

## Local Supplement 63

between

U.S. Department of Housing and Urban Development

and

American Federation of Government Employees Local 476

**SUBJECT:** Unscheduled Move of Office of General Counsel Budget and Contracts Division Employees.

**SCOPE:** This Supplement establishes the conditions for Tawanna Shorter and Darlene Canty, employees in the Office of General Counsel Budget and Contracts Division, to move to temporary offices beginning June 8, and return to their present location in no later than June 19, 2015. The Union was not notified in advance of this move because the construction workers showed up unexpectedly.

Status Quo: The status quo will remain and the Department will not implement the proposed changes until all bargaining is completed in accordance with the HUD-AFGE Collective Bargaining Agreement, as indicated by a signed agreement.

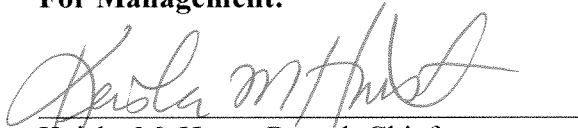
1. New Furniture Information: Management will provide the Union with pictures and descriptions of the proposed new furniture, and will identify which furnishings will be removed from the affected offices (e.g., desks, chairs, bookcases, file cabinets) before implementing any changes.
2. Reasonable Accommodations: There shall be no adverse impact to any reasonable accommodation of any affected employee as a result of the proposed changes.
3. Alternative Work Schedules and Telework Agreements: There shall be no adverse impact to the alternative work schedule and/or telework agreement of any affected employee as a result of the proposed changes. Any situational telework shall be on a voluntary basis.
4. Leave: Any leave previously approved shall not be rescinded as a result of the proposed changes. Management shall not charge any employee leave as a result of the proposed changes if the employee has not requested leave for personal reasons.
5. Training: Any training previously approved shall not be rescinded as a result of the proposed changes.
6. Retention of Existing Furniture: Any employee who wishes to keep existing furniture in lieu of the replacement furniture shall be permitted to do so.
7. 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 the proposed moves/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. The employees will be given two days to pack, if needed.

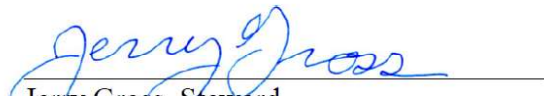
8. Disruption of Work Site: Management will permit affected employees to telework while the work site is unavailable at the option of the employees. Employees shall not be required to publicize their private home or cell telephone numbers. There shall be no adverse impact on any employee for whom teleworking is not feasible while the office is disrupted.
9. Adverse Impact: There shall be no adverse impact on any affected employee as a result of the proposed changes.
10. Preservation of Rights: Implementation of an agreement related to the proposed OGC moves and office furniture replacement 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.

**Date:** 9 June 2015

**For Management:**

  
Keisha M. Hurst, Branch Chief  
Employee and Labor Relations Division

**For the Union:**

  
Jerry Gross, Steward  
AFGE Local 476

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Sinthea Kelly  
Team Member

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Steven Wagstaff  
Technical Advisor