

### ***Why am I being moved to the PASS bargaining unit?***

In February 2018, after the implementation of the Future of Flight Standards reorganization, the FAA filed a petition with the Federal Labor Relations Authority (FLRA) and took the position that there should only be one union for all of Flight Standards. The FLRA ultimately ruled in the FAA's favor. Pursuant to FLRA case law, since PASS already represented more than 70 percent of the bargaining unit employees, PASS automatically became the union for the entire Flight Standards unit. (PASS opposed the agency's position since it disrupted traditional lines of representation, which included AFSCME representing Headquarters employees).

### ***Why are we going to PASS without an election?***

When multiple bargaining units are merged and represented by different unions, the FLRA applies what is called the "successorship doctrine." If one union represents more than 70 percent of the merged units, no election is needed. Prior to the merger, PASS represented 89 percent of Flight Standards.

### ***What is the PASS structure?***

The PASS national executive board is made up of the national president, national vice president, and five regional vice presidents. Region IV Vice President Mike Gonzales represents PASS AVS employees and represents your interests at the flight standards director-level, in front of Congress and on the PASS Executive Board. Gonzales is supported by two national assistants, Mark Kimmel and Dave Schumacher. The union also has a number of elected representatives (such as regional business agents and principal office representatives) who serve as counterparts to management and ensure the contract is being followed. [[Learn more about PASS's Region IV.](#)] We are currently negotiating how you fit into the structure. Eventually, your rep positions will be filled by dues-paying members who are elected by their counterparts.

The PASS national office, which includes attorneys, communications professionals and legislative advocates, among others, represents the interests of the PASS membership and provides support and assistance to dues-paying members.

Additionally, PASS provides a number of different professional development opportunities outside of the representative structure, such as safety representatives, subject matter experts and legislative grassroots activists.

***How can I join PASS?***

You can join PASS now by [filling out an electronic SF-1187](#). Dues withholding would not begin until the conversion process is complete and SF-50s are updated.

***Is a transition MOU being negotiated?***

Yes. The agency has requested proposals, as well as a list of questions and concerns.

***What pay plan will I be under?***

You will be moved to the PASS-negotiated FG (step) schedule. The schedule mirrors the [GS plan](#).

***How does the pay plan work?***

You still receive the presidential increase in January. However, depending on where you fall in the step schedule, you may also receive a step increase. Increases to Steps 1–4 are received every year; Steps 5–7 every two years; and Steps 8–10 every three years.

***Will my High-3 be actual salary or the Step 10?***

Actual salary.

***How does the conversion work from FV (pay banding) to FG (step schedule)?***

The conversion process is governed by HROI Moving from FV to FG which is [found here](#). Depending on your occupational series, your FV letter will have a corresponding FG grade (and sometimes multiple grades). A copy of the conversion chart can be [found here](#). If you have questions about the pay conversion, please email National Organizer [James Renaldi](#).

***What will happen to my Valuing Performance Increase?***

The pay system that PASS negotiated for its Flight Standards employees does not have pay bands and does not use the Valuing Performance system. PASS is attempting to discuss these types of transition issues with the FAA. As a union, PASS will do what it can to ensure that employees are not negatively impacted by the conversion.

***What are PASS dues?***

Dues are 1.25 percent, equivalent to approximately one-hour per pay period.

***Can I see a copy of the PASS AVS collective bargaining agreement before I join?***

Yes, the two contracts PASS has with the FAA can be [found here](#).

***When is the PASS contract up for renegotiation?***

The contract expires in 2021. It was extended and ratified by 95 percent of the voting membership in July of 2017.

***How is telework covered, if I already telework or if I'm interested in teleworking?***

If you currently telework, you will NOT need a new agreement. Telework is covered under Article 51 of the PASS AVS collective bargaining agreement:

**Article 51: Telework**

SECTION 1. Policies and procedures regarding telework that are not covered in this Article shall be in accordance with HRPW WLB-12.3, FAA Telework Program, and other applicable directives. The Parties agree that bargaining unit employees may request to telework under the Agency's Telework Program.

