

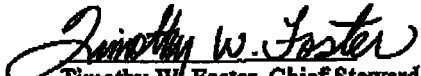
MEMORANDUM OF UNDERSTANDING
Between
THE ALCOHOL AND TOBACCO TAX AND TRADE BUREAU
And
THE NATIONAL TREASURY EMPLOYEES UNION (NTEU), Chapter 305
On the Elimination of the Dallas, TX, Local Area Network (LAN) Room

In accordance with the Collective Bargaining Agreement (CBA) between the Alcohol and Tobacco Tax and Trade Bureau (TTB) and the National Treasury Employees Union (NTEU), Chapter 305, this agreement is for the elimination of a Local Area Network (LAN) Room in proposed office space for Dallas, Texas. This agreement is conditioned on the successful connection of a TTB approved security system as well as the following terms, mutually reached by the parties:

1. TTB will eliminate the LAN room and TTB network in the Dallas Field Office commensurate with the move to a new office location.
2. All Dallas Field Office employees will be issued a MiFi wireless access point device by TTB.
3. Employees (Dallas Field Office) will use the MiFi wireless access point device and VPN to access TTB resources when working at the Dallas Field Office after the elimination of the LAN.
4. Upon the LAN elimination, the Dallas Field Office network printers can no longer be accessed via a network.
5. Local printers and scanners will be available for use by the full time office employees as well as visiting employees in the Dallas Field Office. Drivers for the new printers and scanners will be loaded on each employee's computer.
6. Upon the LAN elimination, the digital sender in the Dallas Field Office can no longer be used.
7. In place of the digital sender (#6 above), TTB will install one Epson WorkForce GT-1500 Scanner for the Management Assistant commensurate with the move to the new field office. Drivers for the Epson WorkForce GT-1500 will be loaded on each employee's computer.
8. Employees (Dallas Field Office) will use the issued MiFi wireless access point device via Citrix.
9. Employees will report problems encountered with information technology to the TTB Helpdesk as soon as possible in order for the problem to be troubleshooted and resolved expeditiously to avoid negative impact on productivity. Consistent with Article 7, Section 9A of the Collective Bargaining Agreement, consideration should be given to the unforeseen obstacles and mitigating circumstances.

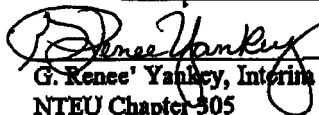
This agreement will become effective on the date the last person representing the parties to the agreement sign below.

NTEU


Timothy W. Foster, Chief Steward
NTEU Chapter 305

DATE:


11/23/2009


G. Renee Yarbey, Interim President
NTEU Chapter 305

DATE:


12/14/09

TTB Management


Michael L. Littlejohn, District Director
Dallas Field Office
Tax Audit Division

DATE:

12/16/2009


Susan Groemore, Director
Human Resources Division

DATE:

12/15/2009