

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

SUBJECT: Recruitment, Relocation and Retention Incentives Handbook

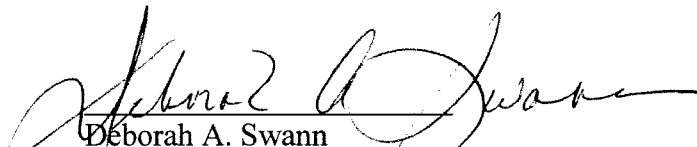
SCOPE: The scope of this agreement relates to the impact and implementation of the Recruitment, Relocation and Retention Incentives Handbook.

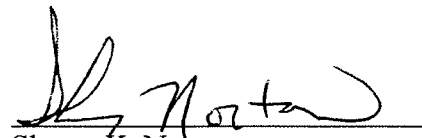
1. Student Loan MOU: Nothing in this Supplement supersedes the Memorandum of Understanding regarding the Student Loan Program.
2. Vacancy Announcements: Management agrees to include this statement on vacancy announcements “If it is determined that any position is hard to fill an incentive may be offered.”
3. Employee Termination of Service Agreement: Should it become necessary for an employee to terminate the service agreement, the employee may request a waiver from the Principal Organizational Head. The Secretary (or designee) may waive the debt for an employee termination of the service agreement in accordance with 5 U.S.C. 5584.
4. Termination of Service Agreement: The Department must terminate a Service Agreement if an employee is demoted or separated for cause (i.e., for unacceptable performance or conduct), if the employee receives a rating of record of less than satisfactory or if the employee otherwise fails to fulfill the terms of the service agreement. The employee must notify their Human Resources Representative if he/she has filed an appeal. Repayment will not be due until all appeal processes have been exhausted.
5. Relocation Allowance Policy: Nothing in this Supplement supersedes Supplement 45. Supplement 45 pertains to the Department’s adoption of the Federal Travel Regulation (FTR) for eligible expenses and payment of travel and transportation expenses relating to involuntary or voluntary reassignments.
6. Increase in Incentive: If the Department requests a waiver from OPM regarding the limitation on the maximum amount of an incentive, the Council President will receive a copy of the request within 60 days.
7. Recruitment, Relocation and Retention Incentives Report: Management agrees to provide the Council President a copy of the Recruitment, Relocation, and Retention Incentives Annual Report to OPM within 60 days of submission.


8. Consistent Application: Management agrees that the recruitment, relocation and retention incentives shall be applied fairly and equitably regardless of positions and/or employees.
9. Internal and External Vacancies: If an external vacancy is eligible for a recruitment incentive, the internal vacancy will be eligible for a relocation incentive.
10. Impact of Implementation: The impact and implementation of the Recruitment, Relocation and Retention Incentives Handbook will not have an adverse impact on bargaining unit employees.

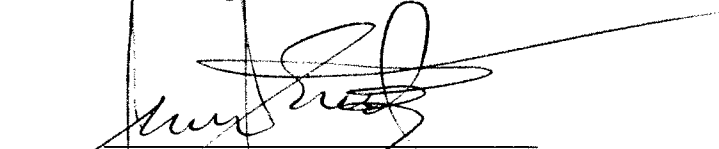
MANAGEMENT

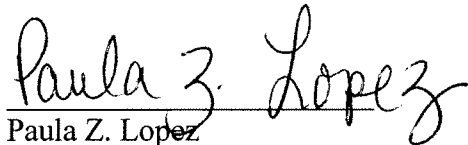
AFGE

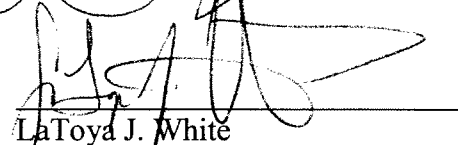
  
 Deborah A. Swann  
 Chief Negotiator

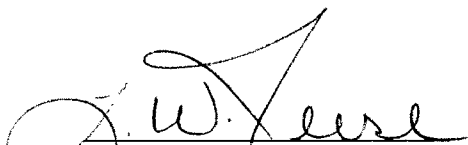
  
 Sherry K. Norton  
 Chief Negotiator

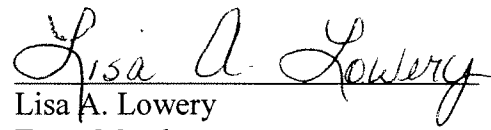
  
 Linda K. Hawkins  
 Team Member

  
 Juan J. Evereteze  
 Team Member

  
 Paula Z. Lopez  
 Team Member

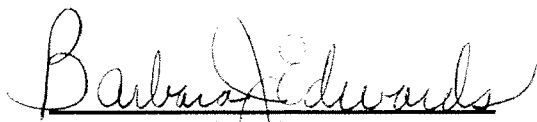
  
 LaToya J. White  
 Team Member

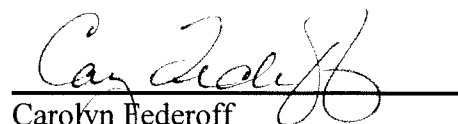
  
 Louisiana W. Reese  
 Team Member

  
 Lisa A. Lowery  
 Team Member

APPROVED:

APPROVED:

  
 Barbara J. Edwards  
 Deputy Assistant Secretary  
 for Human Resource Management

  
 Carolyn Federoff  
 President, AFGE National Council  
 of HUD Locals 222

Date Signed: Feb 8, 2007