

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

This Agreement is made 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 Agreement represents the complete understanding between the Parties at Denver ARTCC (ZDV) concerning the 2025 Basic Watch Schedule (BWS).

Section 1. This Agreement applies to all employees in the ATCS and TMC bargaining unit(s) for the leave year beginning January 12, 2025 and ending January 10, 2026.

Section 2. The BWS, as outlined herein, and attached as Appendices 1-7 shall become effective January 12, 2025.

Section 3. The Agency has determined the BWS shall consist of the following core and ancillary shifts:

Day shifts:	Evening shifts:	Midnight shifts:
0600	1515	2230
0730	1315	2100_10
0900_10	1215_10	2000_10
	1600	0000

Section 4. For the mutually agreed to additional ancillary shifts, and the collaboratively developed shift guideline numbers, see Appendices 1-7.

- a. The Agency has determined that partially certified BUEs must have the following qualifications prior to counting towards the shift guideline numbers:
 1. Fully certified D side trainees waiting to start R side training.
 2. BUEs training concurrently on D and R sides that have at least two R sides.
 3. TMC-ITs that are certified on one of the following combinations:
Meter/Military/Monitor Alert, or En Route Spacing (ESP)/Weather.
- b. Priority will be for Developmental/CPC-IT/TMC-IT Controllers to train. The use of partially certified BUEs in shift guideline numbers is meant to fill holes in the schedule, not to allow for the approval of NPTL requests outside of a pre-approved leave opportunity, spot leave approval, or shift change requests. Partially certified BUEs may count towards shift guideline numbers once per week and no more than two per shift.
- c. Any partially certified BUE assigned to work a shift and count towards that shifts guideline numbers must meet the forecasted workload requirements of that shift.

Section 5. The BWS consists of permanent days off (RDOs), and permanent shifts unless specifically annotated in the bid lines. The assignment of shifts to the posted watch schedule will be as follows:

1. 1-4 (swing, day)
 2. 2-3 (swing, day)
 3. 1-3-1 (swing, day, mid)
 4. 2-2-1 (swing, day, mid)
 5. 3-2 (swing, day)
 6. 2-RDO-2 (swing/day, mid)
- a. Each area will collaboratively develop the means by which back ups will be assigned to the posted watch schedule to ensure coverage requirements are met. The back-up priorities will be available to view prior to bidding and available throughout the length of this agreement.
 - b. AWS and customization approvals will not preclude an employee from meeting their backup priorities.

Section 6. AWS:

- a. At the conclusion of bidding the NATCA Area Representative and OM will identify 7 hour core shifts and employees will indicate where they would like to work the flexible hours within the defined parameters.
- b. At the conclusion of round 1 bidding up through the end of bidding, BUEs will be allowed to submit AWS requests to modify shift start times. The NATCA Area Representative and OM will review AWS requests and approve or deny any request in regards to coverage requirements for the BWS.

Section 7. The Parties agree to the following procedures for bidding for assignment to the BWS:

- a. The union will begin the bidding process no later than December xx, 2024, and bidding will take place on a published schedule. The changes of days off will begin with pay period 3, 2025.
- b. The BWS bidding process will run concurrently with the first round of the Article 24 bidding process and the Article 38 Overtime Availability selection.
- c. A BUE that is not present or unable to bid by phone or the bid website may bid via a proxy. A proxy may be given to the BUEs NATCA Area Representative, the Union bidding designee, or the BUEs designee.
- d. A BUE who has been skipped due to the BUEs failure to follow the prescribed bidding procedures may bid at the next opportunity as long as it does not conflict with someone that is up to bid.
- e. Bids will be recorded into the Union designated template.
- f. At the completion of bidding, the Union will provide the Agency with a printed and electronic roster of the bid selections.

- g. Trainees reasonably expected to attain CPC status by February 8th will bid with the CPC's.
- h. Trainees will follow the same procedures identified in this section however they will bid independently identified lines.

Section 8. Assignment to the BWS:

- a. A BUE in any training status that reports to ZDV prior to the start of the bidding process in their assigned area will bid the BWS in accordance with Section 7.
- b. The OM and NATCA Area Representative will collaborate on a training line for incoming personnel who report to their area for training during the bid year.
- c. Agency initiated reassignments to another crew, area, or office shall carry over any approved leave and be allowed to align the leave with new crew RDOs.

Section 9. Schedule Posting:

- a. Prior to the posting of the BWS, the Union and Agency will meet to collaborate on changes made to the BWS and any concerns either party may have.
- b. When a controller has been reassigned from their bid shift to a back-up priority, requests to return to original shifts in the Agency's scheduling program will be addressed prior to Annual Leave and other Shift change requests and after employees on the OT No lists requests to not work OT.


Section 10. Shift Changes:

- a. Any denied shift changes will be readdressed if staffing changes on the shift in question. If able, the shift change request(s) shall be approved and the employee shall be notified of such changes.
- b. All scheduling requests will be requested via the agency scheduling program.

Section 11. This agreement shall expire on the last day of the 2025 leave year, January 10, 2026.

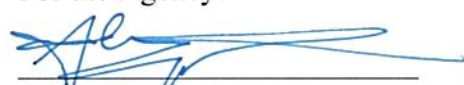
Signed this 13th day of December 2024.

For the Union:



Jason Giles
NATCA Facility Representative
ZDV ARTCC

For the Agency:



Adrian Lamport
Air Traffic Manager
ZDV ARTCC