



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

J-13

May 27, 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 22 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 April 30, 2015, has been reviewed pursuant to Article 38, Section 5 of the Master Labor Agreement between DLA and AFGE Council 169. The 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.

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 "Darryl E. Roberts".

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

Attachments

cc:  
Mr. Frank Reinti, AFGE Council 169

DSCR AND AFGE LOCAL 1992

LOCAL AGREEMENT

ARTICLE 22, ADMINISTRATIVE LEAVE

SECTION 2. REGISTRATION AND VOTING

1. Most states have procedures for absentee, on-line, or alternate registration and voting. Employees are required to use these when available as an alternative to an excused absence. Therefore, employees (especially those who work a significant distance from their residence) should discuss options for registration and voting with their supervisor no later than one day prior to the requested absence.
2. Employees on flexible schedules are expected to arrange their schedules to accommodate registration and voting.

SECTION 3. INCLEMENT WEATHER OR EMERGENCY CONDITIONS

1. Employees in mission essential/key positions will be notified of their status at least once a year. Such notices should be as specific as possible on the need to report to duty during which types of emergency.
2. When it becomes necessary to close any duty station because of hazardous weather, employees will follow location-specific weather related announcements and the DLA Guidance on Dismissal and Closure Procedures.
3. Procedures for requesting/approving excused absence when the duty station is open, but inclement weather or other emergency conditions affecting travel to the duty station prevents an employee from getting to work on time or at all:

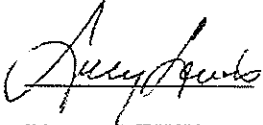
When there is a hazardous weather event, employees may request to use unscheduled (liberal) annual leave, compensatory time, or credit hours. The Employer will normally grant such requests to employees unless the employee received notice that he/she holds a mission essential/key position.

SECTION 5. BLOOD DONATION

The Employer will approve 4 hours of administrative leave for blood donation, in accordance with the following local procedures: Employees will request approval of time for blood donation. The Employer may ask employees to request a different donation time if multiple employees are scheduled for an overlapping period. Upon conclusion of the blood donation and returning to work the employee will provide the Employer with a copy of the form provided by the DSCR blood donation coordinator or blood donation center. The administrative time will be entered into the EAGLE timekeeping system for that pay period.

4/30/15

For the Union



LUCY LEWIS  
Chief Negotiator

For the Employer



DAVID GIBSON  
Chief Negotiator

4/30/15