



National Council of HUD Locals

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
AFFILIATED WITH AFL-CIO

Council 222

October 15, 2018

MEMORANDUM FOR: Joseph Sullivan
Director, Employee & Labor Relations Division

FROM: Holly Salamido, President
HUD Council of AFGE Locals, Council 222

SUBJECT: ORCF Portal

Pursuant to Articles 49 of the HUD-AFGE Council 222 Agreement, AFGE National Council of HUD Locals No. 222 (Council or Union) demands to bargain the Agency's announced implementation of the required use of the ORCF Portal system in the Office of General Counsel.

The Union was never officially notified of the Department implementing the new required use of the ORCF Portal System for all Office of General Counsel program attorneys, as required by the HUD-AFGE Collective Bargaining Agreement (the "Agreement").

The Union demands an immediate cease and desist of the implementation of the ORCF Portal system until negotiations on its impact and implementation have been completed.

The below proposals are preliminary bargaining proposals and are not to be considered all of the proposals that the Union may submit. A complete list of proposals may be presented prior to or at the time of bargaining in accordance with Section 49.06 of the HUD-AFGE Council 222 Agreement.

Initial Proposals:

1. **Implementation:** Management shall not implement the new system before the completion of negotiations and an agreement is signed evidencing mutually agreed-upon terms.
2. **Justification for New Policy:** Management shall provide a complete justification for the implementation of the new ORCF Portal system and will make a presentation to the Union prior to the commencement of formal bargaining.
3. **Bargaining Unit Status:** No position will be removed from the bargaining unit because of implementation of the ORCF Portal system.

4. **Training:** Management will ensure that adequate training is provided for all program attorneys who will be required to use the new ORCF portal system, prior to use of the ORCF Portal being included in an employee's performance appraisal.
5. **Transition Plan:** Management shall implement a transition plan that recognizes the learning curve associated with the ORCF Portal system, and will extend file review work deadlines accordingly.
6. **Telework:** No teleworking agreement will be amended, changed or suspended because of implementation of the ORCF Portal system or its required use by OGC program attorneys.
7. **Adverse Impact:** There shall be no adverse impact on any employee as a result of the proposed changes.
8. **Preservation of Rights:** Implementation of an agreement related to the proposed change shall not diminish or waive any rights that bargaining unit employees have under the HUD-AFGE Collective Bargaining Agreement, law, or government-wide rule or regulation.
9. **Reasonable Accommodations:** Management will ensure that the ORCF Portal system can be used by any employee with a current reasonable accommodation, without change or modification of that accommodation. Management will engage, as required by law, in all required measures to ensure that employees granted a reasonable accommodation in the future will be able to effectively use the ORCF portal system with their approved accommodation.
10. **Hard Copy Packages:** Following implementation of the ORCF Portal system, hard copy packages of closing documents and related materials will still be available for review by program attorneys. Program attorneys will be permitted to, and will not be penalized for, conduct of hard copy review of initial submission documents.

These are preliminary proposals only, and the Union reserves the right to modify, amend or submit additional proposals, in accordance with Article 49. I have not yet appointed a Chief Negotiator, so please contact me by email to schedule negotiations.