



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221

IN REPLY
REFER TO J-13

APR 2 2009

MEMORANDUM FOR MR. EDWARD VISKER, MR. JOHN MCLAUGHLIN, AND
MS. PAT EDGERTON, CHIEF NEGOTIATORS AT DEFENSE
DISTRIBUTION DEPOT, SUSQUEHANNA, PA

SUBJECT: Locally Negotiated Operating Procedures (LOCNOPS) for Articles 6 and 15
between the Defense Distribution Depot, Susquehanna, PA and the American
Federation of Government Employees (AFGE), Locals 1156 and 2004

The subject LOCNOPS dated March 17, 2009, have been reviewed pursuant to Article
38, Section 5 of the Master Labor Agreement between the Defense Logistics Agency (DLA) and
AFGE Council 169. The subject LOCNOPS are approved this date by both DLA Headquarters
and AFGE Council 169 with the following understandings:

Article 6, Section 1.D.3: The term "full internet access" does not authorize union
officials to visit websites that are prohibited by DOD and DLA regulations such as gambling
websites or those which display pornography. Internal security regulations applicable to DLA
computers are equally applicable to those computers being used by Union officials.

Article 6, Section 2.B.1: The language does not include commercial health and fitness
centers; Health and fitness centers must be on site or at the work location.

The Article 15 LOCNOP is approved as submitted.

If there are any questions on this matter, you may contact Ms. Pam Molloy at
(703) 767-5401 or DSN 427-5401.

Karen D. Hilliard
Staff Director
Labor and Employee Relations
Human Resources

Attachment

cc: Mr. Frank Rienti, AFGE Council 169



LOCNOP – ARTICLE 6
USE OF OFFICIAL FACILITIES AND SERVICES

SECTION 1.D.

1. The Employer will continue to provide the Union with office space for the exclusive use of the Union and will be easily accessible, providing for privacy of its users. AFGE Local 2004 and 1156 will retain currently provided/occupied office space as long as the facilities remain available.
2. The Employer agrees that should the occasion arise necessitating the Union's office(s) be relocated, office space will be provided that is at least equivalent to the space being vacated. The Employer will provide the Union with adequate notification to make moving arrangements, prior to relocation whether of temporary or permanent nature.
3. The Employer will provide DSN and class A telephone lines, installed in the office space provided. The Employer will make available computers / laptops with full internet access, fax machines, scanner, telephones, voicemail, copier, office furniture with lockable file cabinets and supporting supplies.
4. PARKING – Currently designated Union parking spaces on the New Cumberland installation will be maintained. Parking immediately in front of building 351 (AFGE 2004 Union Office) will be adjusted in accordance with findings from the Joint Staff Installation Vulnerability Assessment (JSIVA). Parking in proximity of installation facilities is subject to compliance with JSIVA findings and recommendations. Handicapped parking will be designated in accordance with Department of Justice requirements. Remaining parking at building 351 will be equitably shared with MWR. DES will add the lower parking lot and stair case to the Installation Snow Removal Plan. Parking at the Mechanicsburg site will be in accordance with Installation policy. The Employer will provide an additional Union "Business" Parking space in proximity of the EDC Employee Entrance (Service Vehicle Area).
5. BULLETIN BOARDS – The Employer agrees to provide adequate space on or in the vicinity of all official bulletin boards (approx. 1/3) for Official Union use.

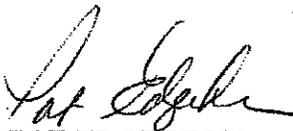
SECTION 2.B.

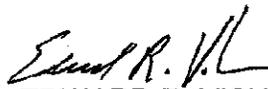
1. The Employer will provide access to health and fitness centers where available.
2. SMOKING AREAS
 - a: In accordance with DoD Instruction 1010.5, the Employer shall provide outdoor smoking areas which are reasonably accessible to Employees

and provide a measure of protection (e.g. overhead cover) from the elements. Smoke break areas will be away from common points of ingress and/or egress into and/or out of DDSP buildings (minimum 25 feet) and not in front of building air intake ducts. Smoking areas at the Mechanicsburg site will be in accordance with Installation policy.

- b. Process for establishing designated smoking areas – The Employer and Union will work together to jointly identify designated smoking area(s) for each facility. The intent is to establish smoking areas in safe, accessible locations, and where possible in proximity to established break areas. Once areas are agreed upon, protection from the elements will be provided subject to availability of resources. Signs will be posted to clearly identify designated smoking areas. Fire proof containers to be provided by Employer.
- c. The Employer will provide smoking cessation programs / classes.


JOHN MCLAUGHLIN
President AFGE Local 2004


PAT EDGERTON
VP AFGE Local 1156


EDWARD R. VISKER
Deputy Commander,
DDSP.

3/17/09