

MEMORANDUM OF UNDERSTANDING
BETWEEN
NATIONAL COUNCIL OF FIELD LABOR LOCALS
AND
THE U.S. DEPARTMENT OF LABOR (DOL)

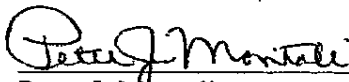
This Memorandum of Understanding (MOU) is entered into between the U. S. Department of Labor (DOL) and the National Council of Field Labor Locals (NCFL), AFGE, AFL-CIO, in accordance with the applicable provisions of the master DOL-NCFL Agreement.

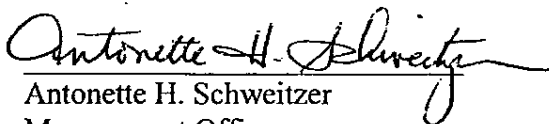
This agreement concerns forms used by bargaining unit employees (BUE's) assigned to the Metal/Nonmetal (MNM) division of the Mine Safety and Health Administration (MSHA). The parties agree to the following:

1. Forms that may be required by management to be completed by BUE's in the MNM Districts will consist of approved government forms, forms in the official MSHA/MNM records file, and approved MSHA Handbooks. The list of forms from the official MSHA/MNM records file is attached. (The attached list may not contain all existing approved forms as of 12/09/04.)
2. Any new forms developed by BUE's, Supervisors and/or Managers to be completed at the option of BUE's will not be considered an approved form until such form(s) are shared with the NCFL at the appropriate level. This includes any form developed and identified as "Optional Use". Optional Use Forms are defined as any form the use of which is not mandatory or required by management.
3. MNM District Managers will be notified in writing that BUE's may only be required to complete government approved forms, forms in the official MSHA/MNM records file and approved MSHA Handbooks. The NCFL will be provided a copy of the written notification to the District Managers.
4. Forms developed by management for MNM special emphasis programs will be shared with the NCFL and bargained as appropriate.
5. The current Weekly Activity Report form for MNM will be removed from use and replaced with the new combination (MNM/COAL) MSIS Weekly Activity data form when successfully implemented.
6. MSHA form number 4000-49 (inspector notes) is discontinued pursuant to MOU between the NCFL and MSHA dated 1/11/94 which revised the notetaking forms for Metal/Nonmetal effective 11/1/93.

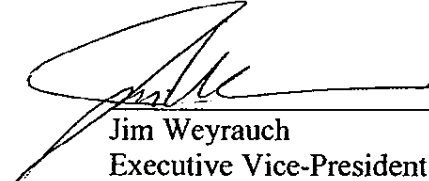
7. When it becomes necessary to convert paper forms to an electronic version, such as the IPAL system, the NCFLLL will be notified and provided an opportunity to bargain as appropriate.
8. Weekly itineraries will be used for information to contact inspectors in case of important matters and emergencies. This notation will be on the approved weekly itinerary. The information on the approved itinerary form will consist of: (1) Title; (2) Name; (3) Week; (4) Days of the Week; (5) Mine Name (s); (6) Mine ID; (7) Mine Phone Number; (8) City/State; (9) Motel (s); (10) City & Phone Number of Motel (s); (11) Notation.
9. The approved MSHA Metal and Nonmetal Tailing and Water Impoundments Inspection Report will contain the identical information that is currently required on the Technical Support Tailing and Water Impoundments Survey.
10. The approved Photo Mounting Worksheet will only require the following information to be included on the worksheet: (1) Mine Identification Number; (2) Event Number; (3) Citation/Order Number; (4) Photo and (5) Inspector's Name.
11. Time expended by BUE's in response to requests by management for additional information previously submitted on an approved MSHA form will not negatively impact the employees' performance evaluations.
12. All affected bargaining unit employees will be provided a copy of this Memorandum of Understanding within 30 days of signing.


FOR THE DEPARTMENT


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MSHA/MNM


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Management Officer
MSHA/MNM

FOR THE NCFLLL


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Dempster Wheeler

Dempster Wheeler
RCBC Atlanta, NCFL

12/9/04
DATE;

December 9, 2004

MSHA/MNM Official Record File of Approved Forms.

This list of approved forms does not contain the various approved forms found in MSHA Handbooks. In addition, this list may not contain all existing approved forms as of December 9, 2004.

The Approved Forms contained in the Official File are listed below.

