

MEMORANDUM OF AGREEMENT  
BETWEEN  
TRIDENT REFIT FACILITY BANGOR  
(TRFB)  
AND  
INTERNATIONAL FEDERATION OF PROFESSIONAL  
AND TECHNICAL ENGINEERS (IFPTE), LOCAL 12

Subj: COVID-19 VACCINE MANDATE - MEDICAL EXCEPTION PROCEDURES

- 1) Purpose. This Memorandum of Agreement (MOA) is completed by and between the IFPTE hereby known as Union and TRFB hereby known as Employer. The MOA is a result of the Executive Order on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees.
- 2) Executive Order 14043 allows for employees with underlying or pre-existing health conditions be medically exempted from receiving the vaccine and/or receive appropriate accommodations. The Employer and the Union agree to the following process:
  - a) The Employer shall designate the TRFB Equal Employment Opportunity Department to receive requests for medical exemptions.
    - i) Requests shall be sent electronically to [CPFRA@navy.mil](mailto:CPFRA@navy.mil) or to the Employees Supervisor, Resource Manager or Admin Officer by 8 November 2021.
  - b) The exception request shall be submitted on the form jointly created by the Employer and the Union (attached to this MOU as Appendix B), and shall contain all necessary information to facilitate review for exemptions.
  - c) The Agency shall identify and designate a qualified Medical Professional to receive and review medical exception/accommodation information.
  - d) The Employee may grant authority in writing to the Agency Medical Professional to correspond with their physician to facilitate approval of the exemption, only when necessary for further understanding the exemption request.
  - e) Should an employee be denied due to a lack of information, the agency shall inform the employee of the missing required information. The employee shall have 10 business days to provide additional requested information. During this period, the employee shall not be deemed non-compliant and be subject to discipline.
  - f) An employee denied an exemption shall have 10 working days to cure the issue for the denial.

- i) To cure the issue, the employee may correct or provide additional information, file grievance proceedings through the established Collective Bargaining Agreement or file an appeal of the decision through the EEO office in accordance with 29 CFR 1614.
- ii) During this appeal period, the employee shall not be disciplined for noncompliance.
- g) Once an exemption denial has been cured, should an employee have a final decision for denial, the employee will be granted 2 weeks to comply with the vaccination provisions established by the Employer.
  - i) During this compliance period, the employee shall not be disciplined for noncompliance with the Executive Order.
  - ii) At the end of 2 weeks, if the employee has not begun vaccination the employer may begin disciplinary actions.
- h) Exception approvals or denials shall be recorded on form DD 3175.
- i) Should an employee be granted an exception, the employee will be required to follow safety protocols established by the Employer. Safety Protocols are listed in TRFB temp Policy XYZ...

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Captain Figgs  
for the Employer

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Tiera Beauchamp  
for IFPTE Local 12

# Appendix B