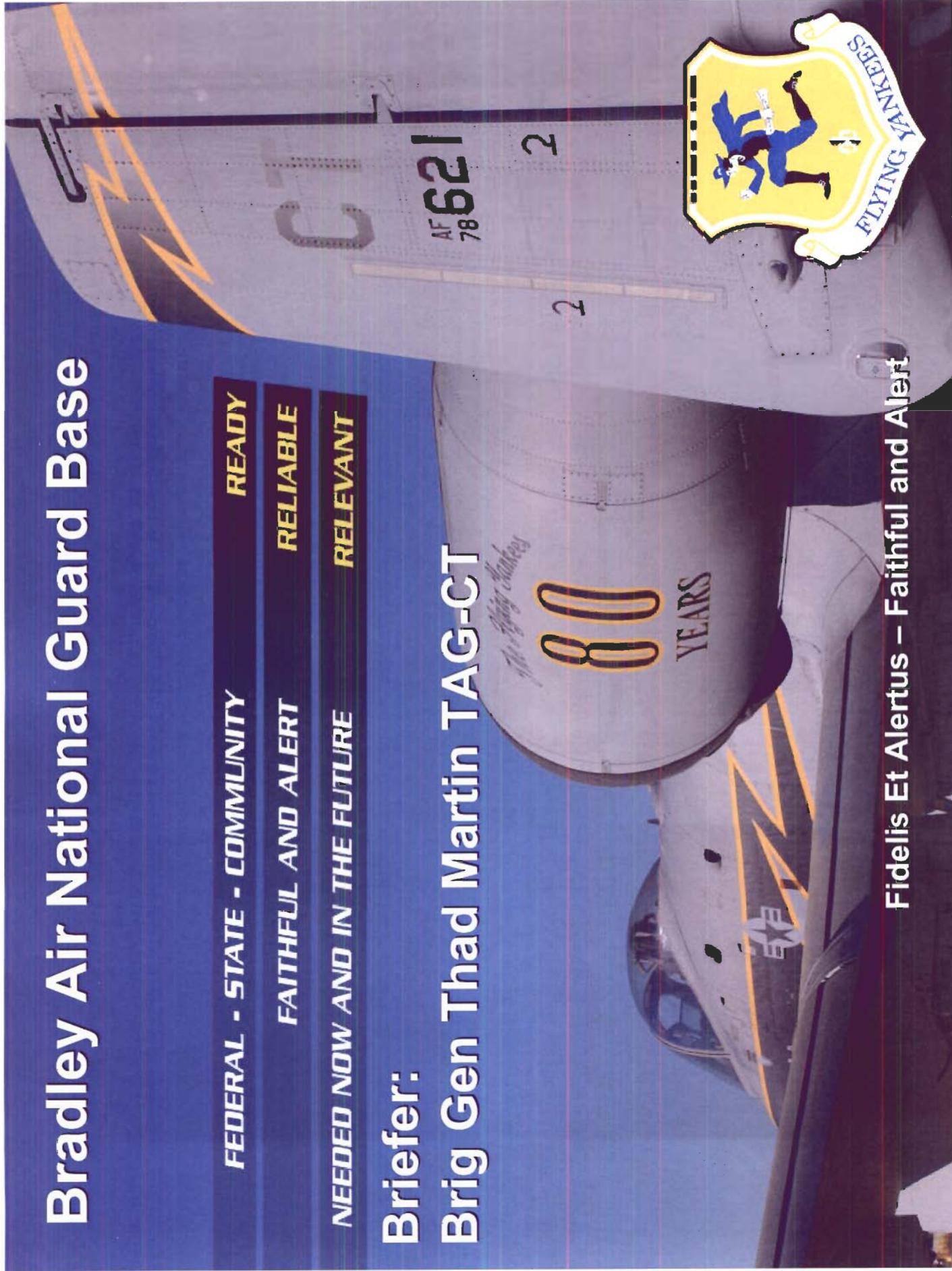
**RELIABLE**

**NEEDED NOW AND IN THE FUTURE**

**RELEVANT**

**Briefer:**

**Brig Gen Thad Martin TAG-CT**



**Fidelis Et Alertus – Faithful and Alert**

## Purpose

- To show that Bradley's true Military Value is higher than depicted in the current BRAC recommendation
- Propose a better plan
- Data Entry Errors
- ANG A-10 basing proposal
- BRAC Process Shortfalls



## Accessible ramp vs. Owned and operated ramp

Question # 8 “Question: Complete the following tables for ramp/apron space. Include only the ramps/aprons which are owned/controlled by the installation OPR which the installation has access to but may not own. “Controlled” includes land/property used by DoD under lease, license, permit, etc. “Access” includes land/property for which an agreement/easement is in effect between the DoD and the owner (such as ANG/AFRC use of civilian airports), but primary control rests with the owner, not DoD. Identify all non-contiguous ramps. These are ramps which are pavement areas larger than 2,750 square yards, connected to other airfield pavement areas by a taxiway. For example, a large ramp area which has a hangar or row of hangars constructed on it would then be considered two ramp areas. Number all ramp areas in sequential fashion if no alpha-numeric scheme adopted by the installation.”



# Accessible Ramp vs. Owned and Operated ramp

## POD #8: Ramp/Apron Space

**Question:** Complete the following tables for ramp/apron space. Include only the ramps/aprons which are owned/controlled by the installation or which the installation has access to but may not own. "Controlled" includes land property used by DoD under lease, license, permit, etc. "Access" includes land property for which an agreement/easement is in effect between the DoD and the owner (such as ANG/AFRC use of civilian airports), but primary control rests with the owner, not DoD. Identify all non-contiguous ramps. These are ramps which are pavement areas larger than 2,750 square yards, connected to other airfield pavement areas by a taxiway. For example, a large ramp area which has a hangar or row of hangars constructed on it would then be considered two ramp areas. Number all ramp areas in sequential fashion if no alpha-numeric scheme adopted by the installation.

**Source / Reference:** Base real property records. See Amplification<sup>1</sup> for sources for table.

### Amplification 1. USAF:

- (a) Installation Operations Support Squadron: Flight Information Pamphlets (FLIP): "Ramp Identifier", "Restrictions"
- (b) Installation Civil Engineer Squadron  
Most current AFCEA Pavement Evaluation Condition Report Survey: "PCN", "PCI", "Date of Evaluation"
- (c) Existing Record Drawings or Physical Verification: "Area", "Pavement Type", "Closed", "Serviceable"
- (d) Base Real Property Records: "Own/Controlled or Access Only to Runway"
- (e) Coordinate with both the installation Operations Support Squadron and Civil Engineer Squadron to provide/validate answers.

### 2. DoN: NAVFAC P-80

#### Notes:

- (1) "Restrictions" apply to currently assigned mission aircraft.
- (2) "Serviceable" is defined as a ramp surface requiring minimal maintenance (i.e. sweeping) to become operable for aircraft operations.

