

MEMORANDUM OF UNDERSTANDING (MOU)

Office of Administrative Review (OAR) National Mentoring Program

The following constitutes an agreement between the Department of Veterans Affairs, Veterans Benefits Administration (VBA) and the American Federation of Government Employees (AFGE), AFL-CIO National Veterans Affairs Council (NVAC) #53, (Union) regarding Office of Administrative Review (OAR) National Mentoring Program.

1. The mentoring process will normally be 15 minutes in length and employees will be on excluded time during this process. If the mentoring process takes longer than 15 minutes, the employee may request additional time via Workforce and Time Reporting System (WATRS), in accordance to prior MOUs regarding excluded time requests. Excluded time for mentoring should be recorded in WATRS as “Quality & Training” as the reason and “Receiving Mentoring” as the sub-reason.
2. Participation in this program is voluntary and if an employee chooses not to participate, the employee will be held harmless.
3. Consistent with the procedures set forth in the Master Agreement, local bargaining shall take place at individual facilities and may include substantive bargaining that does not conflict with negotiated national policy and agreements.
4. Management will not hold employees accountable for factors or extenuating circumstances that affect performance and are beyond the employees’ control.
5. After implementation, if either party is made aware of issues that may affect employees, both parties agree to discuss the issues and work to mutually resolve the issues for the employees. Should discussions not resolve the issues, the parties will implement the negotiating process to the extent required by the statute.
6. Management shall provide a copy of this MOU to the local president and/or designee at each AFGE local within (10) ten days of the date this MOU is signed.

Kevin D. Nelson

Kevin D. Nelson
For the Agency

Paul H. Fleming
For AFGE/NVAC

Date