

ARTICLE XXVIII
PAYROLL DEDUCTION OF UNION DUES

1. SECTION 1. The Employer shall deduct Union dues from the
2. pay of all eligible employees who voluntarily authorize such
3. deduction.

4. SECTION 2. An employee may authorize an allotment from
5. their pay to cover Union dues provided they are a member of
6. the Union in good standing or have signed up for membership
7. in the Union; subject to payment of their first month's dues
8. through voluntary allotment, and their net salary after
9. other legal and required deductions is regularly sufficient
10. to cover the amount of the authorized allotment.

11. SECTION 3. The Union agrees to:
 12. a. Purchase the standard allotment forms (Standard
 13. Form 1187).

 14. b. Distribute the allotment forms to Unit employees
 15. desiring membership.

 16. c. Certify as to the amount of Union dues.

 17. d. Deliver completed allotment forms to the Civilian
 18. Personnel Office.

 19. e. Inform Union members of the program for allotments
 20. for payment of Union dues, its voluntary nature, and
 21. the uses and availability of the required forms.

 22. f. Promptly notify the Agency when a Union member is
 23. expelled, suspended, or for any reason ceases to be a
 24. member in good standing.

 25. g. Inform Union members fully of the conditions
 26. governing revocation of allotments.

 27. h. Cooperate with the Employer in resolving any claims
 28. and disputes arising from the Employer acting
 29. hereunder, to include repayment of erroneously
 30. collected dues. The latter situations will be
 31. processed in accordance with applicable law, regulation
 32. and decisions of appropriate authorities.

33. SECTION 4. The Employer agrees to:
 34. a. Promptly notify the Union of the revocation of an
 35. allotment for Union dues by an eligible employee.

 36. b. Maintain revocation of allotment forms (Standard
 37. Form 1188) and furnish revocation forms to employees
 38. requesting them. A written request for revocation of

39. an allotment, which is otherwise in order and signed by
40. the employee, will be accepted and acted upon even
41. though not submitted on the Standard Form 1188.

42. SECTION 5. Eligible employees:

43. a. May obtain SF 1187 for payment of Union dues from
44. the Union.

45. b. May initiate voluntary allotments at any time to
46. become effective at the start of the first pay period
47. beginning after the completed SF 1187 has been
48. received.

49. c. May obtain SF 1188 for revocation of Union dues
50. from their organization's personnel coordinator or the
51. Civilian Personnel Office.

52. d. May not revoke their dues withholding authorization
53. within the first year of such an authorization. Having
54. satisfied the above requirement, an employee may revoke
55. their dues authorization in one of the following ways
56. (as appropriate):

57. (1) **First Anniversary** - an employee may revoke
58. their dues withholding authorization effective the
59. first pay period on or after such anniversary date
60. (this applies to **first** anniversary only); or

61. (2) **First Pay Period in September** - an employee
62. may revoke their dues withholding authorization
63. effective the first pay period in September of
64. each year.

65. In either case, the Civilian Personnel Office will not
66. accept dues withholding authorization revocation except
67. during the 30-day period immediately preceding an
68. appropriate effective date.

69. e. Have responsibility to see that their written
70. revocation is received in the Civilian Personnel Office
71. on a timely basis.

72. SECTION 6. If the amount of the regular dues is changed,
73. the Union will certify such change in writing to the
74. Civilian Personnel Office. Civilian Personnel will
75. withhold the newly certified amount of the dues beginning
76. with the first complete pay period after receipt of the
77. certification.

78. SECTION 7. An allotment will be terminated at the end of
79. the pay period during which an employee is separated by
80. retirement, transfer, resignation, death or other causes,

81. or when the employee is reassigned or promoted to a non-
82. bargaining unit position.

83. SECTION 8. Allotments will be automatically terminated in
84. the event that exclusive recognition is no longer accorded
85. to the Union or when this Agreement providing for dues
86. withholding is suspended or terminated by an appropriate
87. authority outside the Department of Defense.

88. SECTION 9. If a summary, in duplicate, which lists each
89. member of the Union who has authorized a voluntary
90. allotment and the net amount remitted to the Union, for
91. each member, is not received within fifteen (15) calendar
92. days after the end of each bi-weekly pay period, the Union
93. will seek assistance from the Civilian Personnel Office in
94. obtaining such documentation. If a check(s) covering the
95. net amount is not received by the Union, within fifteen
96. (15) calendar days after the end of each bi-weekly pay
97. period, the Union will seek assistance from the Civilian
98. Personnel Office in obtaining such documentation.

99. SECTION 10. When the re-negotiation of this Agreement is
100. pending or in process, and the parties are unable to
101. complete such re-negotiation by the termination date of the
102. Agreement resulting from third-party proceedings (i.e.,
103. negotiability dispute or impasse, or a question of
104. representation involving employees) payroll dues
105. withholding shall be continued until resolution is
106. effected.