



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

IN REPLY
REFER TO: -13

MAY 8 2008

MEMORANDUM FOR MR. WILLIAM LEMOS, JR. AND MR. JOHN HEUBERGER,
CHIEF NEGOTIATORS FOR THE DISTRIBUTION
DEPOTS

SUBJECT: Locally Negotiated Operating Procedures (LOCNOPS) for Articles 6 and 25
between Distribution Depots and American Federation of Government
Employees (AFGE) Council 169

The subject LOCNOPS dated April 30, 2008, and May 2, 2008 respectively, 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. It is understood that Article 6 Section 2B 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.

If there are any questions on this matter, you may contact me at (703) 767-6412 or DSN 427-6412.

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

Attachment

cc:

Mr. Frank Rienti, AFGE Council 169



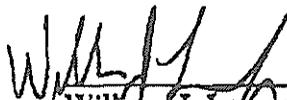
**LOCNOPS ARTICLE 6
SECTION 1 D: USE BY UNION**

- A. The Employer will provide the Union with office space at each depot. 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 notification and arrangements, prior to relocation whether of temporary or a permanent nature.
- 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 machines, copier, office furniture with lockable file cabinets and all operational supplies. When circumstances deem it necessary to improve communications between union officials and management, cell phones/blackberries will 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 security and safety limitations of the installation. Within the safety and security limitations of the installation the employer agrees to provide no more than three reserved parking spaces at the union office. The Union office parking space will be assigned as close to the Union office as possible.

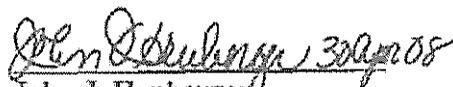
SECTION 2B. USE BY EMPLOYEES

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

For the Union

 4-30-08
William J. Lemos Jr.
Chief Negotiator

For the Employee

 30Apr08
John J. Heuberger
Chief Negotiator



LOCNOPS ARTICLE 25
SICK LEAVE

SECTION 2

The Employer will inform each employee in the unit of the name and telephone number of the person the Employer will have available on each shift who has the authority to receive and approve/disapprove requests for sick leave.

For the Union

 5-2-08

William J. Lemos Jr.
Chief Negotiator

For the Employer |

 2 May 08

John J. Heuberger
Chief Negotiator