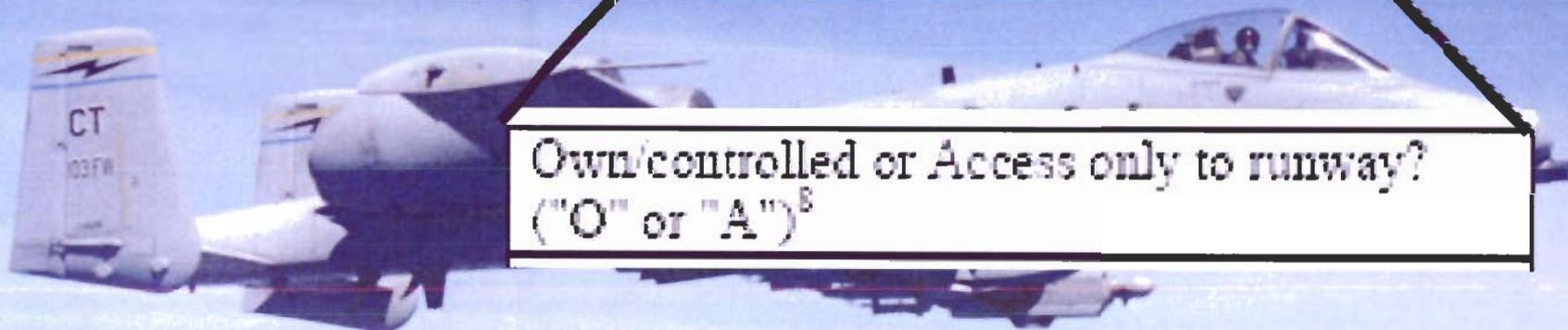
Check here if this question is not applicable (N/A):

Please fill in the following table(s), adding rows as necessary

Ramp Identifier (-)	Area (SY)	PCN (-)	PCI (-)	Date (MMYY)	Restrictions (1) (Yes/No)	Own/controlled or Access only to runway? ("O" or "A") <sup>B</sup>	Closed (Yes/No)	Serviceable (2) (Yes/No)

Ramp Identifier (-)	Pavement Type (-)

Own/controlled or Access only to runway?  
("O" or "A")<sup>B</sup>



# Data Entry Errors: Ramp Space



**Bradley ANG Ramp**  
**99,439 Sq yards**

Hold Pad 8,333 Sq yards

East Cargo 72,917 Sq yards

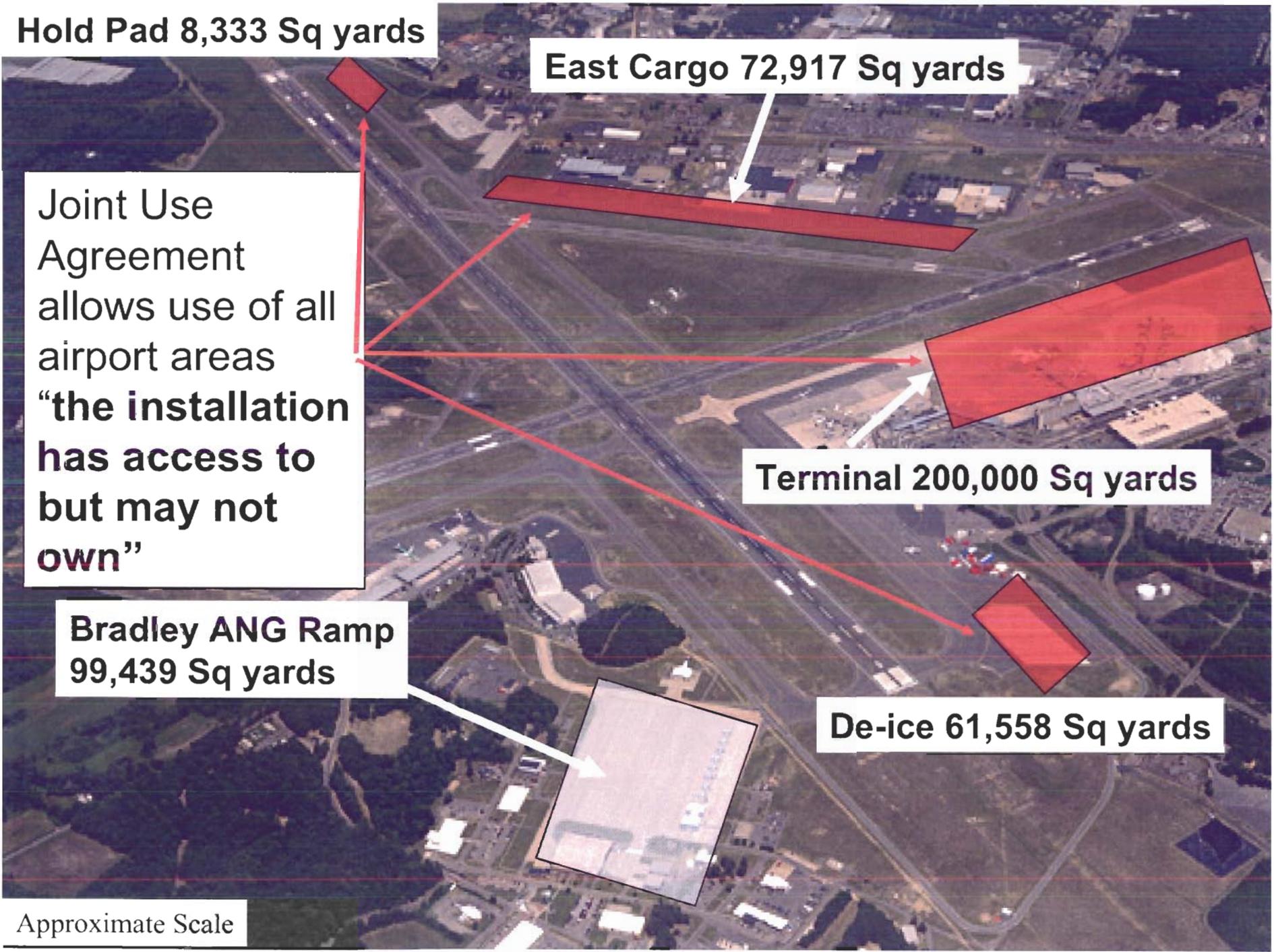
Joint Use Agreement allows use of all airport areas  
“the installation has access to but may not own”

