



DEPARTMENT OF THE ARMY
U.S. ARMY RESEARCH, DEVELOPMENT AND ENGINEERING COMMAND
3071 ABERDEEN BOULEVARD
ABERDEEN PROVING GROUND, MARYLAND 21005-5201

REPLY TO
ATTENTION OF:

28 FEB 2013

MEMORANDUM FOR [REDACTED]

SUBJECT: Official Union Notification of Management's intent to furlough in absence of congressional legislation and proposed implementation plan

1. This is the official notification to [REDACTED] of an anticipated requirement to furlough civilian employees should sequestration occur and continue for a substantial period of time. The Budget Control Act of 2011 and the American Taxpayer Relief Act of 2012, currently requires sequestration measures to take effect on 1 March 2012. If legislation is not enacted to avoid such reductions prior to 1 March 2013, the Department of the Army is requiring an administrative furlough for all DA Civilian employees, except those related to "excepted" activities as described by the Secretary of the Army. The Department of Defense notified Congress on Wednesday, 20 February 2013.
2. The Department of the Army has required all organizations to place government employees on an Administrative Furlough for a period of 176 non-contiguous hours, equating to 22 eight hour work days. The period of furlough will begin on April 22, 2013 and last until September 21, 2013 (the end of the last pay period of the fiscal year), this period equates to 22 weeks. During the furlough days, non-excepted employees will be in a non-work, non-pay status. Employees will be unable to use paid-leave (of any type) on furlough days.
3. In order to equitably and uniformly implement the provisions of the mandated furlough, RDECOM proposes the following:
 - a. During the furlough period (Apr 22, 2013 and September 21, 2013), temporarily suspend RDECOM HQs employee participation in the Alternate Work Schedule (AWS), requiring all employees scheduled weekly work period to become five days of eight hour days.
 - b. Require all employees be furloughed one day per week on a Monday or a Friday during every work week beginning on Monday the 22nd of April and ending on Friday the 20th of September.
 - c. Supervisors at the Staff Primary and Special Staff level will ensure roughly a 50% manning for Fridays and Mondays.

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4. The above strategy maximizes the ability of RDECOM HQ to perform its mission to the Warfighter and continue its support to customers minimizing the furlough impact. Management will bargain in good-faith with ██████████ with regard to implementation of this directed administrative furlough.

5. No later than 11 March 2013, RDECOM HQ will provide ██████████ a breakdown, by staff section and by employee, manning levels that will be utilized for Mondays and Fridays, and a list of employees, if any, that will be excepted from administrative furlough.

6. Management must issue notices to employees on 22 March 2013 in order to meet the Department of the Army timeline for implementation of this furlough. The notice period and opportunity to respond will be followed in accordance with the provisions of 5 C.F.R. Part 752 and the collective bargaining agreement, Section 24.06c, which require a 30-day advanced notice to employees and a 10-day response period. For the purposes of notification, the RDECOM Chief of Staff shall be the "Implementing Official" and the RDECOM Acting Deputy Director will be the "Deciding Official."

7. The point of contact for this memorandum is ██████████
or phone ██████████


DALE A. ORMOND
Director