

MEMORANDUM OF UNDERSTANDING:

The following constitutes an agreement (herein "MOU") with the Department of Veterans Affairs (herein "Department") and the National Association of Government Employees (herein "NAGE") regarding the annual leave procedure in the Time and Leave article of the new VA-NAGE Master Agreement (effective September 27, 2016). The Chief Negotiators, Mark Frassinelli for the Department and Mark Bailey for NAGE, enter into this MOU on behalf of the parties.

This MOU will outline the process to ensure that everyone will be in compliance with the new agreed to annual leave procedure in accordance with the Time and Leave article. Under the Time and Leave Article of the new VA-NAGE Master Agreement, annual leave will be solicited and selected as follows.

Leave for 2017 will be divided into two phases. The first phase will cover the period January 1-April 30, 2017.

If the previous existing contractual leave process was initiated prior to September 27, 2016 and resulted in leave approved prior to this MOU, the leave previously approved for the time outlined in this MOU will be honored.

The process is as follows:

PHASE ONE:

Employees will be given the opportunity to pick leave for this time frame in order by seniority in accordance with the seniority article beginning January 2. There will only be one round for this time period. Each employee may choose up to three weeks in a row. Once the selections are completed, the leave calendar for the period January 1st-April 30th will be posted in accordance with the contract.

PHASE TWO:

At the same time the leave calendar for the time period May 1, 2017 through April 30, 2018 will be posted and selections made in accordance with the annual leave article of the contract as follows:

ROUND ONE

Jan 2nd 2017 [Monday] – An Annual Leave Calendar will be posted in every department/work unit for employees to begin the selection of their annual leave requests. Employees will be allowed to pick up to three weeks, either consecutive or individual weeks. Employees will pick by seniority [SCD].

(MT)

February 1st 2017, [Wednesday] – the Annual Leave Calendar will be taken down.

February 15th 2017 [Wednesday] - the Annual Leave Calendar will be reposted with approvals.

ROUND TWO

February 15th, 2017 [Wednesday] – the Annual Leave Calendar will be reposted for employees to pick one week by seniority [SCD].

March 15th, 2017, [Wednesday] – the Annual Leave Calendar will be taken down.

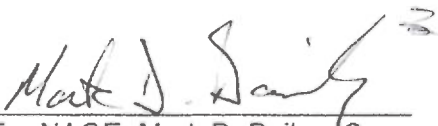
March 31st 2017, [Friday] – The Annual Leave Calendar will be reposted with approvals.

ROUND THREE

March 31st, 2017, [Friday] – The Annual Leave Calendar will be reposted for employees to pick one week by seniority in accordance with the seniority article.

April 21st, 2017, [Friday] - The Annual Leave Calendar will be taken down.

April 30th 2017, [Sunday] - [maybe Monday in this case since April 30th falls on a Sunday] – The final approved Annual Leave Calendar will be posted covering all approved annual leave from 5-1-2017 to 4-30, 2018.


For NAGE, Mark D. Bailey, Sr.

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For the Department, Mark Emilio Frassinelli