



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

IN REPLY  
REFER TO J-13

APR 14 2008

MEMORANDUM FOR MR. FREDERICK BAILLIE AND MS. NANCY DIBBLE,  
CHIEF NEGOTIATORS FOR THE NATIONAL CAPITAL  
REGION

SUBJECT: Locally Negotiated Operating Procedure (LOCNOP) for Article 21  
between Defense Logistics Agency (DLA) National Capital Region and  
American Federation of Government Employees (AFGE) Local 2449

The subject LOCNOP dated April 10, 2008, has been reviewed pursuant to Article 38,  
Section 5 of the Master Labor Agreement between the 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 Relations  
Human Resources

Attachment

cc:

Mr. Frank Rienti, AFGE Council 169



nld  
7/5

## Article 21 – Overtime Assignments

The Employer and Local 2449 agree to the following:

### Scheduling of Overtime

- a. Except for emergency situations, as determined by the approving official, overtime work shall be scheduled in advance and approved in writing prior to the date on which the overtime is to be worked. Employees requested to work overtime will receive at least one day advance notice. When overtime is to be performed on a holiday, employees will receive at least two days advance notice.
- b. Where circumstances preclude the advanced scheduling, overtime will be requested and approved orally. Employees will receive written approval as soon as practicable but not later than submission of the time and attendance report. If the initial period of overtime is extended, employees will be provided as much advanced notice as practicable.
- c. Overtime will be scheduled on a voluntary basis whenever possible. No employee will be required to work overtime without compensation either with overtime pay, credit hours or compensatory time as appropriate.
- d. ~~Employees attending training within the local area will be considered for overtime opportunities.~~

### Call Back Overtime

- a. “Call-back overtime” is defined as irregular or occasional overtime work performed by an employee for which he/she is required to return to the place of employment to perform work.
- b. Employees who are called back to the place of employment to perform work will receive at least 2 hours of overtime pay or compensatory time.

### On Call Overtime

“On Call Overtime” is defined as those occasional situations when an employee is notified that he/she is subject to be on call during a specific period of time outside their normal tour of duty. Overtime or compensatory time shall be granted for On Call overtime which qualifies as hours of work as defined by governing laws, regulations or decisions of the Comptroller General.

### Electronic Devices

Beepers, cell phones, personal digital assistants (PDA's) and other electronic devices can be used to contact employees for callback/on call overtime.

If the employee does not return to the place of employment but is able to resolve the work related issues through computer system networks or telecommunications, to include other electronic devices, the employee will be compensated for the time spent performing work.

Article 21 *for old*

*Nancy Dibble* *Apr 10, 2008*  
\_\_\_\_\_  
Nancy Dibble Date  
President, Local 2449

*Fred Baillie* *10 April 2008*  
\_\_\_\_\_  
Fred Baillie Date  
HQ Chief Negotiator