

Collective Bargaining Agreement Analysis Checklist

To assess your obligation to bargain, ask:	YES	NO
Has the work ever been performed by Union represented employees?	<input type="checkbox"/>	<input type="checkbox"/>
Has the work ever been performed by Union represented employees within your unit or facility?.....	<input type="checkbox"/>	<input type="checkbox"/>
Even if the work has never been, could the contract impact Union represented employees?	<input type="checkbox"/>	<input type="checkbox"/>
Is the contract for work historically performed by Union represented employees legislatively mandated or authorized prior to 07/01/2005?	<input type="checkbox"/>	<input type="checkbox"/>
Has work, historically performed by Union represented employees, been most recently performed by a vendor contract?.....	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is the proposed new contract a different scope of work than that performed under the previous vendor contract?	<input type="checkbox"/>	<input type="checkbox"/>

- If any answers are yes, the contract will be reviewed for possible notification of the Union and you may be asked for clarification.
- You will be kept informed of the process.
- Reference: Decision Tree at Caoly3:S; Contract Tool Box, Contract Development Tools; Union Review:

NOTE: Above checklist must be completed.

APPROVAL SIGNATURE FROM OFFICE CHIEF OR DIRECTOR (OR DESIGNEE)

DATE

PRINT NAME HERE