



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

J-13

March 31, 2014

MEMORANDUM FOR COLONEL DANIEL K. HICKS AND MS. SHANDANH THOMAS  
CHIEF NEGOTIATORS AT DLA WARNER ROBINS, GA

SUBJECT: Locally Negotiated Agreements for Articles 5, 6, 13, 15, 21, 22, 24, 25, 30, 31, and  
41 between Defense Logistics Agency (DLA) at Warner Robins and American  
Federation of Government Employees (AFGE) Local 987

The subject local agreements dated March 19, 2014, have been reviewed pursuant to  
Article 38, Section 5 of the Master Labor Agreement between DLA and AFGE Council 169.  
The subject local agreements are approved this date by both DLA Headquarters and AFGE  
Council 169.

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

A handwritten signature in cursive script, reading "Pamela S. Molloy", is positioned above the typed name.

PAMELA S. MOLLOY  
Staff Director  
Labor and Employee Relations  
Human Resources

Attachments

cc:  
Mr. Frank Reinti, AFGE Council 169

DLA WARNER ROBINS AND AFGE LOCAL 987  
LOCAL AGREEMENTS, ARTICLE 21, OVERTIME

SECTION 2.B. SCHEDULING AND APPROVAL OF OVERTIME

1. Normally, planned overtime will be scheduled at least 24 hours in advance based on workload. Overtime roster will be posted when the need arises and will remain posted for a minimum of two days, except for same-day overtime. Regarding same day overtime, volunteers and drafts will apply to employees on duty when the work is to be accomplished. An overtime roster will be established by listing employees in descending seniority order using SCD-Leave.
2. First area consideration will be a supervisor's immediate work area for employees who possess the skills and desire to work. Second area of consideration will be employees within the next organizational level who possess the skills required. Volunteers will then be solicited from all other areas outside the first and second areas of consideration, subject to qualifications and requirements necessary to perform the duties, prior to drafting.
3. Selection for volunteers will start in the first area of consideration from the most senior based on SCD-Leave and work down until enough volunteers are identified. Each opportunity to work overtime is considered separately. For each separate opportunity, the supervisor will start after the last previously selected volunteer and when needed, return to the top of the roster for the first area of consideration. After exhausting all efforts to solicit volunteers from the first area of consideration, the supervisor will solicit/select volunteers from the second area of consideration, based on seniority.
4. In the event enough volunteers are not identified, supervisor will draft employees from the first area of consideration, starting with the lowest SCD-Leave. Supervisor will rotate to the next person up the list when drafting is required.
5. Once appointed to overtime either by volunteer or draft method, employee understands that he/she is expected to report for said overtime.
6. When drafting occurs within the immediate work area, this overtime supersedes volunteer overtime outside of an employee's immediate work area.
7. Employees must receive at least eight hours free from work between shifts.
8. Employees will be given a 15 minute break, which includes personal cleanup time, prior to the end of the regular shift when working overtime. A 15 minute break will be granted for every two hours worked thereafter. Employees who are required to work overtime in excess of four hours immediately following their regular duty work shift shall be allowed a one-half hour lunch period without compensation, if requested by the employee. Employees may elect to continue working to the end of the overtime period without a lunch break. Those not electing a lunch break may consume a snack while continuing to work in such work areas where permissible.

9. Employees shall receive at least two hours pay at the applicable overtime rate if they are called back or scheduled to work on an overtime basis outside of their scheduled hour of work and cannot be utilized for the full two hours. Unscheduled overtime worked at the end of a shift will be compensated for the actual time worked.

10. Refusal to work voluntary overtime will not reflect unfavorably on an employee's good standing, performance, promotion, loyalty, or desirability to the organization.

11. In case of a violation of this Local Agreement, the Union and the Employer agree to come to a mutual resolution. The employee deprived of overtime may be paid overtime in accordance with the Back Pay Act the same as if he/she had worked it.

12. Employees will not be assigned specific tasks or work for the purposes of avoiding equitable consideration/distribution of overtime.

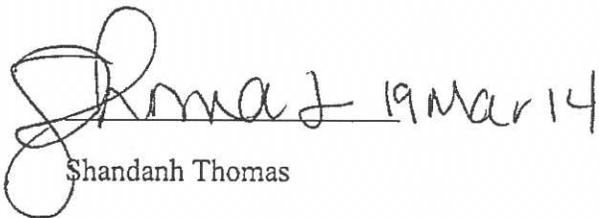
13. Overtime records will be retained in accordance with current regulations.

#### SECTION 5. BEEPERS

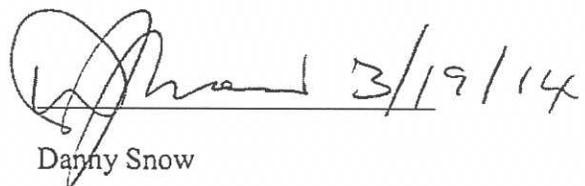
Both parties agree that it is not necessary for employees to carry beepers outside of normal work hours. If the requirement to carry a beeper changes, the Union will be notified and this provision will be reopened.

For the Union

For the Employer

 Shandanh Thomas

Chief Negotiator

 Danny Snow

Chief Negotiator