Bradley ANG Ramp 99,439 Sq yards

Terminal 200,000 Sq yards

De-ice 61,558 Sq yards

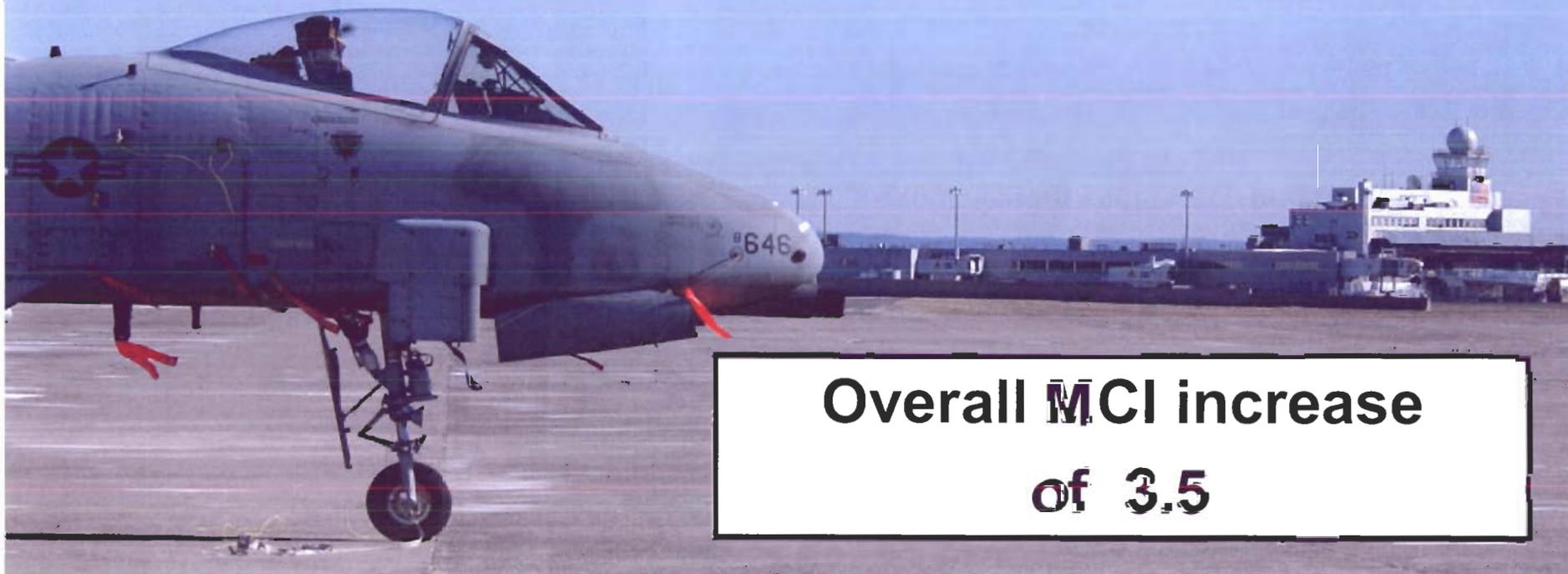
Approximate Scale



# With Respect to Bradley ANGB Ramp/Apron Space

## Impact on DOD Question #8 and AF Formula #8

	Sq yards	Earned points AF#8	Points to Overall MCI
<b>Reported</b>	99,439	<b>25</b> of 100	<b>1.17</b>
Actual	442,247	100 of 100	4.67



**Overall MCI increase  
of 3.5**

## Existing A-10 unit BRAC Military Value (SOF/CSAR)

<u>Rank</u>	<u>Base Name</u>	<u>Overall MCI</u>
11	Moody, AFB	60.72
12	Shaw, AFB	58.51
20	Nellis, AFB	53.81
25	Davis-Monthan, AFB	52.45
29	Whiteman, AFB	50.93
34	Barksdale, AFB	49.81
62	Selfridge, ANGB	42.06
66	Boise, AGS	41.35
76	Martin State, AGS	39.45
97	Barnes, MPT	35.5
98	Bradley, AGS	35.4

( 1/10 point behind lowest)



## Corrected A-10 unit BRAC Military Value (SOF/CSAR)

<u>Rank</u>	<u>Base Name</u>	<u>Overall MCI</u>
11	Moody, AFB	60.72
12	Shaw, AFB	58.51
20	Nellis, AFB	53.81
25	Davis-Monthan, AFB	52.45
29	Whiteman, AFB	50.93
34	Barksdale, AFB	49.81
62	Selfridge, ANGB	42.06
66	Boise, AGS	41.35
76	Martin State, AGS	39.45
81	Bradley, AGS	38.9 ( with missing 3.5)
98	Barnes, MPT	35.5

