

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

SUBJECT: The Office of the Chief Information Officer (OCIO) Information Technology (IT) Modernization Initiative for Fiscal Year 2006

SCOPE: This supplement encompasses the implementation and impact of the OCIO Information Technology Modernization Initiatives on bargaining unit employees as stated in the March 28, 2006, Article 5 notification to the Union.

1. **Definition**- The parties agree that the term “**IT Modernization**” refers to the Information Technology Modernization Initiatives, that includes Microsoft Office 2003 Upgrade (Microsoft Office Professional Edition 2003 – Word, Excel, PowerPoint, Access, Publisher Software, and SharePoint Collaboration software). **IT Modernization** also includes Microsoft Outlook, with the utilities that convert Lotus Notes, archives/messages into Outlook format, the Computer Associates (CA) ServiceDesk Incident Management System and the Windows XP Service Pack 2 (SP2).
2. **Testing** - Testing the compatibility of “IT Modernization” with the Department’s existing system will be performed in each Regional Office and the Union Representative designee in the Regional Offices will be allowed to participate in the testing.
3. **System Outages** - There will be no adverse impact on employees if their remote access becomes unavailable due to a system outage caused by the implementation of the IT Modernization.
4. **Telework** - Management agrees that all HUD-issued computers used by employees authorized to participate in the Telework Program will receive “**IT Modernization**”. If an employee uses a non-HUD issued computer, the “IT Modernization” shall be accessed via HUD’s standard for remote access. There will be no adverse impact on employees authorized to participate in the Telework Program if their remote access becomes unavailable due to a system outage caused by the implementation of the IT Modernization.
5. **Work at Home** - Management agrees that all HUD-issued computers used by employees authorized to work at home will receive “**IT Modernization**”. If an employee uses a non-HUD issued computer, the “IT Modernization” shall be accessed via HUD’s standard for

remote access. There will be no adverse impact on employees authorized to work at home if their remote access becomes unavailable due to a system outage caused by the implementation of the IT Modernization.

6. **Employee Rights** - Management agrees that the implementation of this supplement will not adversely affect any Statutory, Regulatory, Contractual or any rights of employees.
7. **Disciplinary Actions** - Disciplinary actions will not be taken if an employee is unable to perform their duties as a result of implementing the IT Modernization.
8. **Adverse Effects on Employees** - Management agrees Employees will not be responsible for not performing their duties if a problem occurs during the conversion of the modernization/upgrade.
9. **Email Addresses** – Management agrees that if an employees’ internet e-mail address is changed, the Department will keep active the employee’s previous internet e-mail address for a period of not less than 90 days. The new HUD email format will be posted on hud.gov for an additional 90 days to allow HUD’s external customers to become aware of the change. In addition, internal e-mail addresses will continue to contain program area and office location designator information.
10. **Virus** – Management agrees that employees will not be responsible for unknowingly opening any email in Outlook that may contain a Virus, Script, or Agent that the Department fails to detect.
11. **Remote access to HUD E-Mail** - Employees authorized to use remote access to retrieve HUD email will be provided with access to the Outlook Web Access product to retrieve HUD e-mail remotely.
12. **Sensitive Data** - Management agrees that all password protected and/or encrypted files will retain those properties after the implementation of the Information Technology Modernization.
13. **Union Use of IT Modernization Initiative Software** - Management shall make available to the Union, departmental standard computer software for use on Official Time.
14. **Union Upgrade** - Management agrees to provide “**IT Modernization**” on all HUD-owned, Union designated computers.
15. **Management Policy** - Management agrees to give the Union an opportunity to bargain over negotiable issues regarding the working condition of bargaining unit employees.

16. **Future Changes** - Management agrees to engage in good faith bargaining over any unforeseen or later identified issues. In addition, as new technology or communication systems become available, its use and impact on employees will be negotiated at the request of Union or Management.
17. **Contract Changes** - The HUD/AFGE Agreement will stay in effect as written, unless specifically addressed in this Supplement.
18. **Supplement content** - Anything that is not in the contract or this supplement is not agreed to by the Union and shall not be required of employees.
19. **Announcement of the IT Modernization Initiative** - Management will announce the “IT Modernization” on the home page of “HUD@WORK” with an URL link of this supplement no later than five (5) days before and fourteen (14) days after completion of the rollout.
20. **Training** - The parties agree to provide bargaining unit employees with hands-on-training for Microsoft Outlook, and on any utilities to convert Lotus Notes, archives/messages into Outlook format and Sharepoint software. Management will provide an overview of enhancements of the Microsoft Office 2003 Upgrade (Microsoft Office Professional Edition 2003 – Word, Excel, PowerPoint, Access and Publisher Software). Information on how to access the trouble tickets in CA ServiceDesk will be provided to all employees via an e-mail bulletin issued by OCIO. Management will provide the procedures that an employee can use to request additional IT Modernization training.
21. **Implementation Assurances** - Management will ensure that all production applications will process under “IT Modernization” prior to implementation. If problems with the IT Modernization exist after the implementation, OCIO will determine if the problem can be quickly remedied or if the user requires reverting back to their original configuration, on the current workstation.
22. **Local Bargaining** - Management agrees that in accordance with Article 5 of the HUD/AFGE Agreement, local bargaining will be conducted concerning local issues related to the impact of “IT Modernization” on bargaining unit employees.
23. **Effective Date** - This supplement shall become effective after the approval of both parties.

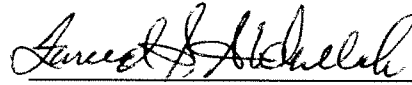
SUBJECT: The Office of the Chief Information Officer (OCIO) Information Technology Modernization Initiative for Fiscal Year 2006

MANAGEMENT

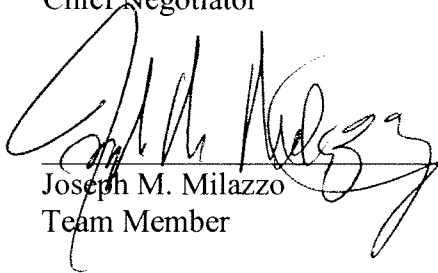
UNION




Joann T. Robinson
Chief Negotiator



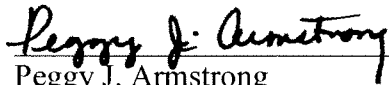
Fareed S. Abdullah
Chief Negotiator




Joseph M. Milazzo
Team Member



H. Glenn Brown, Sr.
Team Member



Peggy J. Armstrong
Team Member



Lisa A. Lowery
Team Member



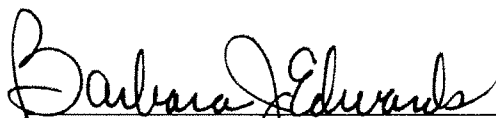
Debbie Jankowski
Team Member



Timothy J. Oravec
Team Member

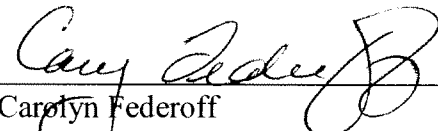
APPROVED

APPROVED



Barbara J. Edwards
Deputy Assistant Secretary
for Human Resource Management

Date Approved 10/17/06



Carolyn Federoff
President, AFGE National Council
of HUD Locals 222

Date Approved 9/28/06