

## MEMORANDUM OF UNDERSTANDING

The following constitutes an Agreement between the Department of Veterans Affairs, (VA), National Cemetery Administration (NCA) and the American Federation of Government Employees, AFL-CIO, National Veterans Affairs Council #53 (NVAC) concerning the establishment of Centralized Local Payroll Service for NCA within the Department.

1. The parties understand and agree that the intent of NCA's decision to establish a centralized local payroll service is to improve local payroll services delivered to NCA employees, through the centralization of payroll operations into one processing center.
2. If there is a need for unit employee to contact payroll service from a personal phone line, NCA will provide information to the employee on how they may request reimbursement for any expense incurred, if an 800 number is not available.
3. NCA bargaining unit employees will be provided information on how to contact the centralized local payroll services needed. The information will include an 800 number available for employees' use when they cannot access payroll service from their office or any other VA location.
4. The appropriate management official shall provide a copy of this MOU to the NCA Local Union Presidents upon their receipt.

  
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For NCA in the Department

1/27/2009  
Date

  
\_\_\_\_\_  
For National VA Council #53

1-27-09  
Date