



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

J-13

October 14, 2015

MEMORANDUM FOR MR. DAVID GIBSON AND MS. LUCY LEWIS CHIEF  
NEGOTIATORS AT DLA AVIATION, DEFENSE SUPPLY CENTER RICHMOND,  
VIRGINIA

SUBJECT: Locally Negotiated Agreement for Article 24, Annual Leave, between the Defense Logistics Agency (DLA) Aviation, at Defense Supply Center Richmond, Virginia and the American Federation of Government Employees (AFGE) Local 1992

The subject local agreement dated October 9, 2015, has been reviewed pursuant to Article 38, Section 5 of the Master Labor Agreement between DLA and AFGE Council 169.

The attached local agreement is approved with the understanding that, consistent with Article 2, Section 4 of the Master Labor Agreement and 5 U.S.C. Chapter 71, that this Article shall not impinge upon, negate, reduce, detract from the rights provided to the Employer. This includes the understanding that the Employer may disapprove leave requests, as appropriate.

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

A handwritten signature in black ink, appearing to read "D. Roberts", is positioned above the typed name.

DARRYL E. ROBERTS  
Staff Director  
Labor and Employee Relations  
Human Resources

Attachment

cc:

Mr. Frank Reinti, AFGE Council 169

DSCR and AFGE LOCAL 1992  
LOCAL AGREEMENT  
ARTICLE 24, ANNUAL LEAVE

General Provisions

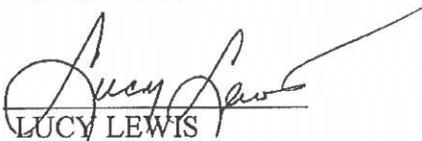
1. Annual leave shall normally be granted when employees request leave of less than 5 days at least 1 day in advance for each day of leave. This does not preclude less notification due to extenuating circumstances. Request may be submitted on OPM Form 71, Request for Leave or Approved Absence.

a. Annual leave of 5 days or more will be scheduled quarterly 30 days before each quarter begins. Supervisors shall review the unit's proposed leave schedules to ensure a sufficient workforce is available and leave is scheduled on an equitable basis. Any necessary adjustments will be discussed with employees before the quarter begins. An employee's request to reschedule leave will be by mutual agreement between the employee and supervisor provided there is no interference with another employee's scheduled leave.

b. Use of annual leave, standing alone, shall not be a consideration in an employee's performance evaluation, merit promotion practices, advancement to target grades or incentive awards.

2. Requests for advance annual leave will be submitted in writing by the employee through the immediate supervisor to the directorate level for final approval. Requests will be submitted on DLA Form 1869, Request for Advance Leave.

For the Union

  
LUCY LEWIS  
CHIEF NEGOTIATOR

For the Employer

  
DAVID GIBSON  
CHIEF NEGOTIATOR

10-9-2015