



**LANGLEY Directive:  
POLICY  
DIRECTIVE**

**LAPD 3711.3J  
Effective Date: April 23, 2014  
Expiration Date: March 31, 2019**

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**Responsible Office: Office of Human Capital Management**

**SUBJECT: Labor-Management Relations Program**

**1. POLICY**

It is the policy of the Center, in the interest of the well-being of all employees and the efficient administration of the Government, to comply with the policies and procedural requirements contained in NASA regulations and with Federal law.

**2. APPLICABILITY**

This LaPD is applicable to civil servants at Langley Research Center, including Component Facilities and Technical and Service Support Centers. This directive sets forth this Center's Labor-Management Relations Program Policy and delegates authority to operate the Program at Langley Research Center (LaRC).

**3. AUTHORITY**

- a. NPD 3000.1, "Human Capital Management"
- b. NPR 3711.1A, "Federal Employee Labor Management Relations Program"
- c. 5 USC 7134, the Federal Service Labor Management Relations Statute

**4. APPLICABLE DOCUMENTS AND FORMS**

None

**5. RESPONSIBILITY**

- a. The Center Director is responsible for administering the labor-management program and for meeting, negotiating, and/or participating in partnership with representatives of exclusive labor organizations for the purpose of arriving at an agreement, subject to any conditions and limitations that may be imposed by higher authority.
- b. The Office of the Chief Counsel, is responsible for providing legal advice and representational activities on behalf of the agency to include review of the local collective bargaining agreement.

- c. The Office of Human Capital Management is responsible for providing appropriate training to all Center supervisors. It is also responsible for review and oversight of this policy.
- d. Supervisors are responsible for being knowledgeable of and adhering to Federal labor laws.

## **6. DELEGATION OF AUTHORITY**

The Labor Relations Specialist, Office of Human Capital Management, is delegated authority to operate the Labor-Management Relations Program at Langley Research Center (LaRC). This includes, but is not necessarily limited to:

- a. Representing the Center in its dealings with labor organizations.
- b. Consulting with labor organizations, as required, in the formulation of personnel policies and practices and other matters affecting general working conditions of employees at LaRC.
- c. Representing the Center in negotiating written agreements with labor organizations on appropriate matters, with authority to enter into agreements, subject to NASA Headquarters approval, as a duly authorized representative of the Center, and within the policies or guidelines established by Center management.
- d. Consulting and coordinating as necessary with the Office of Chief Counsel in unfair labor practice or other representational activities subject to formal proceedings before the Federal Labor Relations Authority.

## **7. MEASUREMENT/VERIFICATION**

None

## **8. CANCELLATION**

LAPD 3711.3, dated January 11, 2005.

*Original signed on file*

Stephen G. Jurczyk  
Acting Center Director

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