

## **DLA COLUMBUS - AFGE LOCAL 1148**

### **LOCALLY NEGOTIATED OPERATING PROCEDURE**

#### **USE OF OFFICIAL FACILITIES AND SERVICES**

##### **USE BY THE UNION**

###### SECTION A.

1. This Procedure is provided for under the terms of the DLA-AFGE Master Labor Agreement (MLA), Article 6, Section 1, D. The Procedure supersedes former provisions of the DSCC-AFGE Local 1148 Supplement to the MLA.
2. The Employer agrees to make available space approved by management without charge for light, heat and water for use by the Union as an office subject to:
  - a. The general supervision of the Employer and such rules and regulations as may be prescribed.
  - b. No alterations, modifications or changes being made to such space without the approval of the Employer.
  - c. Approved alterations, modifications and changes made to such space will be at the expense of the Union.
  - d. The Union upon termination of its use and occupancy of such space will, if so directed by the Employer, remove at its expense the approved alterations, modifications and changes and restore such space to its original condition.
  - e. The Union, at its expense, will perform normal preventative maintenance and maintain such space in a clean and satisfactory condition at all times.
  - f. Space shall not be used for social or political purposes.
  - g. Space provided will be for the private use of the Union. Keys will be provided only to Union Officials or their designees and protective forces for security purposes.
  - h. Evacuation of the premises within thirty (30) days from receipt of notice of evacuation from the Employer.

SECTION B. Bulletin Boards.

1. AFGE has for its use union bulletin boards located at the AFGE union office, outside the Building 20 cafeteria, and outside the Building 20 auditorium.
2. The Employer agrees to permit the Union to use open space on Notice Bulletin Boards not to exceed three (3) feet by four (4) feet.
3. The Union agrees to use the bulletin space so provided only to post notices concerning Union meetings, recreational and social activities, Union elections and appointments, results of elections and the Union's Newsletter. Otherwise, information concerning union matters must be approved for posting through agreement between the union and management.
4. The Union is responsible during non-working hours for posting and removing material on bulletin boards.
5. Any literature, bulletins, or notices distributed within the installation or posted on bulletin boards in the space provided by the Employer will not violate any law, the security of the activity, or contain scurrilous, inflammatory or libelous material.

SECTION C. The Employer agrees that the Union may publish announcements on the Message of the Day (MOTD). Such announcements will be reviewed and approved by management prior to publishing.

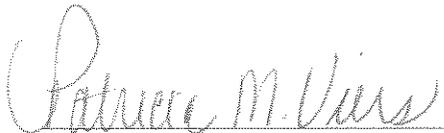
SECTION D. When an employee desires to discuss a matter of personal concern involving personnel policies, practices, procedures or working conditions in private with the Union, existing space suitable for a private discussion will be made available as near the worksite as possible and as soon as practicable. Arrangements for such space will be conducted by the Union with the supervisor(s) concerned.

SECTION E. The Employer will attempt to make space available for the Union's use for the purpose of conducting meetings, Union business and Employer-approved affairs outside of regular working hours. In the event permission has been granted and it is necessary to withdraw such permission, the Union will be notified as soon as practicable.

SECTION F. The Union may request announcements be made on the Public Address System subject to management approval.

SECTION G. Either party, AFGE Local 1148 or DLA Columbus management may reopen this locally negotiated operating procedure at any time to propose modification of the procedure. The parties may seek agreement to proposed changes through informal negotiation involving the exchange of written proposals or through formal face-to-face negotiation following submittal of written proposals.

For the Union:

  
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PATRICIA M. VIERS  
President, AFGE Local 1148

For the Employer:

  
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JAMES MCCLAUGHERTY  
Deputy Commander  
DSCC

July 21, 2008