



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

OFFICE OF HOUSING

JAN 9 2012

MEMORANDUM FOR: Russell Varnado, President AFGE National Council of HUD
Locals 222

THROUGH: John Anderson, Senior Advisor, Employee, Labor Relations &
Performance Management Branch

FROM: *John Theodore A. Ford*
John Theodore A. Ford, Director, Employee Support Services Division,
HROT

SUBJECT: Temporary Assignment of Work

Please accept this correspondence as official notice pursuant to Article 3 of the HUD-AFGE Contract that the Office of Housing's Multifamily Hubs (Hubs) will be assigning work to bargaining unit employees nation-wide as a result of the expiration of numerous incumbent performance-based Contract Administrators (PBCAs) contracts during the 1st Quarter of FY-2012. These contracts are in the process of being re-competed nationwide via a Notice of Funding Availability (NOFA). In the interim, these employees will be called upon on a temporary basis to perform the following work related tasks:

- I. Management & Occupancy Reviews (subject to funding in 2nd Quarter of FY-2012) as necessary;
- II. Providing Information on Non-Compliant EIV Users for Multifamily EIV Report;
- III. Receiving Owner Opt -Outs and Contract Termination Notifications; and
- IV. Monitoring Required Owner Exigent Health and Safety Certifications following REAC Physical Inspections

The employees primarily affected occupy the following positions within Multi-Family Housing:

- I. Project Managers;
- II. Senior Project Managers (Asset Management)

The aforementioned tasks require no additional training for the designated employees; some of whom already perform these tasks on a limited basis. The actual amount of additional work to be received and performed by the Hubs is unknown at this time. However, as these tasks are assigned, management recognizes that the workload of the employees must be reviewed and adjusted accordingly. Further these employees will not be subject to re-assignment to different positions or re-classified as a result of this temporary assignment of work.

Please call John Anderson, Senior Advisor Employee, Labor Relations & Performance Management Division if there are questions or concerns at extension 3055. Thank you.