

MEMORANDUM OF UNDERSTANDING  
Between  
THE NATIONAL CREDIT UNION ADMINISTRATION (NCUA)  
and  
THE NATIONAL TREASURY EMPLOYEES UNION (UNION)

This Memorandum of Understanding (MOU) between the National Treasury Employees Union (NTEU) and the National Credit Union Administration (NCUA) is entered into between the parties to address the impact and implementation of NCUA's Performance Management Program (PMP) annual training as mandated by the Office of Management and Budget and designed to educate staff on the NCUA's strategic plan, annual performance budget, and how success will be measured. As a result, the parties agree to the following:

**Performance Management Program (PMP) Annual Training**

1. Annually all employees will read the strategic plan and annual performance budget and review a presentation via the NCUA Learn Center.
2. The training will cover at least a four-week period with 5 business days in each week that will commence on a Monday and end on a Friday. If the period includes a week with a holiday, the training period will be extended an additional week.
3. On the first business day of each week during the training period NCUA will send a "reminder to complete the training" that references the instructions described in Section D. to all employees who have not completed the presentation review.
4. All current bargaining unit employees will receive training in 2011.
5. For the years 2012 and after, NCUA will establish a training period in the first quarter, as prescribed in 2 above.

**Training for employees assigned to NCUA after the annual training commences each year**

1. New employees will complete the training within 90-days of reporting to the Agency.
2. NCUA will provide these new employees with electronic copies of this MOU and the notification (described below) during the new employee orientation.

**PMP Training Notification**

NCUA will notify all affected employees the timeframe for completing the required training that shall include, at a minimum, the following:

1. Copies of the strategic plan, annual performance budget, and instructions for accessing the NCUA Learn Center and training presentation, including a link to the center and ID and PIN information.
2. The timeframe for completing the training.
3. The training should be completed during normal working hours and employees will be allowed up to one (1) hour to read the strategic plan and performance budget, and up to one-half (1/2) hour to review the training presentation and field employee will charge the timeto WCC 39, as appropriate.

4. Employees will be afforded sufficient time in their work schedules to complete the training within the established training timeframe.
5. All employees who cannot complete the training within the prescribed timeframe must contact his/her supervisor regarding an extension of time.

**Duration and Expiration**

This agreement is effective thirty-one (31) days from execution or upon completion of Agency head approval, whichever is sooner. The training will not commence prior to the effective date of this agreement. The agency will notify the NTEU Chapter 303 President when this MOU becomes effective and prior to commencement of the training..

This agreement will remain in effect until the parties mutually agree to terminate or modify the agreement.

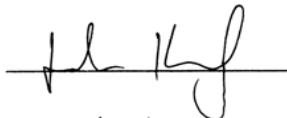
**Signed:**



Heather Hammes, President  
NTEU Chapter 303

8-10-2011

Date



8/15/2011

Date