

**11 JANUARY 1994**



**Personnel**

**EMPLOYEE AND LABOR-MANAGEMENT  
RELATIONS**

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OPR: HQ USAF/DPCW (Mr John R. Leibrock)      Certified by: HQ USAF/DPC (Mr P.L. Schittulli)  
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1. The Air Force succeeds because of teamwork. Cooperative and constructive relationships among managers, supervisors, employees, and recognized labor organizations are essential to the team approach toward objectives. This policy directive establishes policies to encourage teamwork by promoting employee rights and efficiency, and upholding standards of proper conduct.
2. Employees, according to applicable law, rule, and regulation, will have the right to organize, bargain collectively, and participate through labor organizations of their own choosing in decisions which affect them.
3. The Air Force will ensure applicants and employees are suitable for initial and continued employment.
4. Applicants and employees will be made aware of standards of conduct and will comply with those standards.
5. The Air Force will take disciplinary or adverse actions only for such cause as will promote the efficiency of the Service and not for reasons prohibited by Title 5, United States Code, Section 2302.
6. The policy directive establishes the following responsibilities and authorities:
  - 6.1. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) is responsible for civilian personnel policy matters as described in Air Force Policy Directive 90-1, Strategic Planning and Policy Formulation, paragraph 1.5.2. SAF/MI approval is required before this document is changed, reissued, or rescinded.
  - 6.2. The Deputy Chief of Staff, Personnel (HQ USAF/DP) develops, coordinates, and executes personnel policy and approves essential procedural guidance for the management of the Employee and Labor-Management Relations Program.

7. This policy directive applies to employees paid from appropriated funds, except for those excluded by law or regulation, and nonappropriated funds, with the exception of employees of the Army and Air Force Exchange Service, and to Air Reserve Components. It does not apply to those Air Force organizations which the President has excluded from coverage pursuant to Title 5, United States Code, Section, 7103(b)(1), and non-US citizen personnel employed at Air Force installations outside the United States, except for those in the Panama Canal area.
8. See attachment 1 for measures used to comply with this policy.
9. See attachment 2 for governing policies and directives implemented by this policy directive and other publications with which it interfaces.

