



THE CITY OF NEW YORK
OFFICE OF LABOR RELATIONS
 40 Rector Street, New York, NY 10006-1705
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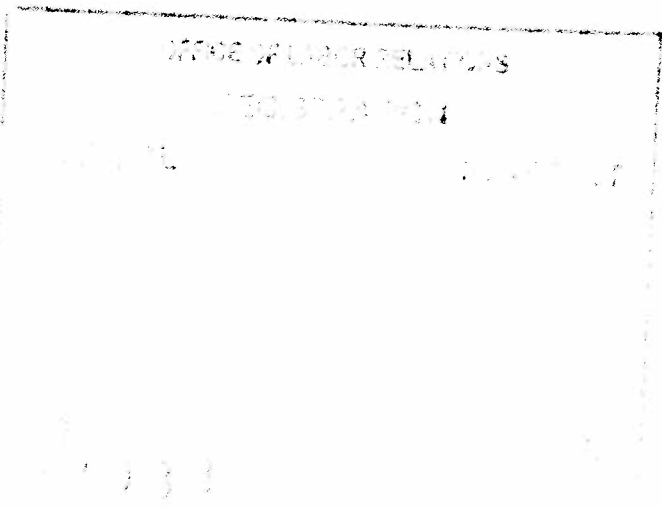
JAMES F. HANLEY
Commissioner
PAMELA S. SILVERBLATT
First Deputy Commissioner

TO: HEADS OF CONCERNED CITY DEPARTMENTS AND AGENCIES
 FROM: JAMES F. HANLEY, COMMISSIONER *James F. Hanley*
 SUBJECT: EXECUTED CONTRACT: ASSISTANT BUYERS, et al.
 TERM: MARCH 17, 2007 TO FEBRUARY 22, 2009

Attached for your information and guidance is a copy of the executed contract entered into by the Commissioner of Labor Relations and the Health and Hospitals Corporation on behalf of the City of New York and Local 300, SEIU on behalf of the incumbents of positions listed in Article I of said contract.

The contract incorporates terms of an agreement reached through collective bargaining negotiations and related procedures.

DATED: *3/13/07*



**Assistant Buyer, et al.
2007-2009 Agreement**

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**Assistant Buyer, et al.
2007-2009 Agreement**

AGREEMENT entered into this ^{5th} day of June, 2007, by and between the City of New York and related public employees pursuant to and limited to their respective elections or statutory requirement to be covered by the New York City Collective Bargaining Law and their respective authorizations to the City to bargain on their behalf and the New York City Health and Hospitals Corporation (hereinafter referred to jointly as "the Employer"), and Local 300, Service Employees International Union (hereinafter referred to as "the Union"), for the twenty-three (23) month and five (5) day period from March 17, 2007 to February 22, 2009.

WITNESSETH:

WHEREAS, the parties hereto have entered into collective bargaining and desire to reduce the results thereof to writing, NOW, THEREFORE, it is mutually agreed as follows:

ARTICLE I -- UNION RECOGNITION AND UNIT DESIGNATION

Section 1.

The Employer recognizes the Union as the sole and exclusive collective bargaining representative for the bargaining unit set forth below, consisting of employees of the Employer, wherever employed, whether full-time, part-time per annum, hourly or per diem, in the below listed title(s), and in any successor title(s) that may be certified by the Board of Certification of the Office of Collective Bargaining to be part of the unit herein for which the Union is the exclusive collective bargaining representative and in any positions in Restored Rule X titles of the Classified Service the duties of which are or shall be equated by the City Personnel Director and the Director of the Budget for salary purposes to any of the below listed title(s):

UNIT A

80935, 809350	Elevator Starter
90749	Window Cleaner
00442, 004420	Window Washer (Health Care Facilities)

UNIT B

12120, 963400	Assistant Purchasing Agent
71141	Associate Fingerprint Technician
34190, 34197	Associate Quality Assurance Specialist
40810	Auditor of Accounts
12135	Auditor of Printing
92105	Bookbinder
92106	Bookbinder's Seamstress
12125, 12132	Buyer (incl spec)*
6627	Contracting Agent**
71110	Fingerprint Technician
71105	Fingerprint Technician Trainee
12134	Furniture Specifications Writer

82107	Laboratory Helper
82104	Laboratory Helper (Competitive)
71140	Latent Print Examiner
30505	Mortgage Tax Examiner
71165	Principal Fingerprint Technician
52017, 520170	Principal Mortuary Technician
12158, 963510, 963520, 963530	Procurement Analyst Level I, II,III
03944, 039440	Procurement and Materials Analyst
03942, 039420, 002510, 002520	Procurement and Materials Specialist
34115, 34132	Purchase Inspector (incl. spec)*
12121	Purchasing Agent
964210, 964220	Quality Assurance Specialist (incl spec)
34170	Quality Assurance Specialist Trainee
12175	Salvage Appraiser
30405	Satisfaction Clerk
40815	Senior Auditor of Accounts
12140, 121400	Senior Buyer (incl spec)*
71135	Senior Fingerprint Technician
52016, 520160	Senior Mortuary Technician
34135, 341350	Senior Purchase Inspector*
12176	Senior Salvage Appraiser
30410	Senior Satisfaction Clerk
40820	Supervising Auditor of Accounts
92170	Supervising Bookbinder

Section 2.

The terms "employee" and "employees" as used in this Agreement shall mean only those persons in the unit described in Section of this Article.

ARTICLE II -- DUES CHECKOFF

Section 1.

- a. The Union shall have the exclusive right to the check-off and transmittal of dues on behalf of each employee in accordance with the Mayor's Executive Order No. 98, dated May 15, 1969, entitled "Regulations Relating to the Check off of Union Dues" and in accordance with the Mayor's Executive Order No. 107, dated December 29, 1986, entitled "Procedures for Orderly Payroll Check-Off of Union Dues and Agency Shop Fees."
- b. Any employee may consent in writing to the authorization of the deduction of dues from the employee's wages and to the designation of the Union as the recipient thereof. Such consent, if given, shall be in a proper form acceptable to the City which bears the signature of the employee.

Section 2.

The parties agree to an agency shop to the extent permitted by applicable law, as described in a supplemental agreement heret incorporated by reference into this Agreement.

ARTICLE III – SALARIES

Section 1.

- a. This Article III is subject to the provisions, terms and conditions of the Alternative Career and Salary Pay Plan Regulations, dated March 15, 1967 as amended, except that the specific terms and conditions of this Article shall supersede any provisions of such Regulations inconsistent with this Agreement subject to the limitations of applicable provisions of law.
- b. Unless otherwise specified, all salary provisions of this Agreement, including minimum and maximum salaries, advancement or level increases, general increases, education differentials and any other salary adjustments, are based upon a normal work week of varying hours of duration as indicated in Section 1.c. of this Article. An employee who works on a part-time per annum basis and who is eligible for any salary adjustments provided in this Agreement shall receive the appropriate pro-rata portion of such salary adjustment computed on the relationship between the number of hours regularly worked each week by such employee and the number of hours in the said normal work week, unless otherwise specified.
- c. Employees who work on a per diem or hourly basis and who are eligible for any salary adjustment provided in this Agreement shall receive the appropriate pro-rata portion of such salary adjustment computed as follows, unless otherwise specified:
- Per diem rate: 1/261 of the appropriate minimum basic salary.
 Hourly Rate: 40 hour week basis -- 1/2088 of the appropriate minimum basic salary.
 Hourly Rate: 37-1/2 hour week basis -- 1/1957.5 of the appropriate minimum basic salary.
 Hourly Rate: 35 hour week basis -- 1/1827 of the appropriate minimum basic salary.
- d. The maximum salary for a title shall not constitute a bar to the payment of any salary adjustment or pay differentials provided for in this Agreement but the said increase above the maximum shall not be deemed a promotion.

Section 2.

