

**MEMORANDUM OF UNDERSTANDING
BETWEEN
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES, LOCAL 1004
AND
FORT SAM HOUSTON CIVILIAN PERSONNEL ADVISORY CENTER**

This Memorandum of Understanding is intended to clarify the intent of Article 37, Negotiated Grievance Procedure, Section 37-4a and Section 37-9 of the Labor Agreement between Brooke Army Medical Center and American Federation of Government Employees, Local 1004.

Section 37-4a states: "The aggrieved employee and/or his representative will present the grievance in writing to the immediate or first line supervisor within thirty (30) calendar days from the specific act or occurrence, or awareness of such....."

Section 37-9, addresses filing a grievance at the Third Step when the First and Second Step would not be appropriate and states: "Therefore, employees seeking to file a grievance or requesting advice regarding filing of a grievance will be advised that grievances involving these issues may be initiated at the Third Step within Twenty calendar days of the decision or occurrence being grieved."

Based on the above, the Union and Employer recognize that the timeline for filing a grievance, whether at the First Step or Third Step, starts from the date the decision notice letter is issued to the employee.

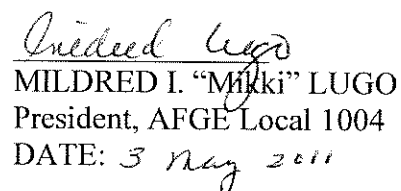
FOR THE EMPLOYER:



LOU ANN REISER
Chief, Labor/Employee Relations

DATE: 5-2-2011

FOR THE UNION:



MILDRED I. "Mikki" LUGO
President, AFGE Local 1004
DATE: 3 May 2011