BILLY J. BOLES, Lt General, USAF  
DCS/Personnel

Attachment 1

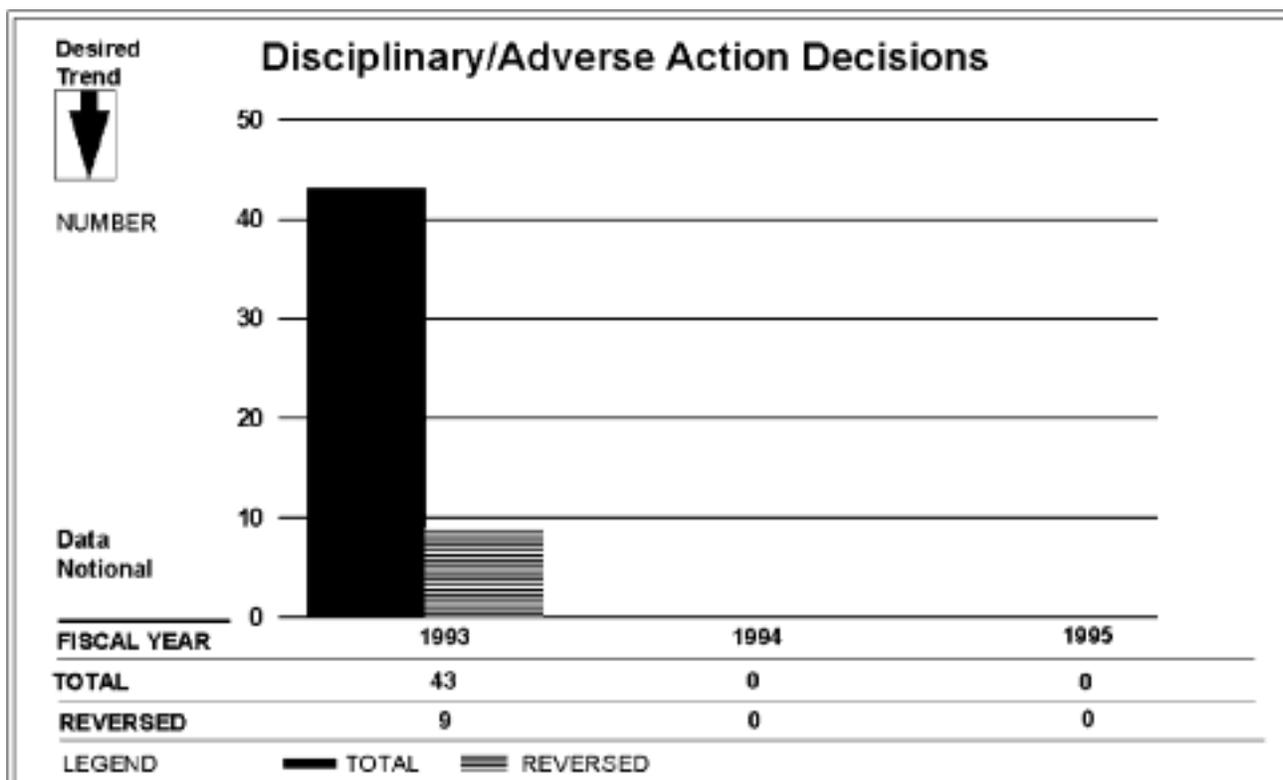
MEASURING COMPLIANCE WITH POLICY

**A1.1.** Compliance with employee and labor relations policy will be assessed by analyzing disciplinary and adverse actions (figure A1.1).

A1.1.1. The policy to take disciplinary or adverse actions only for such cause as will promote the efficiency of the Service will be assessed by tracking the frequency of reversals of such actions by an arbitrator, the agency grievance system, the Merit Systems Protection Board, the Equal Employment Opportunity Commission, and the courts.

A1.1.2. A reduction in the number of reversals reveals compliance with substantive and procedural requirements established by law, rule, and regulation.

**Figure A1.1. Sample Metric of Disciplinary/Adverse Action Decisions.**



## Attachment 2

## RELATED POLICIES AND INSTRUCTIONS

**A2.1.** This directive implements the following:

<b>Publication Designation</b>	<b>Title</b>	<b>Date</b>
Title 5, United States Code, Subpart F	<i>Labor-Management and Employee Relations</i>	Current Edition
Title 5, Code of Federal Regulations, Part 752	Adverse Actions	Current Edition
Title 5, Code of Federal Regulations, Part 2635	<i>Principles of Ethical Conduct</i>	Current Edition
Title 5, Code of Federal Regulations, Part 2636	<i>Limitations on Outside Employment and Prohibition of Honoraria; Confidential Reporting of Payments to Charities in Lieu of Honoraria</i>	Current Edition
Federal Personnel Manual, Chapter 731	<i>Personnel Suitability</i>	September 29, 1988
Federal Personnel Manual, Chapter 732	<i>Personnel Security</i>	September 29, 1988
Federal Personnel Manual, Chapter 733	<i>Political Activity of Federal Employees</i>	June 19, 1973
Federal Personnel Manual, Chapter 735	<i>Employee Responsibilities and Conduct</i>	November 9, 1965
Federal Personnel Manual, Chapter 752	<i>Adverse Actions</i>	December 31, 1980
DoD Directive 1426.1	<i>Labor-Management Relations in the Department of Defense</i>	November 10, 1988
DoD Directive 5200.2	<i>DoD Personnel Security Program</i>	May 6, 1992
DoD 5200.2-R With Change 1	<i>DoD Personnel Security Program</i>	January 1987
DoD Directive 5210.42	<i>Nuclear Weapon Personnel Reliability Program</i>	December 6, 1985
DoD Directive 5500.7 With Changes 1 and 2	<i>Standards of Conduct</i>	May 6, 1987
DoD 1400.25-M, CPM711, Installment 12	<i>Labor-Management Relations</i>	November 10, 1988

**A2.2.** This directive interfaces with the following:

<b>Publication Designation</b>	<b>Title</b>	<b>Former Publication</b>
AFI 31-501	<i>Personnel Security Program Management</i>	AFRs 40-732 and 205-32
AFI 36-701	<i>Labor Management Relations</i>	AFR 40-711
AFI 36-704	<i>Discipline and Adverse Actions</i>	AFR 40-750
AFI 36-2104	<i>Nuclear Weapons Personnel Reliability Program</i>	AFRs 35-99 and 40-925