Employees in the following title(s) shall be subject to the following specified salary(ies), salary adjustment(s), and/or salary range(s):

a. **Effective April 1, 2004**

UNIT A	Hiring**	Incumbent Minimum	Incumbent Maximum
Elevator Starter	\$25,628	\$29,472	\$39,072
Window Cleaner	\$26,871	\$30,902	\$40,644
Window Washer	\$26,871	\$30,902	\$40,644
 UNIT B			
Assistant Purchasing Agent	\$29,836	\$34,312	\$44,114
Associate Fingerprint Technician			
Level I	\$26,004	\$29,904	\$35,005
Level II	\$28,095	\$32,310	\$40,113
Level III	\$34,960	\$40,205	\$45,283
Level IV	\$42,290	\$48,634	\$55,289

Effective April 1, 2004	Hiring**	Incumbent Minimum	Incumbent Maximum
Associate Quality Assurance Specialist	\$44,573	\$51,259	\$62,166
Auditor of Accounts	\$35,604	\$40,945	\$52,676
Auditor of Printing	\$35,604	\$40,945	\$52,676
Bookbinder	\$27,743	\$31,904	\$44,587
Bookbinder's Seamstress	\$21,783	\$25,049	\$28,902
Buyer (Incl. Spec)*	\$34,129	\$39,248	\$51,703
Contracting Agent # Level I	\$30,131	\$34,651	\$51,105
Level II	\$37,103	\$42,668	\$57,301
Level III	\$43,679	\$50,231	\$65,819
Fingerprint Technician	\$26,004	\$29,904	\$35,005
Fingerprint Technician Trainee	\$22,836	\$26,262	Flat Rate
Furniture Specifications Writer#	\$34,129	\$39,248	\$51,703
Laboratory Helper Level I	\$24,663	\$28,363	\$33,356
Level II	\$27,729	\$31,888	\$36,882
Laboratory Helper (Competitive)	\$24,663	\$28,363	\$36,882
Latent Print Examiner* Level I	\$34,960	\$40,205	\$45,283
Level II	\$42,290	\$48,634	\$55,289
Mortgage Tax Examiner	\$34,000	\$39,101	\$49,311
Prin. Fingerprint Technician	\$34,042	\$39,147	\$49,977
Prin. Mortuary Technician	\$36,011	\$41,413	\$47,975
Procurement Analyst Level I	\$30,131	\$34,651	\$51,105
Level II	\$37,103	\$42,668	\$59,955
Level III	\$43,679	\$50,231	\$73,424
Procurement and Materials Analyst	\$34,129	\$39,248	\$48,460
Procurement and Materials Specialist	\$42,009	\$48,311	\$60,397
Purchase Inspector (Incl. Spec.)	\$32,854	\$37,782	\$46,616
Purchasing Agent# Level I	\$34,129	\$39,248	\$51,703
Level II	\$39,706	\$45,661	\$59,955
Level III	\$45,725	\$52,584	\$69,164
Quality Assurance Specialist Level I	\$32,854	\$37,782	\$46,616
Level II	\$36,358	\$41,812	\$51,832
Quality Assurance Specialist Trainee*	\$22,901	\$26,336	\$29,060
Salvage Appraiser	\$34,129	\$39,248	\$54,576
Satisfaction Clerk	\$27,906	\$32,092	\$41,611
Senior Auditor of Accounts	\$36,686	\$42,189	\$57,340
Senior Buyer (Incl Specs)	\$39,706	\$45,661	\$59,955
Senior Fingerprint Technician*	\$28,095	\$32,310	\$40,113
Senior Mortuary Technician	\$31,352	\$36,055	\$40,692
Senior Purchase Inspector (Rep's & Supplies)	\$36,358	\$41,812	\$51,832
Senior Salvage Appraiser	\$37,972	\$43,669	\$58,995

Senior Satisfaction Clerk	\$32,654	\$37,552	\$46,769
Supervising Auditor of Accounts	\$26,976	\$31,022	\$43,125
Supervising Bookbinder	\$30,756	\$35,369	\$49,739

NOTE:

*For Present Incumbents Only

**See Article III, Section 4 (New Hires)

Pending deletion

***Candidates with only a High School Diploma will receive the minimum for the first year of a two-year trainee period. Those with an Associate Degree or a High School diploma and one year of appropriate experience will receive the maximum and serve a one-year trainee period.

UNIT A	b. Effective 4/17/07			c. Effective 10/17/07		
	Hiring**	Incumbent Minimum	Maximum	Hiring**	Incumbent Minimum	Maximum
Elevator Starter	\$26,140	\$30,061	\$39,853	\$27,447	\$31,564	\$41,846
Window Cleaner	\$27,409	\$31,520	\$41,457	\$28,779	\$33,096	\$43,530
Window Washer	\$27,409	\$31,520	\$41,457	\$28,779	\$33,096	\$43,530
UNIT B						
Assistant Purchasing Agent	\$30,433	\$34,998	\$44,996	\$31,955	\$36,748	\$47,246
Associate Fingerprint Technician						
Level I	\$26,523	\$30,502	\$35,705	\$27,850	\$32,027	\$37,490
Level II	\$28,657	\$32,956	\$40,915	\$30,090	\$34,604	\$42,961
Level III	\$35,660	\$41,009	\$46,189	\$37,443	\$43,059	\$48,498
Level IV	\$43,137	\$49,607	\$56,395	\$45,293	\$52,087	\$59,215
Associate Quality Assurance Specialist	\$45,464	\$52,284	\$63,409	\$47,737	\$54,898	\$66,579
Auditor of Accounts	\$36,317	\$41,764	\$53,730	\$38,132	\$43,852	\$56,417
Auditor of Printing	\$36,317	\$41,764	\$53,730	\$38,132	\$43,852	\$56,417
Bookbinder	\$28,297	\$32,542	\$45,479	\$29,712	\$34,169	\$47,753
Bookbinder's Seamstress	\$22,217	\$25,550	\$29,480	\$23,329	\$26,828	\$30,954
Buyer (Incl. Spec)*	\$34,811	\$40,033	\$52,737	\$36,552	\$42,035	\$55,374
Contracting Agent #						
Level I	\$30,734	\$35,344	\$52,127	\$32,270	\$37,111	\$54,733
Level II	\$37,844	\$43,521	\$58,447	\$39,737	\$45,697	\$61,369
Level III	\$44,553	\$51,236	\$67,135	\$46,781	\$53,798	\$70,492
Fingerprint Technician	\$26,523	\$30,502	\$35,705	\$27,850	\$32,027	\$37,490
Fingerprint Technician Trainee	\$23,293	\$26,787	Flat Rate	\$24,457	\$28,126	Flat Rate
Furniture Specifications Writer#	\$34,811	\$40,033	\$52,737	\$36,552	\$42,035	\$55,374
Laboratory Helper						
Level I	\$25,157	\$28,930	\$34,023	\$26,415	\$30,377	\$35,724
Level II	\$28,283	\$32,526	\$37,620	\$29,697	\$34,152	\$39,501
Laboratory Helper (Competitive)	\$25,157	\$28,930	\$37,620	\$26,415	\$30,377	\$39,501
Latent Print Examiner*						
Level I	\$35,660	\$41,009	\$46,189	\$37,443	\$43,059	\$48,498
Level II	\$43,137	\$49,607	\$56,395	\$45,293	\$52,087	\$59,215
Mortgage Tax Examiner	\$34,681	\$39,883	\$50,297	\$36,415	\$41,877	\$52,812
Prin. Fingerprint Technician	\$34,722	\$39,930	\$50,977	\$36,458	\$41,927	\$53,526
Prin. Mortuary Technician	\$36,731	\$42,241	\$48,935	\$38,568	\$44,353	\$51,382
Procurement Analyst						
Level I	\$30,734	\$35,344	\$52,127	\$32,270	\$37,111	\$54,733
Level II	\$37,844	\$43,521	\$61,154	\$39,737	\$45,697	\$64,212
Level III	\$44,553	\$51,236	\$74,892	\$46,781	\$53,798	\$78,637
Procurement and Materials Analyst	\$34,811	\$40,033	\$49,429	\$36,552	\$42,035	\$51,900

2007-2009 Assistant Buyer, et al.

Procurement and Materials Specialist		\$42,850	\$49,277	\$61,605	\$44,992	\$51,741	\$64,685
Purchase Inspector (Incl. Spec.)		\$33,511	\$38,538	\$47,548	\$35,187	\$40,465	\$49,925
Purchasing Agent#	Level I	\$34,811	\$40,033	\$52,737	\$36,552	\$42,035	\$55,374
	Level II	\$40,499	\$46,574	\$61,154	\$42,524	\$48,903	\$64,212
	Level III	\$46,640	\$53,636	\$70,547	\$48,972	\$56,318	\$74,074
Quality Assurance Specialist							
	Level I	\$33,511	\$38,538	\$47,548	\$35,187	\$40,465	\$49,925
	Level II	\$37,085	\$42,648	\$52,869	\$38,939	\$44,780	\$55,512
Quality Assurance Specialist Trainee*		\$23,359	\$26,863	\$29,641	\$24,527	\$28,206	\$31,123
Salvage Appraiser		\$34,811	\$40,033	\$55,668	\$36,552	\$42,035	\$58,451
Satisfaction Clerk		\$28,464	\$32,734	\$42,443	\$29,888	\$34,371	\$44,565
Senior Auditor of Accounts		\$37,420	\$43,033	\$58,487	\$39,291	\$45,185	\$61,411
Senior Buyer (Incl Specs)		\$40,499	\$46,574	\$61,154	\$42,524	\$48,903	\$64,212
Senior Fingerprint Technician*		\$28,657	\$32,956	\$40,915	\$30,090	\$34,604	\$42,961
Senior Mortuary Technician		\$31,979	\$36,776	\$41,506	\$33,578	\$38,615	\$43,581
Senior Purchase Inspector (Rep's & Supplies)		\$37,085	\$42,648	\$52,869	\$38,939	\$44,780	\$55,512
Senior Salvage Appraiser		\$38,732	\$44,542	\$60,175	\$40,669	\$46,769	\$63,184
Senior Satisfaction Clerk		\$33,307	\$38,303	\$47,704	\$34,972	\$40,218	\$50,089
Supervising Auditor of Accounts		\$39,583	\$45,521	\$64,763	\$41,563	\$47,797	\$68,001
Supervising Bookbinder		\$31,370	\$36,076	\$50,734	\$32,939	\$37,880	\$53,271

NOTE:

*For Present Incumbents Only

**See Article III, Section 4 (New Hires)

Pending deletion

***Candidates with only a High School Diploma will receive the minimum for the first year of a two-year trainee period. Those with an Associate Degree or a High School diploma and one year of appropriate experience will receive the maximum and serve a one-year trainee period.

