

LETTER OF AGREEMENT
between the
STATE OF ALASKA
and the
ALASKA STATE EMPLOYEES ASSOCIATION
representing the
GENERAL GOVERNMENT UNIT

Department of Fish & Game, Division of Sport Fish; Alternate Workweek

14-GG-066

It is agreed and understood between the parties that the following terms and conditions of employment apply to those bargaining unit members in the Department of Fish & Game, Division of Sport Fish, assigned to work on either the Mat-Su/Deshka Weir or the Gulkana Chinook Counting Tower projects, who obtain approval for assignment to an alternate workweek schedule option on the attached form. No provision of the July 1, 2013 through June 30, 2016, master agreement not specifically referenced is modified by this Agreement.

In accordance with Article 4-Management Rights and Article 27-Shift Assignment, Management reserves the right to make final determinations concerning scheduling. The workweek shall be in accordance with the Fair Labor Standards Act (FLSA). The workweek and the work period for each individual shall be established in writing by the supervisor on the corresponding assignment form.

Alternate Workweek Schedule

1. The work period will consist of eight (8) consecutive work days and six (6) days off over a fourteen (14) day period. No single work day may exceed 12.5 hours and will include mid way through each work day either a one (1) hour or a one-half (.5) hour lunch break.

2. Article 22.01-Workweek, shall be revised and replaced as follows:

The workweek shall consist of thirty-seven and one-half (37.5) hours. Each bargaining unit member shall be entitled to a minimum of two (2) consecutive days off each week. All full-time employees shall be guaranteed a full workweek.

3. Article 22.06-Holiday Pay (A), and Article 24.02-Observance of Holidays, shall be revised and replaced as follows:

a. If a holiday falls on the member's regularly scheduled day off, the member shall receive holiday pay of seven and one-half (7.5) hours at the straight time rate provided the member was in pay status for a portion of the last regularly scheduled work day prior to the holiday and a portion of the next regularly scheduled work day after the holiday. Such holiday pay does not count for the purposes of fulfilling the workweek, work period or computing overtime.

b. If a holiday falls on the member's scheduled day of work, and the member does not work that full shift, the difference between the seven and one-half (7.5) hours holiday and the scheduled hours of work for that day, at the member's request and business permitting, will be:

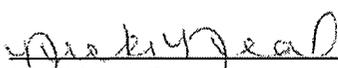
- i. added to or subtracted from other days within the workweek; or
- ii. taken as Personal/Annual Leave in order to maintain the established schedule.

This agreement supersedes LOA 11-GG-001. This agreement is effective July 1, 2013, and remains in effect through June 30, 2016, except that it may be canceled by either party with fifteen (15) days written notice.

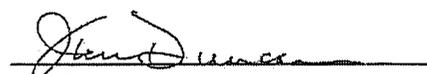
This agreement is entered into solely to address the specific circumstances of this particular situation. It does not establish any practice or precedent between the parties. This agreement shall not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms.

FOR THE STATE OF ALASKA:

FOR ASEA/AFSCME Local 52:



Nicki Neal, Director
Division of Personnel & Labor Relations
Department of Administration



Jim Duncan
Executive Director

8/29/13
Date

8/27/13
Date

ASSIGNMENT to DF&G, DIVISION of SPORT FISH
ALTERNATE WORK SCHEDULE
 Pursuant to LOA 14-GG-066
 between the
STATE OF ALASKA
 and the
ALASKA STATE EMPLOYEES ASSOCIATION
 representing the
GENERAL GOVERNMENT UNIT

It is agreed between the parties that the provisions of the DF&G, Division of Sport Fish Alternate Workweek Agreement, 14-GG-066, shall apply to the following bargaining unit member:

PCN	Employee Name	Employee ID#	Job Classification	Duty Station

The work schedule shall normally consist of seventy-five (75) hours over a fourteen (14) day period which begins on Sunday at midnight and ends the following Sunday at midnight. The regularly scheduled days and hours are as follows:

The workweek begins on _____ at _____ and ends on _____ at _____.
(day) (24-hour time) (day) (24-hour time)

The regularly scheduled days and hours are as follows (day of week top row/hours worked bottom row):

Day								Total
Hours								37.5
								Total
								37.5

Management reserves the right to temporarily alter this schedule, when necessary, to meet the business needs of the workplace with consideration of the employee's needs, in accordance with the collective bargaining agreement.

This assignment shall be effective on Monday, _____ and shall remain in effect through _____ (no later than June 30, 2016). Either party may cancel upon fifteen calendar (15) days written notice, with concurrent notice to the Payroll Services Manager. In the event of cancellation, the affected employee shall return to a normal work schedule in the first week following the required notice period.

For the Bargaining Unit Member and the Department:

 Bargaining Unit Member

 Date

 Supervisor

 Date

For the State of Alaska:

 DOP&LR Payroll Services Manager (or designee)

 Date

cc: ASEA (via email scan or facsimile)