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

SUBJECT: Automated SF-50 Notice of Personnel Action

SCOPE: The scope of this supplement encompasses the implementation of automated SF-50 Notice of Personnel Action.

- 1. <u>Union Notification:</u> This process shall not affect any past practice related to the notification to the Union of Personnel actions including, but not limited to, changes in the bargaining unit status.
- 2. <u>Employee Notification:</u> When a SF-50 Notice of Personnel Action is generated, the employee will receive an electronic notification that the SF-50 is available for print or review.
- 3. <u>Training:</u> Training will be available to instruct employees how to access, review and print their SF-50s.
- 4. Official Personnel File: A copy of the SF-50 will continue to be maintained in the employee's Official Personnel File.
- 5. <u>Availability of SF-50</u>: An employee's SF-50 will be available electronically within two (2) days of the pay period pay date the action was effective. Only those SF-50s generated January 7, 2007 and thereafter will be available electronically.

SUPPLEMENT 90

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