Section 3. Wage Increases

a. The general wage increases, effective as indicated, shall be:

- i. Effective April 17, 2007, employees shall receive a general increase of **2** percent.
- ii. Effective October 17, 2007, employees shall receive a general increase of **5** percent.
- iii. Part-time per annum, per session, hourly paid and per diem employees (including seasonal appointees) and Employees whose normal work year is less than a full calendar year shall receive the increases provided in Sections 3(a)(i) and 3(a)(ii) on the basis of computations heretofore utilized by the parties for all such Employees.

b. The increases provided for in Section 3(a) above shall be calculated as follows:

- i. The general increase in Section 3(a)(i) shall be based upon the base rates (which shall only include salary and incremental salary schedules) of the applicable titles in effect on April 16, 2007.

- ii. The general increase in Section 3(a)(ii) shall be based upon the base rates (which shall only include salary incremental salary schedules) of the applicable titles in effect on October 16, 2007.
- c. i. The general increases provided for in this Section 3 shall be applied to the base rates, incremental salary levels and the minimum "hiring rates", minimum "incumbent rates" and maximum rates (including levels), if any, fixed for the applicable titles.
- ii. The general increases provided for in Section 3 (a) (i) and Section 3 (a) (ii) shall be applied to the following "additions to gross": assignment differentials, service increments, advancement increases, assignment level increases and experience differentials.

Section 4. New Hires.

- a. The appointment rate for an employee newly hired on or after July 1, 2005 and appointed at a reduced hiring rate shall be the applicable minimum "hiring rate" set forth in subsections 2(a), 2(b) and 2(c). On the two year anniversary of the employee's original date of appointment, such employee shall be paid the indicated minimum "incumbent rate" for the applicable title that is in effect on such two year anniversary as set forth in subsection 2(a), 2(b), and 2(c) of this Article III.
- b. i. For a title subject to an incremental pay plan, the employee shall be paid the appropriate increment based upon the employee's length of service. Section 2 of this Article III reflects the correct amounts and has been adjusted in accordance with the provisions of Section 3(c)(i) of this Article III.
- ii. Employees who change titles or levels before attaining two years of service will be treated in the new title or level as if they had been originally appointed to said title or level on their original hiring date.
- c. For the purposes of Sections 4(a) and 4(b), employees 1) who were in active pay status before July 1, 2005, and 2) who are affected by the following personnel actions after said date shall not be treated as "newly hired" employees and shall be entitled to receive the indicated minimum "incumbent rate" set forth in subsections 2(a)(i)(2), 2(b)(i)(2) and 2(c)(i)(2) of this Article III:
 - i. Employees who return to active status from an approved leave of absence.
 - ii. Employees in active status (whether full or part-time) appointed to permanent status from a civil service list, or to a new title (regardless of jurisdictional class or civil service status) without a break in service of more than 31 days.
 - iii. Employees who were laid off or terminated for economic reasons who are appointed from a recall/preferred list or who were subject to involuntary redeployment.
 - iv. Provisional employees who were terminated due to a civil service list who are appointed from a civil service list within one year of such termination.
 - v. Permanent employees who resign and are reinstated or who are appointed from a civil service list within one year of such resignation.
 - vi. Employees (regardless of jurisdictional class or civil service status) who resign and return within 31 days of such resignation.

- vii. A provisional employee who is appointed directly from one provisional appointment to another.
- viii. For employees whose circumstances were not anticipated by the parties, the First Deputy Commissioner of Labor Relations is empowered to issue, on a case-by-case basis, interpretations concerning application of the Section 4. Such case-by-case interpretations shall not be subject to the dispute resolution procedures set forth in Article VI of this Agreement.

d. The First Deputy Commissioner of Labor Relations may, after notification to the affected union(s), exempt certain hard to recruit titles from the provisions of subsection 4.

Section 5.

Each general increase provided herein, effective as of each indicated date, shall be applied to the rate in effect on the date as specified in Section 3 of this Article. In the case of a promotion or other advancement to the indicated title on the effective date of the general increase specified in Section 3 of this Article, such general increase shall not be applied, but the general increase, if any, provided to be effective as of such date for the title formerly occupied shall be applied.

Section 6.

In the case of an employee on leave of absence without pay the salary rate of such employee shall be changed to reflect the salary adjustments specified in Article III.

Section 7.

A person permanently employed by the Employer who is appointed or promoted on a permanent, provisional, or temporary basis in accordance with the Personnel Rules and Regulations of the City of New York or, where the Personnel Rules and Regulations of the City of New York are not applicable to a public employer, such other Rules or Regulations as are applicable to the public employer, without a break in service to any of the following title(s) from another title in the direct line of promotion or from another title in the Career and Salary Plan, the minimum rate of which is exceeded by at least 8 percent by the minimum rate of the title to which appointed or promoted, shall receive upon the date of such appointment or promotion either the minimum basic salary for the title to which such appointment or promotion is made, or the salary received or receivable in the lower title plus the specified advancement increase, whichever is greater:

ADVANCEMENT INCREASES

TITLE	Effective:		
	<u>4/1/04</u>	<u>4/17/07</u>	<u>10/17/07</u>
ASSOCIATE FINGERPRINT TECHNICIAN LEVEL II	\$917	\$966	\$1014
ASSOCIATE QUALITY ASSURANCE SPECIALIST	\$1,419	\$1,494	\$1,569
AUDITOR OF ACCOUNTS	\$1,010	\$1,064	\$1,117
ELEVATOR STARTER	\$734	\$773	\$812
MORTGAGE TAX EXAMINER	\$1,010	\$1,064	\$1,117
PRINCIPAL FINGERPRINT TECHNICIAN	\$1,192	\$1,255	\$1,318
PRINCIPAL MORTUARY TECHNICIAN	\$1,373	\$1,446	\$1,518
PROCUREMENT AND MATERIALS SPECIALIST (Incl. Spec.)	\$1,143	\$1,204	\$1,264
PURCHASING AGENT LEVEL I	\$868	\$914	\$960
SATISFACTION CLERK	\$824	\$868	\$911

SENIOR AUDITOR OF ACCOUNTS	\$1,373	\$1,446	\$1,518
SENIOR FINGERPRINT TECHNICIAN	\$917	\$966	\$1,014
SENIOR MORTUARY TECHNICIAN	\$779	\$820	\$861
- only if receiving autopsy differential when advanced			
SENIOR SATISFACTION CLERK	\$960	\$1,011	\$1,062
SUPERVISING AUDITOR OF ACCOUNTS	\$1,649	\$1,737	\$1,824
SUPERVISING BOOKBINDER	\$1,010	\$1,064	\$1,117

Section 8. Assignment Differential

An assignment differential in the pro-rated annual amount as specified below shall continue to be paid to the Principal Mortuary Technician duly assigned as in charge of the Office of the Chief Medical Examiner and to each Laboratory Helper (Competitive) who is regularly assigned to the performance of tasks in connection with complex animal autopsies including work on rabid animals during the period for which any such differential is provided. The payment of such differential shall continue only during the period of such assignment. The payment of such differential and any specified assignment on which it may be based shall not be construed as an advancement to any higher title and any such assignment is revocable at any time. In the event that an affected employee is removed from such assignment the assignment differential shall be discontinued:

