FORM A

Federal Executive Board of Minnesota - Shared Neutrals Program

Agency Agreement to Participate

By signing below, I assert that I have authority to represent that:

_____

[NAME OF AGENCY]

hereinafter "the Agency" agrees to participate in the project on sharing Neutrals.

As such, the Agency agrees to:

- assign an Agency Coordinator to serve as a contact point for the Shared Neutrals Program.
- Abide by principles of confidentiality, as outlined in Section 4 of the Administrative Dispute Resolution Act, 5 U.S.C. 574 (as amended from time to time), and the "Agreement to Mediate."
- assist in obtaining appropriate facilities for meetings with the disputants.
- local travel expenses will be at the expense of the mediator's agency. Travel outside the mediator's commuting area will be paid by the agency requesting mediation services.
- the mediator's salary will be paid by his or her agency. No other compensation is required.
- Parties who choose to withdraw from mediation will not be subject to retailiation.

It is understood that by signing this document the Agency does not in any way compromise its authority to control the work schedule of any employee who is acting as a mediator under this program.

_____	_____
Authorized Agency Official	Date
_____	_____
Title	Agency Address and Telephone