

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
U.S. DEPARTMENT OF LABOR  
AND THE  
NATIONAL COUNCIL OF FIELD LABOR LOCALS (NCFL)  
AFGE, AFL-CIO**

**I. INTRODUCTION:**

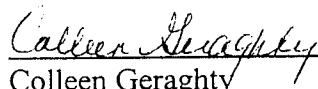
This is a Memorandum of Understanding entered into by the U. S. Department of Labor and the National Council of Field Locals (NCFL) AFGE, AFL-CIO, in accordance with the provisions of Article 53, Supplemental Agreements, of the DOL-NCFL Agreement.

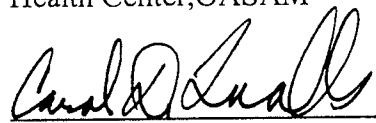
**II. SUBJECT:**

This Memorandum of Understanding relates to the implementation of the electronic filing of CA-1/CA-2 Illness Claim Forms (SWU-OASAM-00-01-009).

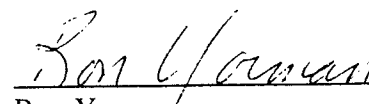
1. If an employee is unable to gain access to a personal computer or laptop, the CA-1 and CA-2 claim form may be filled out manually and faxed to the appropriate workers compensation coordinator who will file the claim electronically.
2. To ensure protection of employee personal information, for those employees covered by no. 1 above, claim forms for employees serviced by OASAM will be sent to secure fax machines, such as those located in the OASAM personnel offices.

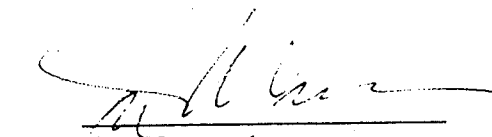
**FOR THE DEPARTMENT**

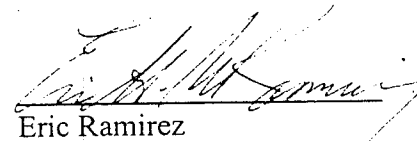
  
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Colleen Geraghty  
Director, Safety and  
Health Center, OASAM

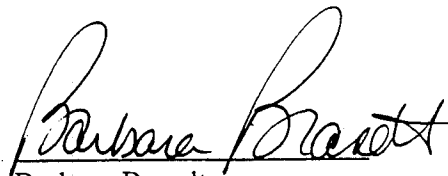
  
\_\_\_\_\_  
Carol Qualls  
Labor Relations Specialist

**FOR THE NCFL**

  
\_\_\_\_\_  
Ron Yarman  
President

  
\_\_\_\_\_  
Jim Weyrauch  
Executive Vice-President

  
\_\_\_\_\_  
Eric Ramirez  
Vice-President



Barbara Brandt  
Chair, RCBC  
San Francisco

10-17-01

Date