

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF DEFENSE DOMESTIC DEPENDENT
ELEMENTARY AND SECONDARY SCHOOLS (DDESS)
AND
THE FEDERAL EDUCATION ASSOCIATION STATESIDE REGION
(FEA-SR)**

1. **Purpose:** To document the agreement between the Parties concerning the implementation of "Compensatory Time For Travel" for professional bargaining unit members represented by FEA-SR.
2. **Agreement:** The Parties hereby agree to the following:
 - a. Unit employees are eligible to receive compensatory time for travel in accordance with 5 U.S.C. 5550b, OPM Guidance, and DoDEA Policy Memorandum 05-HRC-008. (Atch).
 - b. Unit employees, shall, no later than the last workday of SY 2005-2006, submit a written request for compensatory time for travel to their immediate supervisor for all travel completed during the period 28 January 2005 to the last day of School Year 2005-2006. Subject request shall include the following information:
 - (1) Each period of travel for which the request is made (indicate the Temporary Duty Travel Order number if known);
 - (2) The destination and purpose of the TDY;
 - (3) and the number of hours of compensatory time for travel requested.

- c. Unit employees shall, for all TDY travel following SY 2005-2006, submit a "Compensatory Travel Time" (CTT) Request Form within five (5) workdays after returning to the official duty station following the completion of the temporary duty assignment.
- d. The Agency agrees to post this MOU along with the Federal Statute, OPM implementing regulations, and the DoDEA Policy Memorandum 05-HRC-008, on the DDESS Website.
- e. The Parties agree that unit employees must use accrued compensatory time for travel by the end of the 26th pay period after the pay period for which it was credited, or forfeit such compensatory time. An employee may not, under any circumstances, receive payment for any unused compensatory time for travel earned.

FOR THE AGENCY:

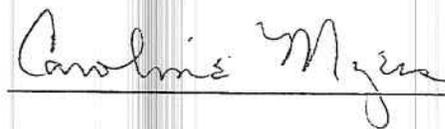


ELAINE BERAZA
Director, DDESS/DODDS-Cuba

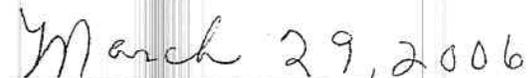


Date

FOR THE ASSOCIATION:



CAROLINE MYERS
Area Director, FEA-SR



Date