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| **To:** | O"Grady, John; Morrison, Denise; Tim Seidman; McBride, William; Mills, Lesley; Pitchford, Ann; Sims, Mark; Oliver, Leah |
| **Cc:** | Doolan, Stephanie; Bonner, Jerome; Atkinson, Ryan; Engebretson, Lizabeth; Johnson, Lindsey; Bossard, Justin; Patrick, Kimberly |
| **Subject:** | Change in BUS Code for 1102 Contract Specialist Series |
| **Date:** | Thursday, March 22, 2018 3:18:00 PM |

Good Afternoon, Folks,

This is to let you know that we recently discovered a discrepancy in the bargaining unit codes of the 1102, Contract Specialist series. The qualification standards for the 1102 series indicate that this field requires specific academic coursework, which qualifies it for the professional bargaining units in EPA. The bargaining unit codes are currently inconsistent (some 1102s are in professional series and some are in non-professional series). This message is to notify you that effective 4/15/2018, we will be changing the BUS codes of the employees who are incorrectly coded in non-professional units to professional units.

This will impact the unions differently in different locations. For instance, places where one union covers both non-professional and professional employees will experience limited impact (e.g., Regions 1, 2, 3, 5, 6, 8, RTP, Cincinnati, Ann Arbor, Ada, etc.) However, in places where non-professionals and professionals are represented by different unions, this will have a larger impact (HQ, Regions 4 and 7).

To be clear, we are not moving anyone currently coded as in a unit to a 7777 or 8888 position; all employees currently in a bargaining unit will still be in a bargaining unit (however, that unit may change based on the employee's location).

As an FYI – the following unions/locations are not impacted by this change, as they either do not have any 1102s or they are all properly coded as in the professional union:

- Region 9
- Region 10
- ORD Corvallis, Las Vegas, Narragansett, and Gulf Breeze

I will send an invitation for a briefing on this for next Friday, 3/30, 11:30 am EST. I will also send each of the impacted unions a list of the their gains/losses separately from this email.

If you have any questions, please feel free to reach out to me.

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