<u>Title</u>	<u>Effective:</u>		
	<u>4/1/04</u>	<u>4/17/07</u>	<u>10/17/07</u>
PRINCIPAL MORTUARY TECHNICIAN			
- In Charge Of OCME	\$575	\$606	\$636
- For regular performance of more difficult and responsible duties at OCME/HHC, including assisting a Pathologist with the physically arduous procedures of the autopsy	\$509	\$536	\$563
LABORATORY HELPER			
- For animal autopsies	\$667	\$702	\$737
SENIOR MORTUARY TECHNICIAN			
- For regular performance of more difficult and responsible duties at OCME/HHC including assisting a Pathologist with the physically arduous procedures of the autopsy	\$509	\$536	\$563

Section 9. Uniform Allowance

A uniform allowance in the pro-rated amount as specified below shall be paid to each Laboratory Helper who is required to wear a uniform and each Elevator Starter in the Department of Citywide Administrative Services and the Department of Social Services who is required to purchase and wear a uniform:

<u>Title</u>	<u>Effective:</u>		
	<u>4/1/04</u>	<u>4/17/07</u>	<u>10/17/07</u>
LABORATORY HELPER	\$118	\$124	\$130
ELEVATOR STARTER (DCAS, DSS)	\$150	\$158	\$166

Section 10. Assignment Level Increase

An employee assigned to a higher assignment level shall receive as of the effective date of such assignment either the appointment rate for the assigned level or the rate received in the former level plus the specified amount listed below, whichever is greater:

Title		Effective:		
		<u>4/1/04</u>	<u>4/17/07</u>	<u>10/17/07</u>
LABORATORY HELPER	LEVEL II	\$824	\$868	\$911
PURCHASING AGENT	LEVEL II	\$1053	\$1,109	\$1,164
	LEVEL III	\$1236	\$1,302	\$1,367
PROCUREMENT AGENT	LEVEL II	\$1053	\$1,109	\$1,164
	LEVEL III	\$1236	\$1,261	\$1,324
QUALITY ASSURANCE SPEC.	LEVEL II	\$1143	\$1,204	\$1,264

Section 11. Longevity Increment

- a. Employees in Unit A with 15 years or more of "City" service in pay status who are not in a title already eligible for a longevity differential or service increment established by the Salary Review or Equity Panel shall receive a longevity increment of \$500 per annum.
- b. Employees in Unit B with 15 years or more of "City" service in pay status who are not in a title already eligible for a longevity differential or service increment established by the Salary Review or Equity Panel shall receive a longevity increment of \$300 per annum.
- b. The rules for eligibility for the longevity increment described in subsections a. and b. are set forth in Appendix A to this Agreement and are incorporated by reference herein.

Section 12. Annuity Fund

- a. Effective June 30, 2002, the Employer shall contribute to an existing annuity fund on behalf of full-time per annum and full-time per diem Employees, on a twenty-eight (28) day cycle basis, a pro-rata daily contribution for each paid working day which amount shall not exceed one thousand one hundred thirty-five dollars (\$1135) for each Employee in full pay status in the prescribed twelve (12) month period, subject to the terms of a signed supplemental agreement approved by the Corporation Counsel. For Employees who work less than the number of hours for their full-time equivalent title, the employer shall pay into the fund, on a twenty-eight (28) day cycle basis, a pro-rata daily contribution calculated against the number of hours associated with their full time equivalent title, which amount shall not exceed one thousand one hundred thirty-five dollars (\$1135) per annum for each Employee in full pay status in the prescribed twelve (12) month period. Effective 2/22/09, the Employer shall contribute an additional \$413 per annum, which shall be paid as above, for a total per annum amount not to exceed one thousand five hundred forty-eight dollars (\$1548) for each Employee in full pay status in the prescribed twelve (12) month period.
- b. For Employees who work a compressed work week, the Employer shall pay into the fund, on a twenty-eight (28) day cycle basis, a pro-rata daily contribution for each set of paid working hours which equate to the daily number of hours that they are regularly scheduled to work, which amount shall not exceed one thousand one hundred thirty-five dollars (\$1135) per annum for each Employee in full-pay status in the prescribed twelve (12) month period.

c. CONTRIBUTIONS:

For the purpose of Section 12(a), excluded from paid working days are all scheduled days off, all days in non-p status, and all paid overtime. "All days in non-pay status" as used in this Section 12(d) shall be defined including, but not limited to, the following:

- (1) time on preferred or recall lists;
- (2) time on the following approved unpaid leaves:
 - (a) maternity/child care leave;
 - (b) military leave;
 - (c) unpaid time while on jury duty;
 - (d) unpaid leave for union business pursuant to Executive Order 75;
 - (e) unpaid leave pending workers' compensation determination;
 - (f) unpaid leave while on workers' compensation option 2;
 - (g) approved unpaid time off due to illness or exhaustion of paid sick leave;
 - (h) approved unpaid time off due to family illness; and
 - (i) other pre-approved leaves without pay;
- (3) time while on absence without leave;
- (4) time while on unapproved leave without pay; or
- (5) time while on unpaid suspensions.

ARTICLE IV – WELFARE FUND

Section 1.

- a. In accordance with the election by the Union pursuant to the provisions of Article XIII of the 1995-2001 Citywide Agreement as amended between the City of New York and related public employers, or its successor Agreement(s), the Welfare Fund provisions of that Citywide Agreement as amended or any successor(s) thereto shall apply to employees covered by this Agreement.
- b. When an election is made by the Union pursuant to the provisions of Article XIII, Section 1 b, of the 1995-2001 Citywide Agreement as amended between the City of New York and related public employers or any successor(s) thereto, the provisions of Article XIII, Section 1 b of the Citywide Agreement as amended or any successor(s) thereto, shall apply to employees covered by this Agreement, and when such election is made, the Union hereby waives its right to training, education and/or legal services contributions provided in this Agreement. In no case shall the single contribution provided in Article XIII, Section 1 b of the Citywide Agreement as amended or any successor(s) thereto, exceed the total amount that the Union would have been entitled to receive if the separate contributions had continued.

Contributions remitted to the Union pursuant to this Section 1 and Article XIII of the Citywide Agreement are contingent upon a signed separate trusted fund agreement between the Employer and the Union.

Section 2.

The Union agrees to provide welfare fund benefits to domestic partners of covered employees in the same manner as those benefits are provided to spouses of married covered employees.

ARTICLE V – PRODUCTIVITY AND PERFORMANCE

Introduction

Delivery of municipal services in the most efficient, effective and courteous manner is of paramount importance to the Employer and the Union. Such achievement is recognized to be a mutual obligation of both parties within their respective roles and responsibilities. To achieve and maintain a high level of effectiveness, the parties hereby agree to the following terms:

Section 1. Performance Levels

- a. The Union recognizes the Employer's right under the New York City Collective Bargaining Law to establish and/or revise performance standards or norms notwithstanding the existence of prior performance levels, norms or standards. Such standards, developed by usual work measurement procedures, may be used to determine acceptable performance levels, to prepare work schedules and to measure the performance of each employee or group of employees. Notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees are within the scope of collective bargaining. The Employer will give the Union prior notice of the establishment and/or revision of performance standards or norms hereunder.
- b. Employees who work at less than acceptable levels of performance may be subject to disciplinary measures in accordance with applicable law.

Section 2. Supervisory Responsibility

- a. The Union recognizes the Employer's right under the New York City Collective Bargaining Law to establish and/or revise standards for supervisory responsibility in achieving and maintaining performance levels of supervised employees for employees in supervisory positions listed in Article I, Section 1, of this Agreement. Notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees are within the scope of collective bargaining. The Employer will give the Union prior notice of the establishment and/or revision of standards for supervisory responsibility hereunder.
- b. Employees who fail to meet such standards may be subject to disciplinary measures in accordance with applicable law.

ARTICLE VI – GRIEVANCE PROCEDURE

Section 1. Definition

The term "Grievance" shall mean:

- a. A dispute concerning the application or interpretation of the terms of this Agreement;

- b. A claimed violation, misinterpretation or misapplication of the rules or regulations, written policy or orders of the Employer applicable to the agency which employs the grievant affecting terms and conditions of employment; provided, disputes involving the Personnel Rules and Regulations of the City of New York, or the Rules and Regulations of the Health and Hospitals Corporation, with respect to those matters set forth in the first paragraph of Section 7390.1 of the Unconsolidated Laws shall not be subject to the grievance procedure or arbitration;
- c. A claimed assignment of employees to duties substantially different from those stated in their job specifications;
- d. A claimed improper holding of an open-competitive rather than a promotional examination;
- e. A claimed wrongful disciplinary action taken against a permanent employee covered by Section 75(1) of the Civil Service Law or a permanent employee covered by the Rules and Regulations of the Health and Hospitals Corporation upon whom the agency head has served written charges of incompetence or misconduct while the employee is serving in the employee's permanent title or which affects the employee's permanent status.
- f. Failure to serve written charges as required by Section 75 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation upon a permanent employee covered by Section 75(1) of the Civil Service Law or a permanent employee covered by the Rules and Regulations of the Health and Hospitals Corporation where any of the penalties (including a fine) set forth in Section 75(3) of the Civil Service Law have been imposed.
- g. A claimed wrongful disciplinary action taken against a provisional employee who has served for two years in the same or similar title or related occupational group in the same agency.

