

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

Re: (Employee Name), Acting Status

LOA GG-Dept # -FY-Sequence #

It is agreed between the parties that the following terms and conditions of employment apply to (employee name), (title) with the Department of (title). No provisions of the (xxxx-xxxx) October 19, 2004 interim agreement not specifically referenced herein is modified by this agreement.

The period of time Mr./Mrs. (employee last name) authorized to perform the higher level of duties as (title), is to be effective from (date) to (date).

This agreement is entered into solely to address the specific circumstance 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:

\_\_\_\_\_  
(Authorized Signature Name)  
Department of (Name)

\_\_\_\_\_  
Name  
(Title: Business Agent, etc.)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date