NATIONAL SUPPLEMENT

Between

Department of Housing and Urban Development And

AFGE COUNCIL OF HUD LOCALS 222

Subject: Implementation of Automated Teller Machine (ATM)
Cash Advance Program

Scope: The scope of this settlement encompasses the implementation of the Department's ATM Cash Advance Program.

- 1. <u>Withdrawal fees:</u> Management agrees that all ATM fees are reimbursable as long as the travel was approved.
- 2. <u>Grievances:</u> Management agrees that management action relative to the suspension of an employee's ATM privileges shall be subject to the negotiated grievance procedures.
- 3. <u>Notification of liability:</u> Management agrees to place in the HUD ATM procedures a statement addressing liability relative to lost or stolen cards.
- 4. <u>Advance access:</u> Management agrees to allow affected employees to access cash via the ATM program no more than two (2) workdays prior to departure.
- 5. ATM usage voluntary: Management agrees that the use of the ATMs shall be strictly voluntary. Non-ATM travel advances shall be issued via electronic fund transfer (EFT) through HUD's central accounting and program system (HUDCAPS). An employee's decision not to use ATMs shall not result in any reduction in the amount of the employee's travel advance.
- 5. <u>Privacy:</u> Management agrees that the ATM program shall be implemented consistent with the Privacy Act.

MANAGEMENT:

Romeyn Rowlson

Chief Negotiator

Thomas J. &tewart

Team Member

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Team Member

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Council of HUD Locals 222

DATE SIGNED 11-16-98