

## NATIONAL SUPPLEMENT Between U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT And AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES NATIONAL COUNCIL OF HUD LOCALS 222

**SUBJECT**: Reassignment of Office of Field Policy and Management (FPM) GS-0303 Secretaries

**SCOPE:** The scope of this supplement concerns the impact and implementation of the reassignment of the field Secretaries, GS-318, to Customer Service Representatives, GS-303 (bargaining unit).

- 1. <u>No Adverse Impact</u>: Employees will not be involuntarily relocated, separated or downgraded as a direct result of this reassignment.
- 2. <u>Position Descriptions</u>: Employees will be reassigned to positions with classified position descriptions. Employees shall receive copies of their new classified position descriptions within 30 days of reassignment. Each classified position description shall accurately define the duties and responsibilities consistent with the employee's position and grade as classified. The American Federation of Government Employees National Council of HUD Locals 222 (AFGE) shall be provided copies of the classified position descriptions.
- 3. <u>Smart Standards</u>: Management has complied with Supplement 91 to the HUD/AFGE Agreement (the Agreement) insofar as it has developed critical elements and standards based on the position description described in item 2, and will supply them to the affected employees within thirty days of reassignment.
- 4. <u>Training</u>: Management agrees that training will be implemented in accordance with, and subject to, the terms and conditions of Article 12 of the Agreement for employees assigned new duties or new critical elements and standards as a result of this reassignment.
- 5. <u>Employee Briefing</u>: Management agrees that prior to implementation of this Supplement, a briefing will be held between local management and the affected bargaining unit employee(s) to explain the changes made by Management to their positions. Management shall provide a three-day notice to the local union of the time and date of the briefing, and shall allow them to attend the briefing.
- 6. <u>Local Bargaining</u>: In accordance with Article 5 of the Agreement, bargaining shall be conducted at local offices concerning appropriate local issues related to the reassignments including, but not limited to, space changes.

- 7. <u>Reasonable Accommodation</u>: Any previously approved reasonable accommodation for an employee will not be affected as a result of this reassignment.
- 8. <u>Vacancies</u>: Management agrees that if positions are created and merit staffed as a result of these reassignments, consideration will be given to internal candidates and upward mobility whenever possible.
- 9. <u>Telework</u>: The Parties agree that Supplement 3 of the Agreement and the current HUD guidelines on telework, both attached hereto this Supplement, are applicable to GS-303 Customer Service Representatives. The Parties further recognize that the affected employees' ability to apply for and receive telework remains unchanged as a result of this Supplement.
- 10. <u>Copy of Supplement</u>: Management agrees to provide a final signed copy of the Supplement with an appropriate number assigned to it to the Union Negotiation Team.
- 11. <u>Telephonic negotiations</u>: Telephonic negotiations used to bargain this supplement shall not create a precedent for future negotiations insofar as both parties have the ability and authority to refuse its usage in accordance with Article 5 of the Agreement.

FOR MANAGEMENT

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