1000-246	Monthly Motor Vehicle Data Report
1000-247	Drivers Preventive Maintenance Check List
1000-285	Vehicle Inspection
1000-291	Record of Telephone Conversations
1000-307	Automobile Check List
1000-308	Hazardous Chemicals
1000-336	Medical Certificate for Respiratory Protection
1000-337	Site Assessment Questionnaire
1000-382	Environmental Noise Survey Notes
2000-181 (p.1-2)	Evidence Identification
2000-209 (p.1-2)	Mine Information Form
4000-9	Record of Individual Exposure to Radon Daughters
4000-21	Radon Daughter Sampling Data
4000-22	Mine Contaminants
4000-23	Amorphous Silica and Silica Dust
4000-24	Crystalline Silica Dust
4000-25	Mineral Fiber Sampling Results
4000-26	Elemental Dust or Fume Sampling Results
4000-27	Annual Plans
4000-29 (p.1-6)	Air Sample Record
4000-30	Sample Seal
4000-31	Health Field Notes
	Health Field Notes (back)
	Front Cover
	Front Cover (backside)
	Back Cover
4000-32	Gravimetric Sample Log
4000-36	Immediate Notification Log
4000-37	Mine Information
4000-38	Mine Information Supplement
4000-39	Contractor Form
4000-40 (p.1-3)	Inspection/Investigation Data Summary

Courtesy of the National Council of Field Labor Locals
and AFGE Local 2519

<http://www.ncfll.org>

<http://www.2519.org>

- 4000-41 (p.1-3) Weekly Activity Report
- 4000-43 Personal Exposure Data Summary
- 4000-44 Sound Level Meter Field Calibration Log
- 4000-45 GenRad 1954 Noise Dosimeter Field Calibration Log
- 4000-46 Noise Dosimeter Field Calibration Log
- 4000-49 Front and Inside Back Cover Check List
- 4000-49a Regular Inspection Information
- 4000-49b Check Sheet
- 4000-49c Close Out Conference
- 4000-49d Citation/Order Documentation
- 4000-49e Graph Chart (large)
- 4000-49f General Field Notes (large)
- 4000-49g Citation/Order Documentation (front)
- 4000-49g Graph Chart (small)
- 4000-49h General Field Notes (small)
- 4000-50 Front and Back Cover
- 4000-51 (p.1-3) CAV Non-penalty
- 4000-52 Health & Safety Conference Status
- 4000-53 MNM Weekly Personnel Status Report
- 4000-54 Accident Investigation Report
- 4000-55 MNM Employment Status
- 4000-56 Mine Training Plan
- 4000-75 Impinger Count
- 4000-82 (p.1-2) Contractor ID

- 5000-3 Certificate of Physical Qualifications for Mine Rescue Work
- 5000-13 (p.1-2) Instructors File Update
- 5000-23 Certificate of Training
- 5000-41 (p.1-2) Hoisting Eng. Qualifications Request Form

- 7000-1 (p.1-4) Mine Accident Injury and Illness Report
- 7000-2 Quarterly Report
- 7000-3 (p.1-4) Citation/Order Form
- 7000-3a (p.1-4) Continuation Form
- 7000-3b Citation/Order Disposition Record
- 7000-4 Inspector's Statement
- 7000-8 Removal Notice
- 7000-9 Closed Tag
- 7000-33 Verbal Complaint Information
- 7000-34 Notification of Hazardous Condition
- 7000-35 Complaint Allegations and Findings
- 7000-10h General Information Cover Sheet (small)
- 7000-10hh General Information Cover Sheet
- 7000-10ii Daily Cover Sheet
- 7000-10j Graph Notes (small)
- 7000-10jj Graph Notes

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7000-10kk	Field Notes
7000-10L	Line Diagram Notes (small)
7000-10 LL	Line Diagram Notes
7000-10n	Dust Notes (small)
7000-10nn	Dust Notes
7000-10p	Noise Notes (small)
7000-10pp	Noise Notes
7000-13	Preliminary Report of Accident
7000-20	Possible Knowing/Willful Review Form
7000-32	Special Assessment Review Form



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MEMORANDUM FOR METAL & NONMETAL MINE SAFETY AND HEALTH DISTRICT MANAGERS

FROM: ROBERT M. FRIEND *RMF*
Administrator for
Metal and Nonmetal Mine Safety and Health

SUBJECT: Memorandum of Understanding – December 9, 2004

Attached is a Memorandum of Understanding (MOU) between the National Council of Field Labor Locals (NCFLL) and the U.S. Department of Labor (DOL) concerning forms used by bargaining unit employees assigned to Metal & Nonmetal Mine Safety and Health Administration (MNM). You may notify all your supervisors in the field that this MOU is in effect as of December 9, 2004.

If you have any questions, call Toni Schweitzer at 202-693-9760.

Attachments

cc: Jim Weyrauch
Bill Henson
Richard Coon
Dempster Wheeler