



National Association Of Air Traffic Specialists

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June 7, 2005

HAND DELIVERED

RECEIVED BY: <MELVIN HARRIS> DATE/TIME: <07JUNE2005 1225L>

Melvin Harris, Director AHL-1  
Office of Labor and Employee Relations  
Federal Aviation Administration  
800 Independence Avenue, S.W.  
Washington, D.C. 20597

Dear Mr. Harris:

In accordance with 5 USC 7114 (b) (4) and Article 40, Section 15 of our collective bargaining agreement, the following information is requested and required by NAATS to properly represent the bargaining unit employees.

This information is considered "necessary and relevant" in evaluating the actions and/or inactions of the Agency in complying with law, rule, regulation, and contractual requirement. The information will be used to determine if a grievance and/or other legal remedy is required to protect the rights of bargaining unit employees and/or the Union. Lastly, the information will hopefully assist NAATS to understand the Agency's position on these issues.

Information requested:

1. A copy of ATO-D's request for approval "to separate employees using reduction in force procedures", as specified in FAA Order 3350.2C, "Staffing Reductions and Reductions-In-Force", Chapter 2, Paragraph 21(b).
2. A copy of AHR-1's approval of the above request.

FAA Order 3350.2C, "Staffing Reductions and Reductions-In-Force", outlines certain specific actions that the Agency must take prior to executing any RIF-related separations that effect our Bargaining Unit.

For one, Jim Washington, Vice President of Flight Services, as the 'employing jurisdiction', must seek prior approval for any RIF separations that the Agency intends to conduct applicable to our Bargaining Unit. The authority for granting this approval rests with the Director of Personnel. As stated in the Order, this request should be processed as soon as it is known that a RIF will be

required, “preferably at least 60 days – in advance of the need to issue the advance specific RIF notices.” By all calculations, this would have to occur prior to on or about June 1<sup>st</sup>, 2005.

The specific elements contained within ATO-D’s request for approval, as well as the granted approval by AHR-1, will show whether or not the Agency is in compliance with FAAO 3350.2C.

We need and expect to receive this information no later than June 24, 2005. If you believe that you cannot provide me with any of the requested information because of legal impediments, or if there are questions concerning the content of this request, please contact me by close of business the day of receipt. We can discuss and hopefully resolve any problems so as to remove the impediment(s) and enable you to provide the information.

Sincerely,

*<Original Signed by Beth Gerrits for>*

Scott A. Malon  
Chief Negotiator