

Memorandum of Agreement
Nine Month Pilot Modification to Article 13, Merit Promotion

Because of the importance of the Merit Promotion Program to the Employer, AFGE Council 169 and DLA employees, the Parties agree to work together to maintain the integrity of the Program and improve the level of trust in the Merit Promotion Program, the Parties have agreed to pilot modifications to the merit promotion procedures in sections 11, 12 and 13 of Article 13. The nine (9) month pilot will start May 1, 2015 and end on February 1, 2016.

In the absence of a mutual agreement of the Parties to continue or modify the trial, the merit promotion procedures will revert to provisions of section 11, 12 and 13 in the current MLA.

Article 13, Sections 11 and 13 are as follows:

SECTION 11. REFERRAL OF CANDIDATES FOR SELECTION

- A. A list of the best qualified promotion candidates will be referred to the selecting official for consideration. The best qualified will be determined by Human Resources based on a natural break in the scores of the promotion candidates. Those with scores as high or higher as the score determined by the natural break will be referred to the hiring manager. If no natural break occurs, the score of the tenth competitive promotion candidate will serve as the cut-off for referral: candidates with scores as high or higher than the tenth competitive promotion candidate will be referred as best qualified to the selecting official for consideration. One additional candidate will be referred for each additional vacancy.
- B. When a promotion certificate contains at least three best qualified promotion candidates, the selecting supervisor may not reject the certificate as inadequate solely on the basis that it contains an insufficient number of eligibles.
- C. If the promotion certificate contains fewer than three best qualified promotion candidates, or if declinations reduce the number to fewer than three, the selecting official may request that recruitment efforts be renewed or he/she may proceed with the selection process. If recruitment is renewed, previous applicants need not reapply to receive consideration.
- D. In cases where the position was announced at more than one grade level, the selecting official will be provided a list for each grade level.

SECTION 12. CANDIDATE INTERVIEWS

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A. The parties agree that interviews can be one of the tools used by selecting officials as a part of the selection process. The parties recognize that interviews may be used as a means to validate competencies as described in the candidates resume.

B. When a list contains twelve (12) or fewer best qualified promotion candidates referred to the hiring manager, all candidates will be interviewed. When more than twelve (12) are referred, management will interview at least twelve candidates but are encouraged to interview more. The Selecting Official may choose not to interview candidates s/he has interviewed for the same position in the preceding six months.

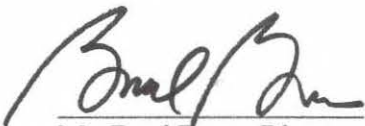
C. Interviews will be conducted in essentially the same manner in regard to questions asked and the information being sought so that all candidates are given an equitable opportunity to present themselves and their qualifications.

D. Whether or not to use Interview Panels will be negotiated in Local Agreements. Use of such panels will be disclosed to the candidates at the time interviews are scheduled.

E. Employees will be released, after making appropriate arrangements with their supervisor, for the time necessary for the interview to be conducted.


SECTION 13. SELECTION

Selecting officials may select any of the candidates referred on the promotion certificates, or any candidate eligible for noncompetitive consideration, or from any other appropriate source. Upon request, candidates not selected or interviewed will be provided feedback from the selecting official. This feedback will be provided verbally or in writing and should be focused on ways in which the employee may better position themselves for future promotion opportunities.



Mr. Brad Bunn, Director
DLA Human Resources

4-13-15
Date



Mr. Frank Rienti, President
AFGE Council 169

4-9-15
Date