



U.S. Office of Personnel Management Pandemic Planning Guide

What Can an Agency Do To Prepare for Labor Relations Issues That May Arise in the Event of a Pandemic Health Crisis?

This Pandemic Planning Guide is designed to assist agencies as they prepare for and respond to a pandemic health crisis. The guide is general in nature. For detailed human resources information, see www.opm.gov/pandemic/. For the latest information on contingency planning for a pandemic influenza, see www.pandemicflu.gov. Readers should also review their agency policies, practices, and guidance prior to taking action.

| Has the agency... | Completed | In Progress | Not Started |
|--|--------------------------|--------------------------|--------------------------|
| 1. Developed a plan for identifying provisions of a collective bargaining agreement or other labor-management agreement that may need to be addressed to enable the agency to carry out its mission in the event of a pandemic-related emergency? <u>[See “Employee and Labor Relations During a Pandemic Health Crisis,” OPM-III-C.]</u> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Developed a plan for communicating with exclusive representatives at the national and/or local level regarding any determination that will affect compliance with specific terms of a collective bargaining agreement during any such emergency? <u>[See “Employee and Labor Relations During a Pandemic Health Crisis,” OPM-III-C.]</u> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Developed a plan for determining what, if any, post-implementation bargaining may be necessary as the result of management actions taken during an emergency? <u>[See “Employee and Labor Relations During a Pandemic Health Crisis,” OPM-III-C.]</u> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Developed a communication system to inform supervisors and employees of changes in working conditions in the event of a pandemic-related emergency? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Reminded managers and supervisors of their labor-management relations responsibilities in the event of an emergency? <u>[See “Employee and Labor Relations During a Pandemic Health Crisis,” OPM-III-C.]</u> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |