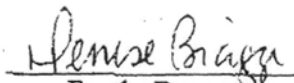



MEMORANDUM OF UNDERSTANDING

The following constitutes an agreement between the Department of Veterans Affairs (VA) and the American Federation of Government Employees, AFL-CIO, National Veterans Affairs Council #53 (NVAC) on VA Handbook 6500 "Information Security Program" in the Department..

- 1 The parties agree that VA Directive 6500 and VA Handbook 6500 Information Security Program must be used consistent with the VA/AFGE Master Agreement dated March 21, 1997 and/or its successor document.
- 2 Local Union officials have a need to access VA Data outside the VA facility for representational responsibilities and duties under Chapter 71 of Title 5. Such access for local union officials will be by VA owned equipment (to include laptop computers, blackberries, USJ3 storage devices, cell phones or pagers) that meets the requirements of VA Handbook 6500.
- 3 The Local Union President may request a waiver under VA Handbook 6500 for the use of non-VA owned equipment. Non-VA owned equipment may not be used until a waiver has been granted. Local OI&T personnel or ISO may check non VA owned equipment used by Union officials to make sure the equipment complies with VA Handbook 6500 prior to being granted access to VA Data.
- 4 When and if training on VA Handbook 6500 is developed, bargaining unit employees shall be given a reasonable amount of duty time to complete the training.
- 5 The Local President may request a USB storage device and provide the name(s) of those local representative(s) who may be authorized a removable device for representational purposes. Only those representatives may be issued removable device.
- 6 The parties agree that the issuance of OI&T equipment to union representatives will require the completion of all paperwork necessary for VA authorization and must be in accordance with the VA Handbook 6500 Information Security Program, including equipment policies.
- 7 Local union representatives shall receive a timely response to their request for removable OI&T equipment. Normally, the appropriate management official shall provide the local union representative with a response within a week after receipt of the request.
- 8 The appropriate management official shall provide a copy of this MOU to the Local Union President, upon their receipt.


For the Department (VA)

2/8/08
Date


For the National VA Council #53

02-08-08
Date