

The following constitutes agreement between the Department of Veterans Affairs and the AFGE National VA Council regarding Handbook 4003, Travel Reimbursement.

1. A copy of VA Directive 4003 shall be distributed to bargaining unit employees to insure they are aware of their waiver rights.
2. An approved waiver from EFT travel reimbursement is valid through December 31, 1998. Employees will be informed of Department of Treasury waiver procedures for post December 31, 1998, when they are available.
3. Each facility shall address the issue of notifying employees of when travel reimbursement has been processed. Examples of such notifications are DHCP, E-mail, written notification, etc. Employees may also make an official business call to the Payment Inquiry Line to check status of payment.
4. No bargaining unit employee will be intimidated, coerced, harassed or adversely affected as a result of requesting a waiver or participating in EFT for travel.
5. Appropriate management officials will provide a copy of this agreement to the local union president upon receipt.

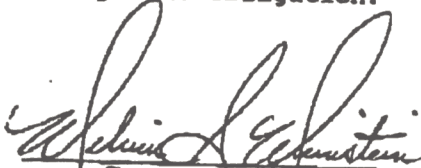

For Management

11-14-97
Date



For NVAC

The following constitutes agreement between the Department of Veterans Affairs and the AFGE, National VA Council regarding VA Directive 4003, Travel Reimbursement.

1. Policy: Change sentence to read:
 - a. Subject to Paragraph 1.b. and in accordance with 31 CFR Part 206, it is the policy of the Department of Veterans Affairs that all Employee travel reimbursements will be made by Electronic Funds Transfer (EFT).
 - b. Employees who express a desire not to participate in EFT will be excused from this policy.
2. The VA Directive will not be implemented until the procedural guidelines are provide to the AFGE National VA Council to insure fulfillment of the national labor-management obligation.



For Management



For the NVAC

01-31-96
Date