



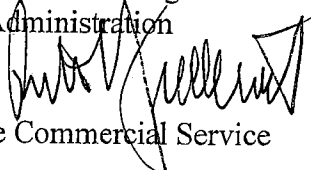
AMERICAN FOREIGN SERVICE ASSOCIATION



2101 E STREET, NW ■ WASHINGTON, DC 20037 ■ (202) 338-4045 ■ FAX: (202) 338-8244 ■ www.afsa.org

August 7 2002

TO: Deanna L. Shepherd
Supervisory Human Resources Specialist
Employee and Labor Relations Services
Office of Human Resources Management
International Trade Administration

FROM: Peter G. Frederick 
Vice President for the Commercial Service

SUBJECT: Home Leave Usage Memorandum of Understanding

I was pleased to receive your August 5 memorandum and the attached MOU. I am signing the attached MOU for AFSA with the understanding that the requested 45 workdays of home leave will be granted without the need for additional justification, just as 30 days will continue to be granted to officers who do not have 440 hours of accumulated home leave at the time of their request.

I am confident our members look forward to seeing your announcement of the new policy within 30 days of today's date.

Attachment

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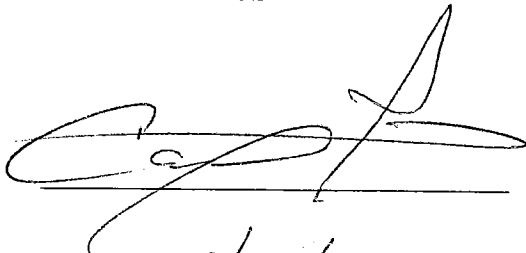
MEMORANDUM OF UNDERSTANDING

This Agreement was reached between the U.S. and Foreign Commercial Service, hereinafter called the "US&FCS," and the American Foreign Service Association, hereinafter called "AFSA," as a result of a Mid-Term Bargaining Request submitted by AFSA on July 30, 2001. AFSA requested to bargain over the item entitled, "Home Leave Usage," in accordance with Article VIII, Section 3, of the parties' Collective Bargaining Agreement. The parties have specifically agreed to the following:

When followed by an assignment abroad, the standard practice is that no more than 30 workdays of home leave can be granted (exclusive of travel time) unless an exception is made. Employees with balances of more than 55 days (440 hours) of home leave at the time of their request to take home leave may request to take 45 workdays of home leave without submitting additional justification.

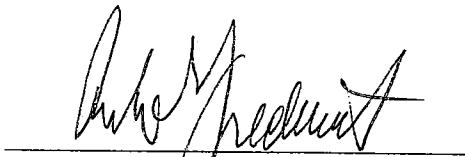
The Agreement shall become effective in accordance with Section 1013 (2) and (3) of the Foreign Service Act of 1980. The Agreement shall remain in effect concurrent with the Collective Bargaining Agreement executed December 3, 1996.

For the US&FCS:



Date: 8/2/02

For AFSA:



Date: 8/7/02