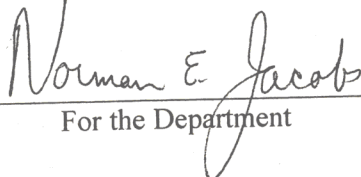


## MEMORANDUM OF UNDERSTANDING

The following constitutes agreement between the Department of Veterans Affairs (VA) and the American Federation of Government Employees, AFL-CIO, National Veterans Affairs Council #53 (NVAC) concerning the VA and OPM agreement on the implementation of Employee Express (EEX) within the Department.

1. The national parties agree that no changes in the current method that bargaining unit employees (BUE) receive the Earning and Leave Statement (E&L) and W-2, will occur without an election by the employee. In order for the election to be valid the employee must go online and elect to receive their biweekly E&L statement electronically.
2. All bargaining unit employees shall receive the proper and necessary training on EEX concept prior to any changes at their facility and/or duty station.
3. The amount of time allowed for accessing EEX will be consistent with the procedures currently used locally for going to or calling HRM and Payroll Offices.
4. If requested, EEX will provide employee verification for third party's use at no cost to BUE.
5. The national parties agree to continue using the old HR LINK\$ access points for EEX, equipped with personal computers (PC's), printers and telephones that interface with EEX.
6. Previously locally negotiated access points will be maintained. EEX will be available to bargaining unit employees during their entire tour of duty. It is agreed that adequate and private access points to EEX are essential to its success. The matter of access points, numbers and locations are appropriate subject for local negotiations.
7. A bargaining unit employee's personal identification number shall not expire. If a bargaining unit employee needs to have their personal identification number reset written confirmation shall be mailed to their home address or their .gov e-mail address as selected by the employee.
8. Employees who have a PC at their work site may elect to use the desktop EEX link in lieu of using the access points. Employees who elect to use this option shall not be adversely affected in doing so.
9. The appropriate management official shall provide the local Union president a copy of this MOU upon receipt.
10. If local management gets a briefing on EEX, the union will be present during the entire presentation.

  
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For the Department

  
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For National VA Council #53

11/27/02  
Date