



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-3000

OFFICE OF THE CHIEF HUMAN CAPITAL OFFICER

August 26, 2010

MEMORANDUM FOR: Russell Varnado, President,  
AFGE National Council of HUD Locals 222

FROM: Holly Salamido, Deputy Director, *Holly Salamido*  
Office of Employee and Labor Relations Division, AHED

SUBJECT: Change in Application Procedures for Vacancy Announcements

This serves as notice pursuant to Article 5 and Supplement 89 of the Agreement between the U.S. Department of Housing and Urban Development and the American Federation of Government Employees, that the application procedures for bargaining unit positions will be changing as a result of the substitution of the AVUE Recruitment and Staffing contract in place of the current contract with USA Staffing. This notice is being sent at your request, and in view of the minor change in application procedures under AVUE, as described below. This notice is not to be construed as an admission or acknowledgement that the use of AVUE for new applicants constitutes a change in policies, practices or procedures for existing employees or a change in the general conditions of employment.

1. The proposed change by management relates to paragraph 2 of Supplement 89, which currently states “[a]pplicants may submit their application in the office where the vacancy is located by COB of the vacancy announcement closing date.” When the new AVUE system is fully implemented, on-site submission of an application will no longer be possible, however, facsimile submissions will be available to applicants who cannot submit an application on-line.
2. Management’s use of a new staffing and recruitment contractor will not change any other provision of Supplement 89.

Please submit any demand to bargain, along with preliminary proposals within 10 calendar days.

If you have any questions, please do not hesitate to contact me at Extension 5243.