Memorandum of Understanding

The following constitutes an agreement between the Department of Veterans Affairs, and the American Federation of Government Employees (AFL-CIO), National VA Council #53 (NVAC) concerning VA Handbook 5005 Part I, Chapter3, Section D., On-Boarding and Off-Boarding Procedures in the Department.

1. Bargaining unit employees participation in the On-Boarding Peer Sponsor process is voluntary. The bargaining unit employee can opt out at any time without reprisal and is not required to provide a reason for discontinuing their participation.

2. Bargaining unit employees who volunteer as a peer sponsor need to know the following:

    - VA's Mission
    - They will have knowledge of the facility layout
    - Their organizational role
    - They are not a mentor or coach
    - They will not have any supervisory duties
    - They will not use personal time or monetary funds

3. Any bargaining unit employee may volunteer or the Local Union may nominate bargaining unit employees to serve as peer sponsors. The Locals Unions may provide the names of bargaining unit employees to serve as a peer sponsors to the appropriate supervisor.

4. The appropriate management official will provide a list of peer sponsor names upon request of the Local Union President.

5. Upon their receipt the appropriate management official shall provide a copy of this MOU to the AFGE Local President.

Robyn Stanton

Robyn Stanton, Labor Specialists (VA LMR)
For Department of Veterans Affairs (VA)

2/5/15
Date

Oscar L. Williams Jr., 2nd Exec Vice President
AFGE National VA Council #53 (NVAC)

2/05/2015
Date