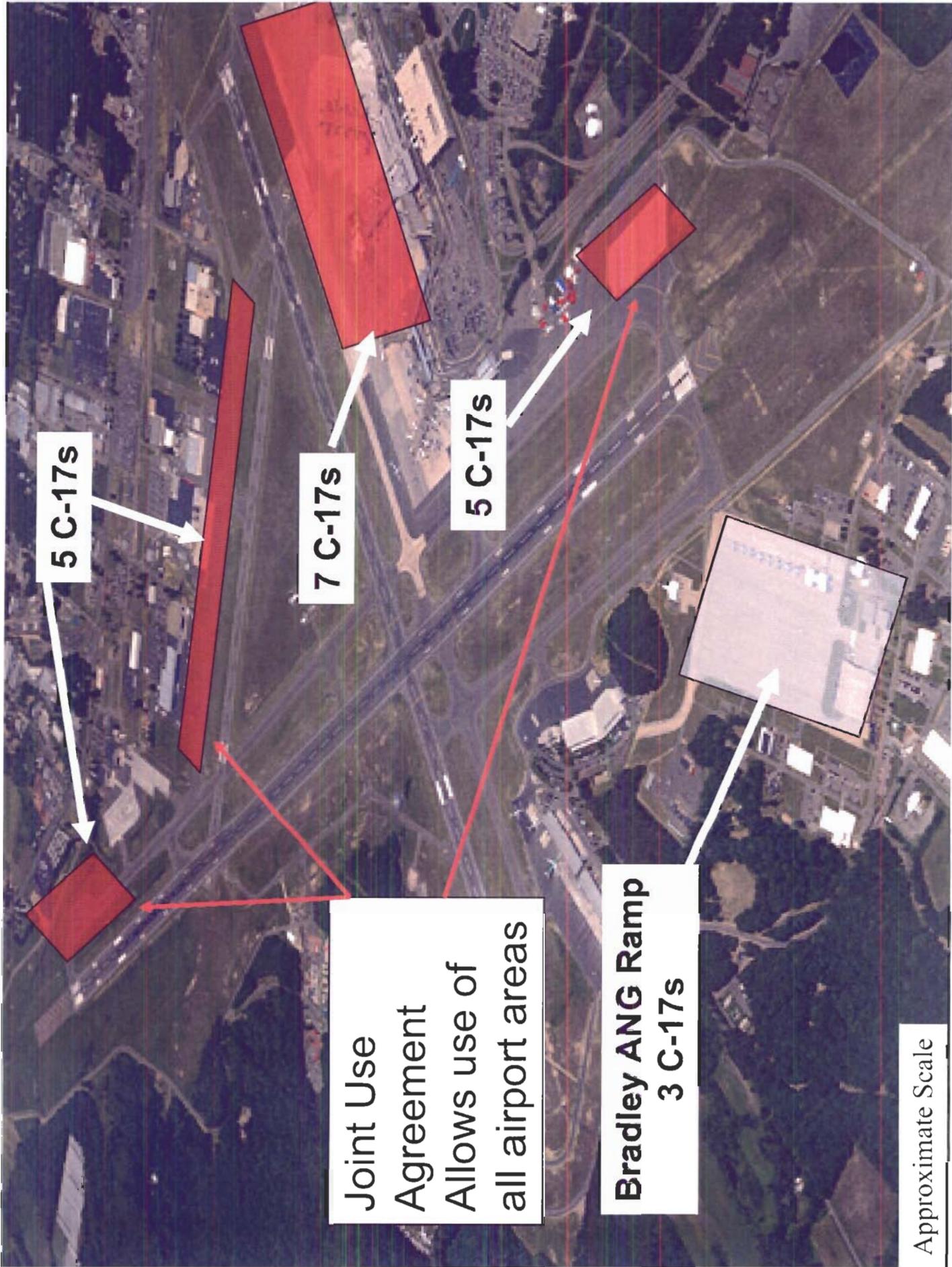


## Data Entry Errors: Surge Capability C-17 MOG

DOD Question # 1241 For installations with active runways, what is the installation's parking MOG (maximum on ground) for C-17s using surveyed/approved transient parking ramps? For C-5s?

An aerial photograph of Bradley Air National Guard Base. A white callout box with a black border points to a specific area of the base, which is a parking ramp. The ramp is a large, paved area with several parking spaces. The surrounding area includes runways, taxiways, and various buildings.