Section 2.

The Grievance Procedure, except for grievances as defined in Sections 1. d., 1.e., and 1.g. of this Article, shall be as follows:

Employees may at any time informally discuss with their supervisors a matter which may become a grievance. If the results of such a discussion are unsatisfactory, the employees may present the grievance at Step I.

All grievances must be presented in writing at all steps in the grievance procedure. For all grievances as defined in Section 1 c, no monetary award shall in any event cover any period prior to the date of the filing of the Step I grievance unless such grievance has been filed within thirty (30) days of the assignment to alleged out-of-title work. No monetary award for a grievance alleging a miscalculation of salary rate resulting in a payroll error of a continuing nature shall be issued unless such grievance has been filed within the time limitation set forth in **Step I** below for such grievances; if the grievance is so filed, any monetary award shall in any event cover only the period up to six years prior to the date of the filing of the grievance.

Step I The employee and/or the Union shall present the grievance in the form of a memorandum to the person designated for such purpose by the agency head no later than 120 days after the date on which the grievance arose. The employee may also request an appointment to discuss the grievance. The person designated by the Employer to hear the grievance shall take any steps necessary to a proper disposition of the grievance and shall issue a determination in writing by the end of the third work day following the date of submission.

NOTE: *The following STEP I(a) shall be applicable only in the Health and Hospitals Corporation in the case of grievances arising under Section 1.a. through 1.c. and 1.f. of this Article and shall be applied prior to Step II of this Section:*

STEP I(a) An appeal from an unsatisfactory determination at Step I shall be presented in writing to the person designated by the agency head for such purpose. The appeal must be made within five (5) work days of the receipt of the Step I determination. The person designated to receive the appeal at this Step shall meet with the employee and/or the Union for review of

the grievance and shall issue a determination to the employee and/or the Union by the end of the fifth work day following the day on which the appeal was filed.

STEP II An appeal from an unsatisfactory determination at STEP I or STEP I(a), where applicable, shall be presented in writing to the agency head or the agency head's designated representative who shall not be the same person designated in STEP I. The appeal must be made within five (5) work days of the receipt of the STEP I or STEP I(a) determination. The agency head or designated representative, if any, shall meet with the employee and/or the Union for review of the grievance and shall issue a determination in writing by the end of the ten work day following the date on which the appeal was filed.

STEP III An appeal from an unsatisfactory determination at STEP II shall be presented by the employee and/or the Union to the Commissioner of Labor Relations in writing within ten (10) work days of the receipt of the STEP II determination. The grievant or the Union should submit copies of the STEP I and STEP II grievance filings and any agency responses thereto. Copies of such appeal shall be sent to the agency head. The Commissioner of Labor Relations or the Commissioner's designee shall review all appeals from STEP II determinations and shall issue a determination on such appeals within fifteen (15) work days following the date on which the appeal was filed.

STEP IV An appeal from an unsatisfactory determination at STEP III may be brought solely by the Union to the Office of Collective Bargaining for impartial arbitration within fifteen (15) work days of receipt of the STEP III determination. In addition, the Employer shall have the right to bring directly to arbitration any dispute between the parties concerning any matter defined herein as a "grievance". The Employer shall commence such arbitration by submitting a written request therefore to the Office of Collective Bargaining. A copy of the notice requesting impartial arbitration shall be forwarded to the opposing party. The arbitration shall be conducted in accordance with Title 61 of the Rules of the City Of New York. The costs and fees of such arbitration shall be borne equally by the Union and the Employer.

The assigned arbitrator shall hold a hearing at a time and place convenient to the parties and shall issue an award within 30 days after the completion of the hearing.

The arbitrator's decision, order or award (if any) shall be limited to the application and interpretation of the Agreement, and the arbitrator shall not add to, subtract from or modify the Agreement or any rule, regulation, written policy or order mentioned in Section 1 of this Article. The arbitrator's award shall be final and binding and enforceable in any appropriate tribunal in accordance with Article 75 of the Civil Practice Law and Rules. The arbitrator may provide for and direct such relief as the arbitrator deems necessary and proper subject to the limitations set forth above and any applicable limitations of law.

Section 3.

As a condition to the right of the Union to invoke impartial arbitration set forth in this Article, including the arbitration of a grievance involving a claimed improper holding of an open-competitive rather than a promotional examination, the employee or employees and the Union shall be required to file with the Director of the Office of Collective Bargaining a written waiver of the right, if any, of the employee and the Union to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrator's award.

Section 4.

- a. Any grievance under Section 1.d. relating to a claimed improper holding of an open-competitive rather than a promotional examination shall be presented in writing by the employee or the Union representative to the Commissioner of Labor Relations not later than thirty (30) days after the notice of the intention to conduct such open-competitive examination, or copy of the appointing officer's request for such open-competitive examination, as the case may be, has been posted in accordance with Section 51 of the Civil Service Law. The grievance shall be

considered and passed upon within ten (10) days after its presentation. The determination shall be in writing, copies of which shall be transmitted to both parties to the grievance upon issuance.

- b. A grievance relating to the use of an open-competitive rather than a promotional examination which is unresolved by the Commissioner of Labor Relations may be brought to impartial arbitration as provided in Sections 2 and 3 above. Such a grievance shall be presented by the Union, in writing, for arbitration within 15 days of the presentation of such grievance to the Commissioner of Labor Relations, and the arbitrator shall decide such grievance within 75 days of its presentation to the arbitrator. The party requesting such arbitration shall send a copy of such request to the other party. The costs and fees of such arbitration shall be borne equally by the Employer and the Union.

Section 5. Disciplinary Procedure for Permanent Competitive Employees

In any case involving a grievance under Section I.e. of this Article, the following procedure shall govern upon service of written charges of incompetence or misconduct:

STEP A Following the service of written charges, a conference with such employee shall be held with respect to such charges by the person designated by the agency head to review a grievance at STEP I of the Grievance Procedure set forth in this Agreement. The employee may be represented at such conference by a representative of the Union. The person designated by the agency head to review the charges shall take any steps necessary to a proper disposition of the charges and shall issue a determination in writing by the end of the fifth day following the date of the conference.

If the employee is satisfied with the determination in STEP A above, the employee may choose to accept such determination as an alternative to and in lieu of a determination made pursuant to the procedures provided for in Section 75 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation. As a condition of accepting such determination, the employee shall sign a waiver of the employee's right to the procedures available to him or her under Sections 75 and 76 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation.

STEP B(i) If the employee is not satisfied with the determination at STEP A above then the Employer shall proceed in accordance with the disciplinary procedures set forth in Section 75 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation. As an alternative, the Union with the consent of the employee may choose to proceed in accordance with the Grievance Procedure set forth in this Agreement, including the right to proceed to binding arbitration pursuant to STEP IV of such Grievance Procedure. As a condition for submitting the matter to the Grievance Procedure the employee and the Union shall file a written waiver of the right to utilize the procedures available to the employee pursuant to Sections 75 and 76 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation or any other administrative or judicial tribunal, except for the purpose of enforcing an arbitrator's award, if any. Notwithstanding such waiver, the period of an employee's suspension without pay pending hearing and determination of charges shall not exceed thirty (30) days.

STEP B(ii) If the election is made to proceed pursuant to the Grievance Procedure, an appeal from the determination of STEP A above, shall be made to the agency head or designated representative. The appeal must be made in writing within five (5) work days of the receipt of the determination. The agency head or designated representative shall meet with the employee and the Union for review of the grievance and shall issue a determination to the employee and the Union by the end of the tenth work day following the day on which the appeal was filed. The agency head or designated representative shall have the power to impose the discipline, if any, decided upon, up to and including termination of the accused employee's employment. In the event of such termination or suspension without pay totaling more than thirty (30) days, the Union with the consent of the grievant may elect to skip STEP C of this Section and proceed directly to STEP D.

STEP C If the grievant is not satisfied with the determination of the agency head or designated representative the grievant or the Union may appeal to the Commissioner of Labor Relations in writing within ten (10) days of the determination of the agency head or designated representative. The Commissioner of Labor Relations shall issue a written reply to the grievant and the Union within fifteen (15) work days.

STEP D If the grievant is not satisfied with the determination of the Commissioner of Labor Relations, the Union with the consent of the grievant may proceed to arbitration pursuant to the procedures set forth in STEP IV of the Grievance Procedure set forth in this Agreement.

