

HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
AS HIGHEST SERVICE AUTHORITY OF THE U.S. ARMY IN GERMANY

AND THE

UNITED STATES ARMY, EUROPE
HEAD WORKS COUNCIL

CONCLUDE THE FOLLOWING

SHOP AGREEMENT

Pursuant to the provisions of Section 73, in conjunction with Section 69 and Section 75(3)17, German Personnel Representation Law (modified version).

1. PURPOSE. This shop agreement governs the use of the closed-circuit television (CCTV) monitoring systems, which are currently or scheduled to be installed at most of the installation access control points (ACP) throughout Germany.

2. APPLICABILITY. This shop agreement applies to all Local Nationals (LN) employees employed within Germany.

3. BACKGROUND AND TECHNICAL INFORMATION.

a. Vulnerability Assessment conducted throughout USAREUR's area of responsibility have identified that the security posture at many of our ACPs should be improved to make them less vulnerable targets to terrorist attacks and other criminal activities. The goal of USAREUR's Force Protection program is to increase the security posture at our installations so they are "harder" targets to potential criminals and terrorists. Our decision to install CCTV systems at our ACPs provides deterrence and captures vital information that could be used during a post incident review process and as evidence in a criminal trial. Other USAREUR and ASG force protection assessments, also reflected the need for further security upgrades at many of our ACPs to help protect both the members of our US and LN workforce, as well as those visitors and contractors who either work on or frequent our installations on a daily basis.

b. The monitoring system employs visible fixed stationary video cameras as well as visible video cameras with pan, tilt, and zoom function, and a computer based digital recording system. Cameras, their placement, and viewing angles will vary depending on each particular location installed.

c. The recording systems employed as part of the total monitoring system have a recording and retrieval capability of up to approximately 30 to 130 days. After a maximum of 120 days, the recorded images will be overwritten by images recorded during the next 30 to 120 day recording cycle. There exists the capability to download the recording to a standard 3.5" micro floppy disk, writable compact disk and/or standard videotape.

d. The central control/monitoring station for the cameras will be installed in the local Provost Marshal Office, or within the installation/facilities Operations Center. Only the Provost Marshal or other designated security officials will have access to downloading or perform administrator functions on the monitoring/recording system. The monitoring and recording devices will be secure at all times. The monitoring computer operating system and CCTV monitoring system software will be password protected in accordance with U.S. Army in Europe Information Security standards.

4. AGREEMENT.

a. The CCTV monitoring systems will be used solely as a deterrent towards criminal actions and terrorist attacks, and as evidence in a criminal investigation and/or trial.

b. The system will not be utilized for monitoring a LN employee's time and attendance, or used for performance evaluations or other routine personnel management functions. At no time will the visible cameras be replaced with covert cameras.

c. Only the Security Managers and the Provost Marshal have access to the CCTV monitoring station equipment for set up, programming, and downloading of any required information. The monitoring systems will either be housed in a lockable cabinet and/or the system will be secured inside a room. The computer program will be password protected to restrict access. Passwords will not be shared and will be retained by the security administrator for each station. The password for the system will be changed in accordance with U.S. Army in Europe Information Security policies.

d. Recordings will be downloaded to a 3.5" micro floppy disk, writable compact disk, or videotape in accordance with USAREUR standard operating procedures. The local Provost Marshal, or the local security manager will determine when and what portion of any video segment is downloaded or copied. Recordings will be provided exclusively to police or other representative authorities for later use as evidence in official investigations.

e. If an event concerns LN employees, the Commanders or designated representatives of the affected agency, the works council concerned and the LN employee concerned will be notified immediately as long as notification will not interfere with an ongoing investigation. The 3.5" micro floppy disks, writable compact disks, and videotapes that are being kept for pending

actions will be stored in a locked cabinet in the Provost Marshal Office. Keys to the cabinet are kept by the Provost Marshal. With the exception of those recordings required for an investigation, copies of any recordings will be erased by the security official.

f. The Head Works Councils along with the Head Representative of Severely Handicapped Employees will be informed in a timely and comprehensive manner of any major changes planned regarding the general principles concerning the utilization of these monitoring systems as addressed in this shop agreement. In this case, an appropriate co-determination procedure will be initiated.

5. EFFECTIVE DATE, TERMINATION.

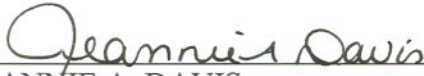



a. This shop agreement enters into effect on the date on which both parties to the agreement have affixed their signatures in paragraph 7, below.

b. This shop agreement may be terminated by either party with a notice period of three months to the end of a calendar month. This agreement stays in effect until a new agreement that regulates the above matters has been concluded.

6. OTHER AGREEMENTS.

HQ USAREUR will ensure that this agreement, in German and English, is permanently posted in a prominent place, which is accessible by all LN employees no later than one week after the implementation of this agreement.

7. SIGNATURES.

 _____ JEANNIE A. DAVIS Director of Civilian Personnel United States Army, Europe	 _____ HELMUTH ARNOLD Chairman US Army, Europe Head Works Council
<u>21 Jun 04</u> _____ DATE	_____ DATE
 _____ ANDREAS ROGEL Deputy Chairman and Representative of Wage Earners	 _____ HEIDI STALEY Head Representative of Severely Handicapped Employees
<u>23.06.04</u> _____ DATE	<u>23.06.2004</u> _____ DATE