SECTION 2. It is FAA policy to actively encourage the use of teleworking to the maximum extent possible. Because teleworking is a tool used in the accomplishment of work, it must not have an adverse impact on any Agency office or the mission of the FAA. Teleworking is designed to benefit employees, managers, and the community. Some of the benefits that may result from teleworking include:

1. reduced commuting time and decreases in traffic congestion, air pollution, energy consumption, and costs associated with transportation, parking, and road maintenance;
2. improved employee morale due to a decrease in commuting related stress and greater flexibility in balancing work and family demands;
3. increased productivity fostered by a quieter work environment removed from the distractions and interruptions of the normal work setting;

4. possible accommodation of employees with ongoing health problems, disabilities, or other situations that make commuting to the normal work setting difficult or impossible;
5. possible continued work production when commuting is hindered or when the primary worksite is closed due to adverse weather conditions, emergencies, natural disasters, or building related problems.

SECTION 3. Employees may participate in one or a combination of the following telework options based upon their manager's approval and as a condition of the telework agreement.

Various telework options include:

1. work at home in a space specifically set aside as an office or workplace;
2. work at a teleworking center (often called a telecenter) operated by the federal, state or local government, by private industry, or by a combination of organizations working together. Telecenters typically house employees from a variety of public and private sector employers and provide worksites that reduce commuting time;
3. work at another FAA facility or office that may be closer to the employee's home and where there is available space to accommodate additional Agency employees;
4. work in a "virtual office or mobile virtual office" situation where the nature of the employee's position requires that his/her primary duties be performed "on the road" or at a customer's worksite. In this situation, the employee reports to a designated worksite only occasionally in order to perform administrative and other functions that cannot be performed while working off-site.

SECTION 4. Each employee who wishes to telework, including employees who telework on an ad hoc basis and for temporary medical reasons, must complete and sign the FAA Telework Agreement. The Telework Agreement, which specifies the terms and conditions of participation in the program, is then submitted to the employee's manager for signature. The Telework Agreement documents the employee's and manager's commitment to adhere to applicable guidelines and policies, and must be in place before the employee begins teleworking.

SECTION 5. When a bargaining unit employee makes a request to telework, the Agency will consider the following criteria in exercising the authority to grant or deny the request:

1. the reasonableness of the request;

2. the workability of the request; and
3. the effect of the request upon the efficiency of the service.

The Agency agrees that all determinations in assessing these criteria will be made in a fair, objective, and equitable manner, and based on sound business practices, not arbitrary limitations. The Agency will respond to such requests in a timely manner.

SECTION 6. Denial and termination decisions must be based on business needs or organizational/individual performance, not personal reasons. The denial or termination shall be in writing and include information about the specific business needs or performance reasons as well as information about when the employee might reapply, and also, if applicable, what actions the employee should take to improve his/her chance of approval.

SECTION 7. An employee on an approved Ad Hoc Telework Agreement may request a specific telework day(s) that satisfies the irregular and/or project oriented needs of a work assignment. The Agency will respond to such requests in a timely manner. Employees on an approved Optional Telework Agreement may change their telework days, with prior approval of their supervisor.

SECTION 8. Teleworkers will be treated fairly and equitably in the application of Agency policy and as compared to non-teleworkers will be treated equitably with respect to:

1. formal feedback discussions (e.g., Mid-Cycle Progress Review, End-of-Year Performance Summary);
2. training, rewarding, reassigning, promoting, reducing in grade, retaining, and removing employees; and
3. The quantity, quality and timeliness of work assignments.

***What is the difference between being a dues-paying member and being represented by PASS?***

PASS members run the union! Every representative of PASS is elected by dues-paying members. PASS members also help guide our union by ratifying all contracts and provide input before contract negotiations. Members also can serve as safety representatives, subject matter experts, Article 23 representatives, and in many other roles. These benefits and responsibilities are only

available to those who pay dues to PASS. If you want your voice heard and have a say on issues that affect your worklife, join PASS!

***How can I become more involved with PASS?***

If you're interested in being a principal or office representative, please email [Region IV Vice President Mike Gonzales](#). If you're interested in getting involved in other ways, please email National Organizer [James Renaldi](#) at (724) 833-1126

***Is PASS on social media?***

Yes! You can follow PASS on [Facebook](#), [Twitter](#) and [Instagram](#). And you can see photos of PASS members in action on [Flickr](#).