

AVS Pre Decisional Involvement (PDI) Guidance

This document is intended to serve as a guide for AVS implementation of Pre-Decisional Involvement (PDI) activities

On December 9, 2009, the President of the United States signed Executive Order 13522 -- *Creating Labor-Management Forums To Improve Delivery of Government Services*. Specifically Section 3...stated in part: "...to help identify problems and propose solutions to better serve the public and agency missions..." "... allow employees and their union representatives to have pre-decisional involvement in all workplace matters to the fullest extent practicable, without regard to whether those matters are negotiable subjects of bargaining". The *Aviation Safety Labor Management Forum Charter* establishes goals through "the development of templates related to pre-decisional (PDI) involvement and cooperation" and "to provide the opportunity for union/management pre-decisional involvement in matters pertaining to the mission and the strategies and tactics for performing it".

The intention is to open up healthy dialogue and exchange early on in the evolution of consideration rather than waiting until the decision is made and forcing the parties into a potentially protracted and traditional path with positions as opposed to joint solutions.

AVS management and labor unions are committed to applying PDI whenever possible.

AVS Management/Agency:

John M. Allen 12/4/12
John Allen, AFS-1
Co-Chair

Tony 12/4/12
Tony Fazio, AFS-1

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Pam Hamilton 12/4/12
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Vicki Lee, ARM-1

Peggy Gilman 12/4/12
Peggy Gilman, AVS-1

Union Representatives:

Linda Goodrich 12/4/12
Linda Goodrich, PASS Flight Standards
Co-Chair

12/4/12
Tomato DiPaolo, NATCA-AIR

12/6/12
Paul Wills, NATCA Drug Abatement

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Jim Pratt, PASS MIDO

12/4/12
Tami Davis, AFGE

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Jean Watson, AFSCME

Issues or Subjects Appropriate for PDI:

This guidance is intended to assist Labor and Management to jointly address AVS workplace matters to the fullest extent practicable at the lowest possible level. Most workplace matters may be appropriate for PDI, if in the parties' mutual interest. Emergency, mission crucial, security-related and time sensitive matters may not be appropriate.

PDI Structure:

PDI structure utilizes a team-based approach grounded in interest-based problem-solving principles under the auspices of the AVS Labor-Management Forum (LMF). The AVS LMF authorizes and encourages PDI and it recognizes direct involvement which promotes a healthy engagement at the lowest possible levels of the organization. The LMF supports all of AVS through the following:

- The AVS LMF expects itself as well as each business level below the AVS LMS to identify issues to be worked.
- When an issue is identified, a labor-management pair determines the scope and structure of PDI.
- The labor-management pair may select a team or a working group made up of union and management representatives. They will develop a charter or scoping document, as needed to include the parties' interests and the expectations of the results, as well as a metric to measure the benefits to the organization such as benefit to improve government services, cost savings to the public or enhanced implementation of products or services for effective organizational buy-in.
- The labor-management pair will coordinate the charge of the team including identification of the issue(s) to be addressed and the standards the team will apply in adopting a recommended solution.
- Each labor-management pair determines the team's decision making authority (i.e, whether the team has final decision making authority or whether the team is to present a written report to the labor-management pair with its recommendation); time limitations; the size and composition of the team; the method and frequency of communication; the team's final work product; the information that will be supplied to the team members, etc.

Develop Shared Expectations on key issues:

Options that may occur after PDI has concluded, as appropriate:

1. Recommendation reached - the union and AVS decision maker accept the team's recommendation(s). The parties document the recommendation and agree to proceed to implementation without statutory bargaining,
2. Recommendation is modified and accepted by the union and the AVS decision maker – the union and AVS document the recommendation and proceed to implementation without statutory bargaining,
3. No decision is determined by management to be needed or implemented but both parties have effectively shared information, or

4. Agreement is only reached on some options so the parties accept those items and the rest reverts to statutory bargaining, as appropriate. In all instances the parties will still benefit from the PDI since now a limited amount of issues remain and interests have already been identified and established.

Regardless of what happens after PDI, if any agreement or understanding/recommendation is reached, it must be documented in writing.

AVS LMF expects the parties will share all relevant information as part of the problem solving process, where not prohibited by law or highly sensitive or proprietary information. The parties recognize that neither party waives any rights under the Statute by agreeing to engage in PDI and that agreements or recommendations reached do not conflict with current collective bargaining agreements. Although it may be necessary to engage in some statutory bargaining after PDI, the amount of bargaining will normally be substantially diminished and more focused.