

SUPPLEMENT #65

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

SUBJECT: Implementation of the HUD Integrated Human Resources Tracking System (HIHRTS).

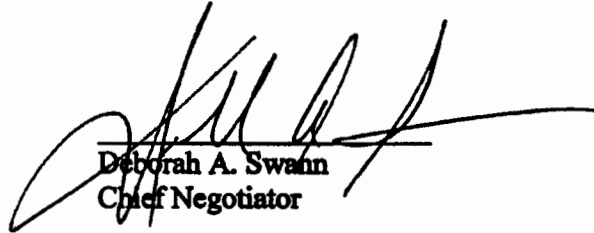
SCOPE: The scope of this agreement relates to the impact and implementation of the HR Connect component of HIHRTS on bargaining unit employees.

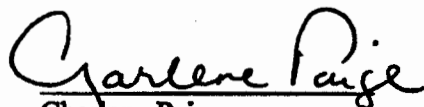
1. **Definition** - The parties agree for the purpose of this supplement, the use of HIHRTS pertains to the implementation of the HR Connect component of HIHRTS.
2. **Relocation, Separation and Downgrade** – No employee will be involuntarily relocated, separated or downgraded as a result of the implementation of HIHRTS.
3. **Bargaining Unit Status** – No position will be removed from the bargaining unit as a result of the implementation of HIHRTS.
4. **Appropriate Use of Information** – Management agrees that any basic data obtained by Supervisors/Managers via HIHRTS will only be used for routine purposes. Routine purpose is deemed the use of data necessary to perform his/her assigned duties in carrying out the mission of HUD.
5. **MSS Content** - The parties agree that basic data is considered to be the type of information found in the Official Personnel Folder (OPF). The Management Self Service (MSS) module does not include information regarding employees' deductions, including but not limited to, Bonds, CFC, Thrift, Personal Deductions, Union Dues, or Insurance information.
6. **General Information** - Employees must be aware that any false information entered into HIHRTS may be grounds for disciplinary action. Employees must also be aware that any requests for retirement information or resignation information initiated through the system will generate an email to the employee's supervisor.

7. **ESS Content** - Management encourages employees to provide the Education, Training and Emergency Contact information in HHRTS; however, it is voluntary.
8. **Training** - Management agrees to provide all employees with a demonstration on HHRTS that includes the Employee and Management Self Service modules. Employees will be also provided information on the privacy/confidentiality of employee's records prior to implementation.
9. **MSS Access** - Management agrees that no bargaining unit employee will have access to employees' records under the MSS module.
10. **Benefits Questions** - The parties agree that HUD personnel at the Employee Service Center will continue to provide assistance to employees regarding benefits questions. The phone number is (312) 353-5960 or 1-800-261-5507 and press 0.
12. **Distribution** - Management agrees to provide AFGE Council of HUD Locals 222 President and all members of this negotiating team a copy of the signed Supplement within 15 days of approval.


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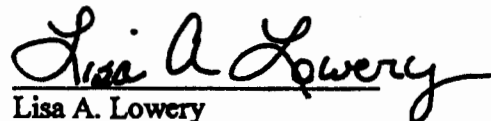
FOR MANAGEMENT:

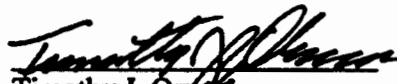

Deborah A. Swann
Chief Negotiator

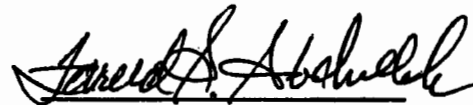

Charlene Paige
Team Member

FOR AFGE:

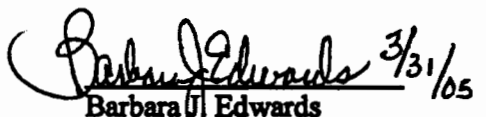

Glenn Brown
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Team Member



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APPROVED:

 3/31/05
Barbara J. Edwards
Deputy Assistant Secretary for
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APPROVED:

 3/21/05
Carolyn Federoff
President, National Council
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