



Memorandum of Understanding

Albany Fire Department and Lebanon Fire District
and
The International Association of Firefighters, Local No. 845 and 2163

COPY

Single-Role Employee Work Schedule Adjustments

The parties agree to the following language regarding schedule adjustments for single-role, emergency services employees:

A single-role employee may request an adjustment to their weekly work schedule under the following conditions:

- 1. Another qualified, single-role employee is willing to adjust their schedule to cover the work shifts;
2. The schedule adjustment between employees occurs within the same work week (Monday-Saturday) and within the same pay period;
3. Two weeks' advanced notice is provided to the supervisor; and
4. The schedule adjustment must be approved by both departments' administrations prior to a work schedule adjustment.

John R. Bradner
Albany Fire Department
Dated: 8/17/2016

Jason Bergquist
IAFF, Local 845
Dated: 08/21/2016

Lebanon Fire District
Dated: 08-15-2016

IAFF, Local 2163
Dated: 08/16/2016

David Giam
City of Albany Human Resources
Dated: 09-19-2016