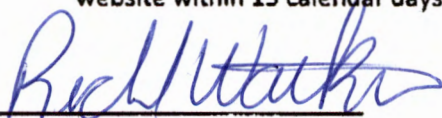
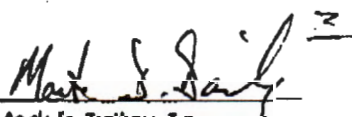


MEMORANDUM OF UNDERSTANDING

The following constitutes an agreement between the Department of Veterans Affairs (DVA) and the National Association of Government Employees (NAGE/SEIU) (Union) concerning the Human Resources Line of Business Program Management Office's project HR-Smart.

1. The transition to HR-Smart will consist of two (2) pilots and five (5) deployments over an approximate two year period. HR-Smart will be fully tested prior to the first deployment phase.
2. Department officials only with a need to know will have access to employee records and any department official or employee making changes to employee records will be time and date recorded and maintained for the life of such records.
3. Training and refresher training will be fair and equitable on how to use HR-Smart and will be accomplished online, in a classroom, or both online and in a classroom.
4. Bargaining Unit employees will be on duty time during training on HR-Smart. Union representatives will be provided notice and the opportunity to attend the HR-Smart training.
5. Bargaining Unit employees will have access to HR-Smart to manage a limited amount of data and to make certain personal actions (to include) but not limited to phone numbers, name changes, e-mail addresses and emergency contacts).
6. NAGE will be notified when HR Smart is implemented.
7. NAGE reserves its right to address matters related to HR-Smart as they occur.
8. NAGE National and Local Presidents shall be provided a copy of this signed MOU within 15 calendar days of signing.
9. A signed copy of this MOU shall be posted on the Office of Labor Management Relations (LMR) website within 15 calendar days of signing this agreement.


 Richard Watkins
 Labor Relation Specialist
 Department of Veteran Affairs
7-9-14
 Date


 Mark D. Bailey, Sr.
 National Representative
 NAGE
7-9-14
 Date