The Collective Bargaining Agreement (CBA) between the University of Alaska and the University of Alaska Federation of Teachers (UAFT), Local 2404 AFL-CIO, provides for the payment of a service fee in accordance with Article 10 of the CBA.

**Article 10: Union Rights**

10.2 Agency Shop and Procedures

A. All Bargaining Unit Members shall, as a condition of continued employment, pay to the Union a service fee, which shall not exceed Union dues, to reimburse the University for the expense of representing the Bargaining Unit Members.

B. All Bargaining Unit Members shall, as a condition of continued employment, provide the University with a written authorization (Service Fee Deduction Form, Appendix C) to deduct the Union service fee each pay period.

C. The University will provide copies of the appointment letters to the Union administrative office in the course of issuing those letters. Through appointment letters the university will inform Bargaining Unit Members of their obligation to pay appropriate service fees as a condition of employment.

D. The University will provide to new Bargaining Unit Members (initial hires or those newly eligible) Union’s Service Fee Deduction Form. The Form will be provided at the time appointment letters are sent.

E. The University will, upon data entry of hiring paperwork, provide to the Union signed copies of the Service Fee Deduction Form.

F. The University will transmit electronically to the Union administrative office a biweekly Membership Report.

G. The University will provide information, notices, and procedures required by law (e.g. Hudson, Knight, 8 ACC 97.305-.320) regarding the collection of service fees to Bargaining Unit Members.

H. If a Bargaining Unit Member fails to sign the Service Fee Deduction Form, or make other arrangements with the Union for the payment of the service fee, within 20 days of the date the Union provides notices required by law, the Union will request that the University terminate the employment of the Bargaining Unit Member. Along with the request, the Union will provide to the University’s Statewide Office of Labor and Employee Relations (SW LER) acceptable evidence that the Union has provided to the Bargaining Unit Member in a timely manner all information, notices and procedures required by law, as well as a copy of the materials provided.

I. Within ten working days of the receipt of the Union’s request, the University will either: notify the Union of any deficiencies in the information provided to the Bargaining Unit Member, or, send notice to the Bargaining Unit Member that failure to make arrangements with the Union to pay appropriate service fees, including any arrearage within ten working days of the date the notice was sent will result in termination. A copy of this notice will be sent simultaneously to the Union.

J. Upon expiration of this ten day period, the Union will certify to SW LER any continuing non-compliance by the Bargaining Unit Member. Upon receipt of written certification of continued non-compliance, the University will terminate the employment of the Bargaining Unit Member. Such termination may not be grieved by the Union.

K. The Union shall indemnify and hold the University harmless against any and all claims, demands, suits, grievances, or other liability (including attorneys’ fees incurred by the University) that arise out of or by reason of actions taken by the University pursuant to the terms of Article 10.2.

10.3 Check-Off

A. The University agrees to deduct the service fee of the Union from the pay of those Faculty Members who authorize in writing that such deductions be made. This is checkoff. Deductions, except for arrearages, shall be made in equal installments for the academic year. The University will provide a Membership Report biweekly. Each Bargaining Unit Member's written authorization shall be irrevocable for the term of this Agreement or any renewal of the agreement.

B. Arrearages will be deducted according to the schedule on the Service Fee Deduction Form.

C. The University shall transfer electronically, to a bank account designated by the Union, the aggregate deductions from all Bargaining Unit Members for each payroll period. The transfer will happen within fifteen working days following the pay period in which deductions have been made. The University’s responsibility extends solely to collection and remittance.

I hereby authorize deduction of the service fee of the UAFT Local 2404 from each check until the annual service fee is paid in full, subject to the limitations of applicable Alaska and Federal laws, and in accordance with Article 10 Union Rights (above) of the 2015 - 2017 collective bargaining agreement between the UAFT and the University of Alaska. This deduction shall be for the total amount of the agency fee established by UAFT Local 2404, prorated bi-weekly over the academic year. This authorization is irrevocable by the Faculty Member for the term of this Agreement or any extension thereof.

Employee Signature: ___________________________ Date: ________________

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<tr>
<th>Code</th>
<th>Start Date</th>
<th>Date hired into UAFT represented position</th>
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Entered By: ___________________________ Date: ________________

Retroactive Deductions Required? YES NO

Schedule of Retroactive Deductions:

R taken in R taken in R taken in R taken in R taken in R taken in R taken in R taken in R

ORIGINAL: Regional Personnel COPIES: UAFT, Employee