**Bradley ANG Ramp  
3 C-17s**



5 C-17s

7 C-17s

5 C-17s

Joint Use Agreement  
Allows use of  
all airport areas

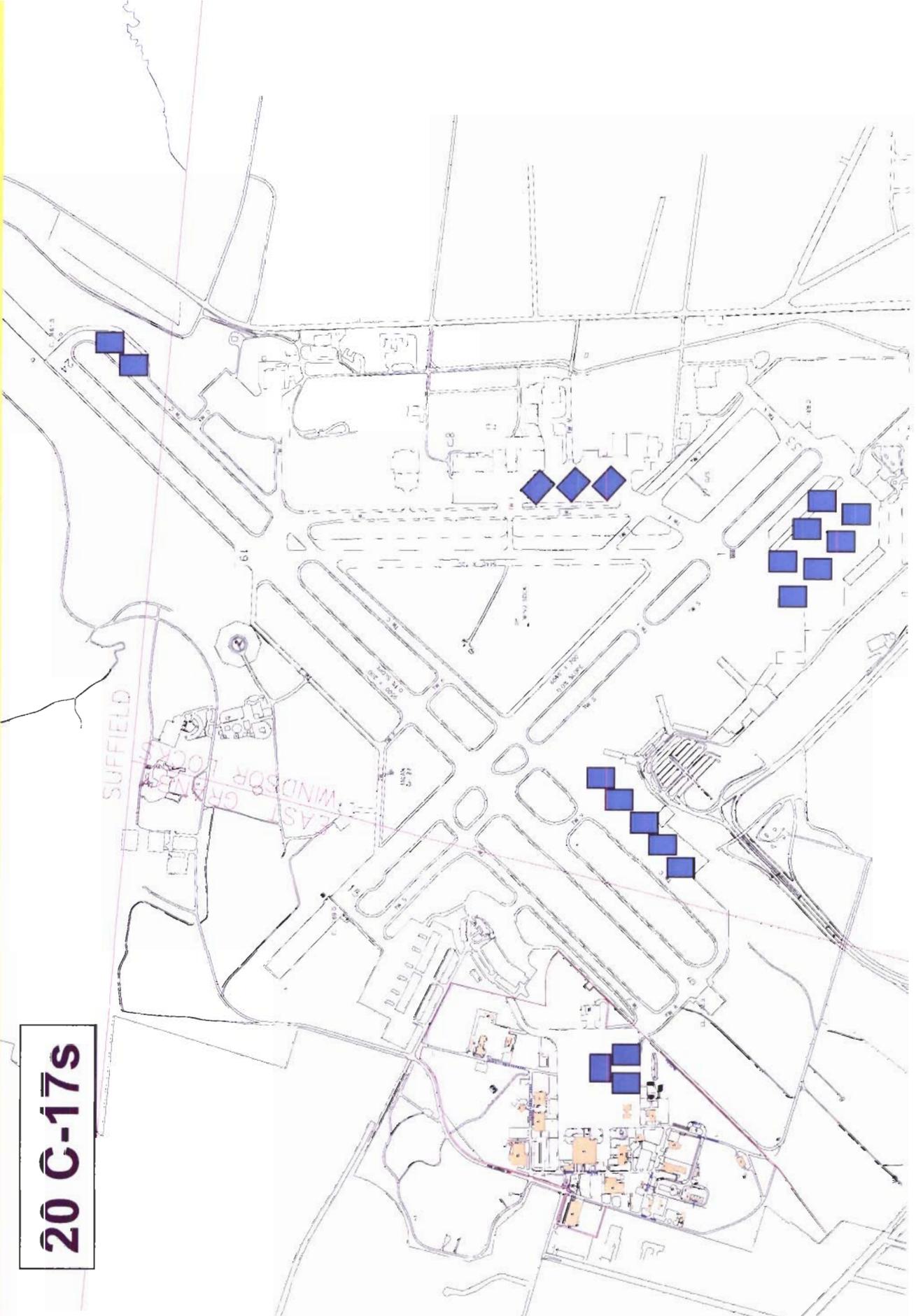
Bradley ANG Ramp  
3 C-17s

Approximate Scale

■ = 1 C-17

# C-17s Parked on Joint Use Ramps

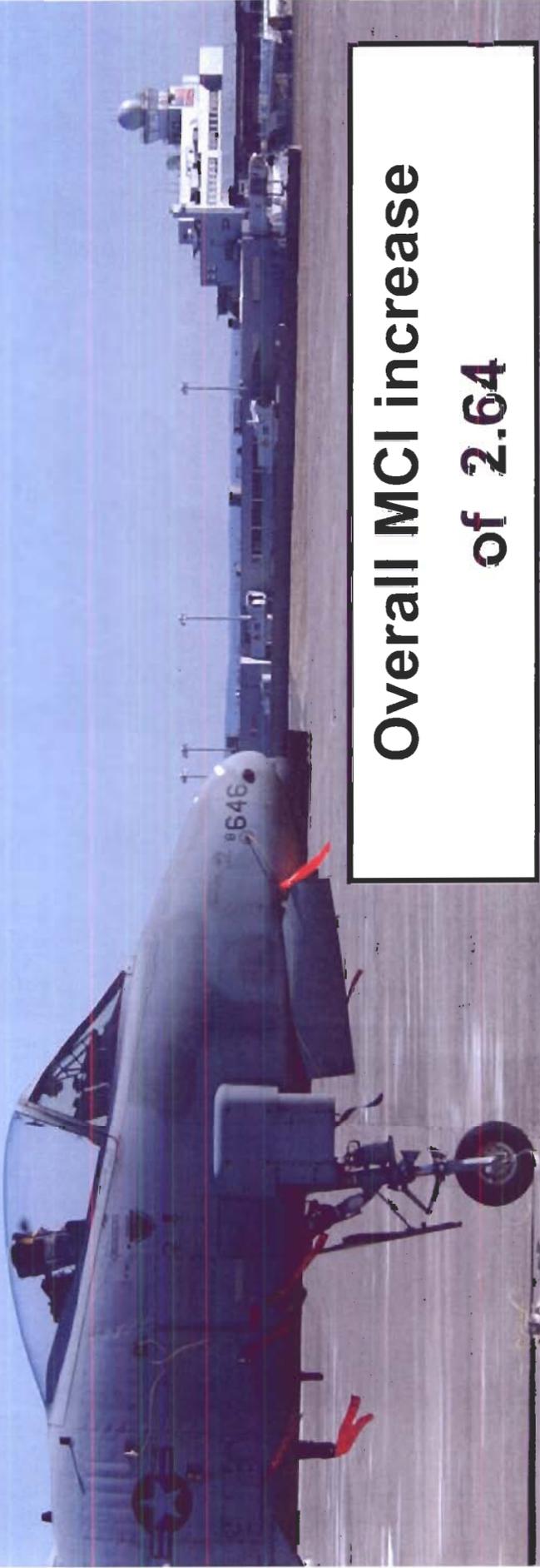
20 C-17s



# With Respect to Bradley ANGB Ramp/Apron Space

## Impact on DOD Question #1241 and AF Formula #1241

	# of C-17s	Earned points AF#8	Points to Overall MCI
<b>Reported</b>	3	0 of 100	0
Actual	20	100 of 100	2.64



**Overall MCI increase  
of 2.64**

# Combined Corrected Military Value - BRAC A-10 units

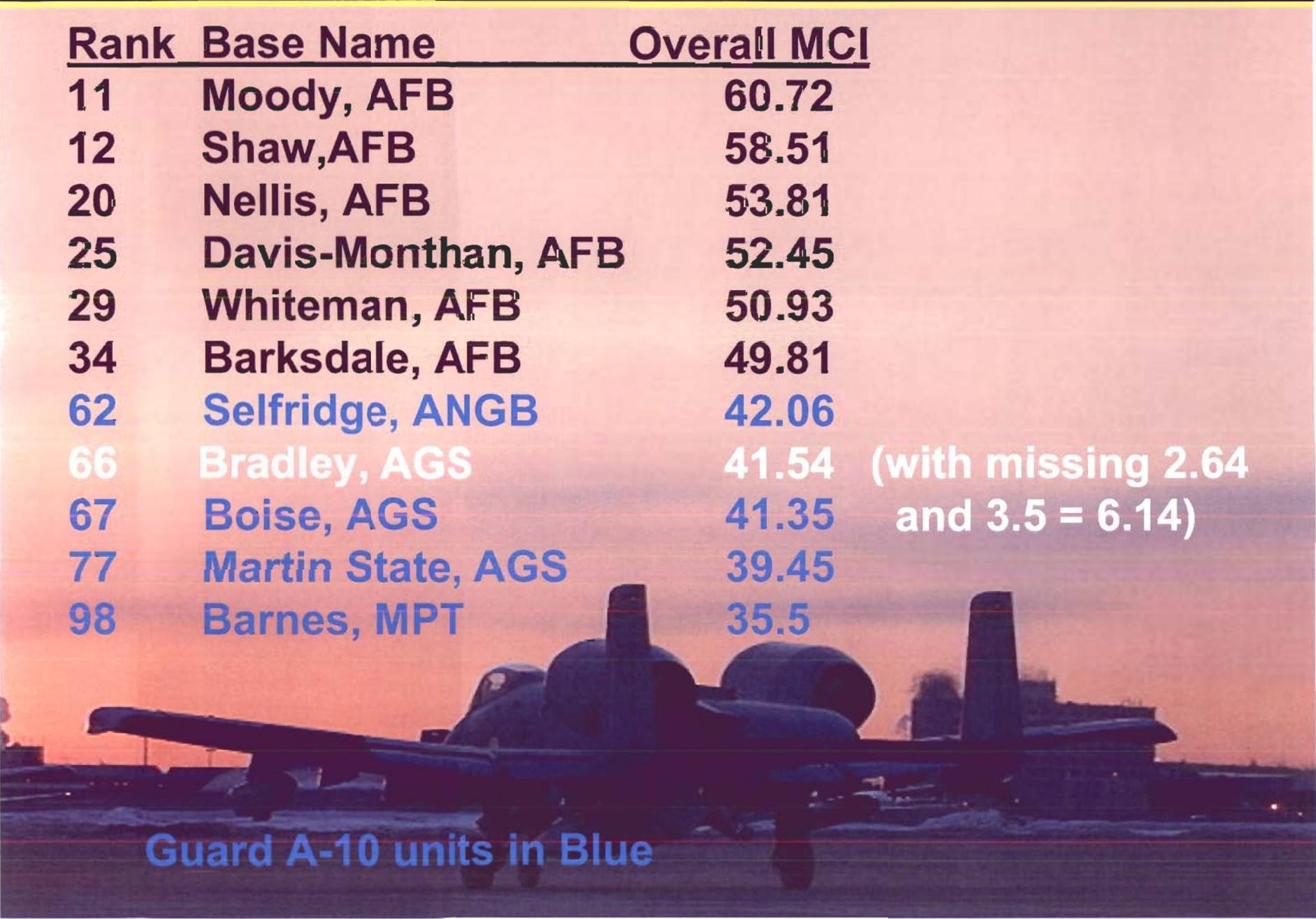
<u>Rank</u>	<u>Base Name</u>	<u>Overall MCI</u>
11	Moody, AFB	60.72
12	Shaw, AFB	58.51
20	Nellis, AFB	53.81
25	Davis-Monthan, AFB	52.45
29	Whiteman, AFB	50.93
34	Barksdale, AFB	49.81
62	Selfridge, ANGB	42.06
66	Bradley, AGS	41.54 (with missing 2.64 and 3.5 = 6.14)
67	Boise, AGS	41.35
77	Martin State, AGS	39.45
98	Barnes, MPT	35.5



# Combined Corrected Military Value - BRAC A-10 units

<u>Rank</u>	<u>Base Name</u>	<u>Overall MCI</u>	
11	Moody, AFB	60.72	
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62	Selfridge, ANGB	42.06	
66	Bradley, AGS	41.54	(with missing 2.64
67	Boise, AGS	41.35	and 3.5 = 6.14)
77	Martin State, AGS	39.45	
98	Barnes, MPT	35.5	

Guard A-10 units in Blue



# Air Force Review of Bradley

Tab 2. Mil Value and Capacity Supporting Information USAF 0033V3  
(101Jc2)



