

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**Federal Aviation Administration, Mike Monroney Aeronautical Center  
FAA Academy  
Oklahoma City, Oklahoma**

**AND**

**Professional Association of Aeronautical Center Employees**

The parties, Federal Aviation Administration, Mike Monroney Aeronautical Center, FAA Academy (hereinafter referred to as the Employer) and the Professional Association of Aeronautical Center Employees (PAACE) (hereinafter referred to as the Union), agree to the following concerning : DOT, FAA, PRIB # 23, Temporary Internal Assignment .


**Same/Lower Grade or Unclassified**

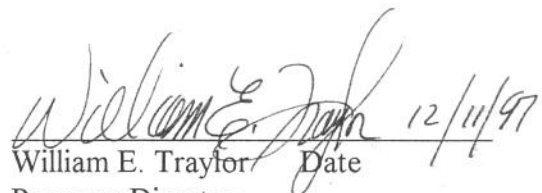
Temporary assignments to a position at the same or a lower grade, or to an unclassified set of duties, may be made non-competitively for a period not exceeding 2 years (with one set of paperwork) and with no reduction in basic pay. The selecting official may, at her or his discretion, choose to use competition to fill the position. Additions to basic pay will be handled in the same manner as prior to April 1, 1996, until changed. Assignments may be extended beyond 2 years if the FAA Academy determines that there is a critical need.

**Higher-Graded Positions**

Temporary assignments to a higher-graded position may be made for up to 2 years (with one set of paperwork). They may be made non-competitively for a period not exceeding 6 months. Competition is mandatory for actions exceeding 6 months. If the employee is paid at the higher grade, the Office of Human Resource Management will determine applicability of Highest Previous Rate. The change back to the employee's permanent grade will not be considered an adverse action. An employee may not have more than 6 months in one or more non-competitive assignment(s) to a higher graded position during any 12-month period.

No rights of the parties are waived by this agreement. This agreement shall become effective upon signing.

  
\_\_\_\_\_  
Dr. Samuel B. Hendrix III      Date  
President, PAACE

  
\_\_\_\_\_  
William E. Traylor      Date  
Program Director,