

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE FEDERAL AVIATION ADMINISTRATION  
AND THE  
NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION**

This Agreement is made by and between the National Air Traffic Controllers Association, (“NATCA” or the “Union”) and the Federal Aviation Administration (“FAA” or the “Agency”), collectively known as the Parties. This Memorandum of Understanding (MOU) represents the complete understanding of the Parties concerning Human Resources Policy Manual (HRPM) Volume 4: Employee Relations ER-4.1 – Standards of Conduct (ER-4.1) and Policy Chapter Supplement ER-4.1a – Use of Social Media by FAA Employees (ER-4.1a).

**Section 1.** The Parties agree that ER-4.1a Paragraph 7 – Personal Use of Social Media shall not apply to NATCA bargaining unit employees (BUEs). The revised ER-4.1a Paragraph 7 set forth in Appendix A to this MOU shall apply to NATCA BUEs.

**Section 2.** The Parties agree that ER-4.1a Paragraph 3.b shall not apply to NATCA BUEs. For NATCA BUEs, “Endorsement” shall be defined as “a public statement of support or approval.”

**Section 3.** The Parties agree that the language in ER-4.1 Paragraph 7.i, first bullet regarding “[a]ny personal violation that has the possibility or appearance of impacting on the employee’s position” shall apply only to ethical violations.

**Section 4.** This Agreement does not constitute a waiver of any right guaranteed by law, rule, regulation, or collective bargaining agreement (CBA) on behalf of either Party.

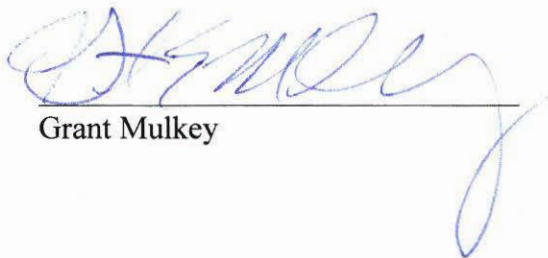
**Section 5.** This MOU shall remain in full force and effect for the duration of the Parties’ CBAs, unless modified by mutual agreement of the Parties.

Signed this 4 day of October 2017.

**For the Union:**

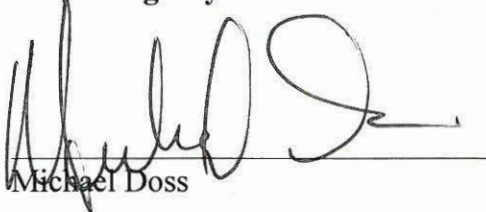


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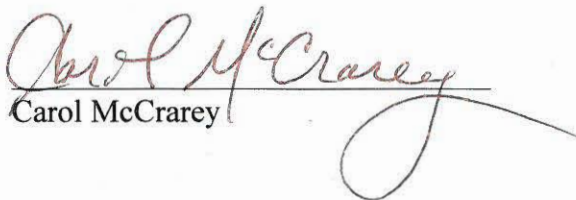


Grant Mulkey

**For the Agency:**



Michael Doss



Carol McCroney

## APPENDIX A

### 7. Personal Use of Social Media.

a. Personal use of social media during duty time is allowed for FAA employees on a limited basis. The use of social media may occur during breaks and/or lunch periods regardless of duty status.

b. Personal use of social media, during duty and/or off-duty time, may form the basis for discipline if the conduct exhibited violates the provisions of ER-4.1 Standards of Conduct, or is otherwise prohibited by law, rule, or regulation, not including this policy supplement. Employees may not be disciplined for misconduct related to their personal use of social media in a non-duty status unless there is a nexus between the off-duty misconduct and the efficiency of the service. Violation of this policy supplement does not in and of itself create this nexus.

c. The following requirements **must** be followed when using social media for personal purposes:

(1) Employees **must**:

- Not misuse their FAA position or give the appearance of misuse on social media forums (e.g., use their government position for private gain or to imply endorsement of organizations, products or services).
- Exercise sound judgment and ensure a distinct separation between their personal use of social media and their job responsibilities.
- Be responsible for the materials displayed on their personal devices in an FAA facility.