

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 nationwide 6:00 a.m. arrival time program

SCOPE: This supplement establishes a nationwide program to allow bargaining unit employees to begin work as early as 6:00 a.m. for the period of July 10, 2005 to July 22, 2006.

1. **Core hours:** The core hours for all employees shall be 9:30 a.m. to 2:30 p.m.
2. **Tour of Duty:** Employees shall not begin work before 6:00 a.m. or work after 7:30 p.m.
3. **Night Pay:** Employees are not entitled to night pay if they elect a departure time or elect to work credit hours when night pay would otherwise be authorized.
4. **Supervisory Approval:** All employees participating in the Program must submit a Work Schedule Request (form HUD-25017) to change tour of duty to begin at 6:00 a.m. If the request is disapproved, the supervisor will explain the reasons for disapproval to the employee in writing.
5. **Proposed Effective Date:** The supervisor will annotate the effective date on the employee's form HUD-25017 at the time of his/her approval, but not sooner than the effective date of the Program.
6. **Grievances:** Management's decisions in reference to 6 a.m. arrival time and 7:30 p.m. departure time are not subject to the grievance process.
7. **Credit Hours:** Employees who elect a Flexitour work schedule are eligible to earn credit hours between the hours of 6:00 a.m. – 9:30 a.m. and 2:30 p.m. to 6:30 p.m. local time. Employees may work no more than 3 credit hours per workday and carry over no more than 24 credit hours per pay period. Employees must submit a Notification of Intent to Work Credit Hours (form HUD-25018) to their supervisor. If the form HUD-25018 is disapproved, the supervisor will explain the reasons for the disapproval in writing.

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- 8. **Heating Ventilation and Air Condition (HVAC) Systems:** The Union agrees that Management does not have an obligation to start HVAC systems earlier as a result of this Supplement.
- 9. **Shuttle Bus Services:** The Union agrees that Management does not have an obligation to provide shuttle bus services earlier as a result of this Supplement.
- 10. **Duration:** The parties shall meet to assess the actual cost of the program and consider projected costs. The program shall continue during the assessment period, but may be discontinued if the cost is found to be prohibitive.

MANAGEMENT

AFGE

for Joann T. Robinson
 Joann T. Robinson
 Chief Negotiator

Eddie Eitches
 Edward Eitches
 President, AFGE Local 476

APPROVED

APPROVED

Barbara J. Edwards
 Barbara J. Edwards
 Deputy Assistant Secretary
 for Human Resource Management

Eddie Eitches for
 Carolyn Federoff
 President, AFGE National Council
 of HUD Locals 222

Date Signed _____

Date Signed 22 June 2005