DRAFT DELIBERATIVE DOCUMENT - FOR DISCUSSION PURPOSES ONLY  
NOT RELEASABLE UNDER FOIA

## Bradley, CT Overview

As of	30 Sep 2005	30 Sep 2011
Assigned Weapon System Type(s) (MDS)	A-10	A-10
Total PAA	15	15
# Flying Squadrons	1	1
Total Available Aircraft Parking spaces	36	36
Unused Aircraft Parking Spaces	21	21
Template used	A-10	
Standard PAA per squadron	24	

# Cost to Robust Bradley - to an 18 PAA A-10 Squadron - \$0

Tab 2. Mil Value and Capacity Supporting Information USAF 0033V3  
(101Jc2)



DRAFT DELIBERATIVE DOCUMENT - FOR DISCUSSION PURPOSES ONLY  
NOT RELEASABLE UNDER FOIA

## Bradley, CT Estimated Costs to Robust

	A-10
Template used	None
Robust to Typical Squadron	0.0
Precluding Factor	0.0
Major Construction	0.0
Minor Construction	0.0
Natural Infrastructure	0.0
Other Procurement	0.0
Planning & Design	0.0
<b>Total Cost to Robust</b>	<b>0.0</b>

# Military Value Recommendation

## Department of the Air Force Analysis and Recommendations BRAC 2005 (Volume V, Part 1 of 2)

Bradley International Airport Air Guard Station, CT, Barnes Air Guard Station, MA,  
Selfridge Air National Guard Base, MI, Shaw Air Force Base, SC, and  
Martin State Air Guard Station, MD

**Recommendation:** Realign Bradley International Airport Air Guard Station, Connecticut. The A-10s assigned to the 103d Fighter Wing will be distributed to the 104th Fighter Wing, Barnes Municipal Airport Air Guard Station, Massachusetts (nine aircraft) and retirement (six aircraft). The wing's expeditionary combat support (ECS) elements will remain in place at Bradley and Bradley will retain capability to support a Homeland Defense mission. Realign Barnes Air Guard Station, Massachusetts; Selfridge ANGB, Michigan; Shaw Air Force Base, South Carolina; and Martin State Airport Air Guard Station, Maryland by relocating base-level TF-34 engine intermediate maintenance to Bradley, establishing a Centralized Intermediate Repair Facility (CIRF) at Bradley for TF-34 engines.

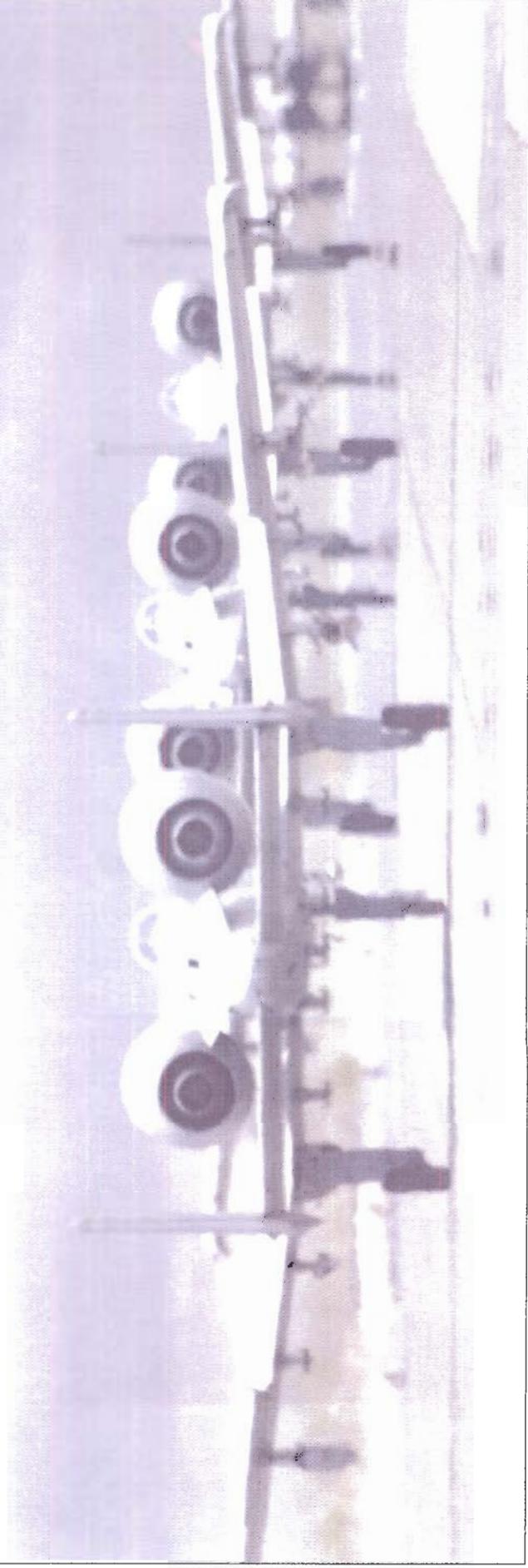
**Justification:** Barnes (97) and Bradley (98) are located approximately 12 miles apart. **The Air Force placed one full squadron at Barnes because it ranked higher in military value.** Combining the two units into one squadron the Air Force retains the trained A-10 pilots and maintenance technicians in the area and creates an optimum-sized and more effective recommendation to close Otis ANGB, Massachusetts generated a requirement sovereignty alert (ASA) site in the region. The Air Force priced an alert facility at and Bradley, and chose Bradley on the basis of lower cost. The Bradley ECS element place to support the ASA mission.

Establishing a CIRF at Bradley for TF-34 engine maintenance complements the rest of the A-10 fleet. The CIRF at Bradley will consolidate TF-34 engine maintenance aircraft from Barnes, Selfridge, Martin State and active duty aircraft at Spangdahm. Establishing this CIRF at Bradley rather than at Barnes avoids relocation of a bus at an estimated cost of \$3.5 million, and avoids construction of additional 18,000 maintenance facilities already existing at Bradley and that will be available.

The Air Force placed  
one full squadron at  
Barnes because it  
ranked higher in  
military value.