Section 6. Disciplinary Procedure for Provisional Employees

In any case involving a grievance under Section 1(g) of this Article, the following procedure shall govern upon service of written charges of incompetence or misconduct:

STEP A Following the service of written charges, a conference with such employee shall be held with respect to such charges by the person designated by the agency head to review a grievance at STEP I of the Grievance Procedure set forth in this Agreement. The employee may be represented at such conference by a representative of the Union. The person designated by the agency head to review the charges shall take any steps necessary to a proper disposition of the charges and shall issue a determination in writing by the end of the fifth day following the date of the conference.

STEP B(i) If the employee is not satisfied with the determination at STEP A above, then the employee may choose to proceed in accordance with the Grievance Procedure set forth in this Agreement through STEP III. The Union, with the consent of the employee, shall have the right to proceed to binding arbitration pursuant to STEP IV of such Grievance Procedure. The period of an employee's suspension without pay pending hearing and determination of charges shall not exceed thirty (30) days.

STEP B(ii) An appeal from the determination of STEP A above shall be made to the agency head or designated representative. The appeal must be made in writing within five (5) work days of the receipt of the determination. The agency head or designated representative shall meet with the employee and the Union for review of the grievance and shall issue a determination to the employee and the Union by the end of the tenth work day following the day on which the appeal was filed. The agency head or designated representative shall have the power to impose the discipline, if any, decided upon, up to and including termination of the accused employee's employment. In the event of such termination or suspension without pay totaling more than thirty (30) days, the Union with the consent of the grievant may elect to skip STEP C of this Section and proceed directly to STEP D.

STEP C If the grievant is not satisfied with the determination of the agency head or designated representative the grievant or the Union may appeal to the Commissioner of Labor Relations in writing within ten (10) days of the determination of the agency head or designated representative. The Commissioner of Labor Relations shall issue a written reply to the grievant and the Union within fifteen (15) work days.

STEP D If the grievant is not satisfied with the determination of the Commissioner of Labor Relations, the Union with the consent of the grievant may proceed to arbitration pursuant to the procedures set forth in STEP IV of the Grievance Procedure set forth in this Agreement.

Section 7.

A grievance concerning a large number of employees and which concerns a claimed misinterpretation, inequitable application, violation or failure to comply with the provisions of this Agreement may be filed directly at STEP III of the grievance procedure except that a grievance concerning employees of the Health and Hospitals Corporation may be filed

directly at STEP II of the grievance procedure. Such "group" grievance must be filed no later than 120 days after the date on which the grievance arose, and all other procedural limits, including time limits, set forth in this Article shall apply. All other individual grievances in process concerning the same issue shall be consolidated with the "group" grievance.

Section 8.

If a determination satisfactory to the Union at any level of the Grievance Procedure is not implemented within a reasonable time, the Union may re-institute the original grievance at STEP III of the Grievance Procedure; or if a satisfactory STEP III determination has not been so implemented, the Union may institute a grievance concerning such failure to implement at STEP IV of the Grievance Procedure.

Section 9.

If the Employer exceeds any time limit prescribed at any step in the Grievance Procedure, the grievant and/or the Union may invoke the next step of the procedure, except that only the Union may invoke impartial arbitration under STEP IV.

Section 10.

The Employer shall notify the Union in writing of all grievances filed by employees, all grievance hearings, and all determinations. The Union shall have the right to have a representative present at any grievance hearing and shall be given forty-eight (48) hours' notice of all grievance hearings.

Section 11.

Each of the steps in the Grievance Procedure, as well as time limits prescribed at each step of this Grievance Procedure, may be waived by mutual agreement of the parties.

Section 12.

A non-Mayoral agency not covered by this Agreement but which employs employees in titles identical to those covered by this Agreement may elect to permit the Union to appeal an unsatisfactory determination received at the last step of its Grievance Procedure prior to arbitration on fiscal matters only to the Commissioner of Labor Relations. If such election is made, the Union shall present its appeal to the Commissioner of Labor Relations in writing within ten (10) work days of the receipt of the last step determination. The Union should submit copies of the grievance filings at the prior steps of its Grievance Procedure and any agency responses thereto. Copies of such appeals shall be sent to the agency head. The Commissioner of Labor Relations, or the Commissioner's designee, shall review all such appeals and answer all such appeals within fifteen (15) work days. An appeal from a determination of the Commissioner of Labor Relations may be taken to arbitration under procedures, if any, applicable to the non-Mayoral agency involved.

Section 13.

The grievance and the arbitration procedure contained in this Agreement shall be the exclusive remedy for the resolution of disputes defined as "grievances" herein. This shall not be interpreted to preclude either party from enforcing the arbitrator's award in court. This Section shall not be construed in any manner to limit the statutory rights and obligations of the Employer under Article XIV of the Civil Service Law.

Section 14. Expedited Arbitration Procedure

- a. The parties agree that there is a need for an expedited arbitration process which would allow for the prompt adjudication of grievances as set forth below.

- b. The parties voluntarily agree to submit matters to final and binding arbitration pursuant to the New York City Collective Bargaining Law and under the jurisdiction of the Office of Collective Bargaining. An arbitrator or panel of arbitrators, as agreed to by the parties, will act as the arbitrator of any issue submitted under the expedited procedure herein.
- c. The selection of those matters which will be submitted shall include, but not be limited to, out-of-title cases concerning all titles, disciplinary cases wherein the proposed penalty is a monetary fine of one week or less or written reprimand, and other cases pursuant to mutual agreement by the parties. When the parties agree to submit a case to expedited arbitration, the following procedure shall apply:
 - i. **SELECTION AND SCHEDULING OF CASES:**
 - (1) The Deputy Chairperson for Disputes of the Office of Collective Bargaining shall propose which cases shall be subject to the procedures set forth in this Section 14 and notify the parties of proposed hearing dates for such cases.
 - (2) The parties shall have ten business days from the receipt of the Deputy Chairperson's proposed list of cases and hearing schedule(s) to raise any objections thereto.
 - ii. **CONDUCT OF HEARINGS**
 - (1) The presentation of the case, to the extent possible, shall be made in the narrative form. To the degree that witnesses are necessary, examination will be limited to questions of material fact and cross examination will be similarly limited. Submission of relevant documents, etc., will not be unreasonably limited and may be submitted as a "packet" exhibit.
 - (2) In the event either party is unable to proceed with hearing a particular case, the case shall be rescheduled. However, only one adjournment shall be permitted. In the event that either party is unable to proceed on a second occasion, a default judgment may be entered against the adjourning party at the Arbitrator's discretion absent good cause shown.
 - (3) The Arbitrator shall not be precluded from attempting to assist the parties in settling a particular case.
 - (4) A decision will be issued by the Arbitrator within two weeks. It will not be necessary in the Award to recount any of the facts presented. However, a brief explanation of the Arbitrator's rationale may be included. Bench decisions may also be issued by the Arbitrator.
 - (5) Decisions in this expedited procedure shall not be considered as precedent for any other case nor entered into evidence in any other forum or dispute except to enforce the Arbitrator's award.
 - (6) The parties shall, whenever possible, exchange any documents intended to be offered in evidence at least one week in advance of the first hearing date and shall endeavor to stipulate to the issue in advance of the hearing date.

ARTICLE VII – BULLETIN BOARDS: EMPLOYER FACILITIES

The Union may post notices on bulletin boards in places and locations where notices usually are posted by the Employer for the employees to read. All notices shall be on Union stationery, and shall be used only to notify employees of matters pertaining to Union affairs. Upon request to the responsible official in charge of a work location, the Union may use Employer premises for meetings during employees' lunch hours, subject to availability of appropriate space and provided such meetings do not interfere with the Employer's business.

ARTICLE VIII – NO STRIKES

In accordance with the New York City Collective Bargaining Law, as amended, neither the Union nor any employee shall induce or engage in any strikes, slowdowns, work stoppages, mass absenteeism, or induce any mass resignations during the term of this Agreement.

ARTICLE IX – CITYWIDE ISSUES

Section 1.

This Agreement is subject to the provisions, terms and conditions of the Agreement which has been or may be negotiated between the City and the Union recognized as the exclusive collective bargaining representative on Citywide matters which must be uniform for specified employees, including the employees covered by this Agreement. Employees in Rule X titles shall receive the benefits of the Citywide Agreement unless otherwise specifically excluded herein.

ARTICLE X – UNION ACTIVITY

Time spent by employee representatives in the conduct of labor relations with the City and on Union activities shall be governed by the terms of Executive Order No. 75, as amended, dated March 22, 1973, entitled "Time Spent on the Conduct of Labor Relations between the City and Its employees and on Union Activity" or any other applicable Executive Order.

