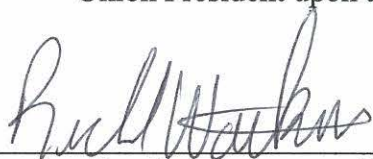


## MEMORANDUM OF UNDERSTANDING

The following constitutes an Agreement between the Department of Veterans Affairs, (VA) and the American Federation of Government Employees, AFL-CIO, National Veterans Affairs Council #53 (NVAC) concerning the Microsoft Office 2007 Rollout within the Department.

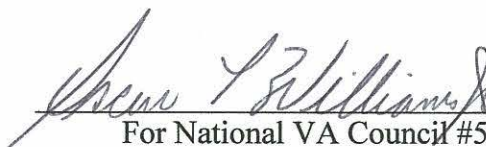
1. In accordance with the VA/AFGE Master Agreement, bargaining unit employees will be provided sufficient training on MS Office 2007, to perform their assigned duties and responsibilities.
2. Union officials at all levels and upper management officials shall be provided the upgrade to MS Office 2007 at the same time.
3. Bargaining unit employees shall be provided reasonable duty time to complete the training.
4. The appropriate management official shall provide a copy of this MOU to the Local Union President upon their receipt.



For the Department (VA)

10-6-09

Date



For National VA Council #53

10-6-09

Date