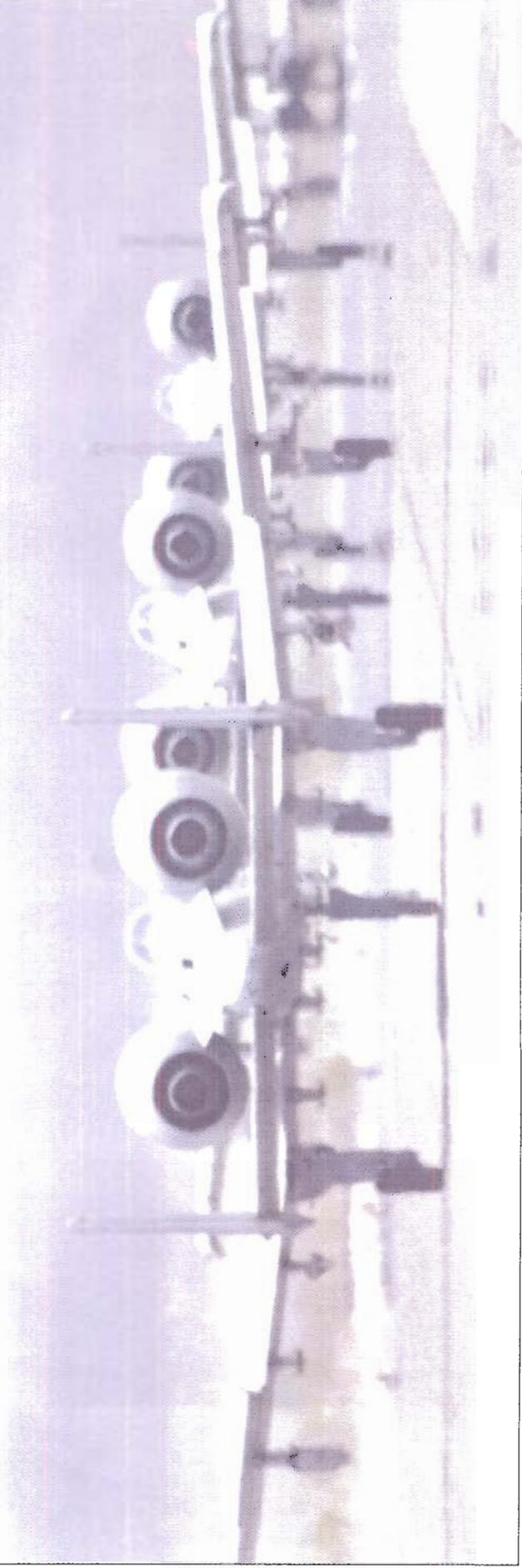
## **A-10 Future Basing**

- **Maintain 5 Air National Guard units with 18 PAA each**
- **Meets stated objective of:**
  - **Filling AEF Buckets - 10 AEFS**
  - **Using available manpower and facilities**
    - **Absorb Otis members with 36 PAA A-10 in area**
    - **Capitalize on existing core competencies in the region**



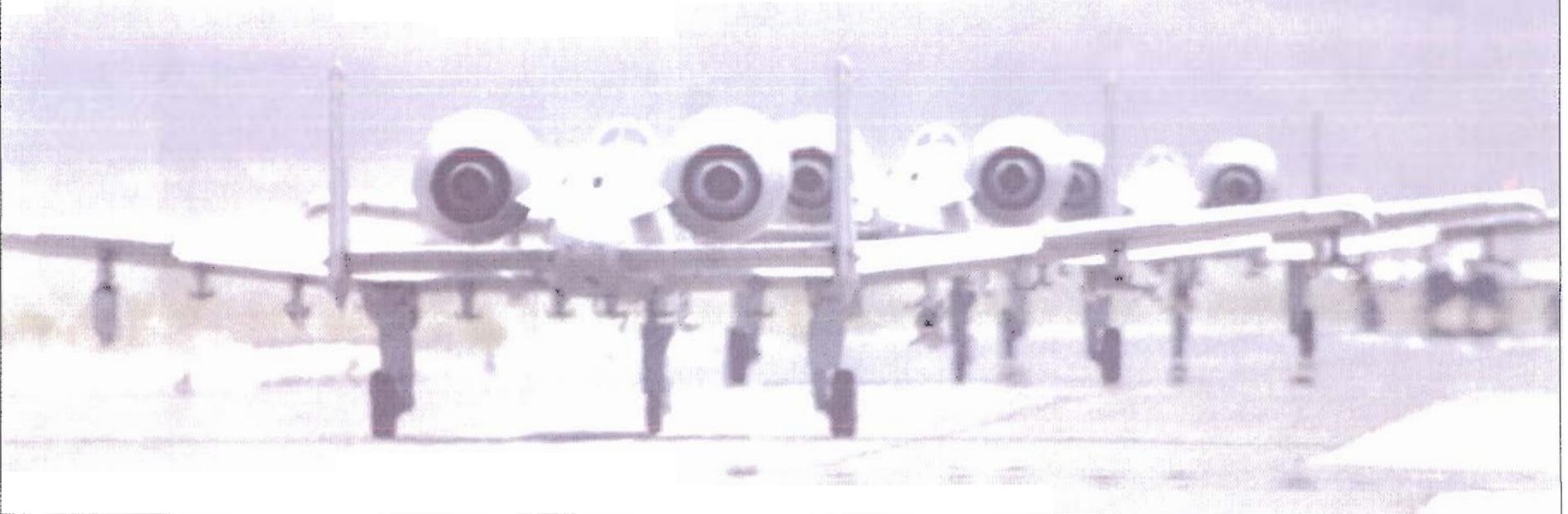
## A-10 Future Basing

- Operates within existing infrastructure, ANG end strength and A-10 weapon system funding
- Pre BRAC - 15 A-10 Squadrons/Post BRAC - 11
- Only 9 available for AEF
- Retain one additional A-10 Squadron
  - Would not require BRAC Commission to add a base to closure/realignment list, only to remove one
- A-10 Weapons System Council supports proposal



# BRAC Process Shortfalls

- A. Ability of Guard Members to Relocate**
- B. Cost Considerations**
- C. Land**
  - **Land Available but not Credited**
  - **Buildable acre criteria**
- D. Reality vs. Calculated Military Value**



## Process Shortfalls: Ability of Guard Members to Relocate

“By combining the two units into one squadron the Air Force **retains the trained A-10 pilots and maintenance technicians in the area** and creates an optimum-sized and more effective squadron.”

Vol 1 Part 2 DoD BRAC Recommendations

Or

“**Retains intellectual capital available from Bradley**”

BCEG Meeting Minutes 3 Feb 05



## Process Shortfalls: Ability of Guard Members to Relocate

- People don't just cross state lines Adjutant Generals of state must approve Guard member state to state transfers and determine hiring priority
  - Example of lack of coordination with TAGs
- Priority Placement Program for all displaced by RIF
  - In base closings employees may register up to two years prior to the effective date with their commander's approval.

