



# SOCIAL SECURITY

## MEMORANDUM

Date: **NOV - 8 2007**

Refer To:

To: Steve Mitchell  
Director  
Office of Protective Security Services

From: Milt Beever *Joe Brooker*  
Associate Commissioner *for*  
Office of Labor-Management and Employee Relations

Subject: Review of Memorandum of Understanding (MOU) Regarding the Personal Identity Verification (PIV) Credential for Physical Access to SSA Facilities—INFORMATION

The MOU, dated November 7, 2007, was reviewed for conformance with applicable law, rule and regulation as required by 5 USC §7114. The agreement is approved and may be implemented.

Please furnish a copy of this memorandum to the Union.

Attachment

## MEMORANDUM OF UNDERSTANDING

This agreement is entered into and between the Social Security Administration (Management or Agency or SSA) and the American Federation of Government Employees (AFGE or Union) regarding the Impact and Implementation of the Personal Identity Verification (PIV) Credential for physical access to SSA facilities and identification purposes as directed by Homeland Security Presidential Directive 12 (HSPD-12).

### **Purpose**

The purpose of this MOU is to set forth the parties understanding of the PIV credential for physical access to SSA facilities and identification purposes. At this time, the parties did not discuss the use of PIV to replace current time and attendance recording mechanisms. The parties also did not discuss whether the number of available entrances to SSA employees would be reduced as a result of the HSPD-12 initiative.

### **General**

1. All existing building access privileges for AFGE Union officials or AFGE representatives, who are bargaining unit employees of SSA, will continue conditioned upon the issuance of a PIV credential and unless the credential is otherwise suspended or revoked in accordance with existing policy.
2. All bargaining unit employees will be given a pamphlet at the time of credential enrollment or issuance outlining applicable guidelines regarding the use of the PIV credential and detailing employee responsibilities under HSPD-12. The pamphlet will also include a web link address to the PIV Credential Issuance Process AIMS guide.
3. At the time of credential enrollment, the employee may request to see the photograph taken and, if not suitable, ask that another photograph be taken.
4. Bargaining unit employees with disabilities will be provided reasonable accommodations in accordance with federal law, government-wide rules and regulations, the National Agreement, and applicable MOUs.
5. Management will ensure that visually impaired bargaining unit employees will have access to a Braille version of the pamphlet outlining applicable guidelines regarding the use of the PIV credential and detailing employee responsibilities under HSPD-12.
6. Management will ensure that the PIV Credential Issuance Process AIMS guide is formatted in readable format for online access to visually impaired bargaining unit employees.

7. It is understood that no contractual or statutory rights of any bargaining unit employee, the Union, or Management are waived explicitly or implicitly by this Agreement.
8. This MOU is subject to agency head approval per 5 U.S.C. 7114(c). Should a provision be rendered invalid by agency head review, either party at its option may reopen negotiations only on the disapproved provision(s).

FOR MANAGEMENT

Steve Mitchell  
Steve Mitchell  
Agency Chief Negotiator

Celene Coburn Wilson  
Celene Coburn Wilson

Shiri Ndang  
Shiri Ndang

Joyce McCubbin  
Joyce McCubbin

Roslyn Torella  
Roslyn Torella

FOR UNION

Dana Duggins  
Dana Duggins  
Union Chief Negotiator

NOT Present  
Carmen Alfonzo

John Garrett  
John Garrett

Richard Sorokas  
Richard Sorokas

Jack Riismandel  
Jack Riismandel

DATE: 11/07/07