

FCC FORREST CITY
FACILITIES DEPARTMENT
SHARED SERVICES AGREEMENT

February 25, 2005

It is agreed that the Facilities Department at FCC Forrest City will be viewed as one department with one management team for both institutions. Bargaining Unit Staff are assigned to the LOW, MEDIUM, or the CAMP. Staff will be maintained at their assigned location (except as provided for hereafter) without rotating schedules. Staff may request to exchange shifts/workweeks with one another on a mutual agreement at their respective institutions. Management may assign a staff member an assignment in an area other than where the staff member is normally assigned during an emergency situation. Staff will not be moved from their assigned institution to another institution on a permanent assignment by management. However, staff may submit a request to move from one facility to another facility if there is a vacancy. A compressed schedule is attached which notes positions, work hours assigned, and duty location (CAMP, LOW, or MEDIUM).

Staff may choose to work a 10-hour (4 day) compressed schedule or a 10 1/2-hour (4 day) compressed schedule. This agreement will be implemented as of March 6, 2005 and is considered an extension of and minor modification of the previously approved compressed schedule dated February 12, 2001. Each staff member must request to work a compressed schedule. This is the employee's option. Staff request will be processed via a seniority with the Bureau method beginning with the most senior staff member and working down to the least senior staff member to determine Monday/Friday days off. The number of staff allowed to participate in the compressed schedule will not be limited. As directed in the Master Agreement, staff working a 10-hour (4 day) schedule will not be afforded a duty free lunch break (see Master Agreement for additional information). Staff working a straight 10-hour shift can not leave the institution during their shift without extending their workday or requesting annual leave and approval for either must be received in advance (see Master Agreement for additional information). Staff requesting to extend their 10-hour workday by an additional 30 minutes to allow for a duty-free lunch period will have their ending shift time extended. Staff will be allowed to obtain a tray from the Food Service Department to consume during a working lunch period. Any staff member may request to change their hours of work and the request will be considered by management. Management will consider what effect the request will have on the Department's operations.

Separate general overtime sign-up rosters will be maintained for the LOW and MEDIUM facility. CAMP staff are divided between the LOW and MEDIUM facility staff rosters and may sign-up for overtime at their parent facility location. The overtime sign-up rosters will be maintained by the LOW and MEDIUM General Foremen respectively. Staff assigned to a project will continue with that project if the work extends beyond normal duty hours without competing for the overtime with overtime sign-up roster.

Two overtime rosters, divided into speciality areas, one for the LOW and one for the MEDIUM, will be will be maintained by the General Foremen assigned to the respective areas. Staff will be contacted for overtime via seniority with the Bureau on a drop-down basis in accordance with the Master Agreement and the Local Supplemental Agreement. Additionally, two annual leave rosters will be maintained, one for the LOW and one for the MEDIUM, with the CAMP staff bidding for annual leave on their parent facility's roster.

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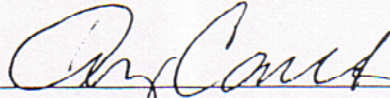
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1. Inmates assigned to facilities will work from 7:00AM until 3:30PM (except when their Detail Supervisor is working an adjusted compressed schedule - see notation in Section 5). Inmates who are assigned to a compressed schedule will work 7:00AM until 2:30PM during an adjusted compressed schedule (see notation in Section 5) week when they revert back to a five-day week schedule. Inmates will work the same week day schedule as the Detail Supervisor to whom they are assigned. Inmates will not be assigned to another detail on their Detail Supervisor's week day off. During periods of leave, Work Detail Supervisors will be required to assume supervision of more than one Detail.
2. Inmates will be called to the noon meal during the work detail rotation call. Work Detail Supervisors and all available Facilities staff will process the inmates from the Facilities area for the noon meal. Prior to releasing inmates for the noon meal, Work Detail Supervisors will ensure all tools are accounted for with the Tool Room Officer.
3. Staff participation in the compressed work schedule will continue unless his/her participation conflicts with his/her job performance. Staff denied or discontinued participation shall have, upon request, the reason(s) for the decision, in writing in accordance with Title 5 USC 6131(b).
4. Positions with designated alternates will take opposing Mondays and Fridays off to provide coverage. The alternate is intended to be of a similar speciality of the affected position, but not necessarily. Like specialities will provide back-up relief for each other as much as is possible (i.e., one General Maintenance will back another General Maintenance as often as possible).
5. Staff will work a five day work week schedule of 6:30AM - 3:00PM (in lieu of the compressed schedule) during the following situation: Training (40 hours duration) weeks when the respective staff member is a training participant. During this situation, the inmate work crews will work 7:00AM until 2:30PM as noted in Section 1.
6. Staff may exchange shifts upon request and approval of supervisor. Staff may choose if they prefer to work a compressed work week. All staff will initially be given the choice and staff may request to modify their choice through a written request. Staff may request to modify their Monday/Friday day off on the compressed schedule to allow for a day off during the week.



Roger Payne, AFGE Local 0922 President

3/3/05
Date



Amy Carlton, LMR Chairperson

3/3/05
Date

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POSITION	MONDAY	TUESDAY	WED.	THURSDAY	FRIDAY
GENERAL FOREMAN @ LOW	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
GEN. MAINT. WELDING @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
GEN. MAINT. #1 @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
GEN. MAINT. #2 @ LOW	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
GEN. MAINT. LANDSCAPE @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
ELECTRIC #1 @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
ELECTRIC #2 @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
COMM. TECH. #1 @ LOW	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
COMM. TECH. #2 @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
HVAC #1 @ LOW	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
HVAC #2 @ LOW	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
HVAC #3 @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM

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UTILITY SYS. @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
PLUMBER @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
GARAGE @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
ENGINEERING TECH. @ LOW	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
FACILITIES ASST. @ LOW	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
FACILITIES MGR. @ COMPLEX	7:30AM - 4:00PM	7:30AM - 4:00PM	7:30AM - 4:00PM	7:30AM - 4:00PM	7:30AM - 4:00PM

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GENERAL FOREMAN @ MED	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
GEN. MAINT. @ MED	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
GEN. MAINT. @ MED	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
GEN. MAINT. @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
GEN. MAINT. @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
GEN. MAINT. @ MED	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
ELECTRIC @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
ELECTRIC @ MED	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF

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COMM. TECH. @ MED	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
COMM. TECH. @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
HVAC @ MED	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
HVAC @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
UTILITY SYS. @ MED	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	OFF
UTILITY SYS. @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
PLUMBER @ MED	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM
GARAGE @ MED	OFF	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM	6:30AM - 4:30PM
FACILITIES ASST. @ MED	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM	7:00AM - 3:30PM