



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-3000

OFFICE OF THE CHIEF HUMAN CAPITAL OFFICER

DATE: June 27, 2013

MEMORANDUM FOR: Eddie Eitches, President, American Federation of Government Employee National Council 222

FROM: Darren Muhammad, Human Resources Specialist, Employee and Labor Relations Division

SUBJECT: Notification of Reorganization of Office of Departmental Operations and Coordination and Transfer of Office of Labor Relations Duties to Field Policy and Management

In accordance with Article 5 HUD/AFGE Agreement, this memorandum notifies the union that reorganization has been approved that will abolish the Office of Departmental Operations and Coordination (ODOC) and realign the Office of Field Policy and Management (FPM) by transferring responsibility for the duties of the Office of Labor Relations (OLR) to FPM. Management anticipates implementation to commence by the end of July/early August 2013. The other ODOC responsibilities will be transferred to other organizations as specified below.

Statement of the Current Structure and Practice

ODOC is currently a separate Office under the Deputy Secretary. A variety of functions are carried in ODOC including the labor standards enforcement functions in the OLR which are carried out by staff in HQs and in 14 field offices around the country. The other functions are carried out by staff in HQs.

Statement of the Reason for Change

The proposed reorganization will streamline HUD's structure: reduce the number of primary offices, reduce operating overhead devoted to budgetary and administrative support; and enable the deployment of staff resources to most effectively meet the needs of the Department.

The management and coordination activities listed below are to be transferred to the organizations indicated, thus grouping like functions within existing organizations to increase operating efficiency.

Statement of the Proposed New Structure and Practice

Labor Standards Enforcement Functions: With respect to the operational activities related to the administration and enforcement of federal labor standards provisions now carried out by OLR, FPM is the appropriate office to assume responsibility for this function, given its current duties and responsibilities. OLR will become the Labor Standards Enforcement Office (LSEO). The office will report

to the Assistant Deputy Secretary of Field Policy and Management. All current OLR staff will be transferred from ODOC to FPM and their position descriptions (except for organizational changes), supervisors, and locations will remain the same.

Other Management and Coordination Activities: In order for like functions to be grouped with like functions, the following management and coordination responsibilities currently assigned to ODOC will be transferred as follows:

- Government Accountability Office and Office of Inspector Audit Liaison Coordination responsibilities will be transferred to the Office of the Chief Financial Officer, Audit Liaison Division;
- Compliance and Monitoring Training Program activities will be transferred to the Office of the Chief Financial Officer, Risk Management Division; and
- Secretary and Deputy Secretary Working Capital Fund Portfolio Management responsibilities will be transferred to the Office of the Secretary, Executive Operations Officer.

No employees from ODOC will be moved to the above-referenced organizations. However, two non-OLR employees will be moved to FPM and they are identified in the attachments and new position descriptions are provided. Any Labor Relations obligations triggered by the assumption of workload by other offices will be dealt with separately.

Reorganization

- (a) See attachment 1 for the list of the names, grades, titles, and positions of affected AFGE bargaining unit employees.
- (b) There is no impact upon upward mobility and/or career ladder positions.
- (c) See attachment 1 for the list of affected employees that may have different first and second line supervisors as a result of the reorganization. They are highlighted in yellow.
- (d) There will be no impact upon employees' receipt of performance ratings. All ratings will be completed in accordance with the Performance Management Handbook in effect at the time of the reorganization as well as Article 37 of the HUD/AFGE CBA.
- (e) Copies of available position descriptions for the two people (again highlighted in yellow) that will have new position descriptions are included in attachment 2.
- (f) There are no employees detailed in connection with the reorganization.
- (g) There are no new positions created as a result of the reorganization.
- (h) There will be no employees downgraded as a result of the reorganization.
- (i) There will be no employees moved as a result of the reorganization.
- (j) See attachment 3 for a copy of the before and after organizational charts.

In accordance with section 5.02 of the HUD/AFGE Agreement, the Union may request negotiations over the proposed reorganization by submitting preliminary primary proposals within 10 calendar days to: Darren Muhammad, Human Resources Specialist, Employee and Labor Relations Division, Room 2150. All proposals shall be related to the proposed reorganization.

Attachments:

List of Affected AFGE Employees

Position Descriptions

Organization Charts (before and after)

Staffing Plan (Current & Proposed)