

MEMORANDUM OF UNDERSTANDING (MOU)  
National Federation of Federal Employees (NFFE) – Real Time Location system  
(RTLS) Staff badges

The following agreement is between the Department of Veterans Affairs (VA) and the National Federation of Federal Employees, VA Council of Consolidated Locals (Union), concerning Real Time Location System (RTLS), technology and applications that utilize active badges on VA employees within the Department.

1. Employees are assigned their own RTLS staff badge. The badges store only a unique ID number to communicate with the central server. Staffs badges will not transmit Personal Identifiable Information (PII).
2. The Agency will not utilize RTLS as a T&A application until it has provided the Union notice and an opportunity to bargain in accordance with Article 8 of the Master Agreement.
3. Nothing in this agreement shall be construed to waive or diminish existing constitutional rights of an employee within the scope of employment with regard to RTLS data collected by the agency.
4. NFFE can designate a representative to the National, VISN, and local RTLS committees. These employees will be on official time during these meetings. The official time granted under this MOU is independent of and in addition to the official time granted to Union representatives under the Master Agreement and will include time for activities as required as a result of committee assignment documented in RTLS committee meeting minutes. When NFFE designates a representative, other than a local president covered by Article 2, Section 8 F of the Master Agreement, who is already on 100% official time allocation, arrangements and procedures for any transfer of unused official time will be subject to local negotiations. Union Representatives on RLTS committees will be released in accordance with the Master Agreement. If travel is required, the parties will adhere to all provisions of the Master Agreement.
5. Bargaining Unit employees will not be held responsible for RTLS staff badge loss or general wear and tear of devices (including but not limited to damage caused by accidents) except in cases of misconduct or negligence.
6. NFFE bargaining unit employees may remove their badge or use privacy sleeves provided by the Agency on their RTLS staff badges in the following situations:
  - While off duty (including lunch)
  - While on breaks
  - In restrooms, locker rooms and staff lounges
  - While on official time
  - Seeking/receiving care from employee health

Additionally, employees may request to remove the badge or use the privacy sleeve under other conditions or circumstances after receiving supervisory approval. For example:

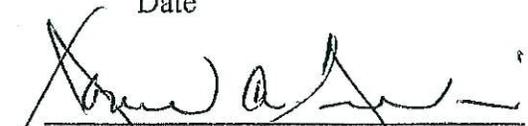
- Attending meetings with the union as prescribed by the Master Agreement
  - Attending EEO meetings or MSPB hearings
  - Attending meetings with EAP coordinator or counselor.
7. Nothing in this agreement shall be construed to waive employee rights to religious accommodation or reasonable accommodation.
  8. Bargaining unit employees and union officials will be trained in RTLS staff badge usage as it relates to its features, functionality, technical architecture (hardware, infrastructure, and software), purposes, and objectives (e.g. workflow processes and safety).
  9. If local implementation of RTLS extends outside the scope of the national implementation and results in changes of working conditions in a manner more than *de minimus*, the agency at the local level shall provide notice and an opportunity to bargain.
  10. Data collected by the RTLS system will be made available to the Union upon request in accordance with Article 2 (two), section 7 (seven) of the Master Agreement.
  11. The Agency will follow recommended manufacturer and government safety guidelines for the implementation and usage of RTLS staff badges.
  12. RTLS captures location of staff badges. Location information may be used in support of administrative actions (e.g. awards, personnel actions, etc.).
  13. The agency will provide 10 days advanced notice to the union prior to implementing new performance standards based on RTLS data.

  
 Larry Bennett, VACO-LMR  
 For the Department

  
 Jeffrey Shapiro, NFFE VA Council President  
 For National Federation of Federal Employees

4/7/2015  
 Date

4/1/2015  
 Date

  
 James Zeveski, VHA LR Consultant  
 For Veterans Health Administration

4/2/2015  
 Date