ARTICLE XI – LABOR-MANAGEMENT COMMITTEE

Section 1.

The Employer and the Union, having recognized that cooperation between management and employees is indispensable to the accomplishment of sound and harmonious labor relations, shall jointly maintain and support a labor-management committee in each of the agencies having at least fifty (50) employees covered by this Agreement.

Section 2.

Each labor-management committee shall consider and recommend to the agency head changes in the working conditions of the employees within the agency who are covered by this Agreement. Matters subject to the Grievance Procedure shall not be appropriate items for consideration by the labor-management committee.

Section 3.

Each labor-management committee shall consist of six members who shall serve for the term of this Agreement. The Union shall designate three members and the agency head shall designate three members. Vacancies shall be filled by the appointing party for the balance of the term to be served. Each member may designate one alternate. Each committee shall select a chairperson from among its members at each meeting. The chairpersonship of each committee shall alternate between the

members designated by the agency head and the members designated by the Union. A quorum shall consist of a majority of the total membership of a committee. A committee shall make its recommendations to the agency head in writing.

Section 4.

The labor-management committee shall meet at the call of either the Union members or the Employer members at times mutually agreeable to both parties. At least one week in advance of a meeting the party calling the meeting shall provide, to the other party, a written agenda of matters to be discussed. Minutes shall be kept and copies supplied to all members of the committee.

ARTICLE XII – CAREER DEVELOPMENT

A joint Career Development Committee composed of representatives of the Office of Management and Budget, The Office of Labor Relations, the Department of Personnel, the Health and Hospitals Corporation and the Union shall be established. Said committee shall meet to study problems related to career development and training, and retention of personnel. These issues can be discussed in the Labor Management Committee provided in Article XI.

Where deemed necessary, said committees may make recommendations to the appropriate City officials.

ARTICLE XIII – FINANCIAL EMERGENCY ACT

The provisions of this Agreement are subject to applicable provisions of law, including the New York State Financial Emergency Act for the City of New York as amended.

ARTICLE XIV – APPENDICES

The Appendix or Appendices, if any, attached hereto and initialed by the undersigned shall be deemed a part of this Agreement as if fully set forth herein.

ARTICLE XV – SAVINGS CLAUSE

In the event that any provision of this Agreement is found to be invalid, such invalidity shall not impair the validity and enforceability of the remaining provisions of this Agreement.

WHEREFORE, we have hereunto set our hands and seals this 5th day of June, 2007

FOR THE CITY OF NEW YORK AND RELATED PUBLIC EMPLOYERS AS DEFINED HEREIN:

FOR LOCAL 300, SEIU

BY: James F. Hanley
JAMES F. HANLEY
Commissioner of Labor Relations

BY: James Golden
JAMES GOLDEN
President

FOR THE NEW YORK CITY HEALTH AND HOSPITALS CORPORATION

BY: Frank Cirillo
FRANK CIRILLO
Senior Vice President

APPROVED AS TO FORM:

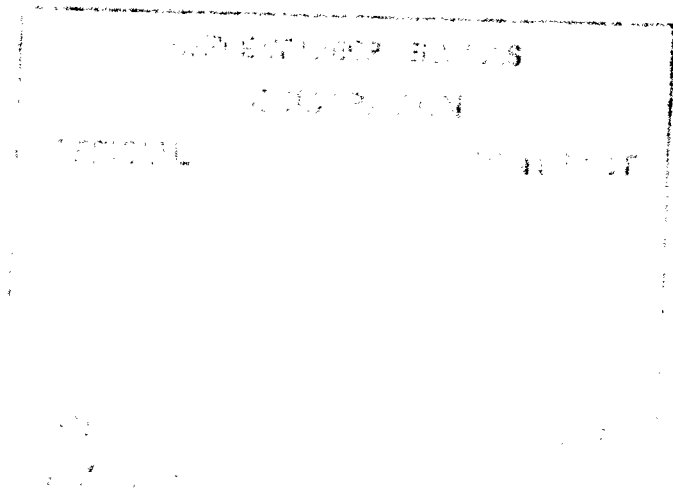
BY: Paul T. Rephen
PAUL T. REPHEN
Acting Corporation Counsel

CERTIFIED TO THE FINANCIAL CONTROL BOARD:

DATE: _____

UNIT: Assistant Buyer, *et al.*

TERM: **March 17, 2007** through February 22, 2009



Appendix A to 2007-2009 Local 300, SEIU Agreement

Longevity Increment Eligibility Rules

The following rules shall govern the eligibility of employees in Unit A and Unit B, respectively, for the longevity increments provided for in Article III, Section 11, of the *2007-2009 Assistant Buyer, et al. Agreement.*:

1. Only service in pay status shall be used calculate the 15 years of service, except that for other than full time per annum employees only a continuous year of service in pay status shall be used to calculate the 15 years of service. A continuous year of service shall be a full year of service without a break of more than 31 days. Where the regular and customary work year for a title is less than a twelve month year such as a school year, such regular and customary year shall be credited as a continuous year of service counting towards the 15 years of service. If the normal work year for an employee is less than the regular and customary work year for the employee's title, it shall be counted as a continuous year of service if the employee has customarily worked that length of work year and the applicable agency verifies that information.
 2. Service in pay status prior to any breaks in service of more than one year shall not be used to calculate the 15 years of service. Where an employee has less than seven years of continuous service in pay status, breaks in service of less than one year shall be aggregated. Where breaks in service aggregate to more than one year they shall be treated as a break in service of more than one year and the service prior to such breaks and the aggregated breaks shall not be used to calculate the 15 years of service. No break used to disqualify service shall be used more than once.
 3. The following time in which an employee is not in pay status shall not constitute a break in service as specified in the paragraph 2 above:
 - a. time on a leave approved by the proper authority which is consistent with the rules and regulations of the Personnel Director or the appropriate personnel authority of a covered organization;
 - b. time prior to a reinstatement;
 - c. time on a preferred list pursuant to Civil Service Law Sections 80 and 81 or any similar contractual provision;
 - d. time not in pay status of 31 days or less.
- Notwithstanding the above, such time as specified in subsection a, b and c above shall not be used to calculate the 15 years of service.
4. Once an employee has completed the 15 years of "City" service in pay status and is eligible to receive the \$500-Unit A/\$300-Unit B longevity increment, the \$500-Unit A/\$300-Unit B shall go into the employee's base rate for all purposes except as provided in paragraph 5 below.
 5. The \$500-Unit A/\$300-Unit B longevity increment shall not become pensionable until 15 months after the Employee becomes eligible to receive such payment.



THE CITY OF NEW YORK
OFFICE OF LABOR RELATIONS
40 Rector Street, New York, NY 10006-1705
http://nyc.gov/olr

JAMES F. HANLEY

Commissioner

PAMELA S. SILVERBLATT

First Deputy Commissioner

_____2007

James Golden, President
SEIU Local 300
180 Broadway – Suite 800
New York, NY 10038

Re: 2007–2009 Assistant Buyer, et al. Agreement

Dear Mr. Golden:

This is to confirm certain mutual understandings and agreements regarding the above captioned Agreement.

1. The First Deputy Commissioner of Labor Relations may, after notification to the affected union(s), exempt certain hard to recruit titles, as defined in relevant cases by DCAS and by HHC, from the provisions of Section 4 of the *2007-2009 Assistant Buyer, et al. Agreement*.
2. For the purposes of Section 4 of the *2007-2009 Assistant Buyer, et al. Agreement*, employees who were in active pay status prior to the date of execution of the *2007-2009 Assistant Buyer, et al. Agreement* who are affected by the following personnel actions after said date shall not be treated as “newly hired” employees and shall be entitled to receive the minimum incumbent salary set forth in Section 3 on the dates indicated therein.
 - a. Employees who return to active pay status from an approved leave of absence.
 - b. Employees in active pay status (whether full or part-time) appointed to permanent status from a civil service list or to a new title (regardless of jurisdictional class or civil service status) without a break in service of more than 31 days.
 - c. Employees who were laid off or terminated for economic reasons who are appointed from a recall preferred list or who were subject to involuntary redeployment.
 - d. Provisional employees who were terminated due to a civil service list who are appointed from a civil service list within one year of such termination.
 - e. Permanent employees who resign and are reinstated within one year of such resignation.
 - f. Employees (regardless of jurisdictional class or civil service status) who resign and return within 31 days of such resignation.
 - g. A provisional employee who is appointed directly from one provisional appointment to another.
 - h. For circumstances that were not anticipated by the parties, the First Deputy Commissioner of Labor Relations may elect to issue, on a case-by-case basis, interpretations concerning the application of Section 4 of the *2002-2005 Assistant Buyer, et al. Agreement*.
3. For the purposes of Section 2(a), “approved leave” is further defined to include:

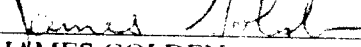
- a. maternity childcare leave
- b. military leave
- c. unpaid time while on jury duty
- d. unpaid leave for union business pursuant to Executive Order 75
- e. unpaid leave pending workers' compensation determination
- f. unpaid leave while on workers' compensation option 2
- g. approved unpaid time off due to illness or exhaustion of paid sick leave
- h. approved unpaid time off due to family illness
- i. other pre-approved leaves without pay

If the above accords with your understanding, please execute the signature line provided below.

