

**Department of
Veterans Affairs**

Memorandum

Date: JAN - 6 2020

From: Secretary (00)

Subj: Mandatory Training Regarding Whistleblower Rights and Protections (VIEWS 2227575)

To: Under Secretaries, Assistant Secretaries, and Other Key Officials

1. The Department of Veterans Affairs (VA) is committed to educating its workforce regarding whistleblower rights and whistleblower and merit system protections. A VA Directive regarding mandatory VA-wide training on these topics is in development. Pending its publication, I direct:

- a. All employees to complete mandatory training on whistleblower rights and whistleblower and merit system protections (Talent Management System (TMS) Item No. 39953), as required under 38 United States Code (U.S.C.) § 733 and 5 U.S.C. § 2302(c), within 180 calendar days of the issuance of this memorandum. Training may be completed during duty hours, and VA will meet its bargaining unit obligations, as applicable, before implementing training for bargaining unit employees; and
- b. In addition to the above requirement, all supervisors must complete a mandatory supervisor module (TMS Item No. 39949) within 180 calendar days of the issuance of this memorandum.

2. Individuals newly appointed to VA must complete mandatory training on whistleblower rights and protections (TMS Item No. 39953) within 180 calendar days after appointment. Training may be completed during duty hours. New employees will also be provided with informational materials, available at www.va.gov/accountability/training.asp, during new employee orientation or within 180 calendar days after the date of their initial appointment in VA.

3. Individuals newly appointed as supervisors must complete a mandatory supervisor module (TMS Item No. 39949) within 180 calendar days of their appointment to that role.

4. Informational posters regarding whistleblower rights and protections, which can be found at www.va.gov/accountability/training.asp, must be posted in all personnel and equal employment opportunity offices and prominent locations (e.g., break rooms; employee notice boards) at facilities owned or leased by VA.

5. Please direct any questions to OAWPTraining@va.gov.



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