

Memorandum of Understanding

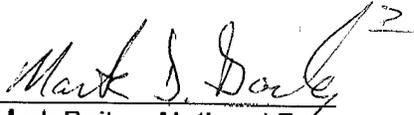
The following constitutes an agreement between the Department of Veterans Affairs (VA), and the National Association of Government Employees (NAGE) concerning the implementation of the VISTA Personnel and Accounting Integrated Data/Enhancement Time and Attendance (PAID/ETA) software upgrade to track telework hours worked.

1. The parties understand that accurate coding of telework hours is an important aspect of the Department's efforts to monitor and track the correct number of staff performing work, and sustaining the Department's mission while teleworking.
2. Management will make training available via the VA Talent Management System (TMS) to bargaining unit employees who must use the PAID/ETA system for tracking telework hours for the performance of their assigned duties.
3. All training required for bargaining unit employees using the PAID/ETA system for tracking telework hours will be on duty time.
4. Timekeepers who are required to use the PAID/ETA system for tracking telework hours should notify their supervisor if they need additional training or additional time to review the TMS Job Aids while on duty.
5. Timekeepers will not be held responsible for inaccurate and untimely information that is provided to them for input in the PAID/ETA system for tracking telework hours.
6. Timekeepers who are required to retain a copy of the employee's approved form 0740a will be provided a secure location to store the documents.
7. Upon request, NAGE locals will be provided a copy of the TMS Job Aids, and/or will be invited to attend any training provided to timekeepers that are required to use the PAID/ETA system for tracking telework hours.
8. NAGE locals may request to bargain over local implementation in accordance with Article 10 of the Master Agreement.
9. A copy of this MOU will be posted on the Office of Labor-Management Relations website.

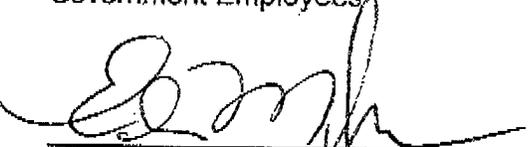
10. NAGE Local Presidents will be provided a copy of this MOU within five (5) working days of local management receiving a signed copy.

11. Management agrees to address and resolve concerns identified by NAGE during the implementation, and bargaining unit employees' use of the PAID/ETA software upgrade.

12. Upon request, NAGE will be provided telework data that is extractable from the PAID/ETA system for tracking telework hours so long as it is not protected by any law.


Mark Bailey, National Rep.
For National Association of
Government Employees

9-20-12
Date


Edson Morales, LR Specialist (VACO/LMR)
For the Department of Veterans Affairs

9-19-12
Date


Richard A. Moses, HR Consultant
For the Veterans Health Administration

9-18-12
Date