Very truly yours,


JAMES F. HANLEY

**AGREED AND ACCEPTED ON BEHALF OF
SEIU LOCAL 300**

BY: 

JAMES GOLDEN
PRESIDENT



THE CITY OF NEW YORK
OFFICE OF LABOR RELATIONS
40 Rector Street, New York, NY 10006-1705
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JAMES F. HANLEY
Commissioner
PAMELA S. SILVERBLATT
First Deputy Commissioner

Date: _____

James Golden, President
SEIU Local 300
180 Broadway -- Suite 800
New York, NY 10038

Re: 2007-2009 Assistant Buyer, et al. Agreement

This is to confirm certain mutual understandings and agreements regarding the above captioned Agreement.

Transit Check

The parties agree that the City will expand the current Transit Check program to offer to eligible employees the ability to purchase a Transit Debit Card through payroll deductions in accordance with IRC Section 132. In addition to the current MTA Surface and Subway lines, the Transit Debit Card may be used to purchase tickets for mass transit commutation only (i.e. LIRR, LI MTA Buses, MetroNorth). The administrative fee for this benefit will be borne by the participants and will be deducted on a prorated basis from the participating employee's paycheck. After one year of experience with this benefit, the City will examine the level of participation and the associated costs of providing this benefit to determine whether or not the administrative fee requires adjustment.

The parties further agree to examine the possible expansion of this benefit to include other regional mass transit carriers.

Residency

The parties agree to support an amendment to Section 12-119 et seq. of the Administrative Code for the purpose of expanding permissible limits on residency to include the City of New York and Nassau, Westchester, Suffolk, Orange, Rockland or Putnam counties - with certain exceptions and limitations and except as may be prohibited by any other law requiring residency for appointment to certain positions including, but not limited to, the Public Officers Law for employees covered by the terms of this Agreement.

Consistent with the above, Mayoral Directive 78-13, as amended July 26, 1978, and any other covered Employer's rules, regulations and/or operating procedures, shall be similarly modified to conform to the understanding of the parties.

Upon enactment of legislation to implement the provisions herein, employees shall be subject to Section 1127 of the New York City Charter.

Labor Management Committee on Pension Issues

There shall be a joint Labor Management Committee on Pensions with the appropriate parties. The committee shall analyze the actual costs and additional contribution rate(s) for members of the New York City Employees' Retirement System (NYCERS) and the Board of Education Retirement System (BERS) associated with Chapter 96 of the Laws of

1995. Such analysis shall be based on, among other factors, the actual number of people who elected to participate under the provisions of said Chapter 96 of the Laws of 1995 as of September 26, 1995. The committee shall make recommendations regarding the establishment of revised additional contribution rate(s) and other remedies it deems appropriate so as to reflect the actual cost to members of NYCERS and BERS. Regardless of the comparison of actual costs to additional contributions for members of NYCERS and BERS, there shall be no adjustment to contributions under Chapter 96 without first considering the contributions by the employer to NYCERS and BERS on behalf of all employees, and the comparison of those contributions to actual costs.

The appropriate parties further agree to discuss the following issues:

- Chapter 96 Reopener
- Chapter 96 Escape
- Age and Vesting Requirements
- Member Contribution Amounts and Duration
- Benefit Formula Changes
- Service Credits
- Any other areas the parties mutually agree to

Continuation of Certain Health Benefits

The parties acknowledge that collective bargaining regarding health benefits is within the purview of negotiations between the Municipal Labor Committee and the City. Cost-containment initiatives in the City Health Benefits Program shall be discussed with the Municipal Labor Committee.

Salary Review Panel

A Salary Review Panel shall be established to review selected titles and occupational groups to determine whether or not salary adjustments or other compensation modifications appear to be indicated and, based on their findings, to make such recommendations as are appropriate. The Panel Procedures shall be set forth in a letter agreement. The parties further agree that no recommendation for salary modifications and/or other adjustments shall be implemented unless and until the parties have agreed on the source(s) of funding.

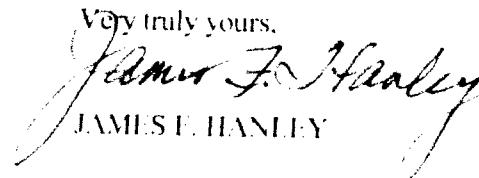
Additional Compensation Funds

Effective {last day of unit agreement}, the bargaining unit shall have available funds not to exceed 0.34% to purchase recurring benefits, mutually agreed to by the parties, other than to enhance the general wage increases set forth in Section 4 or the hiring rate for new employees set forth in Section 5. The funds available shall be based on the December 31, 2005 1% book.

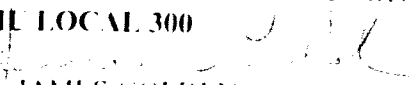
Performance Compensation Procedures

The Letter Agreement between the City of New York and District Council 37 regarding such criteria and procedures insofar as they relate to the City of New York's "Performance Compensation Procedures" shall apply {in lieu of the provisions in Article XVII ("Merit Increases"), Sections 1 and 2}.

If the above accords with your understanding, please execute the signature line provided below.

Very truly yours,

JAMES F. HANLEY

AGREED AND ACCEPTED ON BEHALF OF
SEIU LOCAL 300

BY 
JAMES GOLDEN
PRESIDENT



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JAMES F. HANLEY

Commissioner

PAMELA S. SILVERBLATT

First Deputy Commissioner

James Golden, President
SEIU Local 300
180 Broadway - Suite 800
New York, NY 10038

Re: Salary Review Panel

Dear Mr. Golden:

This letter is to confirm certain mutual understandings and agreements pursuant to negotiations for the 2007-2009 *Assistant Buyers, et al. Agreement* in which the parties agreed to establish the "Salary Review Panel" ("*Panel*").

Composition of the Panel

The Salary Review Panel shall consist of a member appointed by the Union, a member appointed by the City, and a neutral selected by the parties or such other arrangement as may be mutually acceptable to the parties.

Goals and Objectives

A Salary Review Panel shall be established to review selected titles and occupational groups to determine whether or not salary adjustments or other compensation modifications appear to be indicated and, based on their findings, to make such recommendations as are appropriate.

Criteria

The criteria to be used to determine the title(s) and or occupational group(s) to be reviewed for such adjustments or modifications shall include the following:

1. Titles occupational groups whose work was previously contracted out but is currently being performed by City employees.
2. Titles occupational groups which perform revenue-producing and or cost-containment functions.
3. Titles whose duties have evolved to require substantial additional skills and or responsibilities.
4. Titles occupational groups whose salary and or total compensation benefits may not compare favorably vis-a-vis other public sector and or private sector jurisdictions.

Notwithstanding the above, any other criteria that the parties may mutually agree upon may be considered by the Panel.

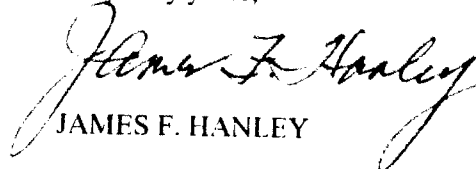
The parties mutually agree that any review undertaken by the Panel shall, where appropriate, include an analysis of the "total compensation" of a title. Total compensation includes wages and other salary-related benefits; time and leave benefits; health insurance; welfare fund benefits; pension benefits; and such other areas that are typically considered by the parties.

Written applications are to be submitted to the Panel within 120 days of the ratification of this Agreement unless the parties mutually agree to an extension. Applications submitted to the Panel must contain detailed information regarding the basis for the claim. Determinations and/or recommendations of the Panel shall not be grievable, arbitrable or otherwise reviewable in any other forum.

The parties further agree that no recommendation for salary modifications and/or other adjustments shall be implemented unless and until the parties have agreed on the source(s) of funding.

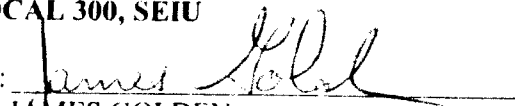
If the above accords with your understanding, kindly execute the signature line provided below.

Very truly yours,


JAMES F. HANLEY

**AGREED AND ACCEPTED ON BEHALF OF
LOCAL 300, SEIU**

BY:



JAMES GOLDEN

President