

From: Anderson, John E
Sent: Tuesday, July 15, 2014 2:01 PM
To: Eitches, Edward E
Cc: Federoff, Carolyn; Gross, Jerry; Salamido, Holly K; Richardson, Ginger S; Zaltman, Mark; Hankinson, D'andra A; Smith, Carolyn L; Mercer-Hollie, Jacqueline
Subject: Union Notification: Microsoft SharePoint Upgrade - AUGUST 2014

Good afternoon Mr. Eitches:

Please accept this correspondence as notification to the American Federation of Government Employees (AFGE) National Council of HUD Locals 222, that the Office of the Chief Information Officer (OCIO) will be performing an upgrade of the SharePoint 2010 application to the Service Pack 2 (SP2) release level. This is an update that Microsoft makes available annually to its products.

The SharePoint 2010 SP2 package includes minor to moderate fixes to SharePoint functions and features. This upgrade is targeted at the server level only but, the server will be unavailable during the upgrade timeframe, which will occur over a weekend. The implementation of this upgrade is planned for August 2014. This upgrade **will have no direct user** impact.

Notification to all affected HUD customers will be distributed 2-weeks prior to the upgrade with a 2-day advance reminder notice distributed. Because SP2 includes application fixes, no specific User Guides will be provided. Customers will be provided links, in the notification, to access SharePoint 2010 articles from the Computer Self Help Desk website. The HITS Help Desk will be able to offer assistance to customers needing helper.

In closing your cooperation in this regard is appreciated. If there are any question or concerns please contact Headquarters Employee and Labor Relations Division on 202-708-3373.

John Anderson,
Acting Deputy Director
Employee & Labor Relations Division
Office of the Chief Human Capital Officer
HUD Headquarters, Washington, DC 20410
202-708-3373 x3055

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is non-public, proprietary, privileged, confidential, and exempt from disclosure under applicable law or may constitute attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, notify the sender immediately at the telephone number above and (i) destroy this message if a facsimile or (ii) delete this message immediately if this is an electronic communication. Thank you.