

**MEMORANDUM OF AGREEMENT (MOA)
CONCERNING
GOAL DAYS AND
INTERIM CHANGE (IC) 2004-1 TO AIR FORCE INSTRUCTION 36-1004,
MANAGING THE CIVILIAN RECOGNITION PROGRAM**

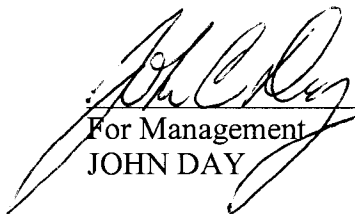
1. American Federation of Government Employees (AFGE) Council 214 and the Air Force Materiel Command, hereafter referred to as the Union and Management, enter into this MOA regarding the above matters as they apply to bargaining unit members covered by the Master Labor Agreement.
2. AFMC Installation Commanders or other appropriate management officials (e.g. Tenant Commanders, WING Commanders, Heads of Organizations), are authorized to designate a "Goal Day" at their discretion. Goal Days, along with associated metrics, are intended to motivate and recognize AFMC Council 214 bargaining unit employees' efforts who meet or exceed installation goals. The maximum number of Goal Days, which may be designated in a given calendar year, will not exceed 4 days. Civilian Team Incentive Awards granted in conjunction with designated Goal Days are unit focused and shall not be used to create the effect of a holiday.
3. Granting bargaining unit employees' time off awards (TOAs) in conjunction with Goal Day is consistent with authorizing military members non-chargeable leave for Goal Day; thus, enhancing teamwork between the military personnel and the civilian workforce and to improve total workforce quality, performance and morale. Metrics/goals associated with AFMC Goal Days will be determined locally. The local union will be afforded the opportunity to be represented on local Goal Day teams or committees, when established.
4. Supervisors may grant bargaining unit employees a Civilian Team Incentive Award, in conjunction with Goal Days for meeting and/or exceeding established Goal Day metrics.
5. Individuals serving in Performance Improvement Periods (PIP) during the goal day metrics measurement period; or individuals who have been on long term sick leave, or extended leave without pay during the goal day metrics measurement period; and new hire employees, who, due to limited service, have not performed sufficient work contributing to the overall achievement of goals, are ineligible to receive a TOA for Goal Day. Ineligibility does not apply to individuals who are returned to light duty during the Goal Day metrics measurement period following job-related injury and/or illness. A reasonable effort will be made to provide work for employees ineligible to receive a TOA for Goal Day, who do not have annual leave to their credit. At the employee's request, annual leave may be granted or leave without pay (LWOP) may be approved, to the extent determined by the supervisor. However, ineligible employees will not be required to use their annual leave or to take LWOP


6. TOAs shall be granted and used in accordance with procedures contained in AFI 36-1004, Managing the Civilian Recognition Program, and Interim Change 2004-1, dated 16 Sep 04. Time off awarded for achieving established Goal Day metrics will be granted in single work day increments and based on established work schedules. Bargaining unit employees will be encouraged to use TOAs on designated Goal Day(s). In instances where work schedules (e.g. part-time employees) and/or mission requirements (e.g. security, fire protection, maintenance, medical services or essential personnel) preclude employees from using TOAs on the designated Goal Day, an alternative day may be designated accordingly. When conflicts in scheduling the use of TOAs occur, and the conflict cannot be resolved by mutual agreement, the employee with the longest service, as determined by service computation date, will be entitled to use the TOA first. However, the final determination as to the scheduling of the use of TOAs rests with the supervisor authorized to approve leave.

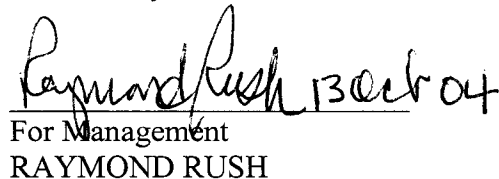
7. At management's discretion, TOAs may be granted to employees who met or exceeded organizational goals associated with Goal Day(s) designated during the period 1 Sep 04 through 13 Oct 04. Such TOA's may be granted not later than 31 Dec 04.


8. Civilian Team Incentive Awards may be granted to BU employee in instances besides Goal Days when individual employees who comprise a team, whose joint achievement(s) contributed to meeting organizational goals or improving the efficiency, effectiveness, and economy of the Government.

9. All remedies available under the Master Labor Agreement or 5 USC Chapter 71 are available to the parties if either party believes the other has failed to comply with any requirements of this memorandum of agreement.


13 Oct 2004
For Management
JOHN DAY


Oct. 15, 2004
For The Union
SCOTT BLANCH


13 Oct 04
For Management
RAYMOND RUSH


10/13/04
For The Union
TOM ROBINSON