



# American Federation of Government Employees Local 476

*Affiliated with AFL-CIO*

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MEMORANDUM FOR: Holly K. Salamido, Deputy Director, Labor and Employee  
Relations Division, AHED

FROM: Jerry Gross, Steward, AFGE Local 476 

SUBJECT: Demand to Bargain – Move of Employees in the Real Estate Assessment Center

This will serve as AFGE Local 476's demand to bargain over the proposed relocation of employees in the Office of Public and Indian Housing, Real Estate Assessment Center (REAC). The proposed relocation was described in a memorandum from George Dickey, dated January 18, 2011, and received by AFGE Local 476 (the Union) on January 20, 2011. This demand to bargain covers all phases of the move. Below are our preliminary proposals:

1. Union Briefing: Management shall brief designated Union representatives as soon as possible on the nature and impact of the proposed relocation.
2. Employee Meeting: Management shall provide the Union with an opportunity to meet with all affected employees. Management shall permit the affected employees to meet with the Union representative, and shall take no adverse actions against the employees for doing so.
3. Nature of Work Determines Type of Furniture and its Location: The type and nature of the furniture and its location shall be determined by the type of work that each employee does. Management will work with the Union to ensure that all furniture and its location meets the needs of and is appropriate for the affected employees.
4. Employee Preference: Management shall give weight to employee preferences in terms of style of furniture and its location; e.g., semi-private office or cubes. HUD employees shall have preference in terms of style of furniture and location over the preferences of any contractor employees.
5. Disposal of Current Furniture: The destination or disposition of the current systems furniture will be negotiated prior to the implementation of the proposed relocation.

6. Reasonable Accommodations: There shall be no adverse impact to any reasonable accommodation of any affected employee.
7. Telework Agreements: There shall be no adverse impact to any telework agreement of any affected employee.
8. Annual Leave: Any annual leave previously approved shall not be rescinded as a result of the proposed furniture replacement.
9. Packing Time: All affected employees shall be provided packing materials and granted sufficient time during the work day to box their office belongings on the designated date, and to unpack their belongings upon completion of proposed furniture replacement. Employees shall not be required to pack or unpack outside of duty hours. Employees shall not be required to lift, move, or carry boxes outside of their immediate work space.
10. Disruption of Work Site: Management shall permit affected employees to work from home while their work site is unavailable. Management shall not require affected employees to obtain hardware, software, or any other tools to effectively work from home if the employees do not already have such tools available to them. Employees shall not be required to publicize their private home or cell telephone numbers. Management shall not require employees to disrupt the home or personal plans of others in their households by working at home. Management shall not charge any employee leave as a result of this proposed relocation if the employee has not requested such leave for personal reasons. No employee shall be charged leave if he or she is unable to provide the means for successfully working from home.
11. Adverse Impact: There shall be no adverse impact on any affected employee as a result of the proposed relocation.

These are preliminary proposals only, and the Union reserves the right to bargain or amend or add proposals, in accordance with Article 5. Eddie Eitches shall serve as Chief Negotiator.