

1 November 2023

MEMORANDUM OF AGREEMENT (MOA)

On

**Use of Official Time by Designated Union Representatives to
Review Department of the Air Force Instruction
(DAFI) 36-148, Discipline and Adverse Actions of Civilian Employees,
Dated 31 August 2023**

1. The American Federation of Government Employees (AFGE) Council 214 and Air Force Materiel Command (AFMC), hereafter referred to as the Union and Management, hereby enter into this Memorandum of Agreement regarding subject instruction as it applies to bargaining unit employees covered by the Master Labor Agreement (MLA) between the parties.
2. DAFI 36-148 implements Title 5 United States Code, Chapters 43 and 75, and the implementing regulations in Title 5, Code of Federal Regulations, Part 752 by providing procedural guidance for taking disciplinary and adverse actions against certain civilian employees paid with appropriated funds. This DAFI includes information regarding employees' right to representation, provide a response to proposed actions, and view supporting documentation, along with their rights to appeal decisions.
3. The parties agree that, within 10 workdays of the signing of this agreement, the Union will provide Management the names of four employees to serve as Union reviewers. These reviewers will serve as the DAFI review team. Each reviewer shall be granted up to 24 hours of official time over a period of two weeks to complete a review of the DAFI and submit local input to the Union.
4. Before the review begins, Management will provide each Union reviewer one digital copy of the current DAFI and one digital copy of AFI 36-704 dated 22 July 1994. The review will start when the Union representative notifies Management that they are ready for the field review (NLT 2 weeks after signing of this agreement).
5. Following the review, an additional 8 hours of official time will be authorized for each local reviewer to collaborate with AFGE Council 214 on the compilation of concerns. AFGE Council 214 will submit to AFMC/A1KL a complete list of paragraphs at issue, union concerns, and interests to be bargained, not later than 7 workdays following the final day of the final collaboration week, which will end no later than 5 weeks after the signing of this document.
6. The local LROs will arrange for release of the employees for the specified amount of time authorized. In the event the mission may prohibit release, any denial will be coordinated through AFMC/A1KL or their designee.
7. All remedies available under the MLA or 5 U.S.C. Chapter 71 will remain available to the Parties

if concerns cannot be cooperatively resolved.

FOR MANAGEMENT

Curtis Hetzel

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HQ AFMC/A1K

FOR THE UNION

Troy Tingey

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President
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