

---

Please see below.

---

## ARTICLE 32

### **Information Sharing – Periodic Reports**

The Department shall provide the NCFL the following information, on a periodic basis, in connection with positions in the bargaining unit. This information will normally be provided electronically and in the timeframes outlined in this Article.

- 
- A. Management will furnish monthly notification, on a regional basis, of all new hires into positions within the bargaining unit identifying the Agency and location. (Art.1)
  - B. Management will furnish annually to the NCFLL, during the month of February, for its internal use only, a copy of the computer printout by Region of the names, position titles, grades, bargaining unit status, dues check-off status, title by Agency, and duty stations of all employees in the bargaining unit. (Art. 9)
  - C. Management will furnish monthly to the NCFLL, for its internal use only, a copy of the computer printout by Region of the names, position titles, grades, and duty stations of all employees in the bargaining unit appointed, transferred, promoted and separated during the preceding month. (Art. 9)
  - D. Management will provide to the individual Local Union Treasurer a biweekly listing of the name and Agency of each member from whose salary dues have been withheld and the amount withheld for each person listed. The biweekly listing will provide annotated explanations of cases in which dues are not withheld (such as no payment, cancellation, LWOP, separated, etc.). The Department will also send copies of revocation notices to the respective Local Unions as they are received. (see Article 33, Section 7B.)
  - E. Management will provide the NCFLL copies of Merit Staffing tests (electronic, paper, etc.) developed for use in the evaluation of candidates. (see Article 20, Section 6A.4.)
  - F. Management will provide a copy of each Certificate from which selections may be made to the designated NCFLL Representative at the same time it is sent to the selecting official for positions in the bargaining unit. (see Article 20, Section 6A.6.)
  - G. Management will notify designated NCFLL representatives of the names of candidates selected for positions within the unit by the personnel office processing the personnel action as soon as a selection has been made. (see Article 20, Section 6B.)
  - H. Management will notify a designated NCFLL representative, in advance of any scheduled reviews of Regional Human Resources Office operations, and provide a sanitized copy of the Merit Staffing review within 30 days after the review is finalized. (Art. 20)

- 
- I. Management will notify the NCFLC of all proposed intra-region transfers of bargaining unit employees two weeks prior to the transfer. The regional representative of each affected region will be notified of any inter-region transfers. (Art. 48, Section 5)
  - J. Management agrees to share with the NCFLC Agency prototype elements and standards for similar or common positions within the bargaining unit. (Art. 43, Section 10)
  - K. Management will advise the NCFLC, within 30 days of the Secretary's determination, of the percentage of pay to be used for Performance Management (PMS) bonuses. Consistent with the Privacy Act, the NCFLC will be provided, within 60 days after the award payouts, with an annual breakdown of the following PMS information for NCFLC bargaining unit employees by agency/sub-agency and region (or agency regional equivalent):

Total PMS awards payout;

Total number of bargaining unit employees;

Total number of above receiving PMS awards;

Total number receiving awards by grade; and,

Total number paid by rating level.

(For purposes of this section breakdown for sub-agencies means: WHD, OFCCP, OWCP within ESA; Workforce, Apprenticeship, and FLC within ETA; and, Coal and Metal/Non-metal within MSHA.)  
(Art. 44)