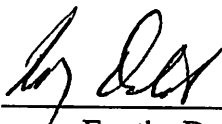


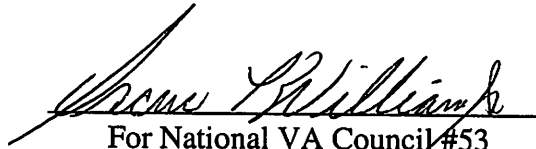
## Memorandum of Understanding (MOU)

The following constitutes agreement between the Department of Veterans Affairs, (VA), VA Financial Service Center (FSC), and the American Federation of Government Employees, AFL-CIO, National Veterans Affairs Council #53 (NVAC) concerning use of the electronic-official personnel folder (OPF) at the following facilities: VA Central Office (VACO), Austin Finance Center, VA Medical Center Washington, DC and VA Maryland Health Care System.

1. The pilot shall be a limited mix of employee personnel folders consisting of Title 5, Title 38 Hybrid and Title 38 employees at the facilities listed above.
2. Access to the employee personnel folders shall be limited to HR staff at the facilities listed above for the purpose of testing an electronic file system. The HR staff shall have limited access only to their facility personnel folders.
3. The parties agree that union officials at facilities where the pilot is occurring can request through HR staff to see how the electronic system will work. There is no intent by the parties to allow union officials access to the electronic folders. Bargaining unit employees whose personnel folders are used in the pilot can make the same request to HR staff to see their OPF.
4. The NVAC President and Chairperson Mid-Term Bargaining Committee shall receive the results within two months of the completion of the pilot on the electronic OPF.
5. VA shall meet its bargaining obligation with NVAC if a decision is made to implement electronic OPFs.
6. Upon receipt, the appropriate management official at the facility shall provide a copy of this MOU to the local union President.



For the Department (VA)



For National VA Council #53

2/8/05  
Date

RECEIVED

FEB 14 '05

AFGE NVAC