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Article 37

Tests and Employee Selection Process

Section 1. General

The Administration recognizes its responsibility to maintain selection procedures in compliance with Federal policy concerning validity, job relatedness and this agreement.

Section 2. Tests

When tests are used as part of the criteria for selection to a training/career development program or for internal placement, they will be consistently and uniformly applied to the grade and series of the specified position.

Section 3. Duty Time

Ordinarily, employees will be granted duty time to take internal tests that may be used for promotion and/or placement in SSA.

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26 Section 4. Notice to the Union

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28 When there are any changes in the application of an existing test and/or the
29 inclusion of a new test which will be utilized for internal placement and there is a
30 duty to bargain under 5 USC 71, notice and such opportunity to bargain will be
31 provided to the Union by SSA consistent with the procedures in Article 4.