

**CITY OF CHICAGO  
COUNTERPROPOSAL ON TELEWORKING**

The City of Chicago makes the following proposal to the Teamsters, Local 743 on teleworking, to be adopted as a separate Memorandum of Agreement:

**MEMORANDUM OF AGREEMENT ON TELEWORKING**

This Memorandum of Agreement ("Agreement") is made and entered into as of the dates set forth below, by and between the City of Chicago and the Teamsters, Local 743 ("the Union").

This Agreement shall establish the framework for the implementation of a telework option for individual employees in certain job titles represented by the Union within the Department of Public Health in the City of Chicago. While the parties agree that allowing employees to perform their duties remotely may have a positive benefit to the Department's overall operation, the successful implementation of remote and/or hybrid work schedules depends upon a number of factors, including the specific nature of the duties of the job classification, the operational needs and efficiencies of the Department, the need to serve the public in an in-person capacity, the work load of an individual employee, an employee's individual work and disciplinary history, and the employee's ability to work in a remote and unsupervised work environment.

All employees who are selected for participation in a telework program will be subject to the terms of the current Telework Policy as implemented by the City of Chicago for its non-represented work force, and as this Policy may be amended from time to time by the City in its discretion. All references to the exclusion of "represented employees" in the policy shall be deemed to be inapplicable to members of the bargaining unit. A copy of the current Telework Policy is attached hereto and made a part of this Agreement. Such provisions of that Telework Policy shall include, but are not limited to, the following criteria:

1. All telework assignments will be subject to Department Head approval, which may be withdrawn at any time by the Department Head in their discretion, consistent with the Telework Policy.
2. Employees working in such arrangements must certify that they have sufficient work for a minimum of seven and one-half (7 and 1/2) hours a day of work, that they have not been on a performance improvement plan in the previous six (6) months or disciplined within the prior twelve (12) months, and that they have appropriate equipment and a safe work space to be able to work from home.

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3. Employees working in such arrangements must sign a Telework Agreement, a copy of which is attached to the Telework Policy, as well as adhere to all conditions of telework assignment set forth by the Department.
4. Any violations of the Telework Policy, the Telework Agreement, and/or the specific conditions determined by the Department for that work assignment, will result in the loss of the telework arrangement, removal from any future telework assignments, and discipline up to and including discharge in the appropriate circumstances.
5. The provisions of the policy and its implementation are not subject to the grievance and arbitration provisions in Article 7 of the Collective Bargaining Agreement.

This policy shall become effective thirty (30) days from the date of signature of this Memorandum of Agreement as shown below and may be revised or withdrawn at any time by the City of Chicago upon prior written notice to the Union.

In witness whereof, the parties have affixed their signatures below by their authorized representatives.

**CITY OF CHICAGO**

**Teamsters, Local 743**

By: Cecily J. Porter Adams By: [Signature]  
Dated: 1.23.24 Dated: 1-22-2024

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