



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

IN REPLY  
REFER TO J-13

MAY 20 2009

MEMORANDUM FOR COLONEL KELLY J. LARSON, USAF, AND MR. GEORGE STEDMAN, CHIEF STEWARD, AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES (AFGE) LOCAL 916, CHIEF NEGOTIATORS FOR DEFENSE LOGISTICS AGENCY – OKLAHOMA CITY (DLA-OC), DEFENSE DISTRIBUTION DEPOT OKLAHOMA CITY, OKLAHOMA (DDOO), DEPOT LEVEL REPAIRABLES (DLR), and DEFENSE SUPPLY CENTER RICHMOND (DSCR), FORWARD PRESENCE AND AFGE LOCAL 916

SUBJECT: Locally Negotiated Operating Procedures (LOCNOPS) for Articles 5, 6, 13, 15, 21, 22, 24, 25, 29, 30, 31, and 41 between DLA-OC, DDOO, DLR, and DSCR Forward Presence and American Federation of Government Employees (AFGE) Local 916

The subject LOCNOPS received April 24, 2009 and May 20, 2009, have been reviewed pursuant to Article 38, Section 5 of the Master Labor Agreement (MLA) between 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 5 is approved with the understanding that Article 38, Section 1 of the MLA requires that a delegation to bargain from DLA Headquarters and AFGE Council 169 be requested and granted prior to engaging in local negotiations;

Article 6, Section 1.D.D: 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.A: It is understood that Article 6, Section 2.B.A refers to health and fitness centers that are available at the work site or installation fitness facility and not those in the local community based on prior agreements with AFGE Council 169.

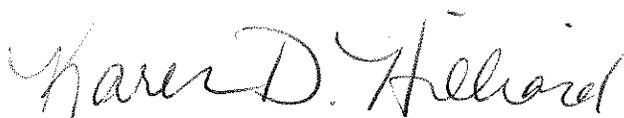
Article 6, Section 2.B.D is approved with the understanding that Article 38, Section 1 of the MLA requires that a delegation to bargain from DLA Headquarters and AFGE Council 169 be requested and granted prior to engaging in local negotiations; and,



Article 21, Section 2.B.H is approved with the understanding that the call back minimum is two (2) hours, and does not apply to overtime that is a continuation of work at the end of the regularly scheduled shift. Overtime before the regularly scheduled shift may be scheduled as needed, and may be scheduled for less than two hours. However, if it is scheduled for two hours or more and its duration is less than two hours, the two-hour call back minimum will apply.

Articles 13, 15, 22, 24, 25, 29, 30, 31, and 41 are approved with no additional understandings to be noted.

If there are any questions on this matter, you may contact Mark Reichenbacher at (703) 767-5598 or DSN 427-5598.



**KAREN D. HILLIARD**  
Staff Director  
Labor and Employee Relations  
Human Resources

Attachment

cc:

Mr. Frank Rienti, AFGE Council 169

DLA-OC, DDOO, DLR and DSCR Forward Presence and AFGE Local 916

LOCALLY NEGOTIATED OPERATING PROCEDURE

ARTICLE 6. USE OF OFFICIAL FACILITIES AND SERVICES

SECTION 1D. USE BY UNION

- A. The Employer will provide the Union with office space on base within DLA controlled facilities. The Union's office will be used for the exclusive use of the Union and will be easily accessible, providing for privacy of its users. The Employer and Union agree that should additional office space be required, due to geographical necessity, it will be handled on a case by case basis as mission changes dictate.
- B. The Employer agrees that should the occasion arise necessitating the Union's business 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 notice and opportunity to bargain prior to the change.
- C. The Employer will provide DSN and Class A telephones for the Union's use. The Employer will install them at the office space provided. Should any site have a need, the employer agrees to make telecommunication devices available to the Union and the employees for deaf, hard of hearing and speech impaired employees.
- D. The Employer will make available laptops/computers with full internet access, fax machine, scanner, copier, office furniture with lockable file cabinets and all operational supplies. When circumstances deem it necessary to improve communications between union officials and management, a cell phone/blackberry may be provided. If presently being provided, it will continue.
- E. The Employer agrees to provide adequate space on all official Bulletin Boards for official Union use or provide and install/mount bulletin boards next to, or near the Official Bulletin Board for Union use.
- F. The Employer agrees to provide parking placards and parking space available for purposes of representing bargaining unit employees within the limitations of the host installation parking policies. The Employer agrees to provide a reserved parking space for the union in DLA controlled parking areas. The Union office parking space will be assigned as close to the Union office as possible.
- G. The Agency will take necessary actions to allow Union Steward's access to DLA email account at the Union Hall in accordance with security/IT requirements.
- H. The Agency will provide all DLA Union Stewards access to the DLA buildings.

SECTION 2B. USE BY EMPLOYEES

- A. The Employer will provide access to health and fitness centers where available in accordance with the installation Support Agreement.
- B. The Employer shall provide covered smoking areas in close proximity to the work area to protect the employee from the elements in accordance with the host installation policies.

C. The Employer will provide work lockers for all employees where the employer and union deems appropriate, for storing supplies, e.g. PPE, assigned equipment.

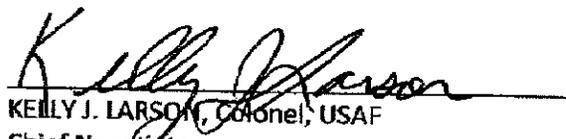
D. The Employer will follow the DoD/Installation regulations in providing break rooms/lunchrooms in proximity of each area and will negotiate appropriate arrangements.

E. Space Allocation: If more than one employee of the same grade shows interest in the same workspace that becomes vacant, the employee with the highest service computation date (SCD) gets first priority.

For the Union:

  
GEORGE STEDMAN, Chief Steward, AFGE Local 916  
Chief Negotiator

For the Employer:

  
KELLY J. LARSON, Colonel, USAF  
Chief Negotiator

APR 24 2009