

U.S. Department of Veterans Affairs
Veterans Benefits Administration

VBA - AFGE Memorandum of Understanding

Use of Teams to Perform Work

The following constitutes agreement between the Veterans Benefits Administration (VBA) and the American Federation of Government Employees, National VA Council (NVAC). The subject of this agreement is the nationwide use of teams to perform work.

1. Teams are typically defined as two or more employees who are grouped together for the purpose of performing work, either with a traditional supervisor, team leader/coach or may be “self directed”. Generally, the term “team” describes groups formed outside the traditional organizational model (e.g. section or units). These teams may be permanent, temporary, rotating or have fixed membership.
2. As an appropriate arrangement for employees when there is a change in working conditions, management shall, in partnership, or traditional bargaining, negotiate at each facility on the details of proposed teams. Where such teams are already in effect a collaborative effort will be made to address any unresolved labor/management concerns. At those facilities where local negotiations on this matter have been completed, the parties may reopen local negotiations to ensure compliance with this memorandum.
3. Management shall provide training, as appropriate, to employees who will be placed on a team. This training should include but need not be limited to: team interactions (team building). Provisions will be made for follow-up training as necessary. Team member training should be provided during the initial formative stages of team building and development.
4. Bargaining unit members will not be assigned supervisory responsibilities. As a normal part of their jobs, team leaders who are members of the bargaining unit will not propose disciplinary or performance based actions against other bargaining unit employees. These tasks will be reserved for those serving as supervisors.
5. Team standards and/or peer review may be developed and

applied for the purposes of the incentive/performance awards program.

6. Management shall meet its labor management obligations at the local level regarding any issues not covered in this agreement. A copy of the MOU will be provided to each local president upon receipt.

/S/ Veronica Wales
For Management
For NVAC

/S/ Alberta Franklin

Date: October 21, 1998

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