



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE OHIO



20 NOV 1997

MEMORANDUM FOR 72 SPTG/DPCL
75 SPTG/DPCL
78 SPTG/DPCL

FROM: HQ AFMC/DPCL
4375 Chidlaw Road, Suite 6
Wright-Patterson AFB OH 45433-5006

SUBJECT: Federal Service Impasses Panel Decision (97 FSIP 88)
RE: Multiskilling Training Program (MTP)

The attached document reflects the actual language that the FSIP adopted to resolve the multiskilling impasse. A faxed copy of the Panel's decision was provided to you previously. You now may proceed with implementation of the MTP consistent with the provisions contained in the document. If you have questions or need additional information contact Mr. Randy Shaw, HQ AFMC/DPCL, DSN 787-2382.

RAYMOND RUSH
Chief, Labor Relations
Civilian Personnel and Programs
Directorate of Personnel

Attachment:
Document

cc:
HQ AFMC/LGPP
SA-ALC/DPCL
SM-ALC/DPCL
Mr. Jim Davis

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MULTISKILLING TRAINING PROGRAM
(FSIP Adopted Language, Case No. 97 FSIP 88, 12 Nov 97)

1. The American Federation of Government Employees (AFGE) Council 214 and the Air Force Materiel Command (AFMC) recognize the need to expand the use of multiskilling training program to increase work force flexibility, improve competitiveness, and further develop the individual knowledge, skills and abilities of AFMC employees. This MOA on multiskilling supports those mutual needs.

2. This agreement only applies to positions identified under a formal Multiskill training program. Multiskilling is defined as a position that combines two or more journeymen, full performance or higher level skills in the same pay plan in which formal on-the-job or classroom training is required. Multiskilling differs from multicrafting in that multicrafting does not involve the combination of two or more skills at the journeyman skills level. Wage Grade (WG) and General Schedule (GS) positions may be multiskilled to meet the needs of AFMC.

3. Local negotiations are authorized where a local Memorandum of Agreement is required to meet local unique conditions. In this regard, the parties agree to negotiate, consistent with the Labor Statute, over matters within 5 USC 7106 (b) (1). Such negotiations will be conducted in a manner consistent with the principles espoused by E.O. 12871. Local negotiations cannot conflict, duplicate, or modify this Memorandum.

4. Within each AFMC installation, the multiskilling program will be conducted within homogeneous workloads to facilitated movement of employees as workload demands fluctuate. For the purpose of the Memorandum, Wage Grade homogeneous workloads are those which share a similar purpose which results in the same end product and/or service. These workloads require ongoing interfacing between different skills. The workload requires proficiency in the application of multiple skills, tooling, test fixtures/equipment or support equipment and the work is accomplished by journeyman employees in the skills.

General Schedule homogeneous workloads are those that share related functions within a specialty area, or functions from differing specialty areas associated with providing a similar service or support of a particular mission need. These workloads require ongoing interfacing between different skills. The workload requires proficiency in the application of multiple skills and the work is accomplished by journeyman employees in the skills.

5. REASSIGNMENT SELECTION PROCEDURES

a. Formal multiskilling training positions, as defined in para 2, filled through reassignment, will be offered fairly and equitably to all employees who possess one or more of the required skills at the journeyman level. Solicitation will be from among volunteers working in organizations where the workload is homogeneous as defined in para 4. It is understood the Employer will determine the qualifications, availability, and requisite skills for each multiskilled position. If more employees volunteer than the number of positions available, selections will be made based on Adjusted Reduction In Force Service Computation Date. If there are insufficient volunteers, inverse seniority will be used to select employees from among those with requisite skills.

b. In order to be a candidate for selection, an individual must meet the following minimum standards:

(1) A minimum rating of "fully successful" on each of the last three annual performance reports.

(2) No chronic involvement in disciplinary proceedings.

(a) Chronic involvement in disciplinary proceedings is demonstrated when an employee has a current disciplinary record which is based on more than one disciplinary action.

(3) No current record of sick leave abuse.

c. Employees will be made available for multiskilling training, unless there is a compelling mission need that requires the employee to remain on his/her current position. When the compelling need ceases the employee will be made available for training. Employees will not be made unavailable simply because the losing supervisor does not wish to release him or her.

6. Titles for multiskilled positions will be established in accordance with USOPM Titling Guidance, applicable USOPM Classification Standards, and, for wage grade positions, HQ USAF/DPCC guidance on classification of wage grade mixed occupational positions issued 1 Nov 93.

7. The nature and purpose of multiskilling training programs will be publicized in the area from which reassignments will be made. The local union office will be informed of any new multiskilling vacancies. Specifically announced multiskill vacancies will be for a (30) calendar day period. The application period (which may occur during the announcement period) will be a minimum of two calendar weeks. This will be accomplished by management for employees TDY or otherwise not at their duty station during the announcement period.

8. Formally structured multiskilling training, including classroom, on-the-job, or a combination of the two, will be developed for each skill to meet the basic needs to perform at the journeyman or *full performance* level. Training will be provided by the Employer and conducted during duty

hours. The Employer will award each participant who successfully completes any required formal training a certificate of completion and will ensure the training is entered into the employee's training records.

9. Health and Safety will be properly addressed in the training curriculum.

10. Should an employee fail to maintain adequate progress as outlined in the appropriate training program, such that remedial efforts prove ineffective, these situations will be treated as training failures, and the employee will be returned to his or her original series or skill, (or equivalent thereof) with no reprisal. Failure to maintain adequate progress due to personal or family member illness or family member death will be evaluated and, when possible, opportunities will be provided to complete retraining.

11. Competitive levels (CLs) will be established in consonance with 5 CFR 351.403. Compensation for multiskill employees will be based on the classification of their positions. Multiskill positions are classified in accordance with applicable OPM, DoD, and HQ's USAF standards and guidelines.

12. The local union president (or designee) will be afforded the opportunity to meet quarterly with management to review the *status and progress of the* multiskilling program at the activity. *These meetings will also serve as a forum for the union to offer suggestions for improvement in the Program.*

13. This agreement does not apply to previously existing local agreements such as ALCARS at OC-ALC. *However, it is understood that any expansion of existing local Agreements will be in compliance with the provisions of this Agreement.*

14. It is understood the parties or the bargaining unit employees may grieve issues related to this MOA under Article 6 (Negotiated Grievance Procedure) of the MLA.

15. It is understood the MLA and Local Supplements to the MLA govern subjects not covered by this MOA. It is understood nothing in this MOA may conflict with the MLA.