

New Article 26

Old Article 28

Training and Development

28.1 Training Decisions

NRC and the Union agree that training and development of employees is a matter of significant importance. Upon prior approval and authorization by the NRC of a request for non-governmental training, the NRC will pay for such training to the extent provided in the approval document, subject to training fund availability. Such requests must be submitted in writing to the employee's immediate supervisor. The decision to approve and authorize such training or to deny the request will be based upon the following criteria, as applicable:

- 28.1.1 the availability of budgetary resources;
- 28.1.2 workload, when the employee will be in attendance at training courses during official duty hours;
- 28.1.3 the training will be cost-beneficial to the Agency;
- 28.1.4 the training will enable the employee to increase the employee's ability to perform his/her current job;
- 28.1.5 suitable training is not available through NRC developed courses at the time;
- 28.1.6 suitable programs are not being offered by other government agencies within the local area;
- 28.1.7 the course meets the needs of the employee and the NRC; and
- 28.1.8 the course is not being taken solely for the purpose of obtaining a degree.

Unless prohibited by law, one or more of the above criteria may be waived in light of the importance of the training.

28.2 Reimbursement to Agency

Employees must provide evidence of satisfactory completion of training. Employees who fail to satisfactorily complete the training by, in, or through a nongovernment facility shall reimburse the NRC for all tuition and government paid related expenses incurred by the NRC for such training.

28.3 Non-Governmental Training in Excess of 80 Hours

An employee selected for training by, in or through a nongovernment facility for a period in excess of 80 hours within a single program, shall agree in writing with the NRC before assignment to training that he/she will:

28.3.1 Continue in the service of his/her agency after the end of the training period for a period at least equal to three times the total amount of time spent in training, including associated time absent from duties described in his/her official duties, unless he/she is involuntarily separated from the service of the NRC.

For example: If an employee participates in training or education which involves a total absence of 8 hours per day, even though the training may be more or less than 8 hours per day, the length of the service learning agreement will be calculated on the basis of three times 8 hours per working day for each such day.

28.3.2 If an employee spends time in training during non-work hours, the length of time is three times the number of hours specifically spent in training.

28.3.3 If an employee is absent from duties described in his/her position description four hours per day, three days per week, the period he/she will be required to serve will be three times 12 hours, times the number of weeks of training.

28.3.4 Pay to the NRC the amount of ~~the additional~~ expenses, as defined in 5 U.S.C., Section 4109, incurred by the NRC in connection with the training if he/she is voluntarily separated from the service of the NRC before the end of the period for which he/she agreed to continue in the service of the NRC.

#### 28.4 On-The-Job Training

When an employee is reassigned from one bargaining unit position to another bargaining unit position, NRC will provide on-the-job or such other training, as the Agency determines appropriate and necessary ~~to meet the qualification requirements of~~ for the new position. The supervisor will arrange to meet with the employee to discuss any training appropriate and necessary.

#### 28.5 Outside Information

The NRC will make available on its internal website, ~~upon request, the current~~ information ~~available~~ concerning training opportunities or educational programs, which will include, to the extent available, the name of each vendor and the name or description of any approved outside training. Employees may also consult with their Office/Region Learning Management System Administrator regarding external training that has been approved by the Office/Region for various subject matter areas. provided by the OPM and the Department of Agriculture Graduate School. An annual written notice distributed to all employees will remind them that this information is available in the Office of Human Resources.

## 28.6 Training Related to Merit Selection

Merit selection procedures set forth in this Agreement shall be followed in selecting regular (excepted) and regular (excepted conditional) employees for training that is given primarily to prepare trainees for advancement and that is required for promotion.

## 28.7 Self-Development

Employees are encouraged to keep abreast of developments which are related to their work assignments. One means of doing this is through attendance at meetings and conventions concerned with the functions or activities for which NRC appropriations are made or which contribute to improved conduct, supervision or management of such functions and activities. Unless a specific employees' attendance is required, the NRC shall grant permission for employees to attend such functions in a fair and equitable manner.

## 28.8 Conference Consideration

When NRC an Office or Region determines that it is in the Agency's best interest to have employee attendance at a conference or convention, NRC agrees that unless management determines that a specific employee(s) attendance is required necessary as an assignment of work, those employees who have been denied an opportunity for attending such sessions and express an interest in attending previously should receive first consideration for approval to attend later sessions. ~~If an employee's request to attend a conference or convention is denied, the employee is entitled to receive a written explanation for the denial, upon request.~~

## 28.9 Individual Development Plan (IDP)

At the time a supervisor meets with an employee to discuss his/her rating of record at the request of the employee, he/she shall reserve time for each employee for the purpose of mutually developing and/or modifying an Individual Development Plan (IDP) in accordance with NRC Management Directive 10.77, Employee Development and Training.