MEMORANDUM OF UNDERSTANDING
BETWEEN THE
NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION
AND
THE FEDERAL AVIATION ADMINISTRATION

This agreement is made and entered into by the National Air Traffic Controllers Association, hereinafter referred to as ("NATCA" or "Union"), and the Federal Aviation Administration, hereinafter referred to as ("FAA" or "Agency"), and collectively known as "the Parties". This Agreement represents the complete understanding between the Parties at Los Angeles ARTCC concerning Spot Leave, Prime Time Leave (PTL), non-Prime Time Leave (NPTL), and Article 28 holiday leave for the 2026 leave year. For the purposes of this Agreement, "Areas" is defined as Area A, B, C, D, E, F, and TMU.

Section 1: This Agreement applies to all employees in the Air Traffic Control Specialists and Traffic Management Coordinator bargaining unit(s) for the leave year beginning January 11th, 2026 and ending January 9th, 2027.

Section 2: PTL bidding will begin October 1st, 2025, or after completion of negotiations, whichever is later.

Section 3: The 2026 PTL period shall be from January 11th, 2026, through January 19th, 2027.

Section 4: After collaboration with the Union, the Agency has determined the amount and distribution of PTL/NPTL opportunities as follows:

a. CPC: There will be 3 leave slots per day from January 11th, 2026 through January 9th, 2027 for the first 3 rounds of bidding then it will be reduced down to 2, with the exception of 4 per day for: Memorial Day (May 22nd – May 26th), Independence Day (July 3rd-6th, 2026), Thanksgiving (November 23rd -November 29th, 2026), Christmas and New Year's (December 22nd, 2026-Janury 2nd, 2027).

b. TMC/TMC-IT: There will be 2 leave spots per day from January 11th, 2026, through January 9th, for the first 3 rounds of bidding then it will be reduced down to 1.

c. CPC-IT/Developmental: There will be 3 leave spots per day from January 11th, 2025 through January 9th, 2026.

Section 5: A week shall be defined as a period of seven (7) consecutive days including RDOs.

Section 6: All leave bid/requested within designated pre-approved opportunities shall be considered approved in accordance with Article 24 of the Parties CBA.

Section 7: The Parties agree to the following procedures for bidding PTL and NPTL:

a. PTL:

1. There will be one round of Prime-Time Leave bidding. BUEs may bid one (1) or two (2) consecutive or non-consecutive weeks of annual leave inclusive of holidays and holidays in lieu of (a week is based on the respective BUEs type of work schedule. i.e. 10hr is 4-days, 9hr is 5-days, and 8hr is 5-days).

2. Leave selections of less than one full week shall be considered as a full week during prime time leave bidding.

b. NPTL: NPTL will begin after PTL completes. BUEs will be provided date/time for NPTL bidding.

1. In the second and third rounds of bidding, each BUE shall be permitted to bid up to ten (10) days (or other amount based on the BUE's respective schedule type) of NPTL per round within any designated pre-approved opportunity inclusive of holidays and holidays in lieu of.

2. In the second and third rounds, BUEs may not bid more leave than what they will earn in the leave year.

3. In the fourth through sixth round of bidding, each BUE shall be permitted to bid up to five (5) days; four (4) days for BUEs working 10-hour shifts, of NPTL per round within any designated pre-approved opportunity inclusive of holidays and holidays in lieu of NPTL (rounds 4-6) bidding shall continue provided there are still bidders, or until all leave opportunities have been exhausted, whichever comes first. Employees are permitted to pass on subsequent rounds of NPTL bidding.

c. Management shall inform each BUE prior to September 30, 2025 of the amount of leave they will accrue in the 2026 leave year.

d. Holiday Leave bidding will be accomplished in accordance with the procedures outlined in this agreement. The Parties will make holiday leave available as applicable prior to the start of bidding.

e. Prior to the first round of bidding, Operations Managers will notify NATCA of their management designee for the bidding reviews.

f. Leave selections must be made from an available slot on the NATCA-ZLA bidding website.

g. All employees will be afforded the opportunity to bid all the leave they will accrue within the leave year prior to employees bidding accumulated leave.

h. At the conclusion of each round of the bidding process identified in this section, the Union's designee(s) and the Agency's designee(s) will meet to review all leave bid and ensure all bids are in compliance with the terms of this Agreement and the Parties Collective Bargaining Agreement (CBA). In addition, they will jointly determine where to redistribute available pre-approved leave opportunities, if applicable.

i. Unless otherwise agreed to and identified at the Area level before the start of the bidding process, CPC-IT/Developmental/TMC-IT BUEs will follow the same procedures identified in this Section; however, they will bid and be tracked independently for separate leave opportunities from CPCs during the PTL/NPTL bidding process.

j. Employees may not cancel or change leave bid in accordance with this Section until the conclusion of the bidding process.

k. Once the total amount of pre-approved accrued leave opportunities has been exhausted or there are no longer any bidders, all pre-approved leave slots in excess of the agreed to amount will be deleted. The Parties will agree to the total amount of accrued leave opportunities for each Area(s) CPC's and Developmentals prior to the start of bidding.

