

**MEMORANDUM OF UNDERSTANDING (MOU)**

**Between**

**The Department of Veterans Affairs (VA) and  
the National Federation of Federal Employee (NFFE) concerning**

**DELEGATION OF NFFE COUNCIL PRESIDENT OFFICIAL TIME**

1. Per the 2011 VA/NFFE Collective Bargaining Agreement (CBA) the NFFE National VA Council President (NFFE CP) is granted 100% official time. When NFFE CP is no longer employed by the VA or is otherwise unable to use the designated official time due to absence, NFFE may delegate it in accordance with the provisions below.
2. When the delegation is prompted by the absence of the NFFE CP:
  - a. If NFFE CP will be absent for more than two weeks, the NFFE VA Council Secretary/ Treasurer will assume the role of NFFE CP and be granted 100% Official Time.
  - b. The NFFE Council Secretary/Treasurer, while acting as NFFE CP, may redelegate any unused NFFE CP official time to any other member of the NFFE VA National Council.
3. When the delegation is prompted by the NFFE CP no longer being employed by the VA:
  - a. The NFFE CP may delegate their official time allotment to any bargaining unit employee (BUE) within the NFFE unit to perform duties of the NFFE National VA Council, or to increase the current allotment of any NFFE National VA Council officer.
  - b. Each delegation may be up to 30% official time for each designee. The totality of delegations will not exceed an aggregate of 100%.
4. NFFE CP will notify the Executive Director of LMR in writing as soon as the need arises.
5. The parties will work together to expedite the implementation of the allocations, with a common goal of release occurring within 14 calendar days, unless pressing work requirements such as patient care require a brief extension.
6. Normally, this delegation will occur once a year.
7. The terms of this agreement will remain in effect for a minimum of three years after which either party may reopen it by providing a minimum of 30 days advance notice.
8. The Agency will distribute this MOU to management officials and the NFFE CP will distribute it to NFFE Officers.

For NFFE

Jeffrey Shapiro

For the VA

Sylma Vargas