



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

OFFICE OF ADMINISTRATION

December 1, 2004

MEMORANDUM FOR: Carolyn Federoff, President,
AFGE National Council of HUD Locals 222

FROM:

fa Joann T. Robinson

Priscilla A. Lewis, Acting Chief, Labor Relations Branch, ARHLL

SUBJECT: Information Technology Skills Inventory

In accordance with Article 3, Section 3.08, of the HUD/AFGE Agreement, attached is the advance copy of the Information Technology (IT) Skills Inventory Survey. The survey will be targeted towards WCF employees classified as GS-2210, Information Technology Specialist, and/or GS-301, Management Information Specialists.

Union participation and involvement is welcomed. The schedule for this project has the IT Skills Inventory assessment being conducted in early January 2005, with instructions being communicated to employees the latter part of December 2004.

If you have any questions concerning this memorandum, please contact Joann T. Robinson on (202) 708-3373.

Attachment

cc:

Edward Eitches, Chairperson, Headquarters

Perry Casper, Portland, Oregon

James Lee, Richmond, Virginia

Marinella Murillo, San Antonio, Texas

Lisa Lowery, Knoxville, Tennessee

Sherry Norton, Jacksonville, Florida