(DoD Civilian Assistance and Re-Employment PPP fact sheet)

- TAG-MA could decline request for transfers
- TAG-MA can reassign members from Otis on Reemployment Priority List (PCS, pay/grade retention)

## **Process Shortfalls: Ability of Guard Members to Relocate**

### **•Technician Contract issue**

- **Positions at Barnes filled on priority in accordance with 104 FW negotiated agreement**
  - **“First Priority – First consideration will be given in filling the vacant positions and temporary promotions to excepted technicians in the 104<sup>th</sup> Fighter Group.”**
  - **“Second Priority – To members of the Massachusetts Air National Guard to include AGR personnel.”**
  - **“Third Priority – To personnel eligible for membership in the Massachusetts Air National Guard.”**

Article 16 Negotiated Agreement between ACT Local 39 and TAG-MA

## Process Shortfalls: Cost not Considered

- Retraining Costs for Otis manpower transition from F-15 crews to A-10
- \$26M and 3 years later yield a **DECREASED COMBAT CAPABILITY** than currently exists





# Scenario S101J

## MILCON

MILCON for Base: Barnes MPT AGS, MA (AAGD)

All values in 2005 Constant Dollars (\$K)

FAC Title	UM	New MILCON	New Costs	Using Rehab	Rehab Cost*	Total Cost*
1121 Taxiway, Surfaced	SY	6,920	N/A**	0 Default	N/A**	1,103
1131 Aircraft Apron, Surfaced	SY	20,500	N/A**	0 Default	N/A**	3,268
1165 Aircraft Pavement Shoulder	SY	7,630	N/A**	0 Default	N/A**	1,216
1411 Airfield Fire and Rescue Station	SP	800	N/A**	0 Default	N/A**	305
1412 Aviation Operations Building	SP	6,500	N/A**	0 Default	N/A**	1,690
1498 Security Support Facility	SP	300	N/A**	0 Default	N/A**	101
2111 Aircraft Maintenance Hangar	SP	30,000	N/A**	0 Default	N/A**	11,103
2162 Ammunition Maintenance Shop, Depot	SP	1,800	N/A**	0 Default	N/A**	481
8721 Fence and Wall	LP	3,000	N/A**	0 Default	N/A**	172
8910 Utility Building	SP	1,000	N/A**	0 Default	N/A**	283
8931 Utility Tunnel	LP	3,000	N/A**	0 Default	N/A**	199

Total Construction Cost: 19,921

- Construction Cost Avoid: 0

Total Net Milcon Cost: 19,921

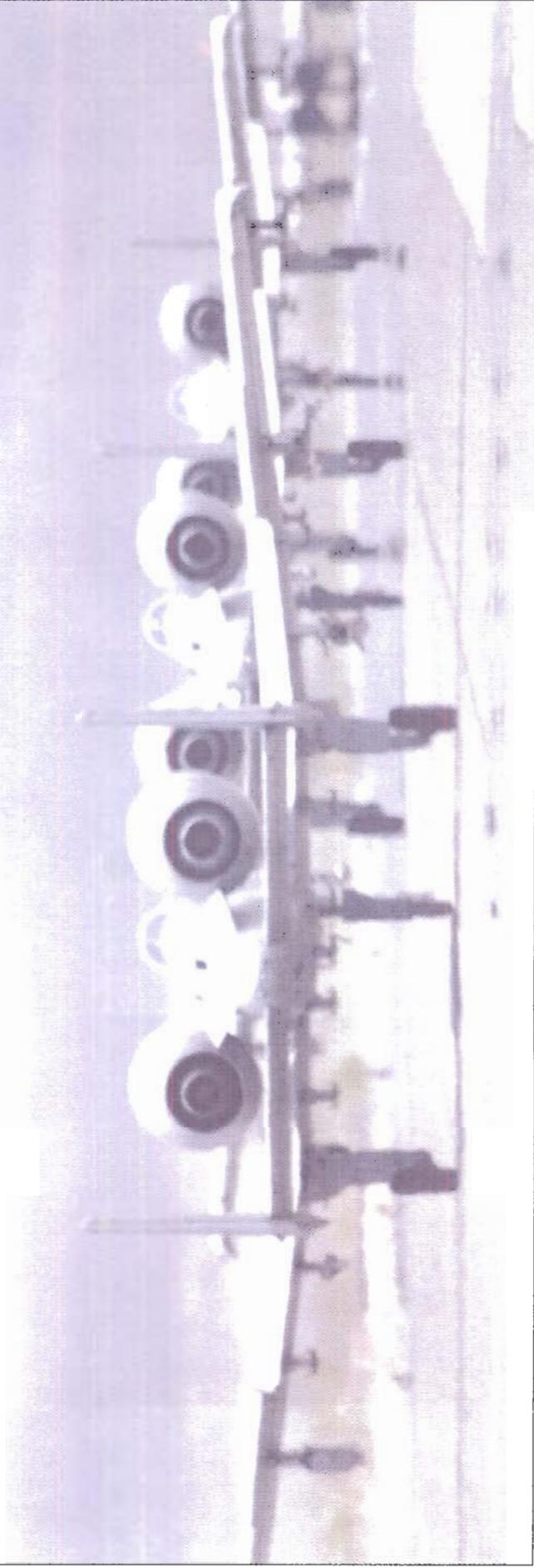
A total of \$18,380,000 for OPS related MILCON projects, to increase their capabilities to our level. Where are the savings?

## **Process Shortfalls: Land Available but not Credited**

### **A. Unique State Relationship**

### **B. 14 Acres from adjacent airport authority for Anti-Terrorism/Force Protection criteria**

- In formula 1205.1 the 14 acres would add .19 to over all MCI for the Bradley ANG Base



## Process Shortfalls: Existing vs. Potential

**A. Growth weighted above existing facilities?**

**B. If DOD wants to divest from excess capability and infrastructure, why a point advantage for excess?**

- **Formula 1205.20, Buildable Acres for Air Operations Growth,**
- **Formula 1205.10, Buildable Acres for Industrial Operations Growth**



## Side by Side Comparisons

**Side by side comparisons of the capabilities of 3 Guard A-10 units would lead one to draw a different conclusion than the one drawn through the numerical process conducted as part of BRAC**



# State Owned Joint Airport Cost Efficiencies

Facility Capability	Bradley	Barnes	Martin State
Base Operation Support Cost (BRAC COBRA Analysis)	<u>\$2,177,207</u>	<u>\$3,123,573</u>	<u>\$3,566,150</u>
FAR Class status	Class 1	Class 4	Not Certified
Federal Inspection capability	On station	On call	On call
Airport operations funded by	State	Municipality	State
ATC tower Operation	Federally Funded	Contract	Contract
Tower operating hours	24 hour operations	Limited 0700-2200	Limited 0600-2200
Ramp Snow removal	State Funded	Contract	Guard
EIS approved deicing capabilities	Yes	No	No
Runway Approach capabilities	Three Cat I/ILS One Cat II ILS	One Cat I/ILS	One Cat I/ILS
C-17 Runway Weight Limitations	561,000 lbs	464,000 lbs	274,000 lbs
Crash and Recovery Rating	Index D (Highest)	Index A (lowest)	Index A (lowest)
TSA Supervision Present	Yes	No	No
Dedicated 24/7 airfield perimeter patrols	State Police / helo support	Local Police	State/Local Police

## Summary

- We need our missing data counted, 6.14 more points to MCI raises Bradley's military value significantly to # 2 for ANG A-10 facilities.
- We have the current infrastructure to maintain 18 PAA at Bradley ANG Base, already the lowest cost facility, at no additional cost.
- Review the A-10 proposal folder for an additional unit
- Consider the process shortfalls as having had a more significant impact

