



**AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES  
NATIONAL VETERANS AFFAIRS COUNCIL #53  
Affiliated with the AFL - CIO  
Mid-Term Bargaining Committee**

**Oscar L. Williams, Jr. Chairperson**  
3<sup>rd</sup> Exec. V-President, NVAC  
29 S. Lake Street  
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Hot Spring, SD 57747

**Sandra Eggleston, Member**  
13<sup>th</sup> Dist., Rep, NVAC  
VAMC Tucson  
Tucson, AZ 85723

**Bill Wetmore, Member**  
NVAC Nat. Rep.  
2319 Alava Court  
Waldorf, MD 20603

May 5, 2003

Ronald E. Cowles, Associate Deputy for  
Office of Labor-Management Relations (LMR)  
Department of Veterans Affairs, Suite 215  
810 Vermont Avenue, NW  
Washington, DC 20420

Subject: Demand to Bargain – VA Handbook 0631.1 “Use of the Government Travel Charge Card”

Dear Mr. Cowles:

In accordance with Article 44, Section 2 C, of the Master Agreement, the National VA Council is formally demanding to bargain over VA Handbook 0631.1 “Use of the Government Travel Charge Card” in the Department. The Mid-Term Bargaining Committee is requesting a briefing over the cited subject above before sending any proposals. Negotiations of this matter should normally begin no later than ten (10) workdays after the management chief negotiator in this matter receives our demand to bargain.

Please cease and desist any implementation until the bargaining obligation has been met. If you have any questions please contact me at (217) 554-4866.

Sincerely,

Oscar L. Williams Jr.  
Chairperson, Mid-Term Bargaining Committee  
3<sup>rd</sup> Executive Vice President, National VA Council #53  
Seventh VA District Council #59 Representative

cc: Alma L. Lee, President National VA Council #53  
Executive Committee, NVAC  
Mid-Term Bargaining Committee

**AFGE: The Future is Ours  
Creating A Shared Vision for the 21<sup>st</sup> Century**



DEPARTMENT OF VETERANS AFFAIRS  
ASSOCIATE DEPUTY FOR LABOR-MANAGEMENT RELATIONS  
WASHINGTON DC 20420

APR 29 2003

Oscar L. Williams, Jr.  
3<sup>rd</sup> Executive Vice President  
National VA Council AFGE  
29 S. Lake Street  
Danville, IL 61832

Dear Mr. Williams:

Enclosed for your review and comments is a proposed VA Directive 0631.1, "Employee Travel Management Travel Charge Card Policy" and VA Handbook 0631.1 on "Use of Government Travel Charge Card".

The directive revises the Department of Veterans Affairs (VA) travel charge card policy, formerly contained in MP-1 Part II, Chapter 2, Appendix M. The handbook provides procedures for the use of the government contractor-issued travel card for procurement of transportation services, subsistence, and other allowable travel and transportation expenses incurred during official travel.

Please submit your comments in thirty (30) days, but no later than close of business, May 27, 2003. Questions about this package are to be directed to Diane Eggert, Travel Policy Team Leader, Office of Financial Policy (047), VA Central Office. She can be reached at (202) 273-5074.

This same letter was sent to Alma L. Lee.

Sincerely yours,



Ronald E. Cowles

Enclosures

RECEIVED

MAY - 5 2003

Nat'l V. A. Council  
Midterm Bargaining Committee