The following constitutes an agreement between the John J. Pershing VAMC and the American Federation of Government Employees Local 2338 regarding the allocation and use of official time hours:

- 1. The union and the agency tentatively agree to official time for the union in the amount of 3400 hours annually.
- 2. Up to 400 of the hours listed in paragraph 1 can be used for training purposes. When the union submits a request to use hours for those purposes, the agency will approve the request except when operational needs would prevent the employee's absence at that time. Therefore the parties recognize that the earlier a request is submitted, the easier it will be to approve. If a request is disapproved by the agency, upon request by the union, the agency will provide a written statement detailing the operational need precluding that employee from participation in the training. The union agrees to provide an agenda or other document detailing the topics to be covered during the training. The agency will review this document to determine whether any of the time is inappropriate for official time as specified in law and regulation (such as internal union business, Hatch Act activities, etc.), and provide a written notice to the union if any time is deemed inappropriate for official time.
- 3. CBOC hours will be strictly CBOC hours in the amounts specified in Article 48 of the Master Agreement. If a representative from the main facility goes to a CBOC this time will be deducted from the hours for that CBOC and not be deducted from the hours listed in paragraph 1. Travel time to and from the CBOC is considered official time, but will not be deducted from the hours in paragraph 1 or the hours allotted to the CBOC.
- 4. Time spent in negotiation sessions will not be deducted from the hours listed in paragraph 1.
- 5. The parties agree to diligently track the hours used by the union. These hours will be submitted to Human Resources on a monthly basis. The parties will reevaluate and revisit the allocated hours agreement in six months. Both parties agree to review in good faith to retain a mutually acceptable working agreement.

For the Agency:

For the Union:

Seth Barlage, Associate Medical Center Director

Kevin Ellis, President AFGE Local 2338