INFORMATION SHARING AGREEMENT
PROFICIENCY TESTS / ASSESSMENTS

Grievant / Grievance No. (if applicable):
__________________________________________________

This Agreement made _____________________________ (Date); by and between the
_____________________________________________( "Employer" ), and
(State Agency, Department, Board or Commission)
District 1199, the Health Care and Social Service Union, Service Employees
International Union, (1199/SEIU), pursuant to Section 30.02 of the Collective
Bargaining Agreement (CBA) between 1199/SEIU and the State of Ohio.

Whereas the Employer uses proficiency tests and/or assessments for the purpose
of selecting employees for position vacancies and has an interest in maintaining the
security and integrity of the test/ assessment;

Whereas 1199/SEIU has an interest in reviewing the test/assessment for the position
of ________________________________ to ascertain that the selection process used by
(Classification/ PCN/ Vacancy)
the Employer comports with the CBA;

Now therefore, the parties agree:

1. Any information released by the Employer to 1199/SEIU concerning the
tests and/or assessments will be kept confidential by 1199/SEIU and
will be used only to evaluate related grievances and to provide
representation in grievance proceedings.
2. Except for disclosure to a Grievant/Steward that is necessary for the purpose of representation, 1199/SEIU will not share the information or release it to any State of Ohio employee or any other person or entity without the express written permission of the Employer.

3. 1199/SEIU agrees that its review process will maintain test security and integrity, that except for grievance arbitration and grievance preparation, it will not copy any materials provided by the Employer without the Employer’s written permission, that it will assume full responsibility for securing the materials while they are in its custody, and that it will return or destroy any copies of test /assessment materials provided by the Employer upon completion of its review.

__________________________________  
For the Employer  
________________________________________________________________________  
For 1199/SEIU