

Background

The staff provides advice and legal counsel to FAA managers in the formulation of policies relating to the employment of FAA personnel, including assessing the litigation risk of the policy options.

The Staff also provides advice and legal counsel to FAA managers and Office of Human Resource personnel on employment actions including issues related to:

- Conduct/performance/discipline;
- Equal employment opportunity (e.g., potential exposure to allegations of discrimination, requests for reasonable accommodation, etc.);
- Labor Relations;
- Interpretation of FAA personnel reform;
- Substance abuse; and
- Prohibited personnel practices.

The staff also:

- Serves as legal counsel to FAA's Accountability Board;
- Serves as legal counsel to FAA's National Review Committee on self-referral substance abuse issues;
- Serves as FAA's legal representative on Inter-Departmental Work Groups involving DOT's Drug and Alcohol-Free Departmental Workplace Order;
- Serves as legal adviser for personnel matters to FAA's Section 508 Coordinator;
- Serves as liaison with FAA's Regional and Center Counsel Offices, the Office of the General Counsel, and the Departmental Personnel and Civil Rights Offices on legal issues relating to the employment of FAA personnel;
- Provides legal advice and counsel to FAA managers on debt waiver and collection issues;
- Formulates policies and procedures for providing advice, legal counsel and representation on matters relating to the employment of FAA personnel; and
- Provides training to FAA managers and Human Resource and Civil Rights personnel on federal sector employment law and processes.