

Food and Beverage Consumption in the Work Place

Memorandum of Agreement

between

Internal Revenue Service (IRS)

and

National Treasury Employees Union (NTEU) Chapter 73

A. In order to promote safety, health, and good housekeeping at the Cincinnati Service Center (CSC), the employer and NTEU Chapter 73 have entered into this Agreement. This Agreement applies to all CSC offices and supersedes all previous food and beverage agreements.

B. BEVERAGES

1. Beverages may be consumed in the work areas subject to the following restrictions:

- a. No beverages are permitted in any computer room, including the Service Center Recognition/Image Processing System (SCRIPS) computer room.
- b. Only approved spill-proof containers may be used in work areas with terminals and in the numbering area in Data Conversion Branch. To be approved, a container may not exceed 32 ounces in capacity and must have a screw-on lid with a spring-loaded or locking spigot or an attached sipping straw with removable cap (see examples below). All other containers such as styrofoam cups with plastic lids, open soft drink/juice cans or bottles, coffee mugs with napkins over the top, plastic cups with snap-on lids or straws, etc., are not permitted in work areas. Beverages brought from home must be transferred to an approved container in the canteens or cafeterias - not in the work areas.

NOTE: Due to the Department of Health regulations, fountain drinks, coffee, water, and tea must be purchased in cups provided by the vendor. Beverages may then be transferred to approved personal containers. The transfer must occur in the cafeterias or canteens - not in the work areas.

- c. Employees are expected to immediately clean up anything they spill. Cleaning materials (paper towels and spray bottles of cleaning solution) will be available in all canteens.
- d. Beverage containers left in the work areas overnight must be empty and clean. This is each employee's responsibility.
- e. Instant coffee, tea bags, sweeteners, and creamers must be stored in sealed containers.
- f. Beverages must not be consumed in rest rooms.

C. FOOD

1. Food must be consumed in designated eating areas as follows:

- a. main cafeteria,
- b. satellite cafeteria,



- c. designated concession areas,
 - d. courtyard, and
 - e. other areas so designated by management.
2. Properly packaged food (bagged, boxed, or in thermos containers), intended for consumption in designated eating areas, may be brought into the building and stored in the work area. Food will not be unpackaged or consumed in the work area or while being transported. Packaged food purchased in the cafeteria/concession stands may be transported and consumed in any of the designated eating areas.
 3. Light snacks may be consumed in the work area.
 4. Food packaging and residue must promptly be disposed of in the designated trash containers or removed from the building by employees.
 5. No food may be consumed in the rest rooms.

D. CANDY

1. Candy dishes are permitted with the following restrictions:
 - a. No glass containers are allowed.
 - b. Only individually wrapped candy may be used.
 - c. Bags, wrappers, etc., brought into the area must be disposed of in a designated trash container.
 - d. Candy that will not fit in the candy dish must be stored in a sealed container.
- E. The provisions of this Agreement may be withdrawn on an individual, area, or center-wide basis, if the restrictions contained within the Agreement are violated.
- F. CSC management and NTEU agree to enforce the provisions of this Agreement.
- G. This Agreement may be re-opened by mutual consent.

This Agreement will become effective July 7, 1995, or 31 days from the date signed, whichever is later.

Approved:

R. Wayne Hicks 7/27/95
Director,
Cincinnati Service Center

Bonnie H. Webster 7-27-95
President,
NTEU Chapter 73