

**Memorandum of Understanding
regarding
New Schedule Initiative**

Memorandum of Understanding ("MOU") entered into
this __ day of August, 2016, between
the New York City Housing Authority ("NYCHA"),
The New York City Office of Labor Relations ("OLR")
and District Council 37, AFSCME, AFL-CIO ("DC 37").

WHEREAS, NYCHA wishes to implement a new schedule for select development property management offices whereby one day a week the property management office will be open from 8:30 am to 8:00 pm instead of 8:30 am to 4:30 pm, the "New Schedule;"

WHEREAS, the New Schedule will require DC 37-represented employees including Clerical Associates (10251) and Secretaries (10252) to work from 12:00 pm to 8:00 pm one weekday a week;

WHEREAS, NYCHA desires to implement the New Schedule harmoniously and in the furtherance of positive labor relations:

NOW, THEREFORE, it is hereby mutually agreed as follows:

ARTICLE 1: TERM

The terms of this MOU shall be operative from the date of execution and shall terminate on November 11, 2016.

ARTICLE 2: IMPLEMENTATION OF NEW SCHEDULE

2.1 NYCHA will implement the New Schedule at 12 NYCHA developments: Forest Consolidated, Marble Hill, Mott Haven, Pelham Parkway, Glenwood, Wyckoff Gardens Consolidated, Chelsea-Elliott, Dyckman, Isaac Consolidated, Murphy Consolidated, Hammel Consolidated and Ravenswood (“In-Scope Developments”).

2.2 The parties shall work together reasonably and diligently to commence the New Schedule on or about August 18, 2016.

ARTICLE 3: NEW WORK SCHEDULES UNDER THE NEW SCHEDULE INITIATIVE

3.1 In addition to the 8:30 a.m.- 4:30 p.m. schedule regularly worked by Clerical Associates and Secretaries in the Property Management Offices, there will be a new shift (the “new shift”), one weekday per week, that starts at 12:00 p.m. and ends at 8:00 p.m., including a one-hour meal period (to begin no earlier than 3:00 pm and to end no later than 4:30pm).

3.2 Clerical Associates and Secretaries who work a new schedule at a Property Management Office at an In-Scope Development will receive a shift differential in the amount of 10% for all regularly scheduled hours worked after 4:30 p.m. Clerical Associates and Secretaries assigned to work the new shift will have at least one supervisor (Property Manager, Assistant Property Manager or Superintendent) assigned to the new shift with them.

3.3 The Property Manager at each In-Scope Development will decide who will work the new shift each week.

3.4 Clerical Associates and Secretaries currently working in the 12 In-Scope Developments may not be required to accept an intra- or inter-development transfer in connection with the New Schedule. The Authority shall not seek to modify, limit or restrict any

employee's right or opportunity to transfer in connection with the New Schedule. **ARTICLE 4:**

LABOR-MANAGEMENT COMMITTEE

4.1 NYCHA and DC 37 (the "parties") will establish a Labor-Management Committee, comprised of two individuals designated by each party, to assist, when necessary, in the resolution of issues concerning safety, scheduling and/or other issues that may arise prior to, during and after the New Schedule.

4.2 NYCHA will share information regarding the effectiveness of the new schedule with the Labor-Management Committee.

ARTICLE 5: NON-PRECEDENCE

The terms of this MOU are non-precedential and shall not be introduced into any other forum except for the purpose of enforcing the terms herein.



District Council 37

Dated: August 25, 2016



NYCHA

Dated: 9/1/16



Office of Labor Relations

Dated: 9/8/16