Section 8: The Union shall conduct the bidding process and ensure that all eligible employees are given the opportunity to bid leave in order of seniority in accordance with Section 8 of this agreement and Article 24 of the Parties CBA.

a. All ZLA BUEs who will be participating in the bidding process will be provided a joint briefing on the bidding information prior to the start of bidding.

b. For BUEs bidding rounds one (1) through four (4), BUEs will be provided a date and time slot identified by NATCA-ZLA for bidding their leave. BUEs, or their designee, will be provided up to thirty (30) minutes in a non-position duty status to afford the BUE a reasonable time away from assigned duties in order to make their selection.

c. For BUEs bidding rounds five (5) and six (6), the Area NATCA Representative will determine the total amount of BUEs who still desire to bid (if applicable), and the BUE or their designee, will be provided a date/time to bid and will receive up to thirty (30) minutes in a non-position duty status to afford the BUE a reasonable time away from assigned duties in order to make their selection.

d. NATCA-ZLA will provide FAA-ZLA with a schedule of bid times to accommodate those BUEs who are bidding on duty time. If the BUE is not on duty during their bid period, the BUE's may call the posted phone number or leave their proxy bids with NATCA Area Representative or the BUE's designee.

e. NATCA-ZLA shall document the bidding process and selections. These selections will be readily available for review by BUEs on the NATCA ZLA website.

f. Bidding will occur in the NATCA office at ZLA or BUEs can call in with their bids to 661-265-8216. The NATCA designee will record the bids on the NATCA ZLA Bidding site.

g. BUEs bidding via phone or proxy shall verify the accuracy of their bids via the NATCA-ZLA bidding website and notify NATCA-ZLA within 24 hours from the end of their bidding period of any discrepancies, unless otherwise agreed to. The NATCA Facility Representative and Air Traffic Manager will resolve any discrepancies.

h. If a BUE misses his/her assigned bid slot, bidding by other BUEs will continue and that BUE may bid at any time that does not interfere with the scheduled bidding process.

i. BUEs that transfer between Areas shall have their approved PTL/NPTL requests transferred with them.

j. While assigned to the Training Department, BUEs that transfer to ZLA shall request NPTL to the Support Manager Training or designee and will be approved/disapproved according to Article 24 of the CBA.

k. If a BUE is reassigned to different RDOs during the leave year, the BUE may elect to be returned to their previous RDOs during the pay period(s) that encompass their previously bid PTL/NPTL or, Management shall adjust the BUEs' original bid to reflect the change in RDOs.

Section 9: Each annual leave bid made in accordance with this Agreement will be entered into the Agency Scheduling Program.

Section 10: Any remaining pre-approved leave opportunities that were not selected during the bidding process will remain available until thirty (30) days prior to the posting of the watch schedule and shall be approved in the order in which they are received.

Section 11: Employees may submit additional NPTL requests in excess of the pre-approved leave opportunities using the following procedure:

a. BUEs may not submit leave requests in excess of the annual leave they have accumulated, plus what they will accrue that leave year, plus any restored balance.

b. Additional leave requests will be accepted by the NATCA bidding representatives during a seven (7) day period that will start seven (7) days from the end of the NPTL process. Additional NPTL requests submitted within this seven (7) days period will be considered to have been submitted at the same time. Conflicting NPTL requests submitted at the same time shall be resolved by random selection. In accordance with Article 24 Section 13, such requests will be approved/disapproved subject to staffing and workload and as soon as practicable following the bidding process.

c. Additional NPTL requested after the 7-day period and prior to the posting of the watch schedule shall be submitted via OPM-71 or via the agreed to Agency scheduling program. Requests should be recorded in the order received and approved or disapproved in accordance with Article 24 of the CBA.

Section 12. Spot annual leave is leave requested after the posting of the watch schedule. All requests for or to relinquish spot annual leave shall be submitted via Web Schedule or Form OPM-71 with notification to the OS/CIC. If via OPM-71, the request will be entered into the agency scheduling program and the time the request was received will be recorded on the form. The form shall be kept by the OM for the remainder of the leave year and accessible to the employee or their NATCA Representative upon request.

Section 13. Relinquishing/canceling of annual leave: Shall be made in accordance with Article 24, Section 16, of the Parties' Collective Bargaining Agreement. The BUE shall make the request through an Operations Supervisor.

a. If leave on one of the pre-approved leave slots as outlined in Section 4 is canceled at least 30-days before the publishing of the watch schedule, the next BUE requesting annual leave in accordance with this agreement will be approved.

b. If a BUE requests to cancel leave after the watch schedule is posted and requests a shift other than their normally assigned shift, the request will be processed in accordance with ZLA/NATCA Basic Watch Schedule MOU.

Section 14. This agreement shall expire on January 9th, 2027.

For the Union:

Martin Ramirez
NATCA Facility Representative

For the Agency:

Sarah Fletcher
Air Traffic Manager