

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

SUBJECT: OCIO Information Technology (IT) Desktop Office Automation (OA) Enhancements (IT OA Enhancements)

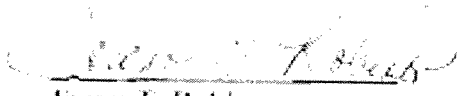
SCOPE: This supplement encompasses the impact and implementation of IT OA Enhancements on bargaining unit employees.

1. **IT Desktop OA Enhancements:** All desktop automation software under the HITS Contract are required to be upgraded 12-months after the product has been offered to the public. This enhancements includes Microsoft Office Professional Edition 2007 includes Word, Excel, PowerPoint, Access, Publisher, Outlook and InfoPath software as well as Internet Explorer 7 web browser.
2. **Application Testing:** Testing of the IT OA Enhancements for compatibility and functionality with the Agency's existing applications will be performed in each Regional Office. HUD field offices may request remote access capability to the Regional Office test computers for testing applications. Union representatives from the Council, Regional or Local offices will be invited to participate in the testing and the Council will be provided the results of the testing prior to implementation of the IT OA Enhancements.
3. **Future Changes:** All future upgrades/enhancements will be made 12-months after a software product has been offered to the public. The Union will be notified in accordance with Article 5 of the Agreement in advance of all proposed upgrades and be given the opportunity to bargain.
4. **Training:** Management agrees to provide bargaining unit employees with Hands-On/Live Meeting training for the Office 2007 enhancements. Training overview sessions will be offered for Internet Explorer 7. Additional training will be provided on an as needed basis and scheduled by HUD. The IT OA Enhancements training shall not be mandatory.
5. **Employee Rights:** Management agrees that the implementation of this supplement will not adversely affect any Statutory, Regulatory, Contractual, or any rights of employees.
6. **Disciplinary Actions:** There will be no disciplinary action taken if an employee is unable to perform assigned duties within a reasonable period of time following the deployment of the IT OA Enhancements. Upon request, additional Office Automation training will be offered to the employee on a case-by-case basis.
7. **Adverse Impact:** Management agrees that employees will not be responsible for nonperformance of their duties due to software malfunctions with the deployment of the IT OA Enhancements.

8. **Email Addresses:** Management agrees that current e-mail addresses will not be changed as a result of the IT OA Enhancements.
9. **Sensitive Data:** The properties of all Microsoft Office documents will be retained.
10. **IT OA Enhancements for Union:** Management shall make available Departmental standard software for all network-connected computers designated for Union use.
11. **Announcement of the IT OA Enhancements:** Management will highlight the IT OA Enhancements on the home page of "HUD@WORK" with a URL link to the OCIO OA web page. This supplement can be found on the HUD@WORK A-Z Listing.
12. **Temporary Use Computer:** Management agrees there may be instances where HUD work requires a temporary use computer that has not received the IT OA Enhancements.
13. **Post Pilot Meeting:** OCIO Management will meet with members of the bargaining team to discuss the results of the Pilot.
14. **Telework/Alternative Work Sites:** Management agrees that all HUD-issued computers used by employees authorized to participate in the Telework Program will receive the IT OA Enhancements according to the deployment schedule. If an employee uses a non-HUD issued computer, the IT OA Enhancements shall be accessed via the HUDMobile environment as the deployment occurs. There will be no adverse impact on employees authorized to participate in the Telework Program or at an alternative work site if their remote access becomes unavailable due to a system outage.
15. **Dell 240 Computer Refresh:** All network-connected Dell 240 computers will be replaced to accommodate the IT OA Enhancements. OAMS is responsible for the excess Dell 240 computers.
16. **Contact with HUD Business Partners, other agencies, and clients:** Management agrees that there will be no adverse action taken against an employee for exchanging information with legitimate HUD clients if the proper protocol and ethics procedures were followed.
17. **System Outages:** There will be no adverse impact on employees if their access to required HUD systems becomes unavailable.
18. **Implementation of the Deployment Schedule:** Management agrees to provide the Union all schedules for the deployment of the IT OA Enhancements. The projected completion date for IT OA Enhancements is February 2009.
19. **Security Enhancements:** Management agrees that the IT OA Enhancements reduce security risks from browser and e-mail based vulnerabilities. Employees will not be responsible for any email or file that may contain a Virus, Script and/or Agent that the Department fails to detect. If an employee becomes aware of a Virus, Script and/or Agent that the Department fails to detect, the employee should close the file, delete the email message or file, and should report the occurrence to the HITS Help Desk. If the employee detects any Phishing scheme, or other internet scam, that should have been detected by the Department, employees should close the web site, and should report the occurrence to the HITS Help Desk.

Effective Date: This supplement shall become effective within 30 days of executing this Agreement

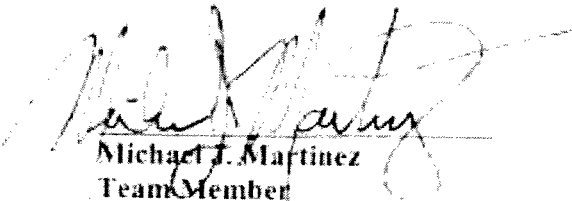
MANAGEMENT



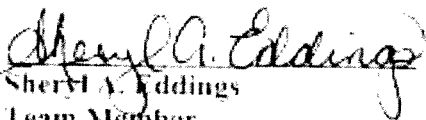
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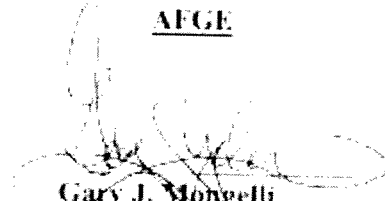
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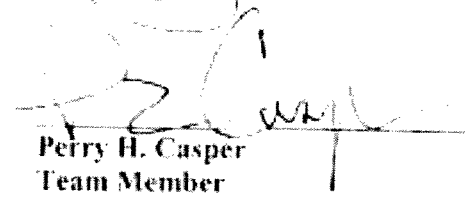
Barbara J. Edwards
Deputy Assistant Secretary
for Human Resource Management

Date Signed 8/1/2008

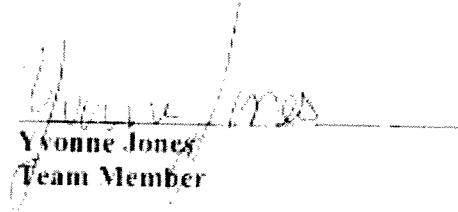
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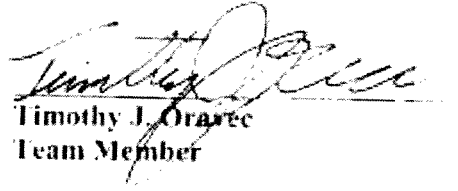
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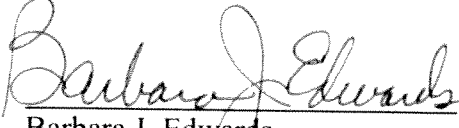
APPROVED

Carolyn Federoff
President, AFGE National Council
of HUD Locals 222


Date Signed Carolyn Federoff
8/2, 2008

SideBar

The parties agree that it is Management's right to discipline employees as a corrective action and Articles stating "Discipline" will not be used in future Supplements. Therefore, the parties agree that Article #6 "Disciplinary Actions" is enforceable on a case-by-case only if it does not infringe on Management's right to discipline employees.

 8/1/08

Barbara J. Edwards
Deputy Assistant Secretary
for Human Resource Management



Russell D. Varnado
President, AFGE National Council
of HUD Locals 222