

**Region 8 Supplemental Agreement
to the
2007 Master Collective Bargaining Agreement Between EPA and AFGE**

ARTICLE 5 – UNION RIGHTS AND DUTIES

This Supplemental Agreement to the 2007 Master Collective Bargaining Agreement (MCBA) between the Environmental Protection Agency (EPA), and the American Federation of Government Employees (AFGE) is entered into by and between EPA Region 8 (R8) and AFGE Local 3607 (AFGE). The purpose of this Supplement is to set forth the parties agreement with respect to the Union's participation in the new employee orientation (NEO) process for bargaining unit employees.

1. As soon as practicable prior to the starting date of new Bargaining Unit employees, R8 will provide notice to the Union of the employee's name, position title, grade, promotion potential, entry-on-duty date, probationary period, and organization.
2. Beginning in January 2010, R8 will provide AFGE a quarterly report (January, April, July, and October) of all current Bargaining Unit employees. The report will include each employee's organization.
3. R8 will provide AFGE a report of all Bargaining Unit employees who entered on duty between January 1, 2007, and the effective date of this agreement. Upon receipt of this report, AFGE will be allowed two 30 minute sessions, to be scheduled by AFGE, to meet with these new employees. The union will not use this time to recruit for membership.
4. AFGE will be included on the NEO program agenda for up to twenty (20) minutes.
5. R8's NEO program will include training on:
 - a) The agency's timekeeping system,
 - b) The agency's travel management system,
 - c) The local Hours of Work agreement (e.g., alternative work schedules),
 - d) Building amenities through a tour of the building;
 - e) The Regional Security Policy,
 - f) The agency's travel card policies,
 - g) The agency's automated forms system,
 - h) The agency's performance management system,
 - i) Employee benefits (including, but not limited to, health/life insurance, leave),
 - j) Regional support information (including, but not limited to the process for obtaining supplies, transportation subsidies, the fitness center, mail delivery, etc.)
6. This agreement will be effective upon Agency head approval or on the thirty first day after signature, whichever is earlier, and will have the same duration as the National Agreement.

-signed Jane chadbourne, for-

Kimberly Gutierrez
Labor Officer
US EPA Region 8

-signed Dave Christenson-

David Christenson
President
AFGE Local 3607