

NATIONAL SUPPLEMENT
Between the
Department of Housing and Urban Development
And
American Federation of Government Employees
National Council of HUD Locals 222

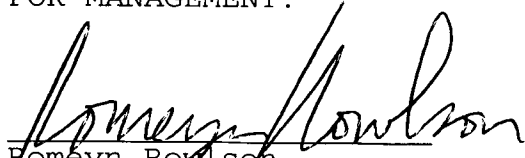
SUBJECT: Delegation of administrative supervisory and collaborative program authority to the on-site Senior Community Builder in offices that currently have no on-site Single Family Housing supervisor.

SCOPE: The scope of this supplement encompasses the impact and implementation of the delegation of administrative supervisory and collaborative program authority to Senior Community Builders in offices that currently have no on-site Single Family Housing supervisor for outstationed Single Family Housing (Program Support/Customer Service) bargaining unit employees.

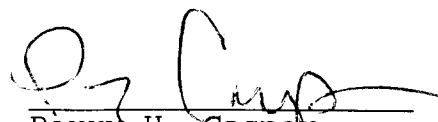
1. **Administrative Supervisory Authority:** Senior Community Builders will be responsible for approving/disapproving Single Family outstationed staff leave requests, maintaining time and attendance records, and coordinating office space and equipment needs in offices without a Single Family outstationed HOC supervisor.
2. **Collaborative Program Authority:** Senior Community Builders will provide advisory input to the supervisors of outstationed HOC bargaining unit employees concerning workload assignments. The HOC supervisors will determine the work assignments and time frames for work assignment completion in offices without an on-site Single Family HOC supervisor.
3. **HOC Outstationed Supervisors:** Management agrees its goal is to place on-site Single Family supervisors in offices with four or more Program Support/Customer service employees.
4. **Leave Requests:** Leave requests will be approved/disapproved by on-site Senior Community Builders in offices without an on-site Single Family HOC supervisor.
5. **Performance Ratings:** Management agrees that the Single Family HOC supervisor will remain the sole rating official for the affected bargaining unit employees.

6. **Employee Briefing:** Management agrees that prior to implementation of this supplement, a briefing will be held with all affected bargaining unit employees.
7. **Training:** Management agrees that training requests of outstationed Single Family HOC employees will be approved/disapproved by a Single Family HOC supervisor.
8. **Filling Supervisory Vacancies:** Management agrees to consider using the merit staffing process to the maximum extent possible when filling Single Family supervisory vacancies.
9. **Employee Impact:** Management agrees that no Single Family employee will be involuntarily relocated, separated or downgraded as a result of this supplement.
10. **Local Bargaining:** Management agrees that the parties will bargain at the local level as appropriate.
11. **Negotiated Grievance Process:** Management agrees the negotiated grievance process includes the delegation of administrative supervisory and collaborative program authority to the on-site Senior Community Builder in offices that have no on-site Single Family outstationed supervisor.
12. **Distribution:** Management agrees to distribute Supplement 22 to all AFGE bargaining unit employees.
13. **Single Family Staffing Levels:** Management agrees to be prudent in deciding current Single Family staffing levels.
14. **Technical Support:** Management agrees Single Family program support employees will continue to provide technical support to marketing outreach activities upon request by Single Family HOC supervisors.

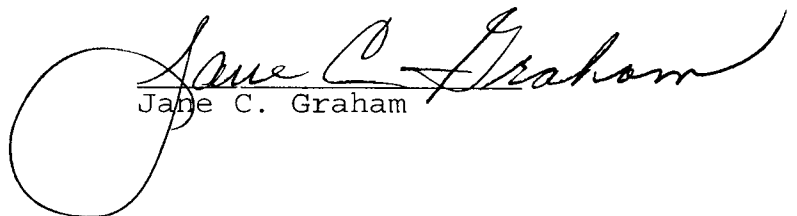
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11/18/99
Date

12/22/99
Date