



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

IN REPLY
REFER TO 13

JAN 29 2008

MEMORANDUM FOR MR. DAVID MANSFIELD AND MS. MARDA REDDITT, CHIEF
NEGOTIATORS AT HDI FEDERAL CENTER, BATTLE
CREEK, MI

SUBJECT: Locally Negotiated Operating Procedures (LOCNOPS) for Article 29 between
Defense Logistics Agency (DLA) Activities Located at the Hart-Dole-Inouye
Federal Center and American Federation of Government Employees (AFGE)
Local 1626

The subject LOCNOP dated January 9, 2008, has been reviewed pursuant to Article 38,
Section 5 of the Master Labor Agreement between DLA and AFGE Council 169. The subject
LOCNOP is approved this date by both DLA Headquarters and 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 Relation
Human Resources

Attachment

cc:
Mr. Frank Rienti, AFGE Council 169



**LOCALLY NEGOTIATED OPERATING PROCEDURE
FOR
LOCAL REASSIGNMENTS, DETAILS & LOANS
ARTICLE 29-01**

DATED: 09 January 2008

The LOENOP supersedes all previous policies, guidance, past practices or agreements on this subject. Any new or modified policies or guidance that the Employer intends to issue will first be negotiated with AFGE Local 1626 prior to implementation.

1. The Employer shall notify the President of AFGE Local 1626 of any proposed detail of any union representative prior to the proposed effective date. Normally, the union local will be notified no less than fifteen (15) workdays of the proposed effective date.
2. Reassignment -- hardships:
 - a. In accordance with the 2007 Master Labor Agreement, Article 29, Section 2.G, the Employee will submit written justification to the Employer stating why the reassignment would cause a hardship or not being reassigned would cause a hardship. The Employer will review the request with the Employee within five (5) workdays and provide a written response (approval or denial) normally within twenty (20) additional workdays following the discussion. If a decision cannot be rendered within the specified timeframe, the Employer will submit a request to the local union for an extension. If the Employer approves the request the Employer will notify the Employee of the approximate implementation date.
3. Details:
 - a. When the Employer determines the need for a detail of more than thirty (30) calendar days, they may request volunteers as follows:
 1. Employees shall be notified by electronic and/or paper postings.
 2. Normally, the notifications will be posted for five (5) workdays in order to permit interested employees to respond. A written notification of interest will be submitted.
 3. All qualified employees who submit a timely written notification of interest will be considered.

Quill *MS*

4. Should the Employer choose to select volunteers, the employer has the sole discretion to (1) determine the area(s) from which volunteers will be sought, (2) determine the knowledge, skills, abilities and other characteristics required for the position(s), and (3) assess the qualifications of the volunteers. In the event the Employer has solicited volunteers and finds a tie-breaker is needed to select from among identically qualified volunteers, the employees' Service Computation Date (SCD) will be used.
5. Employees selected for the detail will be released as mission requirement permits. The gaining supervisor must coordinate with the losing supervisor before the employee is notified.
 - b. Details of thirty (30) calendar days or less will be based on selection of the Employer.

4. Loans - The parties agree that procedures for details will be used in place of loans.

This constitutes the full understanding of the parties.

Marda K. Redditt

MARDA K. REDDITT
Chief Negotiator
AFGE Local 1626

DATE: *9 January 2008*

David Mansfield

DAVID MANSFIELD
Chief Negotiator
Representing DLA Activities
Located at the HDI Federal
Center, Battle Creek, MI

DATE: *09 January 2008*