

## MEMORANDUM OF UNDERSTANDING

Between

Federal Correctional Institution (Agency)

El Reno, Oklahoma

And

AFGE Local 171 (Union)

regarding

Millimeter Wave Scanning (MWS) Pilot Project

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This Memorandum of Understanding constitutes an agreement between the undersigned parties on the procedures and accommodations for the Millimeter Wave Scanning (MWS) Pilot Project for the Federal Correctional Institution El Reno, Oklahoma.

1. Management and the Union agree that the intent of the pilot project is to evaluate the effectiveness of the device, as well as the Operations Memorandum that governs it, with the purpose of jointly identifying and reporting recommendations to the Office of Security Technology.
2. Management and the Union agree to work together to implement the MWS device in accordance with the Standard Operating Procedures (SOP) identified in the Operations Memorandum for the project
3. In accordance with Operations Memorandum, the Millimeter Wave Scanner will be used on all staff, visitors and contractors that enter through the Front Entrance.
4. No inmates or inmate visitors will be allowed to remain in the front entrance search area when staff are being screened.
5. Ordinarily, the staff member assigned to the Front Entrance Post will not be required to perform any duties related to the operation of the MWS body scanner device.
6. To accommodate the MWS pilot project, the Agency will remove the inmate visitor lockers and relocate the lockers to another mutually agreed upon area to accommodate a new bench system.
7. A mutually agreed upon bench system will be built in the front entrance to accommodate staff during the entrance procedures.
8. The Agency will utilize a mutually agreed upon carpet/rug system in the Front Entrance.
9. The agency will adhere to all manufacturer's recommendations in the operation of the body scanner.
10. As part of the pilot, the BOP will use MWS devices enabled with the same privacy filter used on TSA airport screening devices to ensure that raw images of screened staff are not viewable by any staff member. The most recent MWS software application ensures that raw scan images are not retrievable and cannot be viewed by screeners or supervisors.
11. Those staff members wearing glasses, wedding rings, religious medallions, necklaces, rings and watches will not be required to remove those items when being scanned.
12. Supplies that come into the facility through the front entrance will be inspected by front entrance staff and proceed into the facility through the outside Tower #1 gates.

13. Only in the event the MWS device is not operable, staff will be required to clear the walk-thru metal detector.
14. In the event the Agency decides to connect the body scanner to the facility computer network, the Union will be notified.
15. The window in the wall next to the south side of the body scanner (between the new front entrance and the old front entrance) will be tinted to make it impossible for inmate visitors to view staff being screened.
16. Staff, contractors and inmate visitors will exit the facility through the outside Tower #1 gates. This will be done to reduce congestion in the front entrance.
17. During peak hours and/or inclement weather, staff will enter the front entrance through the north entrance.
18. A private search area will be provided to do targeted pat searches for those areas that are indicated by the MWS device.
19. All Staff will be provided orientation and training on the MWS device and the procedures involved in its use.
20. The MWS pilot project will not prevent either party from continuing to negotiate Program Statement 3740.01, Staff Entrance and Search Procedures.
21. The Union and Management will have the ability to request and negotiate changes to this MOU as these issues become known and affect the Bargaining Unit.

For AFGE Local 171:

Jim Davi

Date: 26 Aug 14

For FCI El Reno:

James B. Jones

8/26/14