

1 **MEMORANDUM OF UNDERSTANDING**

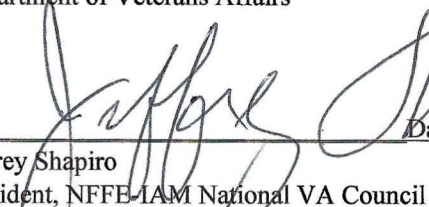
2 The following agreement is between the Department of Veterans Affairs (VA) Veterans Health Administration
3 (Employer) and the National Federation of Federal Employees (NFFE), VA Council of Consolidated Locals (Union)
4 regarding Implementation of Use of Consult Toolbox (CTB) Application VHA Wide.
5

- 6 1. Training of bargaining unit employees will be done on duty time. Employees can request and receive
7 additional training.
8
- 9 2. Implementation of the mandatory use of the Consult Toolbox application is intended to streamline the
10 consult management process and enhance the communication across all involved in the process. The
11 implementation of the mandatory use of the Consult Toolbox application does not change employee
12 performance standards. If the Department intends to implement or change a performance standard related to
13 the use of the Consult Toolbox, the Department will comply with the requirements of Article 24 of the
14 Master Agreement.
15
- 16 3. This MOU can be reopened in 3 years by either party, and expires at the issuance of a successor MOU
17 related to Consult Toolbox (CTB) Application VHA Wide or the termination or replacement of Consult
18 Toolbox (CTB) Application.
19
- 20 4. If either party is made aware of issues of a more than *de minimis* nature related to conditions of
21 employment that may affect employees after this MOU is signed, both parties agree to discuss and work to
22 mutually resolve the issues for the affected employees.
23
- 24 5. Copies of this MOU will be distributed to management and the NFFE local president/or designee at each
25 NFFE local within (10) ten days of the date this MOU is signed. This MOU will be posted on VA LMR
26 website.
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Date: August 3, 2023

30 Scott Foster
31 Labor Relations Specialist
32 Department of Veterans Affairs
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36 Date: _____
37 Jeffrey Shapiro
38 President, NFFE-IAM National VA Council
39

40 

Date: August 3, 2023

41 Steven Flatley
42 Labor Relations Specialist
43 Veterans Health Administration
44