



American Federation of Government Employees

Local 476

Affiliated with AFL-CIO

451 7th Street, SW, Suite 3143
Washington, DC 20410

Eddie Eitches
President
Regional Vice President, Council 222

Phone: 202-708-3077
Fax: 202-708-7638
E-mail: Edward.E.Eitches@hud.gov

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MEMORANDUM FOR: Norman Mesewicz, Deputy Director, Labor and Employee Relations Division, AHEDA

FROM: Dallas Blair, Steward, AFGE Local 476

SUBJECT: Demand to Bargain – Move of Employees in the Real Estate Assessment Center

This will serve as AFGE Local 476's demand to bargain over the proposed relocation of employees in the Office of Public and Indian Housing, Real Estate Assessment Center (REAC). The proposed relocation was described in a memorandum from George Dickey, dated April 27, 2011, and received by AFGE Local 476 (the Union) on April 27, 2011. Below are our preliminary proposals:

1. **Union Briefing:** Management shall brief designated Union representatives as soon as possible on the nature and impact of the proposed relocation.
2. **Employee Meeting:** Management shall provide the Union with an opportunity to meet with all affected employees. Management shall permit the affected employees to meet with the Union representative, and shall take no adverse actions against the employees for doing so. The employee meeting shall occur on a Tuesday, Wednesday or Thursday, shall be at least one hour in length, and shall not commence before 9:30 AM nor extend past 3:30 PM. The meeting shall be held in the Potomac Office Center building in an auditorium that is large enough to accommodate all affected parties and shall have amplification to allow those presenting the proposed changes to be heard by all in attendance.
3. **Orientation of Unlimited Boundary Workstations:** The orientation of Unlimited Boundary workstations shall be negotiated. As management unilaterally chose to reorient workstations previously without negotiating the change in working conditions, Local 476 desires to rectify the situation moving forward and to retroactively address workstation orientation for those affected in moves that have taken place during 2011.
4. **Nature of Work Determines Type of Furniture and its Location:** The type and nature of the furniture and its location shall be determined by the type of work that each

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employee does. Management shall work with the Union to ensure that all furniture and its location meet the needs of and is appropriate for the affected employees.

5. Employee Preference: Management shall give weight to employee preferences in terms of style of furniture and its location; e.g., semi-private office or cubes. HUD employees shall have preference in terms of style of furniture and location over the preferences of any contractor employees.
6. Reasonable Accommodations: There shall be no adverse impact to any reasonable accommodation of any affected employee.
7. Telework Agreements: There shall be no adverse impact to any telework agreement of any affected employee.
8. Annual Leave: Any annual leave previously approved shall not be rescinded as a result of the seating changes.
9. Packing Time: All affected employees shall be provided packing materials and granted sufficient time during the work day to box their office belongings on the designated date, and to unpack their belongings upon completion of proposed furniture replacement. Employees shall not be required to pack or unpack outside of duty hours. Employees shall not be required to lift, move, or carry boxes outside of their immediate work space.
10. Adverse Impact: There shall be no adverse impact on any affected employee as a result of the proposed relocation.

These are preliminary proposals only, and the Union reserves the right to bargain or amend or add proposals, in accordance with Article 5. Dallas Blair shall serve as Chief Negotiator.