MEMORANDUM OF AGREEMENT

This agreement is made and entered into by and between the Oak Ridge Operations Office, The Office of Scientific and Technical Information, U.S. Department of Energy and the Office and Professional Employees International Union, Local No. 268.

This agreement applies to and is applicable to the on-going RIF at OSTI and becomes effective upon signing by both parties and does not constitute a revision to any Articles of the Negotiated Agreement dated 2-16-99.

1. If necessary to provide additional time to receive a decision on approval of buy-out and early-out authorities, OSTI management will extend the separation date in the specific Reduction in Force Notice issued on September 1, 1999 for an additional period not to exceed fifteen (15) days. OSTI management will negotiate with the Union on additional extension requests, with the understanding that budget limitations may preclude additional extensions. Management reserves the right as provided in 5 U. S. C. 7106 (a) (1).

2. If the RIF notice is extended, employees in receipt of a RIF notice have the same job search rights as with the original notice.

3. If buyout and earlyout authority is received, employees who received a RIF notice will be offered the opportunity to retire or resign with a buyout. An employee who elects to take and is approved for a buy-out will have the RIF notice withdrawn. The buyout election will be irrevocable and the employee must separate no later than the latest RIF separation date. All employees will be given three (3) workdays to apply for a buy-out and OSTI management will have two (2) workdays to accept or reject the application. During this two (2) workday period, employees can withdraw their application. However, once the two (2) workday period is completed and the application is approved by management, neither party may revoke or rescind the buy-out.

4. Use of the buyout in this fashion may create additional costs in FY 2000. Cost savings achieved from buy-out taken by employees not immediately impacted by the RIF will first be used to offset these additional costs.

5. Before hiring from the outside, and within applicable laws and regulations, OSTI and ORO will rehire employees RIFed in FY 2000 and retrain these employees for skills needed to fill available positions, if it is possible for the employee to obtain the skills within 180 workdays. This arrangement applies to affected employees and will be in effect for two (2) years after the FY 2000 RIF.

6. Additional issues were left unresolved during these negotiations to which the union may seek resolution.

For Department of Energy

[signature] 9/21/99

Oak Ridge Operations — Date

[signature] 9/21/99

Office of Scientific and Technical Information — Date

For Office and Professional Employee International Union, Local 268

[signature] 9-21-99

Union Representative — Date