

**Side Letter of Agreement Between American Federation of State,  
County and Municipal Employees (AFSCME), (Bargaining Unit 19)  
And The State of California**

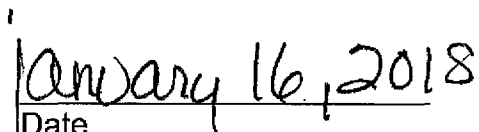
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The State of California and AFSCME agree to modify the existing agreement to include Government Code sections 3555.5 - 3559 (Public Employee Communication), which incorporates New Employee Orientation and the expansion of employee contact information provided to American Federation of State, County and Municipal Employees.


**Employee Communication**

- A. Within 30 days of hire and every 120 days thereafter, departments shall provide bargaining unit employees' work, home, and personal cellular telephone number and personal email address(es) on file with the employer.
- B. It is agreed that the State shall provide each employee the opportunity to request that his/her home address, home telephone number, personal cellular telephone number, and personal email address(es) not be divulged to AFSCME.
- C. Employee home address, home telephone number, personal cellular telephone number, and personal email address(es) shall be maintained as confidential by the Union. The Union shall take all reasonable steps to ensure the security of home address, home telephone number, personal cellular telephone number, and personal email address(es), and shall not disclose or otherwise make them available to any person, entity, or organization.
- D. The state shall not provide the home address, personal cellular telephone number and personal email address(es) for employees protected as a victim of domestic violence, sexual assault, or stalking as set forth in Government Code section 6206.7.
- E. The information under this section shall not be deemed to be public records and shall not be open to public inspection except as set forth in Government Code section 6254.3.
- F. AFSCME shall receive not less than 10 days' notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the employer's operations that was not reasonably foreseeable.

  
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State of California, CalHR

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
American Federation of State, County  
and Municipal Employee

  
\_\_\_\_\_  
Date